



**DEFENSE  
TRANSPORTATION  
REGULATION**

**INDIVIDUAL MISSIONS,  
ROLES, AND  
RESPONSIBILITIES**

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## **INDIVIDUAL MISSIONS, ROLES, AND RESPONSIBILITIES**

### **A. UNDER SECRETARY OF DEFENSE FOR ACQUISITION AND SUSTAINMENT (USD[A&S])**

1. Develop Department of Defense (DoD) transportation and traffic management policies; provides guidance and policy interpretations to the DoD Components concerning the effective and efficient acquisition and use of all modes of DoD and commercial transportation resources and services.
2. Proponent for customs and border clearance matters in the Office of the Secretary of Defense (OSD) and exercise staff supervision over all customs and border clearance matters within the DoD.
3. Responsible for prior review and approval of special or unique projects and programs not specifically provided for in the Defense Transportation Regulation (DTR).
4. Through the Deputy Assistant Secretary of Defense for Logistics, maintain liaison and foster collaborative working relationships with other federal agencies and the commercial industry in carrying out assigned responsibilities and functions.

### **B. DEFENSE LOGISTICS AGENCY (DLA)**

1. DLA is the container procurement manager for the DoD and has the authority to procure commercial off-the-shelf International Organization for Standardization (ISO) containers for the Services, including ISO containers with special features as required (e.g., Chemical Agent Resistant Coating [CARC] paint and retaining rings) and designated Military Specification (MILSPEC) or special containers and support equipment for the DoD through DLA Troop Support Construction and Equipment Container program. DLA will develop contracting mechanisms for the Services and Agencies to use for these types of procurements.
2. DLA collaborates with the Commander, the United States Transportation Command (USTRANSCOM), in support of distribution process improvement efforts to ensure consistency with Defense Logistics and Global Supply Chain Management System requirements.

### **C. UNDER SECRETARY OF DEFENSE (COMPTROLLER)/CHIEF FINANCIAL OFFICER OF THE DEPARTMENT OF DEFENSE**

1. Establish overall policy governing transportation working capital funds and the transportation financial processes in DoD 7000.14-R.
2. Establish policies for acquisition and sustainment auditability in coordination with the USD(A&S).

### **D. DIRECTOR, DEFENSE SECURITY COOPERATION AGENCY (DSCA)**

Under the authority, direction, and control of the Under Secretary of Defense for Policy, the Director, Defense Security Cooperation Agency, coordinates with the Deputy Assistant Secretary of Defense Logistics (DASD [LOG]) for transportation guidance associated with the movement of security assistance and security cooperation cargoes and humanitarian assistance programs.

### **E. DEFENSE TRAVEL MANAGEMENT OFFICE (DTMO)**

1. Serve as the DoD's focal point to the travel industry, which includes Travel Management Company (TMC) contracts, General Services Administration (GSA) City Pair Program (CPP) and commercial scheduled air service, airline global distribution systems, commercial travel data, travel for bus, rail, vessel, and rental car service, and the Defense Travel System functional

requirements. Ensure consistency in the DoD's focus, policy, and execution of travel management functions.

2. Negotiate rates and other matters incidental to the transportation of passengers, other than air, worldwide.
3. Serve as the single face to industry for commercial travel policy.
4. Procure and centrally manage TMC contracts.
5. Establish procedures to ensure effective use and control of TMCs. Maintain a current list of TMCs serving DoD installations under their jurisdiction.
6. Maintain approval authority for the establishment or procurement of Service-unique, in-house travel offices.
7. Administer the U.S. Government Rental Car/Truck program.
8. Administer the DoD Military Bus program.
9. Arrange the best means available for passenger surface transportation.
10. Administer the Recruit Travel Routes.
11. Administer the Recruit Travel and Assistance program.
12. Act as the single source for DoD commercial travel data.
13. Serve as the DoD's customer interface for the GSA CPP. Coordinates GSA CPP and other commercial travel issues with USTRANSCOM and the Military Services.
14. Represent the DoD in negotiating the GSA CPP contract and identifying commercial travel requirements. Stay engaged with the Air Mobility Command (AMC) on issues pertaining to Civil Reserve Air Fleet (CRAF), air carrier quality, and safety requirements in the GSA CPP contract.
15. Provide DoD commercial travel data for use in soliciting city pair routes. In coordination with AMC, support GSA CPP source selection evaluation boards.
16. Administer the DoD Travel Card program.

**F. CUSTOMS AND BORDER PROTECTION, UNITED STATES (U.S.) DEPARTMENT OF AGRICULTURE (USDA), AND OTHER U.S. BORDER CLEARANCE AGENCIES**

1. All of the agencies review the DTR to ensure it adequately describes their requirements and procedures for the customs and border clearance processes and requesting or recommending changes.
2. The agencies establish and maintain liaison with USTRANSCOM in its capacity as the DoD's single manager for the DoD Customs and Border Clearance Program (CBCP), ensuring continuity of efforts.
3. Customs and Border Clearance Agents (CBCA):
  - a. Perform their duties in accordance with (IAW) this regulation and U.S. and/or foreign country border clearance requirements.
  - b. Inspect and certify DoD-owned materiel, personal property, and passengers are acceptable for entry into the United States. If contraband is discovered during the inspection process, the CBCA will notify legal authorities.
  - c. Represent the Commander (CDR) in performance of inspections, and ensuring the proper documentation accompanies all shipments or personnel.

- d. Ensure customs/border clearance violations are expeditiously reported to the legal authority or military agency for disposition.
  - e. Conduct all inspections and examinations in a professional, expeditious, and courteous manner.
  - f. Will not, under any circumstances, collect or accept duty payments.
4. Military Customs Officer-Excepted (MCO-E):
- a. Inspect or examine baggage, professional equipment, and cargo as authorized in the Memorandum of Understanding (MOU) and designated on his/her Customs and Border Protection (CBP) Form 55. Inspections will be accomplished in a courteous and professional manner. All passengers and crewmembers are subject to inspection. The degree to which accompanied baggage or equipment is inspected or examined is dependent upon the discretion and judgment of the MCO-Es. "Dumping" of baggage contents is against both DoD and CBP policy and is prohibited. MCO-Es will only inspect active duty military personnel. All civilian personnel will be inspected by a CBP officer. MCO-Es will be granted access to aircraft in all circumstances.
  - b. Immediately report contraband discoveries (e.g., drugs, firearms, and/or explosives) to the closest CBP Port Director and the military CDR.

#### **G. DOD COMPONENT HEADS**

1. Apply continuous process improvement to transportation and traffic management programs.
2. Provide a representative to the Joint Deployment and Distribution Enterprise Working Groups, in accordance with DoD Instruction (DoDI) 5158.06.
3. Oversee the safe, secure, effective, and efficient use of DoD and commercial resources in carrying out assigned missions.
4. Establish, operate, staff, and support transportation, traffic management, and personal property shipment offices.
5. Coordinate with USTRANSCOM to integrate and synchronize a distribution system to meet customer requirements in accordance with the DoD materiel management procedures in DoD Manual 4140.01.
6. Provide transportation requirements, including those that support transportation operational readiness, to USTRANSCOM with sufficient lead time and detail to enable the efficient acquisition or arrangement of transportation services.
7. Notify the Assistant Secretary of Defense (ASD) for Sustainment and Commander, United States Transportation Command (CDRUSTRANSCOM), of any request by a transportation regulatory body or notice of subpoena to testify before or produce documents for a transportation regulatory body on matters relating to the Defense Transportation System (DTS), DoD distribution operations, or DoD use of commercial transportation services.
8. Synchronize transportation and financial business areas to comply with transportation financial auditability and transportation payment initiatives. Provide a representative for these initiatives to implement standard policy, processes, procedures, and business rules codified in the DoD 7000.14-R, the DTR, and DoDI 4500.57.
9. Coordinate with the CDRUSTRANSCOM to implement and execute the DoD Customs and Border Clearance Program (CBCP), DoD personal property shipment and storage and

Privately Owned Vehicle (POV) programs, and other programs for the movement of DoD and other authorized passengers and materiel.

10. Assist and cooperate with the Federal Inspection Services and foreign countries to stop the flow of contraband into the United States and foreign countries through military channels.
11. Ensure DoD contracts involving export-controlled items or data include the clause “Export Controlled Items” in accordance with Part 252 of the Defense Federal Acquisition Regulation Supplement. Ensure tenders similarly place responsibility on the contractor to comply with U.S. export-control laws and regulations, as applicable.
12. Ensure shipping activities are aware of standard shipment documentation requirements; and enforce compliance with standards.
13. Implement DoD container procedures to ensure system efficiency, effectiveness, and interoperability.
14. Use the DoD ISO container system effectively and efficiently to meet national security objectives and balance cost efficiencies with operational effectiveness.
15. Ensure proper management of all DoD intermodal platforms, including containers, flatracks, and associated equipment.
16. Maintain an accurate inventory, to include current International Convention for Safe Containers (CSC) inspection status and maintenance condition, of currently owned ISO containers by using the Joint Container Management (JCM) system IAW DTR Part VI, Chapter 605.
17. Notify all Services and Agencies and the Military Surface Deployment and Distribution Command (SDDC) of DoD-owned containers in excess of mission needs.
18. Establish and maintain a program to ensure container inspections are conducted IAW the latest edition MIL-STD-3037, Inspection Criteria for International Organization for Standardization (ISO) Containers.
19. Establish and maintain container control functions to monitor and track all intermodal containers, regardless of ownership, moving into, within, and out of their areas of responsibility (AOR) in the Continental United States (CONUS) and overseas locations.

## **H. SERVICE SECRETARIES**

1. Assign their transportation commands (SDDC of the Department of the Army, the Military Sealift Command [MSC] of the Department of the Navy, and AMC of the Department of the Air Force) in times of peace and war to the Combatant Commander (CCDR), United States Transportation Command (USTRANSCOM) as Transportation Component Commands (TCC) under the USTRANSCOM Combatant Command (CCMD).
2. Assign common-user transportation assets of the military departments to the USTRANSCOM COCOM, except for those Service-unique or theater-assigned transportation assets.
3. Program, budget, organize, train, and equip forces for assignment to USTRANSCOM.
4. Resource and manage their transportation programs, which include base/installation transportation operations, and issue supplemental policy, procedures, and traffic management guidance in support of those operations.
5. Ensure organizations are adequately trained, equipped, and manned to operate, support, or interface with the DoD ISO container system.

