

**SERVICES REQUIRED AT NON-STANDARD MOVEMENT
LOCATIONS
DEPARTMENT OF STATE
WOUNDED WARRIOR BLUE BARK**

The descriptions in this appendix assume containerized services are utilized. Break-bulk (Roll-on/Roll-off) and overland movements are allowed; therefore, references to container stuffing and unstuffing may not be necessary depending upon the movement characteristics. The Personal Property Consignment Instruction Guide (PPCIG) contains specific country clearance information and can be accessed at

<https://tops.ppcigweb.sddc.army.mil/ppcig/menu/query/country.do>.

Terms/Acronyms used throughout this Appendix.

- BN - Battalion
- CBP - Customs and Border Protection
- COR - Contracting Officer's Representative
- DOS - Department of State
- DTR IV – Defense Transportation Regulations Part IV-Personal Property
- DVPC - Destination Vehicle Processing Center
- IAW - In Accordance With
- IBS – Integrated Booking System
- ITV - In-Transit Visibility
- IVPC - Intermediate Vehicle Processing Center
- MSC – Military Sealift Command
- NLT - Not Later Than
- OVPC - Origin Vehicle Processing Center
- POD - Port of Debarkation
- POE - Port of Embarkation
- POV - Privately Owned Vehicle
- PPCIG - Personal Property Consignment Instruction Guide
- PWS - Performance Work Statement
- RDD - Required Delivery Date
- SM - Service Member
- TCMD – Transportation Control and Movement Document
- TO - Transportation Office
- USTC – United States Transportation Command
- VPC - Vehicle Processing Center

DEPARTMENT OF STATE (DOS)

Route	Books Ocean Movement	Coordinating Customs	Contractor Starts Custody	Contractor Stops Custody
To DOS location	DOS	DOS	OVPC	Transfer to DOS at IVPC
From DOS location	DOS	DOS	Transfer from DOS at IVPC	DVPC

Total movement transit time is determined on a case-by-case basis but typically begins at 90 days.

Inbound to DOS location (Embassy):

Department of State utilizes three IVPCs for shipments to/from OCONUS mission locations. These IVPCs are depicted in Attachment 6. The contractor shall:

- Receive the POV at the OVPC and document date/joint inspection on DD788 or equivalent document. Upload documentation in the contractor’s logistics management system.
- Advise the SM that the total transit time will be determined by DOS but should be approximately 90 days from the OVPC turn-in date to destination arrival.
- Provide applicable documentation to the DOS representative within three (3) business days of POV turn-in. The DOS representative will use the documentation to determine eligibility and designate an IVPC as depicted in Attachment 6. Contractor RDD compliance will be measured IAW Attachment 4, Contractor column beginning on the date the DOS representative provides notification of the designated IVPC and ending upon delivery to the designated IVPC.
- Move the POV from the OVPC to DOS designated IVPC in Attachment 6. Contractor RDD transit time will be determined using Attachment 4, Contractor column.
- Provide notification and applicable documentation to the DOS representative and COR upon arrival at the IVPC (or sooner). Notification will occur NLT three (3) business days after arrival at the IVPC.
- Request COR assistance if there is no response from DOS representative within five (5) business days of notification of POV arrival at the IVPC.
- Transfer custody upon DOS acceptance of the shipment (typically at the IVPC). Document the custody transfer (proof of delivery) and annotate the transfer date in the contractor’s logistics management system.
- Upon transfer of custody close the record in the contractor’s logistics management system. Contractor RDD will be assessed based on the transfer date.
- Advise the SM that any additional movement questions/timelines should be directed to the DOS representative.

Outbound from DOS location (Embassy):

DOS will deliver the POV to the applicable IVPC as depicted in Attachment 6. The contractor shall:

- Create a record in the contractor’s logistics management system upon DOS notification of POV movement. Advance shipping information will be provided by the DOS representative.
- Prior to POV arrival at the IVPC, advise SMs that movement questions/timelines should be directed to the DOS representative.
- Accept custody upon DOS delivery of the POV at the applicable IVPC.
- Document transfer date and joint inspection on DD788 or equivalent document. Upload the documentation and annotate the transfer date in the contractor’s logistics management system. Contractor RDD will be calculated beginning on the transfer date (see PWS, paragraph 1.3.5.1.).
- Move the POV from the IVPC to the DVPC.

