

Transportation & Traffic Operations

U.S. Army Security Assistance Command



December 24, 2013

FOREWORD

This booklet has been prepared to serve as a guide in working with Security Cooperation Program shipments, especially those managed by the U.S. Army Security Assistance Command (USASAC). It does not take the place of Army, Navy, Air Force or DOD official publications. Air Force, Navy, Defense Logistics Agency (DLA), the Defense Contract Management Agency (DCMA), and other DOD Agencies publish their own guidance regarding Security Cooperation as well, but all ultimately will conform with official DOD Security Cooperation policies and procedures.

Another reason for consulting official publications is the fact that this booklet cannot possibly cover all situations. It has been improved by having the entire USASAC Transportation Team work on its contents. If a shipper encounters a problem that cannot be solved with the guidance of this booklet and checking official publications, the best course to take is to call one of the Points of Contact found on page 2. If a shipment is non-Army sponsored, then one of the Implementing Agency (IA) Points of Contact listed in Appendix E of the DTR (Defense Transportation Regulation), Part II, should be called.

There is no routine distribution of this booklet. Hardcopies are very limited. However, a call to one of the Points of Contact found on page 2 will suffice to have a PDF copy e-mailed to the requestor. There is no copyright; so as many copies as needed can be printed by the requestor. Changes or corrections can also be made by calling one of these Points of Contact.

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LEAD TRAFFIC MANAGEMENT
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EXT 4832

AFRICOM-EUCOM
TRAFFIC MANAGEMENT SPECIALIST
EXT 7516

CENTCOM
TRAFFIC MANAGEMENT SPECIALIST
EXT 6843

(MAPAD - U.S.BANK FREIGHT PAYMENT)
LOGISTICAL MANAGEMENT SPECIALIST
EXT 5210

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PART I

DOCUMENTATION

SECTION A, Page 8 -----Requisition and Supply/Shipment Document Formats
SECTION B, Page 26 -----Issue Release/Receipt Document (IRRD) (DD Form 1348-1A)
SECTION C, Page 39 ----- Wide Area Work Flow - Receiving Report (WAWF-RR)
SECTION D, Page 44-----Notice of Availability/Shipment (DD Form 1348-5)

Position 45

Always Y in Grant Aid Documents. In-country Service Designators do not apply as in FMS. However, the Y is converted to an X when constructing a Grant Aid MAPAC.

Positions 46-50

In Grant Aid documents, position 46 contains the last digit of the program year. Positions 47-50 contain the record control number (RCN) identifying the Grant Aid Program.

Note: Title to Grant Aid material passes to customer Country only temporarily. DOD retains ownership of material and may exercise its rights at any time. Grant Aid materiel should be shipped by the most economic satisfactory means available. Government Rates are authorized for Grant Aid shipments.

DEM/SUF	SUPPL ADDRESS					SIGNAL CODE	FUND CODE		DIST		PROJ CODE	PRIORITY CODE	RAD/RDD	ADV CODE																						
	SVC																																			
44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80
	X	X	X	X	X	X																														
XXXXXXXXXXXX																																				

Position 54

Contains alpha "B". In conjunctions with position 7, directs that all supply and shipment status will be forwarded to USASAC.

Positions 55-56

1. FMS Case/Letter of Offer (LOA) and Acceptance line number. Transcribed from LOA indentified in r.p. 48-50. Lines 1 through 99 are listed as 01 through 99. For each line number above 99 alpha numeric combinations are used. (e.g. A0= line 100, B1 = line 111 and K3 – line 203)

2. Left blank in grant Aid Programs MILSTRIP documents.

44	45	SUPPL ADDRESS			51	52	53	DIST		57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80		
		DEM/SUF	SVC	SIGNAL CODE				FUND CODE	PROJ CODE																									PRIORITY CODE	RAD/RDD

Positions 57-59

1. Requisitions and supply status documents will contain a designated project code if not applicable, this field will be blank.
2. On shipment status documents, this field contains the Julian date shipped.

DEM/SUF		SUPPL ADDRESS								SIGNAL CODE		FUND CODE		DIST			PROJ CODE			PRIORITY CODE		RAD/RDD		ADV CODE												
44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80
													XXXXX																							
													XXXXX																							

Positions 62-64

Required Availability Date (RAD):

1. FMS (except Repair and Return) and Grant Aid requisitions for major weapons systems, end items and Concurrent Spare Parts (CSPs) have a RAD in r.p. 62-64. The RAD gives the maximum time allowed from the requisition date (r.p. 36-39) before the materiel must be available for shipment. The RAD should not be confused with a Required Delivery Date (RDD) which indicates the latest date that a requisitioner should actually receive materiel.
2. A RAD can be expressed in either of the following ways:
 - a) "A" in r.p. 62 and the number of months of the RAD in r.p. 63-64. The material may become available and be shipped any time during this period.
 - b) "S" in r.p. 62 and the number of months of the RAD in r.p. 63-64. The S tells Item Managers/Shipping Activities not to release materiel sooner than fifty days before the expiration of the RAD.
3. Not Mission Capable-Supply (NMCS) requisitions have an "N" in r.p. 62, and Anticipated Not Mission Capable-Supply (ANMCS) Requisitions have an "E" in r.p. 62. In both cases, r.p. 63-64 are blank.

For FMS cases, the RAD is computed by adding the lead time stated in the Letter of Offer and Acceptance (LOA) to the date that the LOA is implemented (i.e., signed, funded etc.). For Grant Aid, a RAD is computed by adding an Inventory Control Point (ICP)/Life Cycle Management Commands (LCMC)-determined lead time to the date of the Grand Aid order.

5. Supply sources can modify a RAD when procurement lead time will go beyond the current RAD. The supply source will advise the appropriate Security Assistance/International Logistics activity of the change with a DICAE_ transmission containing a Status Code B3 in r.p. 65-66 and the modified RAD in r.p. 62-64.

DEM/SUP	SUPPL ADDRESS										SIGNAL CODE	FUND CODE			DIST	PROJ CODE			PRIORITY CODE	RAD/ RDD		ADV CODE																		
																								SVC	SVC		SVC		SVC											
44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80				

XXXXX
XXXXX

Positions 65-66

1. Requisitions will contain advice codes, if appropriate.
2. Supply status documents will contain the appropriate supply or reject status code.
3. Shipment Status documents will contain positions four and five of the transportation control number (TCN)

DEM/SUF	SUPPL ADDRESS										SIGNAL CODE	FUND CODE		DIST		PROJ CODE	PRIORITY CODE	RAD/RDD	ADV CODE																			
	SVC																																					
	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	
																							XXX															
																							XXX															

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

SECTION B

ISSUE RELEASE/RECEIPT DOCUMENT

1. An Issue Release/Receipt Document (IRRD) is used by materiel depots (DOD or GSA) to release or receive materiel. In the release process, it is used to select and prepare materiel for shipment. For receipts, data in it is entered into materiel record systems. It is also a source document for preparing other documents such as Bills of Lading. It is not an invoice or a transportation document--it cannot be used as proof of shipment in resolving Supply Discrepancy Reports (SDRs). Under SDR procedures, the form is also used to give FMS Purchasers instructions for disposing of discrepant materiel or returning it to the U.S.

2. Currently, MILSTRIP determines how many IRRD copies must be generated and their distribution. As a minimum, copies MUST be attached to the exterior of FMS and Grant Program shipment units and enclosed in them. If Notice of Availability (NOA) procedures apply, at least three copies are sent with each NOA under cover of a DD Form 1348-5. NOA procedures advise freight forwarders or Country Representatives that shipments of special materiel are ready for release (See part I, Section D for NOA procedures). IRRD distribution is found in Chapter 11 of AR 725-50 and Chapter 6 of DOD 4500.25-1.M.

3. An IRRD contains several data fields and "Blocks." Each contains written data, bar coded data, or both. For depot-sourced materiel, the data entered in these fields and blocks makes the DOD (and GSA) logistics system work. It also provides the basic information needed for export documentation and Customs declarations. For vendor-sourced materiel, this same information is entered in Materiel Inspection and Receiving Reports, MIRRs (See Section C).

4. The fields, blocks and data entered in an Issue Release/Receipt Document are described and explained in the pages that follow.

RECORD POSITIONS (RP)	FIELD LEGEND	EXPLANATION
1-3	Document Identifier (DOC IDENT)	See MILSTRIP DOD 4000.25-1-M.
4-6	Routing Identifier (RI FROM)	Routing Identifier (RI) Code of the Shipping Activity.
7	Media and Status (M & S)	Zero (0) for U.S. Army Security Assistance requisitions.
8-22		Moved to Block 25: NATIONAL STOCK NO & ADD
23-24	Unit of Issue (UNIT ISS)	Unit of Issue of NSN/Part Number being released.
25-29	Quantity	Quantity being released. See Block 26. NOTE: If quantity requisitioned is not available in depot's stocks, depot will annotate reduced quantity here and in Block 26 and notify item manager of change.
30-44		Moved to Block 24: DOCUMENT NUMBER & SUFFIX (30-44).
45-50	Supplementary Address	Data perpetuated from Supplementary Address Field of original FMS/Grant Aid Requisition.
45		FMS Purchaser's procuring Military Service Code. In the MAPAD, it will be the first position of Purchaser's FMS MAPACs. B = Army, D = Air Force, P = Navy, K = Marine Corps and T = other Defense organization (e.g. Ministry of Defense or National Police facilities). From Letter of Offer and Acceptance (LOA). NOTE: NOT used in an FMS Transportation Account Code (TAC) or to determine proper Air Clearance Authority for AMC Channel-lifted FMS shipments. Use the U.S. Military Implementing

RECORD POSITIONS (RP)	FIELD LEGEND	EXPLANATION
		<p>Agency (IA) Code, first position of MILSTRIP document number (in Block 24) or the associated TCN, for these purposes. NOTE: NOT used in an FMS Transportation Account Code (TAC) or to determine proper Air Clearance Authority for AMC Channel-lifted FMS shipments. Use the U.S. Military Implementing Agency (IA) Code, first position of MILSTRIP document number (in Block 24) or the associated TCN, for these purposes.</p>
46		<p>Offer Release/Option Code. Identifies NOA requirements for shipments released to freight forwarders. Can be A, Y or Z (See Part III, Section E). From LOA.</p> <p>NOTE: XX in RP 46-47 means ship materiel to RP 33. XW means ship materiel to an in-the-clear address that should be provided as exception data.</p>
47		<p>Freight Forwarder Code. Indicates addresses to receive Notices of Availability (NOAs) for unclassified shipments and/or to receive materiel and documentation. From LOA. (See Part II).</p>
48-50		<p>FMS case designator. Alpha or Alpha/Numeric Code assigned to identify the FMS case. From LOA.</p>
51	Signal (SIG)	<p>Signal Code from original requisition.</p>
52-53	Fund	<p>Fund Code from original requisition.</p>

54-56	Distribution	When applicable, indicates distribution of supply and shipment status.
54		For U.S. Army-Managed requisitions, will always be a B which designates USASAC as recipient of all status (only if document number also starts with a B).
55-56		Applicable FMS Case Line Item Number if FMS requisition. Blank if Grant Aid requisition.
57-59	Project	Project Code if assigned. Otherwise blank.
60-61	Priority (PRI)	Applicable priority in accordance with customer's urgency of need and Authorized Force Activity Designator (FAD).
62-64	Required Delivery/ Availability Date (REQ'D DEL DATE)	Normally a Required Availability Date (RAD), not a Required Delivery Date (RDD), applies to FMS/Grant Aid requisitions (See Part I, page 21 for more details).
65-66	Advice (ADV)	Advice Code from original MILSTRIP requisition if applicable. Otherwise blank.
67-69	Routing Identifier (RI)	RI Code of agency which placed MRO on shipping activity.
70	Ownership/Purpose Code (O/P)	Defined in MILSTRAP.
71	Condition Code (COND)	Materiel Condition. Defined in MILSTRAP.

72	Management Code (MGT)	Defined in MILSTRAP.
73	Blank	No data entered.
74-80	Unit Price	Unit Price of item being released Also appears in Block 26.

ISSUE RELEASE/RECEIPT DOCUMENT (DD FORM 1348-1A) BLOCK ENTRIES

An IRRD includes several numbered "Blocks" that are filled in with in-the-clear or bar coded data for use with various distribution systems. The bar coded data and its alpha-numeric interpretation are located in Blocks 24, 25 and 26. This information provides r.p. 8-22 and 30-44 data and repeats some data already found in the data fields described above.

The Block entries are as follows:

BLOCK	ENTRY	EXPLANATION
1	TOTAL PRICE	Total price of items released under this document.
2	SHIP FROM	Department of Defense Activity Address Code (DODAAC) of shipping activity. An in-the-clear address may be entered in addition to the DODAAC.
3	SHIP TO	Military Assistance Program Address Code (MAPAC) which is to receive this shipment. May also include the MAPAC's associated clear text address. NOTE: SDR instructions must have a receiving activity DODAAC in this block.
4	MARK FOR	MAPAC for ultimate consignee of shipment. Will differ from Ship-to address in Block 3 if release will be to FMS freight forwarder. Will be the same as the Ship-to entry for Defense Transportation System (DTS) shipments.
5	DOC DATE	Document preparation date. Use Julian or "modified" Julian date; e.g., 1188 or 01188 for 7 July 2011.

6 NMFC National Motor Freight Classification Commodity (NMFC) Number.

BLOCK ENTRY EXPLANATION

7 FRT RATE Applicable freight rate for the shipment.

8 TYPE CARGO Type of Cargo Code (see DTR, DOD 4500.9-R, Vol. II).

9 PS "Physical Security" Code. Controlled Inventory Item Code (CIIC) that indicates the Security/Pilferage classification of the materiel being released. See Federal Logistics Information System (FLIS) Manual, DOD 4100.39-M, Volume 10, Table 61, for definitions.

10 QTY REC'D Actual quantity received. Does not apply to outgoing shipments.

11 UP Unit pack of item shipped; i.e., quantity of items being shipped that make one pack of the item being shipped. Also called Quantity per Unit Pack (QUP). This is the minimum quantity of a requisitioned item that will be shipped.