6. Procure all DoD-owned containers to ISO standards to ensure compatibility with the commercial intermodal transportation system.
7. Maintain all DoD-owned containers and ISO-configured tactical shelters and equipment to the standards found in 46 United States Code (U.S.C.), Chapter 805, Safe Containers for International Cargo, and, for ISO containers intended to be loaded with ammunition, the International Maritime Dangerous Goods Code (IMDGC).
8. Program, budget, and fund those assets, services, and systems necessary to support the DoD ISO container system.
9. Ensure organizations maintain a repository for International Convention for Safe Containers (CSC) inspection reports. In addition to identification of the container, the records must include the date of last examination and a means of identifying the examiner. The records must be maintained in an office under the control of the owner (49 Code of Federal Regulations [CFR], Part 452, Examination of Containers, Paragraph 452.3).
10. Establish procedures to ensure all containers and chassis leased for transportation purposes are procured through the worldwide container leasing contract administered for the DoD by SDDC.
11. Conduct physical inventories of ISO containers and ISO-configured equipment under their control as directed by USTRANSCOM IAW instructions in DTR Part VI, Chapter 605.
12. Establish control procedures for issuing and applying DD Form 2282, International Convention for Safe Container (CSC) Reinspection Decal, to Service-owned containers (see DTR Part VI, Chapter 604).

#### **I. SECRETARY OF THE AIR FORCE**

1. Program, budget, and fund the life-cycle costs (i.e., acquisition and/or replacement, maintenance, and repair) of System 463L intermodal equipment assets.
2. Ensure Air Force ISO container owners maintain a central repository for CSC inspection reports on the ISO-configured containers owned by each organization to ensure compliance with 49 CFR 452.
3. Ensure the Air Force manages its inventories of ISO containers through a service container manager (SCM) or by a decentralized management process where Air Force individual major commands or units will manage their own assets. The method used by the Air Force will reflect its respective process within its own Service directives to ensure the intent of 49 CFR 452 is met.

#### **J. SECRETARY OF THE ARMY**

1. Serve as the single manager for procurement of railcars and locomotives and for the operation of a national inventory control point for railroad equipment, including the Defense Freight Railway Interchange Fleet (DFRIF), captive fleet locomotives and spotters, and captive fleet railcars.
2. Develop, in coordination with other DoD Components, doctrine (tactics, techniques, and procedures) for reception, staging, onward movement, and retrograde of ISO containers and support equipment, including use of information systems in a theater of operations.
3. Plan, program, and budget for the acquisition, modification, maintenance, and overhaul of all Army rail equipment, to include the portion of the DFRIF belonging to the Army.
4. Integrate the management and use of ISO containers and container handling equipment as an integral component of all scheduled training events, when applicable.

5. Identify the Army's force structure, equipment, information requirements, and training requirements for the in-theater reception, onward movement, and retrograde of ISO containers and support equipment.
6. When assigned as the joint battlefield and/or theater distribution manager, with common-user land transportation responsibility, support USTRANSCOM in performing its worldwide mission of management and control of DoD ISO containers.
7. In conjunction with the Navy, support the development of an interoperable ISO container offload and onward movement capability that includes sustained Joint Logistics Over-the-Shore (JLOTS) operations.
8. Provide the Intermodal Dry Cargo Container/CSC Reinspection Course to the DoD Components through the Defense Ammunition Center (DAC).
9. Obtain from container manufacturers and/or develop and publish container maintenance manuals, technical bulletins, and other container-related publications to include the Department of Defense Standard Family of Tactical Shelters (Rigid/Soft/Hybrid) brochure available at <https://apps.dtic.mil/dtic/tr/fulltext/u2/a568854.pdf>.
10. Centrally procure for the Army and provide like services for the DoD Components those MILSPECs or special Service-unique containers not designated for central procurement by DLA (e.g., the U.S. Army's Deployable Medical System containers or tactical shelters).
11. Develop, maintain, implement, and promulgate the Containerized Ammunition Distribution System (CADS) Plan for use by all Services and Agencies.
12. Represent all the Services and Agencies in regard to ISO-configured tactical shelters.
13. Ensure Army ISO container owners update the central repository for the CSC inspection reports in JCM IAW DTR Part VI, Chapter 605, to ensure compliance with 49 CFR 452.
14. Ensure the Army manages its inventories of ISO containers through a SCM or by a decentralized management process where Army individual major commands or units will manage their own assets. The method used by the Army will reflect its respective process within its own Service directives to ensure the intent of 49 CFR 452 is met.

#### **K. SECRETARY OF THE NAVY**

1. Will act for the Secretary of Defense and exercise the powers of the Secretary of Defense only on matters pertaining to requests for waiver pursuant to Section 501 of Title 46, U.S.C., for the carriage of DoD cargo aboard government-owned and commercial vessels in the DTS.
2. Delegated to the Commander, Military Sealift Command, by 11 October 1994 memorandum, the authority to approve waivers pursuant to Section 501 of Title 46, U.S.C., for the carriage of DoD cargo aboard government-owned and commercial vessels in the DTS.
3. Will refer all other requests for waiver pursuant to Section 501 of Title 46, U.S.C., to the USD (A&S) for further coordination with the Secretary of Homeland Security.
4. In conjunction with the Army, support the development of an interoperable container offload and onward movement capability that includes sustained JLOTS operations.
5. Ensure the Navy and Marine Corps, as individual Services, manage their inventories of ISO containers through an SCM or by a decentralized management process where their individual major commands or units will manage their own assets. Each Service will reflect its respective process within its own Service directives to ensure the intent of 49 CFR 452 is met.



6. Ensure Navy/Marine Corps ISO container owners maintain a repository for CSC inspection reports on the ISO-configured containers owned by each organization to ensure compliance with 49 CFR 452.

**L. CHAIRMAN OF THE JOINT CHIEFS OF STAFF (CJCS)**

1. Staff and submit to the Secretary of Defense (SecDef), through the DASD (LOG), USTRANSCOM, and other officials, for approval:
  - a. Changes to procedures for submission of transportation movement requirements to USTRANSCOM
  - b. Changes to the transportation movement priority system to ensure its responsiveness to the CDRs and CCDRs requiring transportation services.
2. Recommend forces for assignment to USTRANSCOM to the SecDef for approval, IAW 10 United States Code (U.S.C.), Section (§) 162, Combatant Commands: Assigned Forces; Chain of Command.
3. Assign a lead agent to develop joint doctrine, tactics, techniques, and procedures to manage ISO containers within the joint doctrine development program.
4. Through the assigned lead agent, provide oversight on all Services' and Agencies' programs in relation to their interoperability with the DTS.
5. Provide oversight and impetus through the Focused Logistics Functional Capabilities Board; various General Officer/Flag Officer-, Council of Colonels/Captains-, and Action Officer-level working groups (e.g., a Joint Intermodal Working Group); and DoD studies (e.g., a Mobility Capabilities Study), thus ensuring adequate funding and support are given to the required ISO container system capability.
6. Analyze courses of action and provide recommendations, via the Global Force Management process, when requirements exceed transportation system capability or when transportation assets are also required for combat and combat support missions (e.g., tanker aircraft used in strike missions). If required, meet with the Joint Transportation Board, in accordance with Joint Publication 4-0, to settle competing lift requirements of the CCMDs.
7. Coordinate with the Military Departments and USTRANSCOM to ensure continuity of operations, CCDR, and transportation operational readiness requirements are established and met.

**M. SERVICE OR AGENCY HEADQUARTERS (HQ) TRANSPORTATION STAFFS**

1. Provide technical direction, management, oversight, and evaluation of the passenger, cargo, and personal property traffic management aspects of the DoD transportation movement program, subject to the overall guidance, policies, procedures, and programs established by their Service HQ or Agency and in coordination with USTRANSCOM.
2. Ensure efficient, responsive, and quality transportation services and compliance with governing laws, directives, and regulations.
3. Direct development and implementation of DoD, Service, or Agency transportation policies, procedures, and programs.
4. Establish points of contact (POC) for coordination and implementation of the CBCP within their respective components.

5. Ensure the shipment sponsor's shipping activities prepare customs (foreign country or U.S. CBP) documents for use by Transportation Service Provider (TSP) and government agencies to gain entry or exit for DoD shipments.
6. Take action to correct CBP program deficiencies.
7. Provide facilities and other assets, through Inter-Service/Defense Agency Support Agreements, for the performance of customs and border clearance functions.
8. Furnish information to USTRANSCOM to resolve customs and border clearance issues (see DTR Part V, Chapter 506).
9. Provide representation on DoD CBCP committees or working groups as requested by USTRANSCOM.
10. Assist USTRANSCOM in the development and collection of metrics data and the evaluation of the DoD CBCP.
11. Provide customs and border clearance documents necessary for Entry Officials to clear personnel and cargo entering or exiting the United States or Foreign Countries.
12. U.S. Navy commands will provide operational guidance to implement DTR Part V to Navy activities that operate/manage air and water terminals.
13. Follow the theater, destination, and in-transit country national customs and movement certification requirements contained in theater transportation regulations.
14. Ensure the development and implementation of Service transportation policies for determining and choosing the best value to the Government when selecting the mode and method of transportation. Service transportation policies will include the review of Special Assignment Airlift Mission (SAAM) requests for timeliness by uploading official documentation identifying when the transportation requirement was first known, the cargo ALD, EAD, LAD, and any other information necessary for the Service Validator to determine timely submissions and hold units accountable if a unit failed to timely submit the SAAM request.

#### **N. UNITED STATES TRANSPORTATION COMMAND (USTRANSCOM)**

Under DoD Directive (DoDD) 4500.09, Transportation and Traffic Management, USTRANSCOM is assigned the responsibility for establishing and approving operational regulations and procedures necessary for the effective and efficient operation of the DTS to the Commander, USTRANSCOM.