DOOR-TO-DOOR MOVEMENTS

Route	Books Ocean Movement	Coordinating Customs	Contractor Starts Custody	Contractor Stops Custody
Door-to-Door	Contractor	Contractor	Door	Door

Blue Bark:

- Standard movement is door-to-door.
- Contractor will document vehicle inspection on DD788 or equivalent document jointly with the Casualty Assistance Officer (or equivalent) at the origin door.
- Transit time will be IAW direction from USTC and coordination with the next of kin.
- Upon government direction the contractor shall move the POV to an IVPC (closest to the destination) for cleaning prior to delivery to the destination door.

Wounded Warrior:

- Standard movement is door-to-door.
- Contractor will document vehicle inspection on DD788 or equivalent document jointly with the SM (or representative) at the origin door.
- Transit time will be IAW direction from USTC and coordination with the SM and/or the family.
- Upon government direction the contractor shall move the POV to an IVPC (closest to the destination) for cleaning prior to delivery to the destination door.
- The DTR IV prohibits movement of household goods in POVs.
- In the event a POV is presented to the contractor with additional household goods, the contractor will coordinate with the COR/ USTC for approval to move the POV with the additional material.

ADROS ISLAND, BAHAMAS

- For inbound shipments into Andros Island, the Government will then create an IBS transportation control and movement document (TCMD) to book the POV on the MSC barge to Andros Island, the contractor shall move all POVs from OVPC to Cape Canaveral Port IAW zone-to-zone pricing in Appendix E. .
- For outbound shipments leaving Andros Island, the contractor shall move all POVs from Cape Canaveral Port to DVPC IAW zone-to-zone pricing in Appendix E.
- The Government POC is Ms. Cheryl McClelland at cheryl.a.mcclelland.civ@mail.mil.

All Other Non-Standard Movements:

- For all other locations not covered either in this Appendix or in Attachment 4 outside the VPC network, the total movement transit time is no more than 120 days.

GUANTANAMO BAY, CUBA

Route	Books Ocean Movement	Coordinating Customs	Contractor Starts Custody	Contractor Stops Custody
To Cuba	Government	N/A	OVPC	Jacksonville ocean carrier's terminal
From Cuba	Government	N/A	Jacksonville ocean carrier's terminal	DVPC

Inbound to Guantanamo Bay:

The contractor shall:

- Advise the SM of the total transit time to Guantanamo Bay as defined in Attachment 4, Total Time column.
- Move the POV from the OVPC to the Jacksonville ocean carrier's terminal.
- Transfer custody upon POV delivery to the Jacksonville ocean carrier. Document the custody transfer (proof of delivery) and annotate the transfer date in the contractor's logistics management system.
- Upon transfer of custody close the record in the contractor's logistics management system. Contractor RDD will be assessed based on the transfer date.

The ocean carrier is responsible for receiving the POV from the contractor, moving the POV to Guantanamo Bay, and issuing the POV to the customer or government agent in Guantanamo Bay.

Outbound from Guantanamo Bay:

The government is responsible for receiving POVs from the customer and moving the POV from Guantanamo Bay to the Jacksonville ocean carrier's terminal. The contractor shall:

- Create a record in the contractor's logistics management system upon government notification of POV movement. Advance shipping information will be provided by the Guantanamo Bay TO.
- If queried, ensure the SM is aware of the total transit time from Guantanamo Bay defined in Attachment 4, Total Time column.
- Accept custody upon POV pick-up from the Jacksonville ocean carrier. The contractor will be notified by the ocean carrier when the POV is available for pickup. Ensure timely pickup to avoid demurrage/port storage costs.
- Document transfer date and joint inspection on DD788 or equivalent document. Maintain documentation and annotate the transfer date in the contractor's logistics management system. Contractor RDD will be calculated beginning on the transfer date (see PWS, paragraph 1.3.5.1.).
- Move the POV from the Jacksonville ocean carrier's terminal to the DVPC.