12 UNIT WEIGHT Unit pack weight of item shipped.

13 UNIT CUBE Unit pack cubic feet (cube).

- 14 UFC Uniform Freight Classification (UFC) Commodity Number. This is a railroad classification.
- 15 SL Shelf life of item shipped, if applicable. Otherwise, leave blank.
- 16 FREIGHT
CLASSI-
FICATION
NOMEN-
CLATURE Based on NMFC Number found in Block 6.
- 17 ITEM
NOMEN-
CLATURE Catalog name based on NSN.

The following Blocks (18, 19, 20 and 21) apply to a total Shipment Unit and its assigned Transportation Control Number (TCN). If a Shipment Unit is made up of only one IRRD, these Blocks should be filled in. If an IRRD is the lead document (i.e., its document number is used to construct the Shipment Unit's TCN) of a multi-IRRD Shipment Unit, the data for the total Shipment Unit will be entered in this document only. If the Shipment Unit is made up of different types of containers (e.g., boxes and skids), Block 18 should be left blank, and the containers will be described in Block 27. If an IRRD is NOT the Shipment Unit lead Document; Blocks 18, 19, 20 and 21 will be left blank.

BLOCK	ENTRY	EXPLANATION
18	TY CONT	Type of container used for Shipment Unit.
19	NO CONT	Number of containers that make up the Shipment Unit.
20	TOTAL WEIGHT	Total weight of all containers that make up the Shipment Unit. NOTE: SDR instructions must have a receiving activity DODAAC in this block.
21	TOTAL CUBE	Total cubic feet (cube) of all containers that make up the Shipment Unit.
22	RECEIVED BY	Signature of receiver of a shipment. Not applicable to outgoing shipments.
23	DATE RECIEVED	Not applicable to outgoing shipments.

The following Blocks (24, 25 and 26) contain bar coded/interpreted data. Bar codes appear with their alpha/numeric interpretations immediately below them. However, some activities may produce non-bar coded documents because they do not have bar code equipment.

BLOCK	ENTRY	EXPLANATION
24	DOCUMENT NUMBER & SUFFIX (30-44)	The Document Number assigned to the requisition/Materiel Release Order (MRO). If a suffix is assigned to the MRO, it will appear in RP 44.
25	NATIONAL STOCK NO & ADD (8-22)	Federal Logistic Catalog (FEDLOG) National Stock Number (NSN) or other stock or part number assigned to the item.
26	RIC/UI/QTY/ CDN CODE/ DISTR or FMS CASE/UP	<p>RIC - Routing Identifier Code - Some systems enter the RIC of the shipping activity in this Block, and some do not. If not, the shipper's RIC appears in r.p. 4-6 at the top of the IRRD, and the DODAAC of the shipper appears in Block 2.</p> <p>UI - Unit of Issue - Unit of issue of the stock or part number being released.</p> <p>QTY - Quantity - The number of Units of Issue being released. The total number of items being released is determined by multiplying the UI by the QTY.</p> <p>CDN CODE - Condition Code The Supply Condition Code of materiel being released. For Example, A - Serviceable (Issuable Without Qualification); B - Serviceable (Issuable With Qualification); E - Unserviceable (Limited Restoration); H - Unserviceable (Condemned).</p>

DISTR - Two-position
Distribution Code
and Unit Price
appear in non-

BLOCK	ENTRY	EXPLANATION
		<p>FMS/Grant Aid IRRDs. Unit Price and first position (Foreign Purchaser Procuring Agency/Military Service Code) and last three positions (FMS Case) from SUPADD appear in FMS/Grant Aid IRRDs.</p> <p>UP - Unit Price - Price per Unit of Issue (UI) of NSN/Part Number being released (the last two digits of the UP are cents).</p>
27	ADDITIONAL DATA	<p>May include bar coding for internal use by shipping activity or materiel manager. Also includes Shipment Unit data, primarily the Transportation Control Number (TCN) assigned to the Shipment Unit that includes this IRRD. The TCN is repeated in this Block in every IRRD packed in the Shipment Unit. Package descriptions, clear text addresses, Transportation Priorities (TPs), Controlled Inventory Item Codes (CIICs) and HAZMAT data may also appear in this Block.</p>

SECTION C

Wide Area Work Flow Receiving Report (WAWF RR)
(Source: 48 CFR Subpart 1846.6 Federal Acquisition Regulation)

1. FMS items often come directly from commercial vendors instead of DOD or GSA depots. Although vendors themselves are not DOD activities, vendor-supplied FMS shipments are considered, through DOD contract administration, DOD-sourced releases. FMS transfer is still government-to-government, not vendor to FMS Purchaser. Under DOD procurement procedures, DOD obtains items from vendors and passes title/ownership from itself to the FMS Purchaser at the vendor's facility when meeting the LOA Standard Terms and Conditions. A vendor only supplies materiel to DOD/USG for sale to an FMS purchaser. The sale is official when the DOD performs an "inspection" to ensure that the materiel being procured meets the Procurement Contract's Terms and Conditions. Once inspection is approved, ownership transfers.

2. The document that transfers materiel ownership from vendor to DOD/USG is the Wide Area Work Flow Receiving Report (WAWF RR). Transportation Bills of Lading or other shipment documents transfer ownership of DOD procurements from DOD/USG to a FMS Purchaser. These documents are generated by the designated Defense Contract Management Agency (DCMA) who administers DOD Contracts with vendors who produce materiel for DOD for the FMS Program. A DOD Contract Administrator (usually a Defense Contract Management Agency local office) will arrange the transportation of the materiel being commercially procured. The DCMA office will act as the DOD shipper to generate the WAWF RR, which is the equivalent of an IRRD because it should have all the same LOA and materiel data in it. It links an FMS release to a specific LOA.

3. The previously used Material Inspection and receiving Report (MIRR) DD Form 250 is now obsolete. Long term or existing contracts, which are already in place, have provisions for continued use of the DD Form 250 (see DFARS [232.7003\(a\)](#)). However, the Wide Area Work Flow Receiving Report (WAWF RR) is now required on all DoD contracts. For the purposes of this training manual, only the WAWF RR will be addressed. WAWF is web based internet system that produces and provides electronic means of payment for the acceptance of supplies and services. It also allows serves as a vehicle for the Vendor to submit an invoice electronically. The data inputted in a WAWF can be printed into the Receiving Report (RR). Printed versions serve as packing lists and/or

4. When used as a packing list, one copy of the Receiving Report (RR) must be attached to one outside surface of a Shipment Unit for every MILSTRIP release packed in the Unit. Freight forwarders cannot export FMS shipments without them. U.S. Customs officials have to know what is in a Shipment Unit, and good packing lists tell them this. When used to furnish shipment detail for Notices of Availability (NOAs), copies of RR (or IRRDs) must be attached to NOA Cover Sheets (DD Forms 1348-5). If a procurement contract does not furnish the FMS Case designator, FMS MILSTRIP document numbers etc. so they can be transferred to the respective RR, Contract Administration personnel need to contact the Procurement Contracting Officer to get this information. A RR has no value without this information.

5. The following data should appear on the WAWF RR to release FMS materiel. It cannot be omitted, since it is absolutely required as part of the export Customs process:

- a. Contract/Delivery Order Number.
- b. Contract Type and Designation (Supplies/Services).
- c. Issue Date.
- d. Inspection/Acceptance Point (S=Source, D=Destination, O=Other)*
- e. Estimated Delivery Date.
- f. TCN
- g. Serial Shipping Container Code.
- h. First Line Haul Mode.
- i. Gross Weight

*S/O = Source

j. FOB

k. As applicable, will contain,

(1) The Commercial Bill of Lading (CBL) number.

(2) The Carrier Tracking Number.

(3) The Standard Carrier Alpha Code (SCAC)

(4) Bill of Lading Number/Type.

l. Contract Line Item Data/Cost.

m. Invoice Number.

n. Address Segments by Commercial and Government Entity (CAGE), Data Universal Numbering System (DUNS) codes or DoDAAC(s) for the following:

(1) Prime Contractor

(2) Contract Administrator

(3) Inspection Office

(4) Payment Office

(5) Issuing Office

(6) Ship To/Acceptance Office

Wide Area Work Flow

RECEIVING REPORT

(Please look in WAWF for signed copy)

Contract Number FA853507D0003	Delivery Order 0126	Contract Number Type DoD Contract (FAR)	Issue Date 2011/09/29	<input checked="" type="checkbox"/> Supplies	<input type="checkbox"/> Services
-----------------------------------------	-------------------------------	---------------------------------------------------	---------------------------------	-----------------------------------------------------	------------------------------------------

Shipping Information:

Shipment Number HEJ0005	Shipment Date 2011/10/26	Final Shipment N	Inspection Point S	Acceptance Point O	Estimated Delivery Date
-----------------------------------	------------------------------------	----------------------------	------------------------------	------------------------------	--------------------------------

TCN
DTKA4410397604XXX

Serial Shipping Container Code

First Line Haul Mode
5

Gross Weight
4

FOB
S

Hazardous Material
Not Selected

Refrigerated
Not Selected

Perishable
Not Selected

Transportation Leg

Standard Carrier Alpha Code

Bill of Lading Number

Bill of Lading Type

Secondary Transportation Tracking Number

Secondary Transportation Tracking Type

Secondary Transportation Tracking Description

Summary of Detail Level Information
1 CLIN/SLINE/LIN(s)

Total
\$939.00

SAMPLE

RECEIVING REPORT

-- CONTINUATION SHEET, ADDRESS INFORMATION --
(Please look in WAWF for signed copy)

Contract Number FA853507D0003	Delivery Order 0126	Shipment Number HEJ0005	Invoice Number 87018
-----------------------------------------	-------------------------------	-----------------------------------	--------------------------------

Prime Contractor
CAGE Code: 22638 DUNS: 608237186
Name: ATAP, INC.
130 INDUSTRY WAY
EASTABOGA AL 362608020 USA

Administered By
Code: FA8535
Name: FA8535 405 SCMS GULC
BLDG 301 CP 478 327 3595
460 RICHARD RAY BLVD STE 200
ROBINS AFB GA 31098-1813

Inspect By
DoDAAC: FA8535 Extension:
Name: FA8535 405 SCMS GULC
BLDG 301 CP 478 327 3595
460 RICHARD RAY BLVD STE 200
ROBINS AFB GA 31098-1813

Ship To
DoDAAC: FA8535
Name: FA8535 405 SCMS GULC
BLDG 301 CP 478 327 3595
460 RICHARD RAY BLVD STE 200
ROBINS AFB GA 31098-1813

Payment Official
DoDAAC: HQ0338
Name: DFAS - COLUMBUS CENTER
SOUTH ENTITLEMENT OPERATIONS
P O BOX 1182294
COLUMBUS OH 43218-2264

Issue By
DoDAAC: FA8535
Name: FA8535 405 SCMS GULC
BLDG 301 CP 478 327 3595
460 RICHARD RAY BLVD STE 200
ROBINS AFB GA 31098-1813

Accept By
DoDAAC: FA8535
Name: FA8535 405 SCMS GULC
BLDG 301 CP 478 327 3595
460 RICHARD RAY BLVD STE 200
ROBINS AFB GA 31098-1813

SAMPLE

FINAL NOTE REGARDING RELEASE DOCUMENTATION

FMS materiel cannot be exported unless source documents have accurate data in them. These documents are the IRRDs and WAWF-RRs discussed above. Sometimes DD Form 1149 is used on an "off-line" or exception basis. However, this should be the exception and not the rule. FMS Purchasers, their freight forwarders and DOD/GSA Transportation personnel rely on these documents to prepare movement and export documentation. Unless the data is 100% accurate and correspond, U.S. Customs and other officials both in CONUS and overseas can put a total stop to the FMS export. The data contained in DD Forms 1348-1a (IRRDs) or WAWF-RR reflect data from both LOAs and the DOD Logistics System which makes it possible to verify the status and legality of every FMS or Grant Aid release. LOAs establish the authority for materiel to be exported. By linking data from LOAs and the DOD Logistics System, IRRDs, and WAWF-RRs provide source documents for Purchasers/freight forwarders and DOD Shipping activities to prepare accurate export permits and complete US Customs export requirements, when required. IRRDs/WAWF RR, which must be attached to the exterior of Shipment Units, also make it possible for U.S. Customs officials to verify export documents presented to them by FMS Purchasers' freight forwarders, over-ocean carriers, DOD Transportation Agencies and DOD/USG shipping activities.

Shipment Units released without the properly prepared and attached documentation (technically, Packing Lists) can result in shipments being delayed, seized or otherwise halted by U.S. and Purchasing Country Customs officials. This applies whether export is done by freight forwarders or via the DTS. Customs Agents have the authority to levy fines on freight forwarders and even DOD personnel when shipments are not properly documented and processed for export. In addition to CONUS Customs procedures, FMS Purchasers are fully responsible for inbound Customs and Customs charges when FMS shipments arrive overseas. These same documents make it possible for them also to link imports to valid FMS Cases for their Customs officials. Additional documents, such as commercial invoices, may be required and prepared by DOD shipping activities or transportation agencies for FMS exports.

Section D

Notice of Availability (NOA)/Shipment (DD Form 1348-5) (Source: DSCA Manual 5105.38-M)

1. This is the three part form used to prepare Notices of Availability (NOAs) when they are required. NOA procedures only apply to non-DTS shipments. They will only be used with Delivery Term Code (DTC) 4, 5, 8, E, B, C or H FMS shipments. However, not all releases under these DTCs require NOAs. A Materiel Release Order (MRO) with "Y" or "Z" in record position (r.p.) 46 (Offer Release Option Code) normally requires an NOA. Also, shipments of the following materiel under the above DTCs must follow NOA Z procedures: Overweight (10,000 lbs plus), Outsized (six feet in any dimension), Hazardous, Sensitive, Pilferable or Classified. NOA Z procedures apply to release of this materiel even if A (automatic) or Y (15 days and then automatic release) appears in r.p. 46. NOAs are not required if XX is in r.p. 46-47 of an MRO; these are DTS shipments. If XW appears, MRO exception data explains what is needed prior to release.