1. Exercise COCOM of AMC, MSC, and SDDC in times of peace and war.
2. Exercise COCOM of all assigned transportation assets of the military departments except for Service-unique or theater-assigned transportation assets (i.e., C-130 aircraft, port handling equipment, and other transportation assets).
3. Provide management support for Service-unique or theater-assigned transportation assets when agreed to by USTRANSCOM and a Service Secretary or a CDR of a unified command, or when so directed by the SecDef.
4. Submit to the SecDef, through the CJCS, DASD (LOG), and such other officials, for approval of any changes to transportation, fiscal, procurement, or other DoD policies to implement this regulation.
5. Establish and maintain relationships between the DoD and the commercial transportation industry to develop concepts, requirements, and procedures for the CRAF and the Voluntary Intermodal Sealift Agreement (VISA). Any procedures when developed will take effect upon approval by the SecDef.

6. Ensure transportation policy, procedures, and data requirements are fully integrated with overall DoD operations and logistics interfaces.
7. Provide air, land, and sea transportation in peace and war as the DoD single manager for transportation other than Service-unique or theater-assigned transportation assets. USTRANSCOM will align traffic management, transportation single manager, and distribution process responsibilities to achieve optimum responsiveness, effectiveness, and economy in times of peace and war and will perform such additional functions as outlined below:
  - a. Exercise COCOM of all assigned forces, to include organizing and employing forces to carry out assigned missions and providing forces in support of other unified commands. USTRANSCOM will exercise COCOM through the TCCs. USTRANSCOM will direct AMC, MSC, and SDDC to perform missions and related responsibilities as noted in Paragraphs [O](#), [P](#), [Q](#), and [R](#) of this chapter or as may be necessary to carry out USTRANSCOM-assigned missions.
  - b. Apply apportioned/allocated strategic mobility resources as directed by the SecDef.
  - c. Prescribe procedures for the DoD Components to submit transportation requirements.
  - d. Provide management support for Service-unique or theater-assigned transportation assets, to include pre-positioned ships, to the Secretaries of the military departments and the CDRs of unified commands at the direction of the SecDef, or upon the request of the concerned Service Secretary, CDR, or CCDR.
  - e. Develop, prioritize, and make recommendations through the Joint Chiefs of Staff (JCS) to the Secretaries of the military departments and the DASD (LOG) on the capability, capacity, characteristics, design, and other requirements of the mobility assets needed to execute DoD common-user transportation and strategic mobility objectives. Identify and support programming requirements, along with capital investment strategies, via the Planning, Programming, and Budgeting System (PPBS).
  - f. Establish and maintain relationships between the DoD and the commercial transportation industry (in coordination with the Department of Homeland Security [DHS], United States Coast Guard [USCG], Department of Transportation [DOT]/Maritime Administration [MARAD], Federal Aviation Administration [FAA], and the National Transportation Safety Board [NTSB]) to promote the seamless transition from peace to war and improve interfaces between the DoD and industry.
  - g. Manage the Transportation Working Capital Fund (TWCF) financial operations, to include programming, budgeting, accounting, and reporting. Provide guidance for the standardization of rates, regulations, and operational policies and procedures.
  - h. Develop and implement, in coordination with the military departments, TWCF manpower management policy to maintain USTRANSCOM visibility and adequate control of common-user transportation manpower and personnel assets. Establish procedures to program, account for, and document TWCF military and civilian manpower and personnel. Assess the functional impact of proposed manpower increments and decrements to the common-user transportation functions and recommend changes through the CJCS IAW DoDD 5158.06, [Joint Deployment and Distribution Enterprise \(JDDE\) Planning and Operations](#).
  - i. Control assigned funds made available from the National Defense Reserve Fleet (NDRF) for operations, maintenance, and lease of national defense sealift vessels operated under the TWCF.
  - j. Review and analyze Service-proposed organizational and mission changes within the TCCs that impact on the ability of USTRANSCOM to carry out its assigned responsibilities.

- k. Ensure the effective and efficient use and control of U.S. Government (USG)-owned or commercial strategic mobility resources and capabilities available to the DoD.
- l. As the Head of an Agency, establish a contracting activity for procurement of commercial transportation services. Through the TCCs, USTRANSCOM will coordinate and implement transportation and acquisition policy and ensure peacetime and wartime procedural compatibility. Assume financial responsibility through the management of the TWCF account and participate in the acquisition planning, monitoring, and overseeing of TCC procurement execution. Develop acquisition strategies for execution by the TCCs to accomplish USTRANSCOM missions.
- m. Serve as the procuring authority for small package delivery services for federal executive agencies and eligible non-federal entities.
- n. In support of the Service heads of an Agency, take action to facilitate the resolution of USTRANSCOM-unique requirements related to the procurement of transportation services.
- o. Coordinate the forecasting and execution of validated transportation requirements on behalf of the DoD in both peace and war, to include channel approval. Advise the Joint Staff (JS) and other DoD Components when there is insufficient capability to meet requirements and make recommendations for actions to alleviate the shortfall.
- p. Disseminate information to the DoD and Service authorities to facilitate the smooth flow of programming requirements, transportation movement requirements, and other information to ensure effective transportation operations within the DoD.
- q. With the approval of the SecDef and IAW the MOU with the DHS/USCG and DOT/MARAD, augment the strategic mobility capability by activating strategic reserve or mobilization programs, such as CRAF, Ready Reserve Force (RRF), and VISA. Develop guidance, requirements, concepts, and procedures and provide direction and oversight for the CRAF, RRF, VISA, and other established mobilization programs as assigned.
  - (1) Upon approval of the SecDef and in coordination with the Secretary of Transportation (SECTRANS), USTRANSCOM will activate the RRF to meet operations/contingencies/CJCS exercises or, as prudent, take advance action to coordinate and plan with the DOT/MARAD the possible RRF activation in anticipation of actual requirements. When military operations require civil shipping support, advise the DOT/MARAD that activation of the VISA is under consideration and request that the DOT/MARAD prepare an economic impact statement. USTRANSCOM will forward a recommendation to the SecDef and transmit, for signature, a proposed memorandum to the SECTRANS requesting concurrence in the activation of the VISA. Upon approval of VISA activation, USTRANSCOM will direct MSC to arrange with ship operators for the acquisition of particular ships.
  - (2) USTRANSCOM will activate, with the concurrence of the SecDef, any CRAF stage or segment to fulfill commercial air augmentation of the DoD airlift fleet.
  - (3) USTRANSCOM will recommend, through the SecDef, in coordination with the SECTRANS, Presidential action to enable the requisitioning of ships IAW 46 U.S.C. § 56301, Emergency Acquisition of Vessels, and 50 U.S.C. § 196, Emergency Foreign Vessel Acquisition; Purchase or Requisition of Vessels Lying Idle in United States Waters.
- r. Serve as the principal DoD focal point with the DHS/USCG and DOT/MARAD on RRF issues, to include fleet composition, activation, maintenance, and readiness standards IAW a MOU and/or a Memorandum of Agreement (MOA).

- s. Monitor and evaluate Service readiness programs for active and reserve component units that support USTRANSCOM missions.
- t. Coordinate with the unified commands on the protection of USTRANSCOM assets, Host Nation (HN) transportation, negotiate/review international support agreements, and provide other related support to USTRANSCOM forces.
- u. Within mission responsibilities, maintain oversight of those dockets, proposals, and notices of federal, judicial, state, municipal, or other USG agencies and commercial entities on rates and services that may affect military transportation and traffic management needs and authorities. Alone or through the components, USTRANSCOM will represent the DoD or coordinate with DoD or other USG agencies on legislative, legal, or regulatory issues to protect or promote DoD transportation interests IAW DoDI 4500.57, Transportation and Traffic Management.
- v. Represent the DoD before regulatory bodies in the United States in proceedings relating to or that may have an impact on the DTS.
- w. Negotiate and consummate support agreements, assignments, and delegations of functions and authority, as required IAW DoDI 4000.19, Support Agreements, and act as the POC for operational agreements within the DTS.
- x. Nominate the chairperson of the Transportation Committee of the Defense Acquisition Regulations Council. The Transportation Committee chairperson manages the formulation and evaluation of proposed transportation acquisition policy for inclusion in acquisition regulations.
- y. Conduct deliberate and execution transportation planning for DoD Components IAW the Joint Strategic Planning System (JSPS) and the Joint Operation Planning and Execution System (JOPES).
- z. Act as facilitator for all meteorological and oceanographic data used in deliberate and execution planning conducted IAW the JSPS and JOPES.
- aa. Integrate, in coordination with the DoD Components and the transportation industry, the DoD transportation-related Command, Control, Communications, and Computer Systems (C4S) by maintaining the Integrated Data Environment (IDE)/Global Transportation Network (GTN) Convergence (IGC). USTRANSCOM will coordinate and provide worldwide IGC training.
- bb. Develop, produce, and field TWCF-funded DoD transportation C4S for USTRANSCOM-managed transportation programs and documentation requirements. Promote the development, production, and fielding of component transportation C4S that enhance the effectiveness of the DTS. Establish a C4S requirements baseline and validate emerging C4S requirements to ensure integration and efficiency of developing systems with existing systems.
- cc. Act as the DoD administrator for all transportation data to ensure the automated systems supporting the DTS are compatible and/or interoperable in support of Corporate Information Office goals and objectives. Establish and coordinate transportation data standards and protocols and provide transportation data for the logistics portion of the Defense Data Repository System.
- dd. Serve as the program manager for Defense Transportation Electronic Business (DTEB).
- ee. Serve as DoD single manager for inter-theater medical regulating. Conduct CONUS medical regulating by exercising authority, direction, and control over the Global Patient Movement Requirements Center (GPMRC). Provide the systems, policies, and procedures to regulate