Guantanamo Bay TO Point of Contact: Traffic Management Office PSC 1005, Box 33
FPO AE 09593-0133

Commercial phone: 011-5399-4206/4495; Fax: 011-5399-4562

PRAIA, AZORES

Route	Books Ocean Movement	Coordinating Customs	Contractor Starts Custody	Contractor Stops Custody
To Azores	Contractor	Government	OVPC	Azores TO (book to door)
From Azores	Government	Contractor	Vessel discharge at POD	DVPC

Inbound to Azores:

All services in the Azores are provided by the ocean carrier and the Azores TO. The contractor shall:

- Book the POV ocean movement with the applicable ocean carrier.
- If applicable, ensure only one POV per 20 foot container or two POVs per 40 foot container are booked for movement.
- Provide customs clearance documentation and advance shipping information to the Azores TO.
- Move the POV from the OVPC via the ocean carrier to the Azores TO (to door service). Delivery address is:
Base Aerea das Lajes
65 Logistics Readiness Squadron
Bldg T-607
Praia da Vitoria 9760-009
- Transfer custody upon POV delivery to the Azores TO. Upload a copy (e.g., screen shot, scan) of the ocean carrier's vessel arrival to the Azores and annotate the transfer date in the contractor's logistics management system.
- Upon transfer of custody close the record in the contractor's ITV system. Contractor RDD will be assessed based on the transfer date.

Outbound from Azores:

For POVs outbound from Azores, the Government will book the POV with the applicable ocean carrier and ensure the ISF document is filed in accordance with CBP regulations. The contractor shall:

- Create a record in the contractor's logistics management system upon government notification of POV movement. Advance shipping information will be provided by the Azores TO.
- If queried, ensure the SM is aware of the total transit time from the Azores defined in Attachment 4, Total Time column.
- Arrange customs entry and clearances at the POD. Contractor RDD will be calculated beginning on the vessel discharge at the ocean carrier's POD (see PWS, paragraph 1.3.5.1.).
- Accept custody upon POV pick-up from the ocean carrier. The contractor will be notified by the ocean carrier when the POV is available for pickup. Ensure timely pickup to avoid demurrage/port storage costs.
- Document joint inspection on DD788 or equivalent document. Maintain documentation and annotate the transfer date in the contractor's logistics management system.
- Move the POV from the ocean carrier's terminal to the DVPC.

Point of Contact:

Azores Detachment
PSC 76, APO 09720-5000
Lajes Island, Azores

Commercial phone: (011351) 295-57369/576419; DSN: 312-535-3691/6419

INTRA-THEATER POV LOGISTICS SUPPORT PLAN - JAPAN
CONCEPT OF OPERATIONS (CONOP)
INTERNATIONAL AUTO LOGISTICS (IAL) SUPPORT

- 1.1 This Privately Owned Vehicle (POV) CONOP outlines IAL's logistics support of DoD POV shipment from customers on permanent change of station orders authorized POVs shipments from Yokohama to, from OR BETWEEN installations at Iwakuni, Misawa, Okinawa, and Sasebo.
- 1.2 IAL will accept and process the following type vehicles for shipment when the government approves (waivers) shipment through servicing Joint Personal Property Shipping Offices (JPPSO), and Personal Property Processing Offices (PPPO):
 - a. CATEGORY A: POVs manufactured on or PRIOR to 31 March 1976 (Okinawa and/or mainland Japan ONLY. No shipment waiver required).
 - b. CATEGORY B: POVs manufactured AFTER 31 March 1976 (Waiver required. Shipment to mainland Japan ONLY).
 - c. CATEGORY C: Japanese specification POVs that were previously registered and exported from, to and between mainland Japan and/ OR Okinawa. (Waiver required). Note: PROHIBITED. IAL WILL NOT accept or allow members to ship modified Japanese specification POVs directly to Okinawa at government expense without PRIOR approval, including POVs purchased from Japan Export Companies.
- 1.2.1 There are no authorized facilities on-base OR in close proximity of Iwakuni, Misawa, or Sasebo to modify or inspect CATEGORY B POVs to meet Japanese emissions and safety standards. CATEGORY B POVs final destination will be Yokohama and re-transportation at government expense is not authorized.
- 1.2.2 All modified Japanese specification POVs will (ONLY) be shipped to mainland Japan (Yokohama) to undergo emissions, safety, and noise testing.
- 1.2.3 When the required Japanese inspections (emissions, safety and noise) are completed, subsequent government transportation and all additional costs plus the subsequent delivery to Okinawa for category C modified vehicles will be at the member's or DoD employee's expense. Members and employees will arrange at personal expense, pick up and transportation of their POV post inspection to final destination.
- 1.3 IAL will provide POV turn in service within a 9 mile (15 kilometers) radius in proximity of Misawa Air Base, Sasebo and Iwakuni. POV turn-in service will not be offered on a walk-in basis. POV turn-in will be offered by appointments ONLY.
- 1.3.1 Appointment scheduling. IAL will confirm receipt of emailed documents and provide any required corrections required within 24 hours. If no changes are required, the response will confirm and notify the customer that their information has been forwarded to our local representative for scheduling. Someone will reach out to the customer within 48 hours after confirmation that all documentation is complete to schedule an appointment.