NOTE: Offshore DTC 4 or 5 releases must follow NOA Z procedures regardless of the Offer Release Option Code in the MRO. If Special Instructions for Offshore NOAs are in the MAPAD for an FMS Purchaser, Offshore NOAs go to that address. If no Special Instructions Offshore NOA address is listed, offshore NOAs go to the CONUS TAC 3 or Country Representative address. The NOA response may direct materiel to a non-CONUS destination or set up arrangements for its import/export through CONUS. In any event, please contact your USASAC Transportation Operations POC for guidance.

4. Data in the DD Form 1348-5 apply to the entire Shipment Unit. Data in the attached IRRDs or WAWF RR describe the materiel released in the Shipment Unit. If only one MRO makes up a Shipment Unit, Type Pack, Pieces, Weight and Cube do not have to be entered in the DD Form 1348-5 if they are already in the IRRD or WAWF RR.

5. A Notice Number is assigned to each NOA. Since an NOA covers the entire Shipment Unit, the shipment's Transportation Control Number (TCN) is assigned as the Notice Number.

6. An NOA package that is filed (and subsequently archived) consists of DD Form 1348-5 (two copies) and all the IRRDs or WAWF RRs (three copies) covered by the NOA. The conventional method for relaying NOA data is via the US Postal Service. However, due to today's technology it is more efficient to relay NOAs by FAX or email to the NOA address listed in the MAPAD for the MAPAC involved. **The TAC 3 (NOA) address is for unclassified materiel only. NOAs for Classified items must go to the FMS COUNTRY REPRESENTATIVE designated in the MAPAD.** The shipper keeps a record of the FAX transaction of the DD Form 1348-5 while awaiting a reply. Unless agreed to by the Freight Forwarder and DOD Shipping Activity, NOA addressee annotates the response on the copy of the DD Form 1348-5 and faxes/emails the response back to the shipper. The Shipper then correlates the DD Form 1348-5 response with the original and processes the shipment accordingly. The correlated NOA package is used as part of the shipment's documentation which is required to be filed.

7. The NOA response can give only ONE destination. Shippers will not split shipments for delivery to multiple destinations.

8. Only the NOA addressee may reply to an NOA. For example, NOAs for CLASSIFIED items must go to a Country Representative, not a TAC 3 freight forwarder addressee. Only the Country Representative can respond to the NOA. It cannot be passed to a Freight Forwarder for response. A freight forwarder can only be designated by the Country Representative. Even if cleared to receive classified materiel.

9. NOA replies must include at least the following:

- a. Complete name and address of consignee - except when materiel will be picked up at the shipping activity (DTC 4 or E only). For DTC 4 or E releases, the address furnished must include a point of contact/commercial phone number that will pay the carrier if the destination is not the Freight Forwarder's facility.
- b. Date materiel must be shipped or date of pickup, if any.

10. For depot and the occasional commercially procured shipments, the 1st destination leg of CONUS transportation is pre-paid through the FMS Letter of Offer and Acceptance (FMS-LOA). This type of cargo is regarded as Army Capital Working Fund (ACWF) or Defense Working Capital Fund (DWCF). The DOD Shipping Activity will arrange this movement under that shipping activity's funding.

11. The DD Form 1348-5 will be completed as follows:

BLOCK TITLE	EXPLANATION
Date (None)	Enter preparation date somewhere at top of form.
From	Complete name and address of shipping activity.
For	Name of FMS Purchaser (Customer Country).
Number of Line Identified on Accompanying IRRDs or MIRRs	Total number of line items making up Shipment Unit.
Notice Number	Enter Shipment Unit Transportation Control Number (TCN).
Case No.	Three-digit alpha or FMS Case Designator assigned to materiel. ONLY ONE CASE PER SHIPMENT UNIT/NOA.
Type Pack	Type Pack Code for Shipment Unit Container(s).
Pieces*	Number of pieces making up Shipment Unit.
Weight*	Total weight of Shipment Unit.
Cube*	Total cubic feet (cube) of Shipment Unit.
Security Classification	"CLAS" if shipment is classified, otherwise leave blank.
Ammunition/Explosives Classification	Ammunition/explosives classification as specified on accompanying DD Form 1348-1 or DD Form 250.

* Not mandatory for single line Shipment Units if data is already in IRRD or MIRR.

BLOCK TITLE	EXPLANATION
Extreme Dimensions/Weight	
Weight (lbs)	Weight of heaviest piece in excess of 10,000 pounds.
Length(ft)	Length of longest piece if it exceeds six feet.
Width (ft)	Width of largest piece if it exceeds six feet.
Height(ft)	Height of largest piece if it exceeds six feet.
Consign To Forwarder	Filled in by Country Representative or freight forwarder.
	IF MATERIEL IS CLASSIFIED, COUNTRY REPRESENTATIVE MUST GIVE COMPLETE NAME AND PHONE NUMBER(S) OF PERSON WHO WILL BE AVAILABLE AND AUTHORIZED TO RECEIVE SHIPMENT FOR CUSTOMER COUNTRY AT DELIVERY ADDRESS (MUST BE TAC A,B,C OR D ADDRESS).
Other Information	Used for additional instructions or information.
Addressee	Address of country representative or freight forwarder designated in MAPAD to receive NOAs (TAC 3 address if materiel is unclassified, Country Representative if materiel is Classified).

11. Currently, all DTC 8 shipments require an Export Traffic Release (ETR) from the Surface Deployment and Distribution Command (SDDC), Scott AFB, Illinois. The DD Form 1348-5 should have the following note in the lower left corner: "Export Traffic Release Required." ETRs are required for all shipments of Sensitive AA&E materiel that are not exported via the Defense Transportation System (DTS). This procedure may also apply if a Customer Country chooses to export Classified materiel through a DOD-controlled ocean port instead of through a properly cleared freight forwarder (i.e., a TAC A, B, C, or D address in the MAPAD. ETR procedures do not apply to pilot pickups from DOD-controlled aerial ports.

12. **FMS HAZMAT Certification.** An NOA is required for all DTC 4, 5, 8, E, B, C or H FMS shipments of HAZMAT. Even if A appears in r.p. 46, NOA Z procedures must be followed. If a shipment is not too big to go air, the following goes in the Other Information Block of DD Form 1348-5:

"Please state whether movement from U.S. will be made by international air carrier. If so, the shipment will be prepared and certified for IATA acceptance. If your response is negative or no preference is indicated, the shipment will be prepared for surface movement and a shipper's certification will be prepared with the appropriate IMDG data. This certification will apply only to the Shipment Unit (package or packages) identified by this NOA/TCN. Container Certificates or Declarations, as described in paragraph 9.8 of the International Maritime Organization Publication No. IMO-200E, will be your responsibility unless this activity actually stuffs the ocean container that will be used to move this shipment overseas."

Shippers must not release HAZMAT items until an NOA is answered. Freight forwarders cannot certify HAZMAT that they do not pack; if a shipper does not certify a shipment properly, a freight forwarder must hire a commercial packer to repack and certify it. "Properly" means all the way to a shipment's final OVERSEAS DESTINATION. The DOD/GSA shipper must certify for the whole distance; an inland CONUS certification cannot be used for export!

13. If FMS materiel comes from CANADA, the contract administrator (DCMA) sends an NOA to the Delivery Term Code (DTC) 4, 5, or 8 NOA addresses; so the Freight Forwarder/FMS Purchaser can process a Temporary Import License (DSP-61) with the State Department Directorate of Defense Trade Controls (DDTC). U.S. Customs will not allow the materiel to enter the U.S. without an approved DSP-61, and the NOA addressee cannot answer the NOA until these actions are completed. Since DDTC never processes a DSP-61 within NOA time standards, DCMA Ottawa sends a letter to the Country Representative for these releases to give to the FMS Purchaser and its freight forwarder. As to provide advance notice that a DSP-61 License is needed before materiel procured for the FMS Program can leave Canada. When the NOA is sent, the NOA addressee can be prepared to answer quickly. Implementing Agencies usually receive an information copy of the letter.

14. NOA responses may say to use a specific inland CONUS carrier. This should be honored only if materiel will be shipped collect (i.e., DTC 4 or DTC E). Prepaid shipments to freight forwarders (i.e., DTC 5 or H) will go with carriers selected by the shipper according to Defense

Transportation Regulation (DTR) rules.

15. **Follow-up Procedures.** If an NOA addressee does not respond to an NOA for DTC 4, 5, E or H releases, NOA follow-ups must be sent. Official follow-ups are part of the Offer/Release Option Code Z procedure for these DTCs. Official follow-ups do not apply to DTC 8 shipments of Sensitive AA&E items. They never apply to DTS shipments. After an initial NOA the shipper,

- a. Sends a **follow-up NOA** to the NOA addressee if no NOA response arrives within fifteen days.
- b. Sends a **second follow-up** if no response to the follow-up comes within fifteen more days with the annotation, "Second Follow-up. Failure to respond could result in the assessment of storage charges." In addition to the second follow-up, the shipper also contacts the appropriate Sponsoring U.S. Military Service (Implementing Agency--IA) Assistance Office (see Table E-1 in Appendix E of the Defense Transportation Regulation, Part II, for IA Points of Contact).

16. **NOTE TO FMS CASE MANAGERS AND WRITERS.** FMS Purchasers can request NOA procedures for freight forwarder-handled FMS shipments (i.e., by putting Offer/Release Option Code Z in the LOA and therefore in r.p. 46 of MILSTRIP documents). However, automatic release, NOA A procedures, is the norm. DOD Implementing Agencies (IAs) have final authority for allowing NOA procedures. Except for items that normally require special handling or protective service in transit (e.g., Sensitive A,A&E, Classified and Pilferable items, Hazardous and Oversized/weight materiel), NOA procedures should not be authorized in LOAs. NOA procedures often cause release delays, storage problems and additional costs to both DOD and FMS Purchasers. Offer Release/Option Code Z should be applied sparingly.

Notice of Availability (NOA)
DD Form 1348-5

NOTICE OF AVAILABILITY/SHIPMENT		FROM: (Issuing Agency's complete name and address)					
FOR (Name of Country)		NUMBER OF LINE ITEM(S) IDENTIFIED ON ACCOMPANYING DD FORM(S) 250/1348-1 →					
NOTICE NUMBER	CASE NO	TYPE PACK	PIECES	WEIGHT (Lbs)	CUBE	SECURITY CLASSIFICATION	
AMMUNITION / EXPLOSIVES CLASS		EXTREME DIMENSIONS / WEIGHT					
		WEIGHT (Lbs)	LENGTH (Feet)	WIDTH (Feet)	HEIGHT (Feet)		
TO BE COMPLETED BY ADDRESSEE (Press hard when writing) 1. After completion detach both copies - retain Copy 2 for your records. 2. Fold Copy 3, place in envelope and mail at once to the Issuing Activity's address.							
CONSIGNEE TO (Enter the complete name and address of Consignee.)							
NAME				STREET			
CITY				STATE (Include ZIP Code)			
OTHER INFORMATION							
ADDRESSEE →							

DD Form 1348-5, JUN 69

PART II

MILITARY ASSISTANCE PROGRAM ADDRESS DIRECTORY (MAPAD)

SECTION A, Page 52-----Military Assistance Program Address Directory (MAPAD)

SECTION B, Page 58-----MAPAD Codes

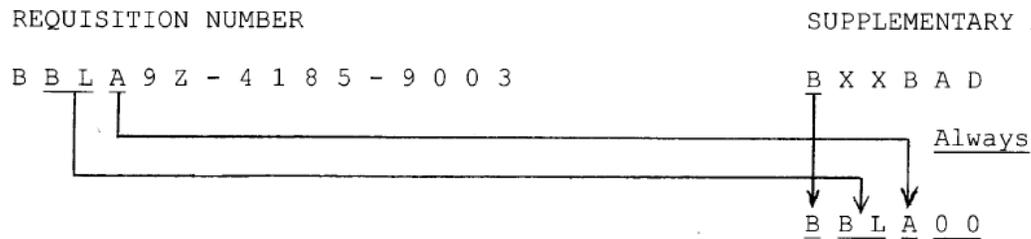
SECTION A

Military Assistance Program Address Directory (MAPAD)

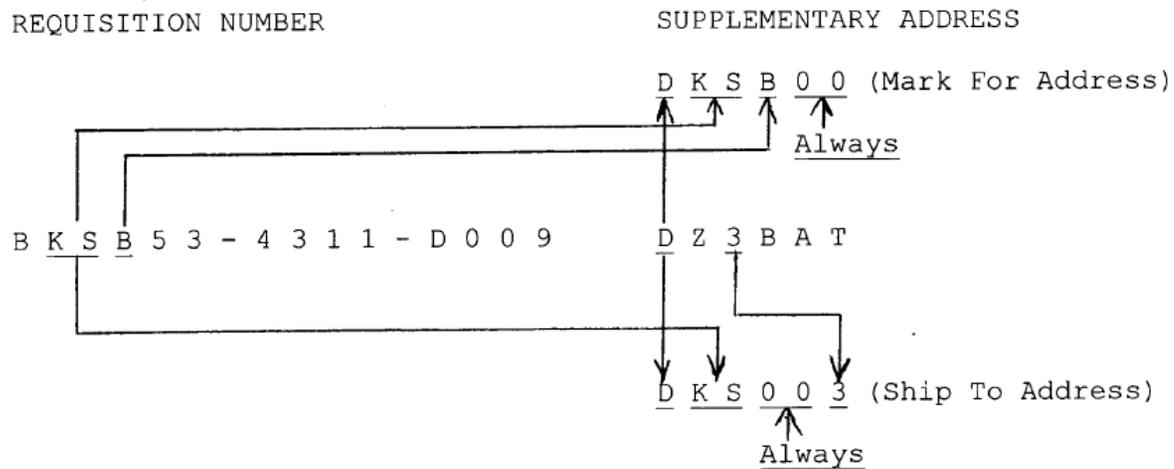
(Source: DOD 4000.25-8-M)

1. The MAPAD lists addresses that customer countries, both Foreign Military Sales and Grant Aid, want used for receipt of materiel, documentation or both. The MAPAD is effective only if address data coded in MILSTRIP requisitions corresponds with the address data listed in the MAPAD. A hard copy MAPAD is no longer published. However, all MAPACs can be found in the following website:
<https://www2.transactionservices.dla.mil/portal/portal.asp>.
2. If a shipping activity cannot find an address in the MAPAD for a MAPAC constructed from data found in a U.S. Army-sponsored (B in RP 30) FMS or Grant Aid requisition, USASAC should be contacted. USASAC points of contact can be either a Case Manager (determined by the Country Code found in RP 31-32) or one of the USASAC Transportation Points of Contact. If RP 30 shows a D, P, K or T; Air Force, Navy, Marine or Defense Reutilization and Marketing Office Implementing Agency representatives should be contacted.
3. The key to using the MAPAD is the Military Assistance Program Address Code (MAPAC). Unlike a Department of Defense Activity Address Code (DODAAC), a MAPAC listed in the MAPAD will not appear as six consecutive positions in either RP 30-35 or 45-50 of a MILSTRIP requisition. Instead, a MAPAC is constructed with codes selected from various data fields in a requisition or Materiel Release Order (MRO). Also, not all of the six positions of a MAPAC are significant. Non-significant zeros are used to give every MAPAC six positions. Most MAPACs have two zeros added; however, on one is needed for Canada MAPACs.
4. What follows are examples that show how MAPACs are constructed from requisition data:

a. Foreign Military Sales shipment through the Defense Transportation System (DTS):



b. Foreign Military Sales (FMS) shipment through a freight forwarder:



Identify the customer country itself.