- patients into other theaters from combat theaters. Maintain, train, and deploy medical regulating teams (Category A reservists).
- ff. Serve as the principal focal point to develop, coordinate, and execute a DoD strategy for production of transportation intelligence to satisfy strategic mobility requirements; develop DoD standards for transportation intelligence products; and coordinate the transportation intelligence production efforts of other organizations under the Distributed Production Program. Produce transportation intelligence in support of USTRANSCOM and component mission planning and execution.
  - gg. Propose DoD intermodal system policies for SecDef approval and prescribe the procedures for implementation. Advocate DoD intermodal system programs that will optimize strategic mobility.
  - hh. Provide direction and oversight for the JLOTS Program.
  - ii. Act as lead agent for transportation publications, as assigned by the CJCS or SecDef.
  - jj. Serve as the DoD advocate to incorporate effective transportation engineering techniques and characteristics into DoD transportation processes, equipment, and facilities.
  - kk. In coordination with other agencies, provide direction and oversight for all matters dealing with the transportation of hazardous material (HAZMAT).
  - ll. Provide direction and oversight of commercial passenger airlift and other quality control programs affecting transportation operations.
  - mm. Perform continuing analysis of the DTS to improve the quality of service to the customer, change procedures to enhance customer service, and make recommendations to the JS and SecDef for policy changes.
  - nn. Designate, in consultation with the Services and the CONUS seaports of embarkation (SPOE), aerial ports of embarkation (APOE), seaports of debarkation (SPOD), and aerial ports of debarkation (APOD) for deploying/redeploying forces and sustainment during planning and execution. Make recommendations to the theater CDRs for the designation of Outside Continental United States (OCONUS), SPOEs, SPODs, APOEs, APODs, and/or embarkation for redeploying and/or deploying forces and sustainment during planning and execution.
  - oo. Establish Command Arrangement Agreements (CAA) with the unified commands and enter into a MOA/MOU with other agencies to execute USTRANSCOM missions.
  - pp. Communicate and coordinate directly with all DoD Components and with other departments and agencies of the Government in matters relating to USTRANSCOM missions.
  - qq. Serve as the DoD focal point for all international cooperative airlift agreements.
  - rr. Furnish, through the CJCS, for SecDef approval, changes to DoD transportation policy.
  - ss. Perform approval authority functions by coordinating all DTR changes with the Services and the DLA.
  - tt. Perform other missions, as directed by the SecDef.
  - uu. Perform contract air administration duties and implement a quality assurance evaluation program for contract commercial airlift services.
  - vv. Participate on governance bodies/work groups and coordinate CRAF contract requirements for GSA-arranged or -contracted airlift on CRAF carriers.

- ww. Serve as the lead for joint doctrine, tactics, techniques, and procedures for use of ISO containers in joint operations.
- xx. Serve as the DoD single manager for DoD-owned, -leased, or -controlled containers moving in the DTS and for providing container management services.
- yy. Provide management support to the Services for Service-unique and the CCDRs of Combatant Commands (CCMD) for theater-assigned containers and chassis system assets when one of the following occurs:
  - (1) The Secretary of Defense directs it.
  - (2) CCDR, USTRANSCOM, and the affected Service Chief or unified CCDR so agree.
- zz. Provide the DoD, through SDDC, with container management services, including Maintenance, repair, inspection, and asset management of government-owned containers.
- aaa. In conjunction with approved DoD mobility studies or upon request by the DoD/JS, determine the overall DoD container requirements, availability, and recommended size, quantity, and composition of Service-owned and/or leased intermodal equipment to the DoD components; develop a Concept of Operations (CONOPS) for container support for CCMDs, Services, and Agencies; and coordinate with the Services and Agencies to program or develop acquisition strategies.
- bbb. Develop, publish, and maintain this regulation IAW DoDD 4500.09E for the OSD related to the management and control of the DoD ISO container system and System 463L equipment.
- ccc. Ensure mechanisms exist for container and 463L pallet prioritization should shortfalls occur during time-sensitive deployment situations.
- ddd. Attain and maintain effective, efficient in-transit visibility (ITV) capability for ISO containers and System 463L equipment assets and contents. In conjunction with the DoD Components, the CCDR will develop and coordinate the requirements for data to effect the shipment of cargo using ISO containers and System 463L equipment. The CCDR will ensure distribution of information concerning the performance of shipping activities in generating accurate and complete data.
- eee. Direct DoD components to conduct periodic inventories of all DoD ISO containers and ISO-configured tactical shelters and equipment.
- fff. IAW DoDD 4500.09E, serves as the single manager for the DoD Customs and Border Clearance Program.
- ggg. Negotiate and administer the DoD Personal Property Shipment and Storage Program; execute the Direct Procurement Method (DPM) program, to include audit questions and resolution; administer the DoD POV Import Control Program; and act as the sole negotiator, worldwide, with commercial firms on rates and other matters incidental to storage services for all personal property.
- hhh. Schedule a personal property Staff Assistance Visit (SAV) for each Personal Property Shipping Office (PPSO) within their AOR once every two years. Supported Personal Property Processing Offices (PPPO) will be included in the SAV. The purpose of the SAV is to assist the PPSO in executing personal property traffic management program initiatives and to evaluate program effectiveness. Visits will be coordinated with the Service/Agency HQ or major command to avoid duplication of effort.

- (1) SAV dates will be coordinated with the PPSO at least 45 days in advance and followed up in writing with information copies to the Service/Agency HQ or major command.
  - (2) Within 30 days following the completion of the SAV, the SAV representative will prepare a visit report to the PPSO/PPPO visited and provide an information copy to the Service/Agency HQ or major command.
- iii. Coordinate Personal Property Advisories (PPA) with the Services.
8. As the Joint Deployment and Distribution Coordinator (JDDC), exercise coordinating authority for operations and planning across all domains and collaborate with other CCMDs; the Military Services; and, as directed, U.S. Government agencies. This includes force deployment, distribution, global patient movement, and CONUS patient distribution.
9. In accordance with the Unified Command Plan:
  - a. Provide analysis and assessment, develop and implement process improvements, and advocate for global deployment and distribution capabilities.
  - b. Lead collaborative planning efforts to align and harmonize logistics functions and recommend sequencing of logistics actions.
  - c. Develop and implement process improvements for information systems that provide key capabilities of distribution-related activities (e.g., force movement, sustainment, and patient movement).
  - d. Provide military representation to U.S. Government agencies, U.S. Commercial entities, and international agencies for DoD Global Distribution Network (GDN) operations, as directed.
  - e. Integrates theater security cooperation activities, deployments, and capabilities supporting the DoD GDN, in coordination with the Geographical Combatant Commands (GCC).
  - f. Makes recommendations to the Secretary of Defense on the prioritized requirements for the JDDE.
10. Establish the functional campaign plan for global deployment and distribution IAW Enclosure D of Chairman Joint Chief of Staff Instruction (CJCSI) 3110.01, Joint Strategic Campaign Plan.
11. Serve as the lead for joint logistics over the shore doctrine and provide oversight of annual joint logistics over the shore exercise and training.
12. Serve as the lead DoD functional proponent for ITV and related automated identification technology capabilities for cargo and personnel moving in the DTS.
13. Coordinate with other members of the JDDE to establish and charter forums to facilitate achieving JDDE objectives.

**O. TRANSPORTATION COMPONENT COMMANDS (TCC) (AMC, MSC, AND SDDC)**

1. Take all required actions within the law, executive orders, and regulations to support USTRANSCOM in executing their missions.
2. Ensure the effective and efficient use of USTRANSCOM-controlled and commercial transportation services for the DoD.
3. Prepare recommendations for USTRANSCOM on the design, specifications, and equipping of strategic mobility assets. In collaboration with Government agencies, TCCs will study, analyze, and recommend improvements in strategic mobility systems.



4. Develop, establish, and operate data systems, within the technical and functional parameters and standards established by USTRANSCOM and in coordination with the Office of the Deputy Assistant Secretary of Defense for Logistics, to integrate DoD transportation information worldwide and provide transportation and ITV data for the CDRs, CCDRs, and DoD Components.
5. Manage TWCF activities, incur obligations and costs to perform the activity mission, prepare and submit TWCF transportation financial reports to USTRANSCOM/OSD, and identify to USTRANSCOM any impediments to achievement of performance cost goals.
6. Submit to USTRANSCOM for coordination and analysis any proposed major organizational or manpower changes affecting TWCF functions that would result in activity closure or a reduction-in-force of civilian personnel.
7. Identify the split between common-user transportation and Service-unique manpower assets in coordination with USTRANSCOM and the military departments. Identify common-user (TWCF-funded) manpower and assigned personnel with discrete Program Element Code (PEC) or other agreed upon coding established and controlled through USTRANSCOM. Plan, program, budget, account for, and maintain manpower authorization documents for TWCF-funded manpower. Coordinate all TWCF-funded manpower adjustments with USTRANSCOM. Notify USTRANSCOM of any Service-levied manpower or personnel ceilings, constraints, or restrictions impacting TWCF assets.
8. Submit all transportation and transportation related service/equipment acquisition packages to USTRANSCOM for review and coordination.
9. Develop and submit TWCF program and budget submissions and associated reports to USTRANSCOM IAW established procedures.
10. Notify USTRANSCOM, IAW established procedures, of the receipt or initiation of any claim by or against a contractor in excess of \$1 million.
11. Submit to USTRANSCOM, for forwarding to higher HQ, all prepared statements and supporting material for congressional hearings and proposed legislative packages. Submit to USTRANSCOM copies of responses to congressional inquiries relating to common-user, DTS initiatives.
12. Submit to USTRANSCOM, for forwarding to higher HQ, all prepared responses to audit reports relating to common-user, DTS issues. Report to USTRANSCOM all DTS-related internal control weaknesses identified under DoDI 5010.40, Managers' Internal Control Program Procedures.
13. Recommend to USTRANSCOM policies and programs on the effective acquisition of freight and passenger transportation services for all modes of transportation within the CONUS and OCONUS.
14. Review and analyze proposals, notices, decisions, regulations, and laws of federal, state, and local agencies, courts, legislatures, and commercial entities that affect the USTRANSCOM mission.
15. Provide program and budget submissions to the military departments for strategic mobility requirements IAW established procedures. Keep USTRANSCOM informed of the status of these requirements while Service programs are under development and after the completion of their Program Objective Memoranda.
16. Review, analyze, and submit recommendations to USTRANSCOM on Consolidation and Containerization Points (CCP) after coordination with DLA.

