

USTRANSCOM Personal Property Advisory #24-0050

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From: USTRANSCOM Defense Personal Property Management Office (DPMO), TCJ9, Scott AFB, IL62225

To: All Military Service Headquarters Representatives, Worldwide Personal Property Shipping Offices (PPSOs), and Personal Property Processing Offices (PPPOs)

Subject: Publication of DP3 Quality Assurance Course Manual

- 1.** The DPMO staff is pleased to announce the publication of the ***DP3 Quality Assurance Course Manual***. This manual is an electronic soft copy of the previously published, Defense Personal Property System (DPS)/Tender of Service (TOS) program-based ***DP3 Quality Assurance Course 0D4A***. This course intends to familiarize or refresh Defense Personal Property Program personnel on a variety of personal property quality assurance topics. This course lays the foundation for follow-on courses and supports or supplements the on-the-job, formal, or informal training provided by organizations to their personal property professionals.
- 2.** The DPMO staff created this manual to provide training for the small number of personnel who are unable to access milSuite as well as to serve as a reference copy for those who completed the online course. This manual is available at <https://www.milsuite.mil/book/docs/DOC-1309380>.
- 3.** Supervisors will provide personnel a copy of the training manual and request a copy of the supervisor's version from the DPMO Training Management Team at transcom.scott.tcj9.mbx.t-division@mail.mil. Supervisors must maintain positive control of the supervisor's version of the manual especially the Answer Key. The manual includes detailed instructions on administering training.
- 4.** Any questions/concerns about this new feature or any DPMO training issues can be e-mailed to the DPMO Training Management Team at transcom.scott.tcj9.mbx.t-division@mail.mil.
- 5.** This message is approved for release by the Strategic Engagements Division Chief, Defense Personal Property Management Office (TCJ9-S).