Fourth position: Taken from fourth position of requisition/document number. Indicates ship-to and mark-for address for shipment.

Fifth and Sixth positions: Constant zeros with no address significance.

b. For FMS shipments through a freight forwarder (Mark-for address):

First position: Taken from first position of Supplementary Address (SUPPAD) Field. This identifies the foreign customer's military (procuring) service using this MAPAC.

Second and Third positions: Taken from second and third position of Requisition number. Identifies the FMS purchaser's country code (CC).

Fourth position: Taken from fourth position of requisition/document number. Identifies Mark-for addressee/ultimate consignee of shipment. NOTE: A zero or non-significant alpha-numeric code may be entered in the fourth position of a freight forwarder shipment requisition (DTC 4 or 5). This is legitimate; a customer country may not desire to identify a final destination.

Fifth and Sixth positions: Constant zeros with no address significance.

c. For FMS shipments through a freight forwarder (Ship-to-address):

First position: Taken from first position of Supplementary Address Field (SUPPAD). Identifies the foreign customer's military (procuring) service using this MAPAC.

Second and Third positions: Taken from second and third positions of requisition number. Identifies the customer country itself.

Fourth and Fifth positions: Constant zeros which provide no address data.

Sixth Position: Taken from third position (r.p. 47) of SUPPAD. Identifies the freight forwarder (or country representative) that will receive materiel or documentation (e.g., NOA) in CONUS.

d. For FMS shipments to Canada:

First position: Taken from first position of Supplementary Address Field (SUPPAD). Identifies Canadian military (procuring) service using this MAPAC.

Second and Third Positions: Taken from second and third positions of requisition/document number. Identifies Canada as the FMS Customer Country.

Fourth Position: Constant zero which provides no address data.

Fifth and Sixth Positions: Taken from second and third positions (r.p. 46 and 47) of SUPPAD. Identifies destination in Canada which is to receive shipment and documentation. Since destination is both the ship-to and mark-for addressee, only one address is constructed.

e. For Grant Aid Procedures shipments:

First Position: Always an alpha X. This is because there is no purchasing military service involved in Grant Aid. An X is used because MILSTRIP coding has used all other alpha-numeric characters from r.p.45 for other purposes.

Second and Third Position: Taken from second and third position of requisition/ document number. Identifies recipient country of Grant Aid type shipment (e.g., Section 506 Presidential Determination shipments).

Fourth position: Taken from fourth position of requisition/document number. Indicates ship-to and mark-for address for shipment.

Fifth and sixth positions: Constant zeros with no address significance.

6. It is important to remember that the first position of ANY MAPAC (except Grant Aid) is taken from the first position (r.p. 45) of the SUPPAD field in a requisition or Materiel Release Order (MRO). Different customer country military services often use different freight forwarders, but the freight forwarder code (e.g., 2) may be the same for all of them. Using the wrong first position for a MAPAC will often cause misdirected shipments.

SECTION B

MAPAD CODES

1. **Type Address Code (TAC).** Identifies the purpose of the adjacent Clear Text Address or WPOD/APOD; that is, what, how and when the Clear Text Address or WPOD/APOD should be used. The TACs are defined as follows:

FOREIGN MILITARY SALES (FMS)

Type Address Code (TAC)	Explanation
1	Use for unclassified small parcel shipments. Movement can be via the U.S. Postal Service, United Parcel Service (UPS), Roadway Package Systems (RPS)etc. Size and weight of these shipments are normally determined by the carrier. With some carriers, such as UPS which has Hundredweight Service, the small parcel weight can go as high as 150 pounds or more.
A	Use to ship classified small parcel shipments up to and including SECRET. Unless otherwise directed, also send all documentation (except NOAs which must be forwarded to Country Representatives) associated with these shipments to this same address.
C	Use for classified small parcel shipments up to and including CONFIDENTIAL. Unless otherwise directed, also send all documentation (except NOAs which must be forwarded to Country Representatives associated with these shipments to this same address.

2

Use this address for surface or air freight shipments of unclassified materiel. If materiel is moving through the Defense Transportation System (DTS), the WPOD or APOD will be the ship-to address. In addition to the selected ship-to address (whether it is located in CONUS for freight forwarder shipments or at an overseas POD for DTS shipments), the TAC M address will be used as the MARK FOR address/Ultimate Consignee for the shipments. Also, the Clear Text Address column may contain the name and location of an overseas civil airport to be used for commercial airlift of FMS

Type Address Explanation
Code (TAC)

shipments. If commercial airlift is elected as the DTS means for moving materiel to FMS customer countries, shippers should use a Government Bill of Lading (GBL) or a DOD-authorized prepaid Commercial Bill of Lading (CBL) to obtain the most reasonably priced airlift to the TAC 2 address from the shipping activity. Normally, authorization to use commercial airlift is clearly stated in Special Instructions associated with a TAC 2 address found in the MAPAD.

- B Use to ship classified freight shipments up to and including SECRET. Unless otherwise directed, also send all documentation (except NOAs which must be forwarded to Country Representatives) associated with these shipments to this same address.
- D Use to ship classified freight shipments up to and including CONFIDENTIAL. Unless otherwise directed, also send all documentation (except NOAs which must be forwarded to Country Representatives) associated with these shipments to this same address.
- 3 Use this address when the Offer/Release Option Code (Y or Z in record position 46 of the requisition) requires a Notice of Availability (NOA) before shipment can be made. For Option Code Z, use this address for NOA follow-ups when no response is received to the initial NOA. If an Option Code A shipment is oversize, overweight, hazardous or otherwise requires special handling, then treat the shipment as Option Code Z and send NOAs accordingly. NOAs for any classified shipment must be sent to the Customer Country's Country Representative (not the freight forwarder). In the NOA response for classified materiel, the Country Representative must specify, by name, who will receive and sign for the shipment at the TAC A, B, C or D address. Also, if the Country Representative provides an address that is not a TAC A, B, C or D address, contact a USASAC or other Implementing Agency (IA) focal points for guidance. If an NOA addressee does not respond to a first follow-up to an NOA, wait fifteen days, prepare a second follow-up, and contact the USASAC or other IA focal point for assistance. Remember that NOAs are necessary for Delivery Term Code (DTC) 8 shipments in addition to sending Export Traffic Release Requests (ETRRs) to the Surface Deployment and Distribution Command (SDDC). The TAC 3 addressee

Type Address Explanation
Code (TAC)

will coordinate with the DSC for release of sensitive materiel, and the Country Representative will coordinate with the DSC for release of classified materiel (this is necessary for classified materiel when no TAC A, B, C or D address is listed in the (MAPAD). Do not ship DTC 8 surface shipments except in response to an ETR from the SDDC. If the TAC 3 addressee or Country Representative indicates that the materiel will be picked up by a customer country's aircraft at a U.S. Air Force base in CONUS, cancel the ETRR with the DSC and confirm with the Transportation Officer at the designated U.S. Air Force base that all necessary clearances have been made for the pickup. Then ship the materiel to that air base after obtaining an inland routing from the MTMC DSC.

NOTE: Notice of Availability (NOA) requirements, including the need for IATA certificates when the freight forwarder requests them, apply to both DTC 4 and DTC 5 shipments. The distinguishing feature is that whenever a shipment is made on a prepaid basis, the freight forwarder may not determine which carrier will move the cargo to the designated point.

4 This address is used to distribute supply and shipment status documents. The addresses may be listed for mailing of status (no entry in the SII column) or for electronic transmission of status (indicated by a "D" in the SII column). Shipping activities should not use this address. It is used by the various Security Assistance Agencies or Commands to provide MILSTRIP status to customers

- 5 Send copies of release documents (e.g., DD Forms 1348-1 or DD Forms 250) for unclassified small parcel shipments (TAC 1 shipments sent via the Postal Service, UPS, RPS etc.) to this address. If TAC 5 is same as TAC 1, it will not be listed, and shippers should use TAC 1 as the TAC.

- 6 Send copies of release documents (e.g., DD Forms 1348-1 or DD Forms 250) for unclassified freight shipments to this address. If TAC 6 is same As TAC 2, it willnot be listed, and shippers should use TAC 2 as the TAC 6.

Type Address Explanation
Code (TAC)

- 7 This address identifies an activity (e.g., a Freight Forwarder's business office) that will make payments to carriers for commercial collect TAC 2 shipments by a separate billing process instead paying delivering drivers when they physically deliver materiel. When selecting carriers for these shipments, insure that the carrier is aware that payment will not be made upon delivery. Some carriers will not accept shipments under these conditions. This procedure applies only to DTC 4 and E shipments of non-DWCF materiel. If a specific carrier is identified in Special Instruction for these shipments, it must be selected, but only if the DTC is 4 or E.
- 9 This TAC identifies a MAPAC that has been deleted from active use but is still listed in the MAPAD as a cross-reference to a current MAPAC. If a shipping activity has to process a backordered requisition which has the former address coding in it, the TAC 9 address refers the shipment processing personnel to the valid current MAPAC. Occasionally, a TAC 9 MAPAC will refer to special instructions for processing documents that have the deleted MAPAC in them (e.g., a DOD-administered contract). The former MAPAC will remain in the MAPAD for five years.
- M Use this address as a Mark For or Ultimate Consignee on FMS shipments and shipment documentation. When entering this address in the —Ultimate Consignee or Mark For|| block of the Military Shipment Label (DD Form 1387) for small parcel shipments, make sure it is done in such a manner that will cause no conflict with a ZIP code or APO/FPO in the —Ship TO/POE|| block. The fourth position of this MAPAC is an alpha or numeric character that designates a customer's in-country destination. This character is the same as r.p. 33 of the MILSTRIP requisition. For freight forwarder-related shipments (e.g., DTC 5 or 4), there may be a zero in the in-country code position of the document number or an alpha/numeric entry that produces a MAPAC that is not found in the MAPAD. These —non-significant|| entries are legitimate for freight forwarder-related shipments. If the entry is zero, the shipper should enter nothing in the mark-for blocks of documentation. If the entry is an alpha/numeric code, the MAPAC should be constructed normally, but only the MAPAC entered in the Mark-for blocks of documentation.

GRANT AID

Type Address Code (TAC)	Explanation
1	Use this address for small parcel shipments. Since almost all Grant Aid materiel moves through the Defense Transportation System (DTS), these shipments will almost always go to APOs and FPOs. The normal means for getting materiel to APO/FPO addresses is the United States Postal Service (USPS). To satisfy the requirement for traceability, use registered, certified or insured mail to obtain a record of entry of a shipment into the U.S. Mail system. Most shippers use insured mail because it is both easier to work with and less expensive than either registered mail or certified mail. Also, many APO/FPO facilities cannot handle registered mail and will return the package to the shipper.
2	Since Grant Aid Materiel moves almost exclusively via the Defense Transportation System (DTS), this TAC in the Grant Aid Section of the MAPAD will usually contain only a Water Port of Discharge (WPOD) code, an Aerial Port of Discharge (APOD) code or both. One of these codes will be the ship-to address. In addition to this ship-to address, use the TAC M address as the MARK FOR address or Ultimate Consignee for the shipments. Also, the Clear Text Address column may contain the name and location of an overseas civil airport to be used for commercial airlift of Grant Aid shipments. If commercial airlift is selected as the DTS means for moving materiel to a recipient country, shippers should use a Government Bill of Lading (GBL) or a DOD-authorized prepaid Commercial Bill of Lading (CBL) to obtain the most reasonably priced airlift to the TAC 2 address from the shipping activity. Normally, authorization to use commercial airlift is clearly stated in Special Instructions associated with a TAC 2 address found in the MAPAD.
3	Send copies of release documents (e.g., DD Forms 1348-1 or DD Forms 250) for small

Type Address Explanation
Code (TAC)

parcel and freight shipments of Grant Aid materiel to this address. Grant Aid procedures do not require separate TACs for small parcel and freight shipment documentation. They also do not have separate TACs for classified materiel. This address also receives supply and shipment status. Status is mailed if there is no entry in the SII column, and it is transmitted electronically if a "D" is found in the SII column. Shipping activities send release documents, but only Security Assistance Agencies or Commands provide status.

9 This TAC identifies a MAPAC that has been deleted from active use but is still listed in the MAPAD as a cross-reference to a current MAPAC. If a shipping activity has to process a backordered requisition which has the former address coding in it, the TAC 9 address refers the shipment processing personnel to the valid current MAPAC. Occasionally, a TAC 9 MAPAC will refer to special instructions for processing documents that have the deleted MAPAC in them (e.g., a DOD-administered contract). The former MAPAC will remain in the MAPAD for five years.