17. Perform strategic deployment analysis of transportation systems. Analyze constraints and capabilities of DTS modes and subsystems that support strategic mobility. Coordinate with other DoD Components on installation outload capability and enhancement programs.
18. In coordination with USTRANSCOM, develop MOA and MOU and other similar documents necessary to formalize commitments of transportation services within the limits of the guidance prescribed by this regulation. Examine all such documents to bring them in compliance with this regulation and submit them to USTRANSCOM for approval prior to final signature.
19. Provide deliberate and execution-planning support to USTRANSCOM to ensure effective and efficient use and control of transportation assets and services.
20. Provide USTRANSCOM with copies of internal regulations concerning the acquisition of transportation services. Coordinate with USTRANSCOM on all changes, revisions, and new internal regulations that would either require subsequent action from USTRANSCOM or that would supplement specific USTRANSCOM guidance previously received.
21. Provide recommendations for and information pertaining to diversions of cargo, personal property, and passengers within the DTS. Diversions will be made only with the concurrence of the affected shipper, Service, Agency, CDR, or CCDR.
22. When designated, develop and publish transportation publications as assigned by USTRANSCOM.
23. Serve as the USTRANSCOM POC for the establishment, amendment, or clarification of rules and regulations of the regulatory bodies governing safe and secure transportation of explosives and other HAZMAT.
24. Inform USTRANSCOM of Service-assigned missions.
25. Responsible for functional management and technical development of technology capabilities that directly enable the performance of TCC core competencies.
26. Support deliberate and crisis action transportation planning and execution for DoD Components IAW the JSPS and JOPES, including entry of scheduling and movement data.
27. Promote the requirements, development, protection, and fielding of C4S to support ITV for transportation.
28. Perform other mission tasks as directed by USTRANSCOM.
29. Ensure the System for Award Management is used in the carrier approval screening process.
30. Provide operational guidance to subordinate units for the implementation of this regulation.
31. Assisting USTRANSCOM in the development of metrics and collection of data to evaluate the DoD CBCP.

**P. CDR, AIR MOBILITY COMMAND (AMC)**

1. Act as single manager, on behalf of USTRANSCOM, for airlift, intertheater, intratheater, and CONUS aeromedical evacuation, aerial refueling support, and support services to the DoD Components as required by USTRANSCOM.
2. Act as the focal point for the GSA CPP's CRAF, air carrier quality, and safety requirements and remain engaged with DTMO on issues pertaining to these factors in the CPP contract. In coordination with DTMO, support GSA CPP source selection evaluation boards.
3. Prepare short-range and long-range forecasts of strategic air transportation requirements and match them with capabilities of the DoD, based on an evaluation of requirements.

4. Serve as the DoD's focal point to the airline industry on CRAF issues, charter aircraft, troop deployments, redeployments, and quality-of-life programs for the military service member, such as Exodus.
5. Administer and execute the CRAF program. Recommend to USTRANSCOM the activation of CRAF, to include required stage(s) and/or segment(s) to meet airlift/aeromedical requirements. Prepare documentation to activate the CRAF and 49 U.S.C. Chapter 443, Insurance. Obtain Secretary of the Air Force Indemnification Program activation and waivers. Monitor and manage AMC-assigned missions of these forces upon activation.
6. Perform capability inspections (semi-annually) necessary to certify air carriers for the safe movement of DoD cargo and passengers. Interface with other Federal Agencies to determine civil air carrier eligibility and suitability to provide service.
7. Operate a worldwide passenger reservation system for international travel aboard AMC transport aircraft and commercial contract airlift.
8. Provide USTRANSCOM information on the availability of AMC organic and controlled commercial strategic air mobility capability.
9. Through USTRANSCOM, serve as the DoD focal point for international cooperative airlift agreements.
10. Provide host support for USTRANSCOM, including CRAF program and personnel support.
11. Operate, or arrange for the operation of, common-user aerial ports/air terminals within the CONUS or OCONUS based on agreements with the theater CDRs, to include contracting for terminal services.
12. Act as the sole negotiator within the CONUS with commercial firms on rates and other matters incidental to air transportation of freight.
13. Provide USTRANSCOM information on the availability of AMC-owned and AMC-controlled commercial air mobility capability.
14. Determine and arrange the best means available for obtaining supplemental surface transportation in conjunction with Special Assignment Airlift Missions (SAAM) (i.e., bus service incidental to commercial air movement).
15. Promote the requirements, development, protection, and fielding of C4S to support ITV for air transportation.
16. Make port software changes.
17. Provide space-available travel program metrics. Provide USTRANSCOM historical data for space- available movement on an annual calendar year basis not later than 1 March. Data will include but not limited to, total number of space-available passengers moved from each AMC owned/operated location, by destination and category of travel. Summary-level data will include the top five locations with the number of passenger moved to the top three destinations.
18. Serve as the DoD single operational manager for System 463L equipment worldwide.
19. Provide management oversight for the System 463L asset management office and Major Command (MAJCOM) and other DoD Component's pallet and net monitors. Provide recommendations to USTRANSCOM and CCMD staffs on theatre asset issues.
20. Manage and control all System 463L assets from origin to final destination, including the return or allocation of assets within a theater of operations in coordination with System 463L Service HQ/TAM.

21. Manage a global System 463L asset database to provide inventory, accountability, tracking, visibility services, and support.

**Q. CDR, MILITARY SEALIFT COMMAND (MSC)**

1. Provide ocean transportation, including ocean movement and support services, to the DoD Components as directed by USTRANSCOM.
2. Provide USTRANSCOM and SDDC with information on the availability and status of ships in the Government-owned and MSC-controlled fleet, including chartered commercial ships.
3. Charter vessels.
4. Administer and execute the VISA, oversee the RRF in concert with DOT/MARAD, oversee the ships requisitioned, and exercise operational control over those mobilization forces on behalf of USTRANSCOM.
5. Recommend to USTRANSCOM the activation of the RRF and the VISA, the requisitioning of U.S.-owned ships, or the acquisition or activation of foreign ships or other established mobilization programs IAW 49 U.S.C. § 56309 and DoDI 4140.01, DoD Supply Chain Materiel Management Policy.
  - a. When activation is under consideration, MSC, based upon information provided by the JCS/CDRs/CCDRs through USTRANSCOM, will inform the DOT/MARAD of actual or projected requirements for RRF ships or requisitioning. When directed by USTRANSCOM, MSC will request that the DOT/MARAD activate the required RRF ships. Operational Control (OPCON) of ships will be transferred from the DOT/MARAD to MSC at activation.
  - b. RRF activation, IAW law, is authorized under the following criteria:
    - (1) To meet a need for sealift capacity that can only be satisfied by a ship in the RRF, subject to conditions contained in the DoD and DOT MOA.
    - (2) To support deployment, sustainment, redeployment, and other transportation requirements of U.S. armed forces in military contingencies.
    - (3) In support of CJCS exercises.
    - (4) For civil contingency operations upon orders from the SecDef.
    - (5) To perform testing for readiness and suitability for mission performance.
    - (6) In connection with a transfer.
  - c. Ships activated IAW the criteria listed in a will not be in competition with, substitute for, or displace privately owned U.S. flag vessels.
  - d. MSC, in conjunction with USTRANSCOM, will determine the RRF ship(s) to be used to support the customer's lift requirements based upon availability, suitability, cost, and other factors. Ship activation dates will be a part of the selection process used to ensure different ships are activated. MSC will coordinate with the DOT/MARAD for the activation of requested ship(s).
  - e. The requirement to activate RRF shipping to test for readiness and operational performance will be considered in the determination of ship activation for use in a contingency deployment or an exercise. Periodic activation is required to ensure ships are able to meet their breakout schedules and to enhance the readiness of the RRF. MSC will coordinate with the DOT/MARAD to preclude the activation of the same vessel repeatedly and to ensure the RRF Activation Plan is followed.

- f. When activating ships, USTRANSCOM and MSC will determine the type of ship best suited to complete a mission by utilizing factors discussed in [Q.5.b.\(1\)](#) through [Q.5.b.\(6\)](#) above and known funding constraints. When activating RRF ships, MSC will use the RRF Activation Plan and lift requirements to decide which ship(s) will be nominated to support an operation, mission, or exercise.
  - g. Upon Presidential approval of authority to requisition ships, and when directed by USTRANSCOM, MSC will request that the DOT/MARAD requisition specific ships, which will be transferred from the DOT/MARAD to the MSC after they are requisitioned.
  - h. MSC will notify ship owners which of their vessels are being considered for call up under the VISA. When directed by USTRANSCOM, MSC will notify ship owners which of their vessels are being considered for requisitioning and arrange for the acquisition of particular ships with ship operators while keeping the DOT/MARAD informed.
6. Act as the USTRANSCOM scheduling authority for ocean transportation (sealift) ships to support DoD requirements.
  7. Study, analyze, and recommend requirements for ocean transportation systems.
  8. Approve stowage plans and their implementation to ensure the seaworthiness of the ship, safety of the cargo, and efficient use of ship space.
  9. Billet and exercise control of all passengers aboard MSC ships. Administrative control may be exercised by the Services concerned. Assignment of supercargo personnel will be managed by MSC in coordination with SDDC and the supported CDR/CCDR and their components.
  10. Coordinate MSC operations with port authorities.
  11. Promote the requirements, development, protection, and fielding of C4S to support ITV for ocean transportation.
  12. Make port software changes.

**R. CDR, MILITARY SURFACE DEPLOYMENT AND DISTRIBUTION COMMAND (SDDC)**

1. Provide surface and surface intermodal traffic-management services, common-user ocean terminal support, and transportation engineering support to the DoD Components as directed by USTRANSCOM. Provide rates (other than intermodal rates, including ocean rates), routing, and monitoring of the carrier performance program through the Carrier Performance Module (CPM).
2. Negotiate rates and other matters incidental to surface transportation of freight within the CONUS and intermodal rates as directed by USTRANSCOM.
3. Operate, or arrange for the operation of, common-user ocean terminals within the CONUS or OCONUS based on agreements with the theater CDRs, to include contracting for stevedoring and related terminal services.
4. Administer the DoD Government Cargo Recovery Effort (GOCARE) and Transportation Discrepancy Report (TDR) programs.
5. Administer the surface Carrier Performance Evaluation Program (CPEP).
6. Provide ocean cargo booking for the Executive Agencies.
7. Arrange for movement of DoD-sponsored surface export cargo and act as the Ocean Cargo Clearance Authority (OCCA) IAW this regulation.
8. Serve as the USTRANSCOM agent for highways, pipelines, ports, and railroads for national defense and administer other modal national defense programs as directed by the SecDef.