1.3.2 Turn-In procedures.

1.3.2.1 Step 1: Member will review the website (www.PCSmyPOV.com) for required documentation needs. List of requirements can be found under the Locations link. Search for Okinawa or Yokohama, click on Details. Scroll down to the Additional Information section. Once documents are gathered member will contact IAL via email at Japan@ialpov.us for document approvals.

1.3.2.2 Step 2: IAL will review all shipment requests, verify documentation and then provide the necessary information to schedule an appointment locally. Only shippers with a pre-approved confirmed appointment will be allowed to turn-in a POV.

1.3.2.3 Surges. During operational surges (homeport changes, air wings/squadron Rotations, etc.), turn-in will be offered with more frequency after JPPSO coordination with Service headquarters, IAL and USTRANSCOM TCJ9. Frequency changes during surges will account for vessel scheduling and surface transportation availability.

1.4 Transportation method.

1.4.1 IAL will transport all POVs received and processed via car carrier, local ferry, barge, boat, or other available commercially acceptable transportation modes.

1.4.2 Note: At no time will IAL allow its employees or vendors to drive a member's or employee's POV on public highways (across the road) between authorized intra-theater locations.

1.5 Pick up procedures.

1.5.1 IAL will notify the POV shipper via email or phone call that the POV is available for pick up. Email notification will include information on how to schedule an appointment for pick up.

1.5.2 When the shipper fails to respond to IAL's notification of POV arrival, IAL contractor personnel will notify the COR and local servicing JPPSO/PPSO for assistance.

1.6 Assumptions.

1.6.1 All inbound vehicles would continue to be picked up at Yokohama facility due to import registration and inspection regulations/requirements unless POV is Category A or Category C without a need to meet additional Japanese inspection mandate.

1.6.2 POV turn-in at Yokohama remains unchanged for Yokosuka, Atsugi, Zama and all other points in and around Tokyo proper.

1.6.3 When properly counseled by a JPPSO/PPSO/PPPO, IAL will accept POVs for intra-theater shipment between Japan (Yokohama, Okinawa, Iwakuni, Misawa, and Sasebo) from shippers with funded PCS orders, when approved in the order and/or Command written approval.

1.7 Vehicles may be transported via multiple modes of transportation. IAL's prices assumes transportation over water (local ferry/line-haul automobile carriers, barge, etc.) between

locations within Japan and are not subject to Defense Federal Acquisition Regulation paragraph 252.247-7023, Transportation of Supplies By Sea.

1.8 Intra-theater Pick-up location.

- 1.8.1 Yokohama, North Dock, by appointment only.
- QoL Iwakuni, by appointment only.
- Misawa, by appointment only.
- QoL Sasebo, by appointment only.

2.1 EMERGENCY.

2.1.1 When emergency situations arise and a turn-in is required outside of the established schedule which cannot be satisfied through the Command and/or power-of-attorney, the JPPSO Director will determine the merit based on justification of the emergency.

2.1.2 Justification will be coordinated through Service Representative HQ and USTRANSCOM TCJ9. After IAL provides a shipment quote for unscheduled service, a final decision will be made by the Service Representative and TRANSCOM/TCJ9 POV Program Manager.

3.1 Implementation.

3.1.1 IAL will begin accepting appointments for POV turn-in at the three new QoL locations (Iwakuni, Misawa and Sasebo) within 14 days of the government's contractual authority to proceed.