M Use this address as a "Mark For" or Ultimate Consignee of Grant Aid shipments and shipment documentation. When entering this address in the "Ultimate Consignee or Mark For" block of the Military Shipment Label (DD Form 1387) for small parcel shipments, make sure it is done in such a manner that it will cause no conflict with a ZIP code or APO/FPO in the "Ship To/POE" block.

2. Special Instruction Indicators (SIIs): These codes identify special instructions or procedures that must be followed in processing shipments of Security Assistance materiel or documentation. If a Grant Aid or FMS MAPAC has an SII code, it will be found in the "SII" Column directly across from the MAPAC it applies to. The "TAC" column will always contain the appropriate Type Address Code (TAC), but the "Clear Text Address" column and "WPOD" and "APOD" columns that apply to the involved MAPAC will often be left blank. In these situations, the necessary address or port of discharge information will be provided in the special instructions themselves. This is done to help insure that shippers do not inadvertently make shipments without reading and following the Special Instructions.

The SII Codes are as follows:

SII SPECIAL INSTRUCTIONS

- A Materiel/documentation, as indicated by the TAC, will be forwarded to the address nearest the shipping activity. This TAC may be applied to TACs 1, 2, 3, 5, 6, or 7.
- B-C Reserved (i.e., have no significance to a shipping activity).
- D Forward documentation by electronic transmission (this "documentation" is strictly requisition status that is sent to a TAC 4 address by an International Logistics or Security Assistance Center or Command. Shipping activities do not perform this function).
- E Process shipments over 10,000 pounds as Option Code Z shipments. Release shipments that weigh less than 10,000 pounds to the TAC 2 address without sending Notices of Availability (NOAs).
- F-R Reserved (i.e., have no significance to a shipping activity).

PART III

CODES

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(FMS/PSEUDO-FMS)Codes, Transportation Account
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SECTION A

Method of Shipment Codes (Source: DOD 4500.9-R, Defense Transportation Regulation)

Shipment status identifies the method or mode of transportation used to move materiel from a shipping activity to a **CONUS point of delivery**. The code is entered in position 77 of a shipment status document.

Mode of Shipment Codes

CODE	EXPLANATION	CODE	EXPLANATION
A	Motor, Truckload	N	RESERVED
B	Motor, less than truckload	O	Organic Military Air (includes Aircraft of foreign governments)
C	Van (unpacked, uncrated personal Government property)	P	Through Government Bill of Lading
D	Drivaway, Truckaway, Towaway	Q	Commercial Air Freight
E	Bus	R	European Distribution System/Pacific Distribution System
F	Air Mobility Command (Channel Commercial Air Freight and Special Assignment Airlift Mission--SAAM)	S	Scheduled Truck Service (applies to Contract carriage, guaranteed traffic routings and/or scheduled service)
G	Surface Parcel Post	T	Air Freight Forwarder**
H	Air Parcel Post	U	RESERVED
I	Government trucks--delivery outside local area	V	SEAVAN

CODE	EXPLANATION	CODE	EXPLANATION
J	Air Small Parcel Carrier	W	Water--river, lake, coastal (commercial)
K	Rail, Carload*	X	Bearer, walkthrough (customer pickup)
L	RESERVED	Y	RESERVED
M	Surface Freight Forwarder**	Z	Military Sealift Command (MSC); contract, or arranged space
2	Government watercraft, barge, or lighter	6	Military Official Mail (MOM)
3	Roll-On/Roll-Off (RORO) Service	7	Express Mail
4	Defense Courier Service	8	Pipeline
5	Surface Small Package Carrier	9	Local Delivery by Government or commercial Truck--includes on-base transfers; deliveries between air, water, or motor terminals and adjacent facilities. OFTEN USED BY ITEM MANAGERS TO FORCE CLOSE OPEN REQUISITIONS.

* Includes Trailer/Container-On-Flat-Car (T/COFC)--excludes SEAVANs.

** These freight forwarders represent themselves as carriers. (an example is a Non Vessel Ocean Common Carrier--NVOCC). FMS Program Freight Forwarders do not fall into this category.

SECTION B

DELIVERY TERM CODES (DTC)

(Source: DSCA Manual 5105.38-M, SAMM; DoD 7000.14-R, FMR)

1. Delivery Term Codes (DTCs) specify exactly how far DOD/USG will transport FMS purchases. In doing this, they specify exactly where the FMS Purchaser's responsibility for transportation begins. A numeric DTC entered in a MILSTRIP data strip (Item Release/Receipt Document- DD Form 1348-1, Requisition and Invoice/Shipping Document DD Form 1149, or Material Inspection and Receiving Report DD Form 205) originates directly from a FMS Letter of Offer and Acceptance (LOA) that established the requirement. A DTC DOES NOT specify where title passes to the FMS Purchaser. For FMS, Title ALWAYS passes at ORIGIN. The only time Title passes at DESTINATION is if there are special provisions in the LOA or if the LOA is written as Building Partner Capacity (BPC) Programs (formally Pseudo FMS). A shipping activity can be either a DOD storage depot or a commercial vendor that furnishes materiel under a DoD-administered contract. For example, Air Mobility Command (AMC) Air Channel movement is funded Below-the-Line (BTL) whereas "Special Assignment Air Mission" (SAAM) movement is funded with a designated line on the FMS Case. Although FMS Case funds for these moves originate separately and upon availability, both would be processed as DTC 9-delivery to the Port of Debarkation (POD) offloaded. In addition both would be subject to different rates with the SAAM being substantially higher.

2. Unlike DOD shipments where title passes upon receipt by Consignee, title for FMS passes at origin to the FMS Purchaser regardless of the Shipping Activity--a DOD/GSA Depot or from a Vendor filling a DOD contract for a FMS program. The exception to this is if the Shipment is a "BPC" FMS or Grant-Aid. FMS transfer takes place upon receipt of shipment by the Carrier at either the Depot/commercial Vendor facility or US Representative in country. Issues of materiel from Depots already are property of DOD. This results in little or no problems in processing and title passing. However, Procurement Orders filled by commercial Vendors sometimes conflict with the Procurement contract. Procurement Contract Officers (PCO) often write FMS contracts the same as they do DOD Procurement contracts - "F. O. B. Destination". Procurement contracts for FMS orders must be written as "F. O. B. Origin". FMS Purchasers do however have the right to buy outside of

the FMS program. This is known as a Direct Commercial Sale (DCS). This process is basically a commercial process that falls outside both the FMS programs and Defense Transportation System (DTS).

3. Whether materiel is released from a depot of commercial vendor, funding for transportation, especially the inland CONUS segment, varies. Neither the DTC nor the origin of the shipment determines funding. CONUS Transportation funding of Defense Working Capital Fund (DWCF) materiel is covered under the cost of the materiel by the Purchasing Country. Transportation for Over Ocean Transport (OOT) and OCONUS inland movement (if applicable) is funded under the FMS Trust Fund Transportation Cost Clearing Account -- a.k.a "FMS Transportation Fund." These transportation segments are funded by a designated percentage assigned in the US Financial Management Regulation (FMR). Non Defense Working Capital Fund (DWCF) funds are allocated the same way as Over Ocean Transport (OOT) and OCONUS inland transportation are funded with separate transportation percentage by the Defense Security Cooperation Agency (DSCA).

4. DTCs in RP 34 and the data in RP 46 and 47 function together to produce addresses and establish if Notices of Availability (NOAs) are required. If the DTC is 4, 5, 8, B, C, E, or H; RP 46 is an Offer Release/Option Code and, RP 47 is a Freight Forwarder Code. If the DTC is 2, 7, 9, F, G, or J; 46-47 should contain "XX". Any DTC may be used/linked to "XW" in RP 46-47. The clear text exception data (usually an address segment) will be furnished with the IRRD. The exception data must provide transportation instructions that correspond with the DTC. The following explains the normal use of numeric DTCs and their relation to RP 46-47.

- a. **Delivery Term Code 2** - Normally moves materiel to a DOD activity of Contractor within CONUS. Examples are depot consolidation points (not CCPs), repair/assembly points, or military training sites. This is for either DTS-Direct MAPACs (when MILSTRIP designates XX in R.P. 46-47) or for the use of "exception data" (XW in R.P. 46-47). Sometimes, Navy International Program Office (IPO) and Air Force Security Assistance Center (AFSAC) use an Offer Release/Option Code and Freight Forwarder Code. This conflicts with DLA's Distribution Standard System (DSS) hard coded programming and should be avoided. If 46-47 contain XX, RP 33 must designate a valid "Country Code" to construct a Mark-For MAPAC. If 46-47 contains XW, "exception data" must be a good Ship-To/Mark-For Address. When XW is generated, RP 33 should show a numeric zero, and the address must be a DOD destination usually within CONUS.

- b. **Delivery Term Codes 4, 5, and 8** - UNLESS R.P. 46-47 contain XW, Documents with these DTCs must have an Offer Release/Option Code (A, Y, or Z) in R.P. 46 and a Freight Forwarder Code in RP 47. XW exception data must provide, at a minimum, a CONUS-Located Ship-To-address. Release of DTC8 shipments will be coordinated under procedures described Part IV; Section F of this publication and Appendix E of the DTR. If DTC 4, 5, or 8 is used, and the Freight Forwarder code is in RP 47, RP 33 (Customer Within Country code) may show an alpha, numeric or non-significant zero. This will generate a valid TAC M address in the MAPAD. Shippers enter this Mark-For address in the "Ultimate Consignee" or Mark-For block of the Military Shipping Label (MSL) DD Form 1387. If RP 33 shows a zero, no Mark-For address will be annotated in the Military Shipping Label or Shipping documentation (B/L, Manifest, Air Weigh Bill, etc.). If the code in RP 33 does not generate a valid Mark-For address the constructed MAPAC still should be generated in all documentation and Military Shipping Labels (MSL).

NOTE 1: Canada (CN) FMS Requisitions have no Offer Release/Option Code in r.p. 46 and no Freight Forwarder code in r.p. 47. Both are construct a Ship-To address within Canada. Canada does not use Freight Forwarders. The Ultimate Consignee is the Ship-To address.

NOTE 2: Classified materiel, NOT Sensitive Materiel, may be shipped to a Freight Forwarder, ONLY when the Freight Forwarder is cleared by the Defense Security Service to received SECRET and below or CONFIDENTIAL and below. This will be designated with a Type Address (TAC) A or B (SECRET or below) or C or D (CONFIDENTIAL) in the MAPAD. Otherwise, DTC 8 procedures must be followed. In either case, Notices of Availability (NOA) must be forwarded to the Country Representative identified in the MAPAD. NOT to the normal TAC 3 in the MAPAD.

- c. **Delivery Term Codes 7 and 9** - Shipments under these DTCs will never be processed through a freight forwarder. If 46-47 contain XX, RP 33 must have a Ship-To/Mark-For address code that links to good address in the MAPAD. If 46-47 contain XW, the in-the-clear Ship To/Mark For address must be overseas, and RP 33 should be a non-significant zero.

5. Besides not affecting transfer of title/ownership (always at origin), DTCs also do not identify how DOD will finance DTS movement when involved. They only specify how far DOD will be in charge of movement and have technical custody. Delivery Term Code (DTC) 5 shipments, for example, may be shipped to a freight forwarder or to a Canadian Military Facility within Canada using either FMS funds or Defense Working Capital Funds (DWCF). Case preparers, ICPs and shippers must be aware of this to prevent the FMS Purchaser from being double-billed for inland CONUS transportation. DTC 4 should not be assigned to DWCF items. Shippers who have DTC 4 release orders for DWCF items should either ship the materiel as DTC 5 using the applicable DWCF appropriation or contact their headquarters for instructions. Air Mobility Command (AMC) Special Assignment Airlift Missions (SAAMs) are another case. DTC 9 or 7 applies when materiel is lifted to a customer country by a SAAM. DTC 9 or 7 also applies when materiel is lifted via the Air Mobility Command (AMC) Channel system.

6. **Funding, billing, and Mode of Shipment**, are NOT determined by the Delivery Term Code (DTC). Funding and Billing rely on the use of the correct Transportation Bill Codes (TBCs) submitted by Inventory materiel managers or Security Assistance Agencies. TBCs are described in Volume 15, Chapter 7 of the DOD Financial Management Regulation (DOD 7000.14-R). When determining and using DTCs, funding and billing must be treated separately from the question of the transportation itself. Mode of shipment also is NOT to be determined by the Delivery Term Code (DTC). Determining Mode is covered in both the DTR (DOD 4500.9-4 PART II; Chapter 202) and MILSTRIP Regulation (DoD 4000.25-1-M; Chapter 3).