9. Provide operational management of defense intermodal containers and establish a worldwide DoD surface container management and control system.
10. Provide USTRANSCOM with information on the availability of SDDC-coordinated commercial mobility capability.
11. Prepare forecasts of ocean and maritime common-user transportation services based on the requirements of the DoD Components.
12. Consolidate peacetime shipper service and unified commands sealift transportation requirements and provide these to MSC.
13. During contingency or wartime, assist USTRANSCOM with the clarification and consolidation of surface requirements from supported Theater CDRs.
14. Conduct operations with the mission to serve as the single USTRANSCOM focal point for the execution of surface intermodal and liner movements within the DTS and with the following responsibilities:
  - a. Book surface intermodal movement to meet mission requirements.
  - b. Maintain intermodal shipping schedules and the Integrated Booking System (IBS).
  - c. Provide the Defense Finance and Accounting Service (DFAS) with supporting documentation to generate customer bills.
  - d. Manage the support systems that enable single-port management operations, specifically the Integrated Computerized Deployment System (ICODES) and heavy haul trucks.
  - e. Perform Administrative Contracting Office (ACO) and Contracting Officer's Representative (COR) duties.
15. Manage the DFRIF on behalf of the Office of the USD(A&S), and oversee the DFRIF Operational Manager. As the DFRIF manager:
  - a. Plan and program for the acquisition, modification, maintenance, and overhaul of DFRIF general purpose cars.
  - b. Plan and program for the acquisition, modification, maintenance, and overhaul of DFRIF special-purpose cars in collaboration with relevant DoD components.
  - c. Establish and manage separate accounting codes for revenue and operating expenses within the TWCF.
  - d. Monitor in-transit movement of DFRIF cars, commercial cars loaded with military cargo, and empty commercial cars moving to be loaded with military cargo. Take corrective actions if cars are delayed or misrouted.
  - e. Maintain records of DFRIF car usage, location, and availability.
  - f. Perform field mechanical and safety inspections of DFRIF cars.
16. Reassess DFRIF requirements following the publication of strategic documents such as the National Defense Strategy, Army Strategic Planning Guidance, the approval by OSD of Geographical Combatant Command Operation Plans, or any other document impacting rail operations.
17. Work with the Services and the railway industry in the development and/or modification of railroad switching and trackage agreements involving military installations.

18. Issue Letters of Essentiality to state DOT offices involving over-dimension and overweight and/or special freight moving by the commercial trucking industry that is necessary for National Defense.
19. Enforce the commercial carrier industry's compliance with DTR ITV requirements for tracking purposes.
20. Responsible for functional management and technical development of technology capabilities that directly enable the performance of SDDC across the POST-PB spectrum.
21. Serve as Global Container Manager (GCM), providing DoD ISO container management, in coordination with the Services, for all DoD-owned, -leased, or -controlled ISO containers.
22. Coordinate ISO container procedures with the Services in developing CONOPS and sustainment for a CCMD.
23. Control the movement of all containers in the DTS, from origin through their transition to control by a theater's movement control structure and provides asset visibility of DoD-owned and -leased and commercial ISO containers.
24. Serve as the DoD single manager for the DoD Master Lease Contract and provide leasing services for the DoD components upon request.
25. In coordination with the Services, develop and maintain contingency plans and recommend locations where Service-owned or -leased containers and chassis should be placed to support those plans.
26. Develop for the Army a life-cycle funding profile for the common user CADS container fleet that includes appropriated funds for mobilization and/or surge containers and TWCF for peacetime container support to the munitions community.
27. Establish a worldwide-automated container monitoring and management system for DoD-owned containers and all containers in the DTS that is compatible with or interfaces with IGC and other command and control (C2) systems developed by USTRANSCOM.
28. Provide inventory, accountability, tracking, and visibility services and support through automated Web-based databases. The CDR will issue ISO numbers and maintain a register of all DoD-owned ISO containers and ISO-configured shelters by DoD Activity Address Code (DoDAAC) and type container through the JCM. The CDR will manage and provide administrative support to the DoD ISO container inventory process at the direction of USTRANSCOM and promulgate DoD inventory procedures. The CDR will provide the Services with Web-based access to their ISO container/shelter inventories.
29. Obtain and issue DD Forms 2282 (see DTR Part VI, Chapter 604), to the Service owning the container through SDDC/Army Intermodal Distribution and Platform Management Office (AIDPMO) via e-mail: [usarmy.scott.sddc.mbx.g3-aidpmo-maintenance@mail.mil](mailto:usarmy.scott.sddc.mbx.g3-aidpmo-maintenance@mail.mil).
30. Serve as key facilitator to CDRs to assist in ISO container management in their respective AORs and be prepared to perform container management for the CDRs upon designation of the executive agency, provided that such designation is accompanied by a delegation of the requisite authority necessary to ensure successful completion of the tasks outlined in this regulation and joint doctrine.
31. Coordinate with the Theater Container Managers (TCM) appointed by CDRs to provide information from SDDC systems on ISO container status and movement through SDDC-managed and/or -operated ports within the theater.

32. Perform economic analyses to determine the optimum mix of ISO containers ownerships to support a specific contingency and provide the results of the analysis to the supporting CDR and Services for planning purposes.
33. Provide the supported CDR with recommendations to control the flow of ISO containers into and within the AOR as requested by the CDR.

## **S. COMBATANT COMMANDERS (CCDR)**

1. During campaign, contingency, and exercise planning, OCONUS CCDRs develop requirements and optimize the use of the DoD ISO container systems for cargo movement between the origin and the destination consistent with the CCDR's concept of operations.
2. OCONUS CCDRs coordinate with USTRANSCOM, Service Commands, DLA, and other Agencies to identify and establish pure pack 463L pallet and/or pure pack ISO container requirements for airlift/sealift, locations, lanes, and so forth to ensure responsiveness to the DoD units operating in their AORs.
3. OCONUS CCDRs ensure proper management of all ISO containers in their AORs through a theater container management system of record that all units are required to use and keep updated regardless of whether they also use their own internal systems or spreadsheets to account for containers under their control. This responsibility includes the monitoring and tracking of all ISO containers moving into, within, and out of the theater. At a minimum, the CCMD will provide an estimate of the amount of time in excess of the contract authorized free time and the actual date/time that the equipment was offered back to the carrier for pickup.
4. OCONUS CCDRs assign authority for ISO container control functions IAW this regulation, DTR Part II, Cargo Movement, and DTR Part III, Mobility.
5. OCONUS CCDRs coordinate with component installations and organizations for continuous visibility and control of all DoD ISO containers arriving, departing, and moving within the AOR.
6. OCONUS CCDRs provide for the effective and efficient receipt, movement, and return of DoD-owned, -leased, or -controlled ISO container entering the theater of operations. DoD-controlled ISO containers are those containers furnished by carriers that are in the theater and under DoD control as part of USTRANSCOM contracts.
7. OCONUS CCDRs establish a process for identifying, controlling, and managing ISO containers authorized for transition to non-transportation uses (e.g., force protection, office/living space, and temporary storage) IAW procedures in DTR Part VI, Chapter 602.
8. OCONUS CCDRs appoint TCM with overall responsibility for ISO container control and management functions within their AORs. Establish a management structure and process within the assigned theater that monitors and tracks all the DoD ISO containers moving into, within, and out of that theater.
9. OCONUS CCDRs appoint System 463L Theater Asset Manager (TAM) with overall responsibility for System 463L asset control functions within the AOR and establish a management structure and process within the assigned theater that monitors and tracks all the DoD common user System 463L assets moving into, within, and out of that theater.
10. All CCDRs identify a TCM and TAM in all the operation plans and orders. For specific information on the TCM and TAM, see Joint Publication (JP) 4-09, Distribution Operations.
11. All CCDRs implement and enforce provisions of this regulation.
12. All CCDRs develop and maintain Country Annexes to this regulation for Nations within their areas of operations.



13. All CCDRs establish and coordinate unique Customs/Border Clearance requirements for countries in the GCC's AOR during deployments/redeployments and in support of exercise/contingency operations.
14. All CCDRs designate a Customs/Border Clearance Coordinator.
15. All CCDRs forward any written supplementary guidance to USTRANSCOM, TCJ5/4-P.
16. OCONUS CCDRs ensure their Components designate in writing, DoD or other personnel as Customs and Border Clearance Agents (CBCA) and those personnel are trained IAW CBP requirements.
17. OCONUS CCDR establish quality control procedures to ensure the effectiveness of the DoD CBCP.
18. All CCDRs disseminate information within their commands to all DoD members/employees and family members concerning the prohibitions, restrictions, requirements, and penalties pertaining to the importation of illegal narcotics, drugs, prohibited firearms, and other contraband.
19. All CCDRs establish policy and official guidance on control and retention of war trophies/souvenirs.
20. All CCDRs provide details on prohibitions, restrictions, requirements, and penalties that pertain to entry/exit from their theaters of operations to USTRANSCOM TCJ5/4 as they impact the DoD CBCP.
21. All CCDRs assist USTRANSCOM in the development and collection of metrics data and evaluation of the DoD CBCP.
22. All CCDRs keep their sub-unified commands informed on issues relating to customs/border clearance.
23. All CCDRs coordinate with the JDDE to ensure deployment, distribution, transportation, and mobility policies, processes, and capabilities meet operational readiness requirements.
24. All CCDRs integrate planning and conduct of deployment and distribution operations:
  - a. Joint reception, staging, onward movement, and integration activities.
  - b. Sustainment.
  - c. Patient movement and evacuation.
25. All CCDRs coordinate with USTRANSCOM for security requirements at sea and aerial ports of embarkation and debarkation for movements that originate, transit, or terminate within their AOR.
26. All CCDRs support security assistance and cooperation program requirements. CCDRs establish a procedure for the efficient movement of International Partner/Organization-owned materiel from the point of origin, as applicable and per Delivery Term Code, back to the CONUS.

#### **T. DEPLOYMENT DISTRIBUTION OPERATIONS CENTER (DDOC)**

The USTRANSCOM DDOC is the single location for managing all movement requirements. The DDOC is comprised of requirements and customer service teams. The DDOC serves as the single face to the customer on all requirements moving within the DTS.

1. Provide day-to-day execution oversight of USTRANSCOM missions from 24 to 72 hours prior to execution:

- a. Be responsible to the CDR, USTRANSCOM, for directing 24/7 execution activities of USTRANSCOM and the TCCs.
  - b. Be the primary interface to the National Military Command Center, unified C2 functions, TCC command centers, and all customers.
  - c. Exercise C2 of air and surface movements through the Assess/Planning Divisions.
  - d. Coordinate with the unified commands, OSD, and JS on the execution of air, land, and sea transportation requirements. Direct all activities that monitor the component's execution of worldwide DTS movements.
  - e. Identify execution issues and recommend solutions to command staff and joint operations leadership.
  - f. Be the focal point for Crisis Action Planning.
2. Provide near-real time/fused information to senior leadership:
    - a. Provide daily operations update to the CDR, USTRANSCOM, in addition to commands' and components' senior staff.
    - b. Consolidate inputs from components, command staff, JS, and unified commands for the daily briefing.
    - c. Provide daily Executive Operations Summary for command senior staff.
3. Lead matrix organization synchronizing command capabilities in support of operations (e.g., day-to-day, national emergencies, contingencies, disaster relief, and humanitarian assistance) to include:
    - a. Intelligence and security
    - b. USTRANSCOM J-Staff
    - c. Joint Interagency Coordination Group
    - d. Global Command and Control Center
    - e. GPMRC
    - f. Meteorological and oceanographic support.
4. Perform:
    - a. Transportation feasibility analyses
    - b. Deployment estimates
    - c. Cost estimates
    - d. Requirements confirmation
    - e. Shortfall identification
    - f. Mode selection.
5. Requirements aggregation (e.g., bringing geographically separated material to buildup/loading location to containerize or palletize) and consolidation (e.g., combining aggregated material for containerization or palletization) recommendations, in order to create efficient utilization of conveyance capacity.

**U. JOINT OPERATIONAL SUPPORT AIRLIFT CENTER (JOSAC)**

The Joint Operational Support Airlift Center is the single manager for scheduling all the DoD CONUS Operational Support Airlift requirements

**V. DEPLOYED CDRS**

1. Ensure unit personnel (military, civilian, and contractors) are briefed on CBP and USDA entry requirements prior to their redeployment to the CONUS/OCONUS and that all unit equipment/sustainment stocks returning to the CONUS/OCONUS are cleaned and inspected IAW USDA recommended procedures. See DTR Part V, Chapter 505, for details.
2. Ensure shipping, customs, and border clearance documentation as prescribed herein is available for each shipment or passenger and that documentation is prepared and free of abbreviations or acronyms to ensure entry/exit.
3. Implement portions of this regulation and maintain performance quality that will ensure customs and border clearance (foreign and domestic) agencies' certification.

**W. AREA, ACTIVITY, OR INSTALLATION CDR (OR THEIR DELEGATED REPRESENTATIVE[S])**

1. Appoint a military member or civilian employee (not a contractor) as Transportation Officer (TO) to execute DoD traffic management policy and procedures to obtain transportation services. The employee must be assigned the position as a TO and fully trained and qualified to perform duties IAW the GSA Freight Transportation Handbook, current edition; Service-specific Transportation Management policies and regulations; and the DTR Individual Missions, Roles, and Responsibilities. The Installation Commander must be made aware the TO is subject to criminal penalties and fines IAW 41 CFR, Parts 102-118, and 49 CFR, Part 171, General Information, Regulations, and Definitions. The appointed TO will be a fully trained and equipped member/employee of the activity or installation CDR's technical staff. The appointment will be accomplished by special order of the area, activity, or installation CDR IAW regulations of the military departments concerned.
2. Appoint a Container Control Officer (CCO) to ensure proper control of ISO containers and chassis system assets.
3. Provide effective, efficient receipt, stuffing, unstuffing, and disposition of intermodal containers and chassis entering their AORs and provide for prompt return to the DTS of intermodal containers and chassis.
4. Coordinate with other commands in their AORs for movement of cargo to ensure requirements are matched to available ISO containers.
5. Ensure Service-owned containers are maintained and/or repaired to CSC standards and those requiring repair are reported to the applicable Service HQ or delegated authority IAW instructions in DTR Part VI, Chapter 604.
6. Ensure proper ISO container disposal procedures, including documentation requirements, are complied with IAW DTR Part VI, Chapter 604.
7. Control and report all ISO container movements within their geographic AORs IAW DTR Part VI.
8. Maintain coordination with the SCM or TCM to manage and control all ISO containers.
9. Ensure all ISO container are used, handled, and stored at all times IAW regulatory guidance.

10. Initiate a Financial Liability Investigations of Property Loss (FLIPL) and/or other required documentation IAW regulations for any lost, damaged, or destroyed DoD ISO container. The CDRs will submit FLIPL or other required documentation involving ISO containers through the parent Service for removal of the ISO serial number(s) from the ISO Registry.
11. Ensure containers are inspected and their conditions are reported after the unstuffing of a loaded container or the receipt of an empty container as soon as practical and in all cases prior to the container being placed in reserve.
12. Implement this regulation and all program-related directives issued by SDDC.
13. Staff and support installation transportation offices to ensure their effective operation and consider fully the increased workloads experienced during the summer shipping period and other periods of peak demand.
14. Ensure coordination between the installation housing office and the TO to prevent unnecessary Storage-in-Transit (SIT) because of housing unavailability.
15. Allow enough time off from duties for customers to arrange for the shipment or receipt of personal property.
16. Ensure the customer is furnished all published orders in a timely manner.
17. Ensure the customer is made aware of all responsibilities and allowances in the program and provide all the services to which the customer is authorized.
18. Ensure coordination between the TO and the contracting officers concerning the requirements and performance of local program contractors.

## **X. DOD SHIPPING ACTIVITIES**

1. Counsel DoD members/employees and their family members on customs/border clearance requirements and procedures, duty-free exemptions, restricted and prohibited items, and member's/employee's responsibilities under the rules and laws of the foreign government where assigned as well as all provisions of this regulation.
2. Ensure the shipping, customs, and border clearance documentation as prescribed herein is available for each shipment or passenger and that documentation is properly prepared and free of abbreviations or acronyms to ensure entry/exit.
3. Update portions of this regulation and maintain performance quality that will ensure Customs/Border Clearance Agencies (foreign and domestic) certification.

## **Y. DOD ACQUISITION/CONTRACTING ACTIVITIES**

1. Ensure all contract vendors who are required to ship material to or from OCONUS locations receive complete, accurate shipping instructions/directions in clear English, free of abbreviations and acronyms. Commercial bills of lading (CBL) must include a clear statement of who owns the cargo at the time of shipment. Shipper/Consignor/Consignee addresses must begin with the Service or Defense Agency that contracted for the shipment. See DTR Part II, Chapter 206.
2. Ensure all Direct Vendor Delivery (DVD) type procurement contracts that result in the transfer of title to the cargo upon delivery, include provisions for the payment of duties and taxes, and/or the completion of customs clearance documentation. For security assistance and cooperation programs, release documents will be provided in accordance with DTR Part II, Appendix E.

3. Ensure all contracted vendors who are required to ship material to a CCP/Intermodal Hub (IMH) will receive complete, accurate TCMD's and air clearance if applicable prior to movement of material to the CCP/IMH. Further requirements explained in DTR Part II, Chapter 203.
4. Ensure DPM contracts are in place to support Installation Transportation Offices in handling personal property.

## **Z. TRANSPORTATION OFFICER (TO)**

1. Provide efficient, responsive, and quality transportation services within the assigned AOR and ensure compliance with governing laws, directives, systems or programs, and regulations for cargo, passenger, personal property, and unit moves.
2. Provide technical direction, management, and evaluation of the traffic management and unit movement aspects of the DoD transportation movement program on a worldwide basis, subject to the overall guidance, policies, and programs established by USTRANSCOM, the CFR, and DoD Components.
  - a. Prepare and edit shipment documentation to ensure quality electronic data and timely submission to support total movement business processes IAW DTR Part II, Chapter 202, Table 202-1, Timeliness Evaluation Criteria, for higher-level visibility, force systems, and downline stations.
  - b. Support contingency, mobility, natural disaster, and humanitarian relief requirements.
  - c. Provide contact information for the servicing TO, as well as training on transportation procedures, documentation, clearance, and the CBP requirements to Unit Mobility Officers (UMO)/Noncommissioned Officers and Government Purchase Card holders with overseas shipping requirements in support of contingencies.
3. Assist the DTMO COR with monitoring and reporting contractor performance under DoD TMC contracts.
4. Act as a COR, alternate COR, or ordering officer when TMCs and other related traffic management functions are served under contracts.
5. Appoint one or more military members, civilian employees, or contractor personnel as a Transportation Agent (TA) to assist the TO in his or her responsibilities. This may be accomplished by letter, which is to be retained in the transportation office. Service-unique procedures may require the TOs to request that TAs be appointed by their CDRs. Contractor personnel will not be appointed to perform any function involving the obligation or expenditure of Government funds. This also applies to tenant units.
6. Seek Antiterrorism/Force Protection (AT/FP) advice from the installation Force Protection Working Group.
7. Include AT/FP considerations in local transportation publications and procedures.
8. Plan, prepare, and document shipments IAW this regulation.
9. For shipments requiring delivery after hours, weekends, and on holidays, obtain the origin and destination POC and a commercial telephone number that directed and is receiving the after-hour, weekend, and/or federal holiday movement.
10. Use "Best Value" in determining carrier selection, as he/she is required to do. TOs are not authorized to use equalization methods to determine a carrier for shipments originating from their installation.