DTC	EXPLANATION
2	<p>Delivery to an inland destination with origin and destination in CONUS or origin and destination in the same overseas geographic area. The DoD is responsible for transportation to the specified destination at which the customer is responsible for unloading, accepting custody, and subsequent onward movement. Expenses to DoD for accessorial costs are reimbursable. This code, which has limited use, is normally associated with shipments such as training items sent to DoD Activities foreign officers or excess materiel of one country filling a requirement of another country in the same geographic area.</p>
3	<p>Delivery to a point alongside vessel or aircraft at the POE (FAS), port of embarkation (FAS POE). The DoD is responsible for transportation to a point within reach of the ship's tackle or alongside the vessel/aircraft. The customer is responsible for loading aboard the vessel/aircraft and subsequent onward movement. Expenses to DoD for accessorial costs are reimbursable. This code has limited use.</p>
4	<p>Delivery at the origin. The materiel is made available to the customer at the point of origin (usually a depot, vendor's loading dock, or a disposal activity). The customer is responsible for all transportation and related costs. Accordingly, the shipment is sent to a freight forwarder designated by the customer with transportation by prepaid parcel post, on a CBL prepaid by the freight forwarder, or paid for on a collect CBL. (If a TAC 7 address is listed for the MAPAC, a CBL is issued and "billed to" that address rather than sending the shipment collect.) This code is considered the standard code and is applied to most FMS transactions. Offshore procurement. Delivery at origin if customer has provided point to contact for the offshore procured items. If no point of contact is provided, delivery will be at destination. Contractor is responsible for movement to designated freight forwarder or country representative.</p>

DTC	EXPLANATION
5	Delivery to a POE (free on board (FOB)). DoD is responsible for movement to the POE. The customer is responsible for unloading the shipment from the inland carrier at the POE, delivery alongside the vessel/aircraft, and all subsequent onward movement. Expenses to DoD for accessorial costs are reimbursable. This code has limited use and is applied only when prior arrangements for the use of port facilities at the customer's expense have been made.
7	Delivery to an inland point in the recipient country. DoD is responsible for transportation, including transocean and overseas inland movement, from the point of origin, to a specified inland location. The customer is responsible for unloading the shipment from the inland carrier at the specified location and for all subsequent onward movement. Expenses to DoD for accessorial costs are reimbursable. This code has limited use and normally applies to the shipment of materiel to those countries which have no seaports (e.g., Bolivia, Paraguay, Switzerland, and Austria). The shipper provides modes and routing from the origin to the consignee location by GBL or by special arrangement with MAC, MSC, or U.S. military activities within the country for movement from the POD to the consignee location.
8	Delivery onboard a vessel/aircraft at the POE. The DoD is responsible for transportation from the point of origin to the vessel at the POE including unloading from the inland carrier, port handling, and stowage aboard the vessel/aircraft. The customer is responsible for all subsequent onward movement. Expenses to the DoD for accessorial costs are reimbursable. Shipments are made on GBLs. This code is especially applicable for explosive materiel prohibited from movement by a freight forwarder, but which must move through Military-controlled port with onward movement arranged by and coordinated with the country freight forwarder.
9	Delivery to POD. The DoD is responsible for transportation from the point of origin to the overseas POD, including discharge from the vessel/aircraft. The customer is responsible for all subsequent handling and onward movement. Expenses to the DoD for accessorial costs are reimbursable.

REPAIR AND RETURN DELIVERY TERM CODES

The following Delivery Term Codes apply to Maintenance Support Agreement (MSA) or Repair and Return FMS cases. Alpha instead of numeric characters are used for these DTCs. Depending on the DTC, movement will be totally under customer country/freight forwarder control, totally under U.S. Government control (DTS), or a mixture of both. Title or ownership of these items always remains with the FMS Purchaser. FMS Purchasers enter these DTCs to document numbers that they assign to items (one per item) to document and control their movement to and from repair facilities. Repair facilities (DOD depots or DOD contractors) should use these numbers to return the repaired/rebuilt materiel to customers. Before shipping materiel to repair facilities, customers should send copies of applicable documents (DD Forms 1348-1) to the applicable Centralized Case Manager (CCM), to the commodity's Materiel Manager and to the facility which will do the maintenance. One document and document number should be applied to each item being returned so that each item can be released as it is completed. Delivery Term Codes showing DoD transportation responsibility for repair LOAs are shown below. The LOA will provide a CONUS address for each item identified for repair. The Purchaser must assure this address is shown on all containers and documentation when materiel is returned.

Repair and Return DTCs are as follows:

R/R CODE	IMPORT/EXPORT EQUIVALENT	EXPLANATION
A		Deleted. No longer used.
B	9/8	U.S./DOD is responsible for transportation from an overseas POE to a CONUS Destination, return to a CONUS POE, and port handling.
C	8/8	U.S./DOD is responsible for CONUS port unloading of customer country arranged carrier, Inland transportation to and from CONUS repair facility or CONUS Port loading of customer country arranged carrier.
D		Deleted. No longer used.

R/R CODE	IMPORT/EXPORT EQUIVALENT	EXPLANATION
E	4/4	Customer country is responsible for all transportation to and from the CONUS repair facility.
F	7/7	U.S. /DOD is responsible for all transportation from overseas inland location to CONUS repair facility and return to overseas inland destination.
G	9/9	U.S. /DOD is responsible for port handling at overseas POE, all transportation from overseas POE to CONUS repair facility and return to overseas POD including ship or aircraft offloading. Customer country is responsible for inland transportation to and from overseas POE/POD.
H	4/5	Customer country is responsible for all transportation from overseas point of origin to repair facility. U.S. /DOD is responsible for transportation from CONUS repair facility to CONUS POE.
		NOTE: Some regulations encourage use of this DTC for CLASSIFIED materiel. However, protection of materiel is the overriding concern, and another DTC should be selected if cleared freight forwarders etc. are not available
J	4/7	Customer country is responsible for all transportation from overseas point of origin to CONUS repair facility. U.S. /DOD are responsible for all movement from CONUS repair facility to overseas destination. .

SECTION C

SECURITY COOPERATION PROGRAM TYPE
ASSISTANCE (GRANT AID) CODES,
TYPE FINANCING (FMS/PSEUDO-FMS) CODES,
TRANSPORTATION ACCOUNT CODES (TAC'S)
TRANSPORTATION BILL CODES (TBC'S)

(Source: **DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP)**
(DOD 4500.9-R DTR Part II, DSCA Manual 5105.38-M, and : DoD 7000.14-R, VOLUME 15))

1. **Type Assistance Codes.** These apply to defense materiel or services transferred to a recipient country under a Grant Aid (GA) Program. Shippers can identify a Grant Program release by checking the Delivery Term Code position (RP 34) in the applicable MILSTRIP document number. If a zero appears in this position, the release is a Grant Aid Program release. For GA deliveries, use of a US carrier is mandatory without a waiver (ocean) or must be the first choice if available (commercial air). The Type Assistance Code appears in record position 35 in the MILSTRIP document number or the sixth position of the TCN constructed from this document number. These Codes are as follows:

CODE EXPLANATION

- | | |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Grant given under the Foreign Assistance Act (FAA) of 1961. It includes International Military Education and Training (IMET). |
| A | Grant Transfers of Excess Defense Articles (EDA) provided under the FAA of 1961. |
| C | Presidential determination that orders transfer of defense articles and services to recipient country to meet GA Requirements. Reimbursement to U.S. Military Departments will be from subsequent Military Assistance appropriations. Examples are releases made under sections 506 and 552 of the FAA of 1961. |
| D | GA Programs transferred to DOD budget which were not controlled and implemented through the MAP Documentation and ADP System. |

CODE	EXPLANATION
H	Grant Aid share of cost sharing agreements.
K	Grants of MAP owned assets obtained by barter with Federal Republic of Germany.
L	GA provided through the NATO Hawk Production and Logistics Organization.
P	GA programs transferred to DOD budget but controlled/implemented through the MAP Documentation and ADP System.
R	Grant Aid of U.S. recovered materiel from liquidated NAMS0 excess stocks.
S	Assigned to all records in ROK Equipment Transfer and other programs authorized by various Public Laws at no cost to MAP.

2. **Type Finance (Assistance) Codes.** These apply to FMS and Pseudo-FMS cases. In FMS and Pseudo-FMS Case Letters of Offer and Acceptance (LOAs) they are entered as "TA Codes." However, they identify the terms of sale that apply to the cases. Therefore, except for non-repayable credit, MAP-Merger and Pseudo-FMS cases, they do not identify assistance but how and FMS Purchaser pays for materiel and services purchased under an FMS Case. They are entered in record position 35 of an FMS MILSTRIP document number and the sixth position of a TCN constructed from the document number. For a DOD shipper or transportation agency, they advise whether or not use of a US carrier is mandatory without a waiver (ocean) or must be the first choice if available (commercial air). The

Codes are as follows:

CODE	EXPLANATION
1	Special Defense Acquisition Fund
3	Cash sale from stock with payment in advance.
4	Source of supply not predetermined. Cash in advance sale.

CODE	EXPLANATION
5	Cash sale from procurement with payment in advance.
6	Cash sale from stock with payment on delivery.
7	Cash sale from procurement with payment 120 days after delivery.
8	Cash sale from stock with payment 120 days after delivery.
M	MAP merger. Since 1982, DOD has been authorized to merge GA (MAP) funds with Purchaser funds or FMS credits to finance FMS cases.
N	FMS Credit (Non-repayable)
U	Foreign Military Sales Order (FMSO) 1.
V	Foreign Military Sales Order (FMSO) 2.
Z	DOD direct or guaranteed credit. Can apply to stock or procurement.

3. **Building Partnership Capacity (BPC)** The BPC (formally Pseudo FMS) executes many of the DOD Title 10 security cooperation programs. These include 1206 Global Train and Equip, Counterterrorism Fellowship Program (CTFP), and Warsaw Initiative Fund (WIF). BPC also administers the State Department's International Military Education & Training (IMET) program, and the sale or grant of Excess Defense Articles. Under BPC procedures, other USG Agencies, especially the U.S. State Department purchases defense articles from DOD and then transfers them to recipient countries using the DOD Defense Transportation System (DTS). Unlike FMS, title to BPC transfers does not transfer to a recipient country until DOD/USG representative receipts for the delivery in the recipient country. Since cash to DOD is involved, the applicable Type Finance Codes used are 3 (stock) and 5 (procurement). However, since the cash is USG cash, carrier selection rules are the same as they are for Grant Aid and FMS credit transfers. For shippers, BPC requirements can, with a few exceptions, be identified by Alpha-Numeric Country Codes (e.g., E5, B4, H2). Country Codes for FMS deliveries usually are composed of two Alpha characters although NATO Organizations (e.g., N4, K7) and some Purchaser Countries (e.g., S2-Serbia) do have Alpha-Numeric Country Codes assigned to them. Table C4.T2A-C4.T2D in the Security Assistance Management Manual provides all of these Codes and associated programs that maybe associated. A shipper may also contact the involved Implementing Agency (IA) POC if there is any doubt.

4. **Transportation Account Codes (TAC'S)**. A TAC is a four-position alpha numeric Code that is used by DOD to abbreviate long lines of accounting. TACs are used to fund and authorize transportation in the Defense Transportation System (DTS). This applies especially to use of Air Mobility Command (AMC) Channel airlift and Surface Deployment and Distribution Command (SDDC)-procured ocean transportation. Their correct use and their formatting rules can be found in Appendix V to the Defense Transportation Regulation (DTR), Part II. Each DOD Military Department or Defense Agency develops and maintains its own set of TACs. The Transportation Global Edit Table (TGET) is the repository for all valid TACs along with their respective Long Line(s) of Accounting. Each DOD Components (Army, Navy, Air Force, Marine Corps, DLA, etc.) has maintenance access. In performing its function, a TAC identifies the chargeable organization and appropriation, billing address and the accounting station that will pay the bills for DTS transportation performed. When AMC, SDDC etc. performs or supplies a transportation service, it bills the TAC and will receive reimbursement through a payment processed by the Defense Finance and Accounting Service (DFAS).

a. Since DOD shipping activities, both depots and DCMA Transportation Offices, assign TACs to FMS,Pseudo-FMS and Grant Aid shipments when preparing them for release, the following

information will help them insure that the TACs they assign are correct:

(1) TACs for Army/USASAC-sponsored FMS, Pseudo-FMS and Grant Aid shipments always have a "B" in their first position. This is taken directly from the **first position of the MILSTRIP document number** and TCN that apply to the shipment being made. If the document number/TCN starts with a D (Air Force), P (Navy) or T (DLA Distribution Services), this letter will be the first position of the shipment's TAC.

(2) The FMS Trust Fund Transportation Cost Clearing Account pays for most DOD-supplied transportation associated with FMS or Pseudo-FMS cases. If DOD-supplied transportation is included in an FMS or Pseudo-FMS case, funding for this account will be collected from the FMS or Pseudo-FMS Purchaser/Recipient. The amount collected is determined by a pre-existing formula (percentages, estimated actual cost or lookup tables). When one of the TACs listed below is applied to a shipment by a shipping activity, the TAC will direct the transportation billing to the Account's Manager at DFAS-Indianapolis. Since the Account is a revolving fund, billings will be paid without any attempt to insure that what is collected matches what is paid. The goal is for the Account to break even over time.

(3) Unless a shipper is specifically directed by an Army Materiel Manager (Life Cycle Management Command) or USASAC to use an ALTERNATE TAC, one of the following Transportation Cost Clearing Account (also referred to as the L009 Account) TACs will be used for Army-sponsored FMS or Pseudo-FMS deliveries via DTS transportation:

<u>TYPE CASE</u>	<u>DELIVERY TERM CODE(S) (DTC)</u>	<u>TAC</u>
FMS*	2, 5 (non DWCF)7, 8, 9, C, F and J	BFMS
PSEUDO-FMS*	9 and 7	BDOD
SDR RETURNS**	ALL	BIII

* See paragraph 3 above for identifying FMS and Pseudo-FMS shipments.

** TAC BIII is used to fund DTS transportation used to ship materiel to CONUS as a result of a Purchaser-submitted Supply Discrepancy Report (SDR). DOD shipping activities will rarely, if ever, have a reason to use this TAC.

(4) As stated above, not all DOD-supplied transportation in support of the FMS or Pseudo-FMS Program is funded from the L009 Account. Certain circumstances, including excessively expensive transportation, make it necessary for FMS Purchasers to pay total transportation costs. U.S. law requires that DOD not lose money in the operation of the FMS Program. Adding a transportation line to an FMS/Pseudo-FMS case is the mechanism for funding this "premium" transportation. The Secretary of Army-Financial Management and USASAC Financial Management has issued guidance that all ARMY Above-the-Line (ATL) funding be verified prior to using a designated TAC. The following discusses when ATL transportation is applicable and how TACs are constructed for them.

(a) According to DOD policy "premium" transportation must be paid for above-the-line in an FMS case. Special Assignment Airlift Missions (SAAMs) are always classed as premium transportation. Ships chartered by SDDC specifically for a one time delivery also fall into this category. Although not popular with FMS Purchasers, these methods of transportation are often the only way to deliver hard to transport items, such as Sensitive Arms, Ammunition and Explosives (AA&E) to hard-to-reach destinations. The amount of a "transportation line" will be determined by estimates provided by the U.S. Transportation Command or one of its subordinate commands (Air Mobility Command (AMC) or Surface Deployment and Distribution Command (SDDC)). The LCMC Transportation Offices normally have responsibility for getting these estimates and procuring the respective TACs from the USASAC Financial Operations office. Unlike L009 below-the-line (BTL) transportation, a separate transportation line will be added on the FMS Case.

(b) Whenever Excess Defense Articles (EDA) are transferred under an EDA FMS Case, all DOD-supplied transportation related to that materiel line must be funded above-the-line. EDA transportation estimates are computed either as "estimated actuals" or using the same standard percentages that apply to below-the-line computations. Acquisition (FEDLOG List Price) value, not current value, of the materiel is used with the standard percentages for these computations. As with premium

transportation, adjustments to EDA FMS case transportation lines are made to reflect actual billing costs.

(c) To clearly differentiate above-the-line TACs from below-the-line TACs, USASAC policy is to construct them as alpha-numeric instead of alpha only codes. USASAC Case Managers or LCMC Country (SAM-D) Managers will apply to USASAC Financial Management to have above-the-line TACs assigned to their cases and loaded into the Transportation Global Edit Table (TGET) to ensure that they are available for use. B107, B452, B233 are examples of these TACs.

(5) The above TACs will not be used for inland CONUS transportation if the materiel being shipped is Defense, Army, Navy or Air Force Working Capital Fund (WCF) materiel. Before DOD changed its name, this materiel was designated as Stock Fund Materiel and then Defense Business Operating Fund (DBOF) materiel. Finally, the designator "WCF" was applied to it, and this designator has remained stable. DOD pricing policy includes inland CONUS transportation in the prices of WCF materiel. To preclude double-billing FMS Purchasers and Pseudo-FMS recipients for inland CONUS transportation, TACs BFMS and BDOD will not be applied to inland CONUS transportation of this materiel. The following guidance applies to WCF releases:

(a) When processing DTC 5, 9, 7, C, F & J shipments of WCF materiel, TACs BFMS or BDOD will be applied all transportation from the Port of Embarkation onwards. These TACs will be used in Air Clearance requests, ETRRs and TCMDs for these shipments. However, the item manager's WCF TAC will be used in commercial bills of lading issued to inland CONUS carriers to move the materiel to the POE.

(b) For shipment to FMS Purchaser's Freight Forwarders, DTC 4 (commercial collect delivery) should never apply to shipments of WCF materiel; this would be double-billing for transportation. For Army-sponsored shipments (B-document number/TCN), a shipper should call USASAC if this happens. For DTC 5, prepaid delivery to a Freight Forwarder, the item manager's TAC should be used to fund transportation of WCF to the freight forwarder (or to any destination inside of Canada).

(c) DOD storage activities normally can determine internally which items are WCF

and which are not. If there is any question, they should contact the materiel's item manager for clarification. When DCMA Transportation Offices are processing a release, the line of accounting that applies to the materiel in a DOD-issued contract will identify non-WCF materiel and WCF materiel. The line of account for non-WCF will start with the characters 9711X8242.

The line of accounting for WCF materiel will usually start with the characters 97X4930. Other WCF lines of accounting exist, especially with the Air Force and Navy. If there is any doubt, the Procuring Command/item manager should be contacted.

(d) The long line of accounting associated with the FMS Trust Fund Transportation Cost Clearing Account is the following (non-EDI and EDI)

NON-EDI: 9711X8242 L009 8401 (**)(*)(***) GBL S843000
** - Country Code, * - IA Code (B for Army), *** - Case Designator

EDI: 97X8242L0090000840191X0000022NL843000

(e) The long line of accounting associated with an above-the-line TAC will start with 9711X8242 (or 97X8242), but the remainder of the data will be based on FMS or Pseudo-FMS case designators, case lines, accounting activities holding the funds etc. If a long line of accounting is needed, TGET, USASAC or the LCMC should be contacted for the data.

5. **Transportation Bill Codes (TBC)**. This field is comprised of one alpha character. Use -L|| when use of the Defense Transportation System is approved and used. Actual transportation costs will be reported by the DoD Component in the price of the item or repaired materiel. Prior to FY 2001, the code was used by the DFAS-DE/I to recognize earnings for —below-the-line|| transportation of inventory items shipped from activities (other than those under the DoD Working Capital Funds) to freight forwarders or to other locations directed by the program manager or foreign customers. The transportation costs are to be included in the price of the item beginning FY 2001. Transportation Bill codes were used to bill FMS customers for —below-the-line|| transportation costs. The codes were mandatory, if the actual method of transportation is different than that identified by the

delivery term code (transaction position 34). Normally, the return of repaired materiel was be reported through the use of Transportation Bill Code -L. ||
Applicable codes with respective charges follow:

TBC	DESCRIPTION
A	Materiel moved by parcel post to inland CONUS destination or Freight Forwarder, or to an overseas destination through the Army/AF postal system (APO) or international mail. All subsequent arrangements are made by the FMS customer.
B	Materiel moved by commercial package carrier to an inland CONUS destination or freight forwarder, when all subsequent arrangements are made by the FMS customer.
C	Materiel moved by GBL, AMC channel airlift, USAF organizational airlift, MSC sealift, and combinations thereof, to an overseas POD in rate area one or two including overseas carrier discharge. All subsequent arrangements are made by the FMS customer.
D	Any form of materiel for which the FMS customer is totally responsible, e.g., materiel moved by a collect commercial bill of lading to an inland CONUS destination, free alongside (FAS), overseas carrier CONUS POE, freight forwarder, a CONUS POE, or an inland overseas destination. Also used if transportation costs are not applicable.
E	Materiel moved by GBL, AMC channel airlift, USAF organizational airlift, MSC sealift, and combinations thereof, to an inland CONUS/Canada destination, free alongside (FAS), overseas carrier CONUS POE, a freight forwarder, or a CONUS POE, when all subsequent arrangements are made by the FMS customer.
F	Material moved by GBL, AMC channel airlift, USAF organizational airlift, MSC sealift and combinations thereof to an overseas POD in rate area one or two when overseas carrier discharge and all subsequent arrangements are made by the FMS customer.
G	Material moved by GBL, AMC channel, airlift, USAF organizational airlift, MSC sealift, ARFCOS, mom, weapon system pouch service, and combinations thereof to the ultimate FMS consignee at an overseas inland destination in rate area one or two.

TBC	DESCRIPTION
H	Material moved by GBL, AMC channel airlift, USAF organizational airlift, MSC sealift and combinations thereof to a CONUS POE when all arrangements subsequent to loading the vessel are made by the FMS customer.
J	Materiel moved by AMC channel airlift to an overseas APOD in rate area one or two when the use of inland CONUS transportation is not required in effecting delivery to the CONUS POE. All arrangements subsequent to carrier discharge are made by the FMS customer.
K	Materiel moved by AMC special assignment airlift mission (SAAM) within the CONUS, to an overseas APOD or inland FMS consignee base, within an overseas area or between overseas areas. Any arrangements subsequent to carrier discharge are made by the FMS customer.
L	Substitute for any of the other standard codes whenever actual transportation costs will be reported.
M	Materiel moved by FMS country owned aircraft from a US/DOD staging area.
N	Materiel moved by GBL or other CONUS inland mode TOA CONUS staging/aggregation area; staging/aggregation of the material; and onward movement of the materiel to a freight forwarder by a collect commercial bill of lading (CBL), by country-owned or provided aircraft, or by AMC or by commercial SAAM.
P	Materiel moved by GBL or other CONUS inland mode to a CONUS staging/aggregation area; staging/aggregation of the material; and onward movement of the materiel from the staging area by GBL or other prepaid (reimbursable) CONUS transportation to an aerial/water POE, free alongside (FAS) an overseas carrier at a CONUS POE, or to any other CONUS destination, when all subsequent arrangements are made by the FMS customer.
Q	Materiel moved by GBL or other CONUS inland mode to a CONUS staging/aggregation area; staging/aggregation of the material; and out movement of the materiel from the staging area by GBL or other prepaid (reimbursable) CONUS transportation to an aerial/water POE, port handling

TBC DESCRIPTION

of the materiel; and onward movement by GBL, AMC channel airlift, USAF organizational aircraft, MSC sealift , and/or combinations thereof to an overseas POD in rate area one or two, when overseas carrier discharge and all subsequent arrangements are made by the FMS customer.

R Materiel moved by GBL or other CONUS inland mode to a CONUS staging/aggregation area; staging/aggregation of the material; and out movement of the materiel from the staging area by GBL or other prepaid (reimbursable) CONUS transportation to an aerial/water POE, port handling of the materiel; and onward movement by GBL, AMC channel airlift, USAF organizational aircraft, MSC sealift, and/or combinations thereof to an overseas pod in rate area one or two; overseas port handling of the materiel, and onward overseas inland movement to the ultimate FMS consignee at an overseas inland destination in rate area one or two.

S Materiel moved by GBL or other CONUS inland mode to a CONUS staging/aggregation area; staging/aggregation of the material; out movement of the materiel from the staging area by GBL or other prepaid (reimbursable) CONUS transportation to an aerial/water POE; and loading of the materiel aboard a country owned or provided aircraft/vessel, when all arrangements subsequent to loading the aircraft/vessel are made by the FMS customer.

U Materiel moved by parcel post or commercial package carrier to a CONUS pod when all arrangements subsequent to loading the vessel are made by the FMS customer. (Mode of Shipment determines whether parcel post or commercial package carrier used.)

V Materiel moved by parcel post or commercial package carrier to an overseas pod in rate areas one or two, including overseas carrier discharge when subsequent arrangements are made by the FMS customer. (Mode of Shipment determines whether parcel post or commercial package carrier used.)

W Cost taken from lookup table.

X Materiel moved by parcel post or commercial package carrier to an overseas pod in rate areas one or two, when overseas carrier discharge and subsequent arrangements are made by the FMS

TBC DESCRIPTION

customer. (Mode of Shipment determines whether parcel post or commercial package carrier used.)

Y Materiel moved by parcel post or commercial package carrier to the ultimate FMS consignee at an overseas inland destination in rate areas one or two. (Mode of Shipment determines whether parcel post or commercial package carrier used.)

Z Materiel moved within the CONUS by commercial carrier with a published maximum rate of \$25.00 (for example, as published by united parcel services).

SECTION D

Document Serial Number Codes

(Source: MILSTRIP, DOD 4000.25-1-M; USASAC REG 725-1)

1. The document Serial Number appears in record positions (RP) 40-43 of requisition/supply documents. It is a four-position numeric or alpha (excluding I or O)/numeric control number assigned in sequence daily. Duplicate serial numbers are never assigned if all the other data in a document number is the same.
2. Knowing Serial Numbers makes it possible to identify whose requisition is involved and what purpose the requisition was submitted (e.g., customer country requisitioned repair parts, concurrent spare parts, defined lines, etc.).
3. Current Serial Numbers (not official since these are subject to change):

SERIAL NUMBER	EXPLANATION
0001-7999	Customer initiated requisitions for all secondary items except batteries.
3001-3999	Country initiated requisition for special Saudi Arabia National Guard cases.
4000-4999	USASAC initiated for The Adjutant General (TAG) publications (initial distribution).
8000-8899	USASAC initiated for Publications on total package approach (TPA) cases.
9000-9699	USASAC initiated requisitions defined lines items.
9700-9799	USASAC initiated Depot Property Disposal System (DPDS) requisitions.
9900-9999	USASAC initiated manually prepared defined line requisitions.
A001-C899	USASAC initiated computer assigned requisitions for concurrent spare parts (CSPs).
C900-C999	USASAC initiated manually assigned for CSPs.
D001-D999	USASAC initiated requisitions for defined follow-on spares.
E001-E100	USASAC/MSC initiated for discrepancy report requisitions*.
E101-E200	USASAC/MSC initiated requisitions for Basic Issue Items (BII)*.

SERIAL NUMBER	EXPLANATION
E501-E699	USASAC/MSC initiated manually assigned replacement requisitions (sometimes referred to as "free-issue documents, they cover many situations for which a MILSTRIP formatted document is needed for control purposes, but a new requisition is inappropriate).*
E700-E999	Customer initiated MILSTRIP formatted document for situations for which a new requisition is inappropriate (related to BOE cases and MWO kits).*
F001-F799	USASAC initiated for Systems Support Buy-out requisitions.
F800-F999	USASAC initiated for Batteries.
H001-H999	Country initiated for CLSSA Repair and Replace.
K001-K999	USASAC initiated for DMWRS, SALO, AMDF.
L001-L499	Country initiated requisitions for CLSSA Drawdowns.
L500-L999	USASAC initiated requisitions for CLSSA Drawdowns.
R001-R999	Repair and return, repair and rebuild, etc., requisitions.
S001-S999	USASAC initiated for CAS.
V001-V999	Country initiated concurrent spare parts (CSP) requisitions or country depot maintenance support requisitions.
W001-W999	Country initiated CSP requisitions or country depot maintenance support requisitions.
Y001-Y999	USASAC initiated as Pseudo (for services and financial transactions). Should NOT be used for release or movement of materiel.
Z001-Z999	USASAC initiated for FMSO 1.

*Useful for creating MILSTRIP/MILSTAMP-compatible control documents for non-MILSTRIP situations.

NOTE: Since the takeover of most Army Depots by DLA, Assemblage shipment requisitions and their special serial numbers no longer apply.

SECTION E
Offer Release/Option Codes
(Source: DOD 4000.25-1-M, DOD MILSTRIP)

1. The Offer Release/Option Code is entered in record position (RP) 46 of an FMS requisition and materiel release order (MRO) documents. It tells shippers what they must do when materiel is ready for release.

CODE EXPLANATION

A Automatic Shipment. Shipment will be released automatically by shipper without advance notice. Release documentation such as copies of DD Forms 1348-1A and DD Forms 250 may be forwarded for these shipments, but they do not require responses. However, If materiel is perishable, hazardous, classified*, weighs over 10,000 pounds, has any dimension that exceeds six feet or may cause storage or handling problems for any other reason specified in DOD regulations; the shipment should be treated as Offer Release/Option Code Z and the A disregarded.