11. Prior to shipment release, coordinate with the receiving site (e.g., water port, DLA Depot, aerial port), TO, or POC, when there is a surge of freight (defined as five or more truckloads) or when special materials handling equipment (not otherwise identified in the Transportation Facility Guide) is required.
12. Appoint on orders a Rail Supervisor and/or Yardmaster who, together, supervise and manage rail operations.
13. Ensure rail equipment and operations are compliant with Federal Railroad Administration/Association of American Railroads safety rules and regulations, unless an exception is approved, as they affect items in military service.
14. Report to SDDC empty DFRIF and commercial cars on installations within 3 days of offloading.
15. Fulfill PPSO, Consolidated Personal Property Shipping Office (CPPSO), and Joint Personal Property Shipping Office (JPPSO) responsibilities:
  - a. Establish operating procedures to encompass their AORs.
  - b. Complete all personal property associated functions/documentation utilizing the Defense Personal Property System (DPS) to the fullest extent possible.
  - c. Coordinate with contracting officers on the negotiation, maintenance, and administration of DPM contracts.
  - d. Promptly accept and process all applications for the shipment or storage of personal property, regardless of the customer's Service/Agency affiliation.
  - e. For outbound DPM shipments, ensure the actual weight and cube of the shipment have been received from the DPM contractor 1 day after pickup.
  - f. Support required delivery dates (RDD) based on the customer's requirements and other governing elements.
  - g. Keep customer information updated in DPS. Customers must be counseled that it is essential to keep their contact and delivery information updated in DPS. The customers may update their information in DPS or request the PPPO/PPSO to update the information for them.
  - h. Advise the customer that the TSP/agent will provide contact information via email or DPS shipment record to allow direct communication with the TSP.
  - i. Ensure the PPPO/PPSO/CPPSO/JPPSO personnel understand the purpose, importance and the DoD's policy for the completion of the Customer Satisfaction Survey (CSS).
    - (1) Ensure the PPPO/PPSO/CPPSO/JPPSO provide all DoD customers moving shipments under the Defense Personal Property Program (DP3) with information on how to access the CSS by logging in to the DPS and, if problems occur, how to contact the SDDC help desk at 800-462-2176, Option 2. In addition, ensure all customers are advised to complete a CSS within 7 days of each completed shipment delivery.
    - (2) Monitor the inbound/outbound CSS reports to ensure acceptable levels of customer data collection (i.e., e-mail address and phone numbers), survey completion, and customer satisfaction with outbound/inbound services.
  - j. Provide full replacement value protection at the time of offering the shipment to the TSP and note it on the original Bill of Lading (BL). Corrected BLs to add full replacement protections are not authorized unless mutually agreed upon by both the PPSO and the TSP.

- k. Select the method and mode of shipment and acquire promptly all the transportation or storage necessary to fulfill the requirements of the customer, according to the policies and procedures established in this regulation.
- l. Advise the customer or the customer's agent of the name of the TSP or warehouse selected and of the dates the necessary packing and related services will be performed before movement or storage of the personal property.
- m. Advise the customer that container/overflow boxes when used in door-to-door service must be stuffed at the origin residence unless specific exception is authorized by the TO or the customer.
- n. Distribute personal property traffic as prescribed by Part IV of this regulation.
- o. Control, secure, issue, and prepare BLs before the agreed time of pickup.
- p. Prepare and distribute Transportation Control and Movement Documents (TCMD).
- q. Prepare and distribute customs documents.
- r. Trace the location of the shipment upon request of Service/Agency, customer, or after the RDD has expired.
- s. Prepare and execute Diversion and Long Delivery of shipments IAW solicitations, tariffs, and tenders.
- t. Advise the customer to sign and initial the line item on the DD Form 619-1, Statement of Accessorial Services Performed (Storage-in-Transit Delivery and Reweigh) (DTR Part IV, Chapter 402), only when accessorial services are performed by the TSP/agent.
- u. Within the CONUS, contact and assist the Storage Management Office (SMO) to perform all inspections of DoD-approved warehouses once every 6 months or more, depending upon necessity and capability, including checking for damaged or astray personal property shipments. TSPs and agents must expeditiously report these types of shipments to the TO.
- v. Inspect personal property shipments IAW the requirements of this regulation.
- w. Perform claims inspections to determine TSP or contractor compliance with Tenders of Service (TOS), tariffs, rate tenders, or contractual obligations, when requested.
- x. Inspect each mobile home shipment to ensure TSPs are in compliance with the terms and conditions of the mobile homes TOS and tariff and rate tenders.
- y. Establish a Quality Assurance/Quality Control program to meet the requirements in DTR Part IV, Chapter 405. Warn or suspend TSPs serving the installation's AOR IAW the policies and procedures established by this regulation.
- z. Recommend to USTRANSCOM, through the overseas CDR (when overseas), the disqualification of a TSP with full justification.
- aa. Inform immediately the local law enforcement agency when claims or other information reflect the loss of firearms from shipments or storage lots of personal property.
- bb. If property is lost or damaged as a result of fire, flood, disaster, theft, or a similar type of occurrence while in the control of a TSP or packing and containerization contractor, investigate immediately any such loss that occurs within the TO/PPSO AOR in which the loss or damage occurs to ensure:
  - (1) Necessary steps are being taken to prevent further loss, or damage
  - (2) All shipments lost or damaged are accounted for

- (3) Actual damage is determined
  - (4) The origin or destination TO or PPSOS are notified
  - (5) Customers whose property has been affected are notified of the incident and of the extent of loss or damage incurred
  - (6) USTRANSCOM is notified IAW the requirements of this regulation.
- cc. Provide USTRANSCOM with current information relating to the TOs to update the Personal Property Consignment Instruction Guide (PPCIG). To view the PPCIG enter the USTRANSCOM website at <https://www.move.mil/sme>.
- dd. Maintain records of DPM rate and shipment data and furnish such data to USTRANSCOM.
- ee. Upon request, furnish statistical data to USTRANSCOM through the HQ of the sponsoring Service.
- ff. Report potential volume movements to USTRANSCOM.
- gg. Serve as the focal POC for the TSP for all personal property shipments originating at the activity until such time as the shipment is offered for delivery by the TSP to the destination TO.
- hh. Update established base access information for personal property TSPs in the “General Information” section of the Transportation Facilities Guide (TFG) at [https://gfm.transport.mil/tfg/tfg\\_Index.htm](https://gfm.transport.mil/tfg/tfg_Index.htm).

**AA. TRANSPORTATION OFFICER/PERSONAL PROPERTY PROCESSING OFFICE**

1. Interview and counsel customers on their allowances and responsibilities in the program.
2. Review the customer’s orders and prepare the DD Form 1299, Application for Shipment and/or Storage of Personal Property (DTR Part IV, Chapter 401), IAW the customer’s allowances and requirements. This includes the establishment of a realistic RDD.
3. Forward the DD Form 1299 (DTR Part IV, Chapter 401) and all supporting documentation to include customs documents to the responsible PPSO.
4. Monitor the arrival of newly assigned personnel and assist the responsible PPSO/JPPSO in arranging for the receipt and delivery of inbound shipments of personal property.
5. Assist the customer in filing a claim for loss or damage.

**BB. TERMINAL CDRS (AIR OR SEA):**

1. Issue a Letter of Warning (LOW) when shipments are not picked up by port agents at military air or sea terminals within the time limits prescribed by the TOS.
2. Report to SDDC personal property shipping containers observed in transit that are unsatisfactory or are suspected of not meeting DoD specifications.
3. Issue a DD Form 361, Transportation Discrepancy Report, IAW DTR Part II, Chapter 210, when loss or damage is discovered in shipments transiting military air or sea terminals.

**CC. MOBILITY OFFICER (MO)**

The MO is the person(s) designated or appointed for planning, coordinating, and/or executing mobility operations for assigned or supported units. The MO’s responsibilities are further covered in DoD Component regulations.



**DD. ARRIVAL/DEPARTURE AIRFIELD CONTROL GROUP (A/DACG), PORT SUPPORT ACTIVITY (PSA), BEACH AND TERMINAL OPERATIONS, OR CONTINGENCY RESPONSE ELEMENT (CRE)**

These groups will act as a focal point between the unit requiring movement and the arrival and departure point activity at the port of embarkation (POE) and port of debarkation (POD).

**EE. SERVICE CLEARANCE AUTHORITIES**

The Service Clearance Authorities (identified in Appendix R of DTR Part II, Cargo Movement) are responsible for reviewing cargo scheduled for shipment to review the identified mode of transportation (i.e., surface or air) and for issuing shipment challenges IAW DTR Part II, Chapter 203.

**FF. UNIFIED COMMAND CUSTOMS/BORDER CLEARANCE COORDINATOR**

1. Coordinate the DoD CBCP for the Theater CDR.
2. Serve as the primary POC for the Customs/Border Clearance requirements on matters of importance to the entry/exit of DoD-sponsored movements.

**GG. THEATER CONTAINER MANAGER (TCM)**

The TCM will have overall responsibility for ISO container system management and control functions within the AOR. However, the responsibility for controlling and returning ISO containers to the DTS or to commercial industry remains with the CCMDs.

1. Develop container requirements and operating procedures IAW CCMD instructions/guidance to effectively and efficiently use the DoD ISO containers for cargo movement within the AOR
2. Ensure ISO containers not owned by a Service unit or DoD agency, such as carrier-owned containers, are managed in the AOR through the monitoring and tracking of all containers moving into, within, and out of the AOR.
3. Provide for the effective and efficient receipt, movement, and return of DoD-owned, leased, or controlled ISO container entering the theater of operations. DoD-controlled ISO containers are those containers furnished by carriers that are in the theater and under DoD control as a part of USTRANSCOM contracts.
4. Establish a process to identify, control, and manage the ISO container authorized for transition to non-transportation uses (e.g., force protection, office/living space, and temporary storage).
5. Provide container management oversight and make recommendations to the CCMD regarding container management.
6. Establish container management business practices that produce actionable metrics to enable inventory reconciliation and accurate data in the theater-designated automated information system.
7. Establish and maintain procedures for the return of empty containers and the reallocation of empty containers for intra-theater movement and retrograde support.
8. Develop and maintain standardized reports and AOR report procedures to provide information and performance metrics to all units, organizations, departments, agencies, and activities.
9. Establish and deploy container management teams to key nodes throughout the AOR to provide quality control and training to installation and unit container control officers.

10. Coordinate with the CCMDs' Logistics Directorates (J4) and the Joint Deployment Distribution Operations Center and applicable country container authorities, as required, to establish trans-load sites at designated nodes throughout the theater.