***NOAs for classified materiel must be sent to Country Representative designated in MAPAD, not to TAC 3 address (response also must be from Country Representative.**

Y Notice of Availability. A "Y" is used when advance notice is required before shipment release, but shipment can be released automatically if response not received within 15 calendar days of NOA date. Offer Release/Option Code Y must be negotiated between country representative and Implementing Agency (managing U.S. Service). Updated forms of communication, especially FAX machines, have almost totally eliminated the usefulness of Y as an Offer/Release Option Code.

Z Notice of Availability. Code Z is used when advance notice is absolutely required before shipment release. If response is not received within 15 calendar days, shipper will send first follow-up to TAC 3 address. If there is no response to the follow-up within 15 calendar days, a second follow-up will be sent to the TAC 3 address and the appropriate country Centralized Case Manager (CCM) at USASAC notified for assistance. Follow-up procedures apply to DTCs 4 and 5 but not to DTC 8. Offer Release/Option Code Z must be negotiated between

CODE EXPLANATION

country representative and Implementing Agency (IA). Ideally, this Code should only be used when the materiel conditions require pre-notice. It places a burden on shippers and delays release of materiel.

NOTE 1: All small parcel shipments (unless they contain pilferable, classified, sensitive or hazardous items) will be shipped automatically regardless of the Offer Release/Option Code in RP 46.

XX When 46-47 shows "XX", shipment will be forwarded to MAPAD address designated by entry in r.p. 33 of requisition/MRO. Technically, an X in r.p. 46 is not an Offer/Release Option Code and an X in 47, if there is an X in 46, is not a freight forwarder code. These are Defense Transportation System (DTS) shipments that do not involve freight forwarders

XW An "XW" in r.p. 46-47 tells a shipper that exception data should have been received with the Materiel Release Order (MRO). This data should provide complete in-the-clear Ship To and Mark For addresses which agree with the MROs DTC. The appropriate USASAC CCM should be contacted if the address data is not received or it does not agree with the DTC. For example a DTC 7 or 9 MRO should not instruct a shipper to send materiel to a freight forwarder.

NOTE: If RP 46 contains an A, Y or Z; RP 47 must contain an alpha or numeric entry that identifies an address in the MAPAD to receive materiel and documentation. RP 47 is the freight forwarder code.

SECTION F

Air and Water Type Cargo and Special Handling Codes
(Source: DOD 4500.9-R, DTR, Vol II, Appx DD-1 through DD-15)

1. These Codes are used by shipping activities in Transportation Movement Control Documents (TCMDs) and other documents to help identify cargo to Transportation Agencies (e.g., the Air Mobility Command and Surface Deployment and Distribution Command (SDDC)). They are especially important for identifying cargo that requires special handling such as over dimensional, hazardous, perishable or Sensitive Arms, Ammunition and Explosives (AA&E) items. There are two sets of Special Handling Codes, one for airlift and one for ocean lift. For Airlift, the air Special Handling Code is paired with an Air Commodity Code into a two character combination. For ocean lift, the ocean Special Handling Code is joined with a three position Water Commodity Code and a one position Type Cargo Code into a five character combination.
2. For construction, interpretation and use of these Codes, consult the DD Appendices in the DTR, Volume II. Appendix CC covers Air Codes, and Appendix MM covers Water Codes.

SECTION G

CODES THAT DESIGNATE MATERIEL AS
SENSITIVE OR CLASSIFIED (Source:
DOD 4500.9-R DTR)

1. Transfer of **Classified** and **Sensitive Arms, Ammunition and Explosives (AA&E)** materiel to FMS Purchasers is especially difficult. DSCA MANUAL 5105.38-M (the Security Assistance Management Manual), DOD 5200.1-R (the Information Security Program Regulation), DOD 4000.25-8-M (the MAPAD) and other DOD regulations forbid receipt of **Classified** materiel by freight forwarder UNLESS it is specifically listed in the MAPAD as cleared to handle the materiel (see Type Address Codes A, B, C and D in Part II of this booklet). **Sensitive AA&E** can NEVER be received by a freight forwarder or by an FMS Purchaser's embassy. Sensitive materiel is arms, ammunition, explosives and other items specified by DOD that can be used by terrorists, criminals etc. to cause direct harm to the public. DOD 5100.76-M (Physical Security of Sensitive Conventional Arms, Ammunition and Explosives) is the primary regulation governing Sensitive materiel. The SAMM and other regulations add emphasis to this primary regulation.

NOTE (1): Sensitive cargo may be shipped directly to Canadian Military Facilities and Depots in Canada.

NOTE (2): EUCOM Destined Foreign Military Sales (FMS) Movement CONOPS.
CARGO MOVING UNDER THIS CONOPS WILL BE LIMITED TO:

- a. Classified (Secret, Confidential and Cryptographic Materials) with Controlled Inventory Codes (CIIC) of A, B, C, D, E, G, H and S.
- b. SENSITIVE Material and ARMS, AMMUNITION & EXPLOSIVE (AA&E) with Controlled Inventory Codes (CIIC) of 1,2,3,4,5,6,8,Q, and R.
- c. For more information Please contact the POC' s listed in the DTR Appendix E, Table E-1.

2. Procedures for shipping Classified and Sensitive materiel are firm. Identifying what is Classified and Sensitive, however, is often a problem. Also, freight forwarders will sometimes tell shippers that they are authorized to receive Sensitive AA&E materiel because they are cleared to handle classified materiel. This is NOT true. It is important that shippers correctly identify Sensitive AA&E and Classified items and how to process and release them. Reliable guidance is found in catalog products published by different DOD agencies. FEDLOG is the best, and it is available from the Defense Logistics Agency Information Service (DLIS) in Battle Creek, Michigan.

3. **Controlled Inventory Item Code (CIIC)**. Supply Policy Below the National Level AR 710-2. CIIC represents three separate segments of codes used to identify in items (a) security classification and/or (2) sensitivity or (3) pilferage controls for storage and transportation of DOD assets. They identify the extent and type of special handling required due to the classified nature of special characteristics of the items.

NOTE: The CIIC was at one time the Physical Security Code; older lists and regulations might still use that term. CIIC is now the correct term.

CONTROLLED INVENTORY ITEMS CODES (CIICs)

a. CLASSIFIED ITEMS CODE: A code indicating that materiel requires protection in the interest of national security in accordance with provisions of DOD 5200.1-R. Whenever classified materiel is being shipped under DTC 4, 5 or 8, NOAs must be sent to the FMS Purchaser's Country Representative listed in the MAPAD, not to the TAC 3 address. Responses also MUST be from the Country Representative, NOT from a Freight Forwarder. This is true even if the freight forwarder is listed as TAC A, B, C or D. If no cleared facility is available, shipment must be under at least DTC 8 procedures.

CODE	EXPLANATION	FMS APPLICATION
A	Confidential - Formerly Restricted Data	Minimum of TAC C/D required for Freight Forwarder to receive this materiel.
B	Confidential - Restricted Data	Same as CIIC A.

CODE	EXPLANATION	FMS APPLICATION
C	Confidential	Same as CIIC A.
D	Confidential - Cryptologic	Same as CIIC A.
E	Secret - Cryptologic	Minimum of TAC A/B required for Freight Forwarder to receive this materiel.
F	Top Secret- Cryptologic	Not authorized for FMS.
G	Secret - Formerly Restricted Data	Minimum of TAC A/B required for Freight Forwarder to receive this materiel.
H	Secret - Restricted Data	Same as CIIC G.
K	Top Secret - Formerly Restricted Data	Not authorized for FMS.
L	Top Secret - Restricted Data	Not authorized for FMS.
O	Item contains naval nuclear propulsion information etc.	Not authorized for FMS.
S	Secret	Same as CIIC G.
T	Top Secret	Not authorized for FMS.
U	Unclassified	No restrictions.
7	Item assigned a Demilitarization Code	Ref Refer to Defense Transportation Regulation Other than A, B or Q (DTR) 4500.9R Part II Cargo Movement,

Table 205-7 Transportation Protective Services (TPS).

CODE	EXPLANATION	FMS APPLICATION
9	Controlled Cryptographic Item (CCI)	FMS Freight Forwarder. However, signature and tally record service is required to the freight forwarder or CONUS POE. WWX authorized. NOA Z procedures apply, but TAC 3 address is okay. IF CCI is classified, procedures for the level of classification involved must be followed.

b. SENSITIVE ITEM CODE: Includes Arms, Ammunition and Explosives (AA&E) or related materiel that must be shipped to an FMS Purchaser under no less than Delivery Term Code (DTC) 8 procedures. Any item identified as Sensitive AA&E by its CIIC must be shipped at least through a DOD-controlled Port of Embarkation (DTC 8). DOD 5100.76-M, Physical Security of Conventional Arms, Ammunition and Explosives, is the primary regulation for this materiel. There are some items found under the Sensitive item category in DOD 4900.39-M which are not Sensitive but are listed there to draw attention to their special nature. These include drugs, narcotics and precious metals. Though they do not fall under DOD 5100.76-M procedures, they have special handling requirements of their own.

NOTE: Some items are listed as both Sensitive and Classified. If these items are shipped under DTC 8 procedures, Notices of Availability (NOAs) will be forwarded to, and returned from, country representatives, not freight forwarders (TAC 3 addressees).

CODE	EXPLANATION	FMS APPLICATION
1	Highest Sensitivity (Category I)--Non-nuclear missiles and rockets in a ready-to-fire configuration and their complete explosive warheads. Also applies to launchers shipped with explosive rounds.	Without a specific waiver from DSAA and Under-Secretary of Defense, these items must be shipped to customer countries under DOD control; i.e., DTC 9 or 7.
2	High Sensitivity (Category II)--Arms, Ammunition and Explosives.	Must be shipped DTC 8 as a minimum; i.e., must be picked up by customer country at a DOD-

controlled ocean or aerial port.

CODE	EXPLANATION	FMS APPLICATION
3	Moderate Sensitivity (Category III)-- Arms, ammunition and Explosives.	Same as CIIC 2.
4	Low Sensitivity (Category IV)	Same as CIIC 2.
5	Highest Sensitivity (Cat I)--Arms, Ammunition and Explosives with a Physical Security Classification of SECRET.	Same as CIIC 1 except that DOD 5200.1-R and DOD 5100.76-M procedures apply.
6	Highest Sensitivity (Cat I)--Arms, Ammunition and Explosives with a Physical Security Classification of CONFIDENTIAL.	Same as CIIC 5.
8	High Sensitivity (Cat II)--Arms, Ammunition and Explosives with a Physical Security Classification of CONFIDENTIAL.	Same as CIIC 2 except that DOD 5200.1-R DOD 5100.76-M procedures apply.
Q	A Drug or other Controlled (not Sensitive) substance as defined by the Controlled Substance Act of 1970 (Schedules III, IV Or V).	Sensitive procedures do not apply. However, special procedures must be followed which involve both DOD and the Drug Enforcement Administration (DEA).
R	Precious Metals, a drug or other controlled (not Sensitive) substance as defined by the Controlled Substance Act of 1970 (Schedules I and II).	Same as CIIC Q.

S Nuclear Weapons Use Control Ground Equipment Not normally involved in FMS Program.
which is CIIC unclassified but may require
special controls.

c. **PILFERAGE CODE.** Indicates materiel that has a ready resale value or civilian application for personal use and is therefore especially subject to theft. This materiel is NOT Sensitive. It can be shipped under DTC 4 or 5 procedures to a customer country's freight forwarder. Notices of Availability (NOAs) must be sent using Offer/Release Option Code Z procedures for all shipments of Pilferable Materiel unless they are being shipped via the DTS (DTC 9,7 or 2).

NOTE: When Pilferable Materiel is shipped to DOD activities, MIL-STD-129 requires that IRRDs/MIRRs not be attached to the exterior of Shipment Units. This does NOT apply to FMS releases.

There are various Pilferable Codes. The first listed is generic:

CODE	EXPLANATION	FMS APPLICATION
J	Pilferable	Follow Offer/Release Option Code Z Procedures.

The following Codes are further divisions of the Pilferable category. Item Managers/Coding Activities may assign them to further clarify item identification. They do not, however, affect the procedures that apply to shipment of the items:

CODE	EXPLANATION	FMS APPLICATION
I	Aircraft engine equipment and parts.	Follow Offer/Release Option Code Z Procedures.
M	Handtools and shop equipment.	Follow Offer/Release Option Code Z Procedures.
N	Firearms.	Contact Implementing Agency (IA) for guidance. May be considered Sensitive.
P	Ammunition and Explosives.	Contact Implementing Agency (IA) for guidance. May be considered Sensitive.

CODE	EXPLANATION	FMS APPLICATION
V	Individual clothing and equipment.	Follow Offer/Release Option Code Z Procedures.
W	Office Machines.	Follow Offer/Release Option Code Z Procedures.
X	Photographic equipment and supplies.	Follow Offer/Release Option Code Z Procedures.
Y	Communication/electronic equipment and parts.	Follow Offer/Release Option Code Z Procedures.
Z	Vehicular equipment and parts.	Follow Offer/Release Option Code Z Procedures.

SECTION H

Transportation Plan (TP) and Transportation Protective Services (TPS)

(Source: DSCA Manual 5105.38-M, October 3, 2003 63 CH 3 C3.

CH3 TECHNOLOGY TRANSFER AND DISCLOSURE; the ITAR (*reference c*),
and DoD 5220.22-M, February 28, 2006)

1. After a decision is made to authorize the release or export of classified information or material to a foreign government or international organization, the transfer must be through government-to-government channels (e.g., Military Postal Service, Defense Courier Service, Defense Transportation System) or other channels agreed upon by the sending and receiving governments.
2. A transportation plan must be incorporated in, or appended to, as a contractual requirement, each DCS contract and FMS contract involving the international transfer of classified material as freight. A transportation plan is also required for any DCS or FMS contract for sensitive AA&E, regardless of classification. The transportation plan will describe step-by-step arrangements for the secure shipment of the material from the point of origin to the ultimate destination. The U.S. and recipient government's transfer agents, DGRs, and escorts must be identified in the plan or, for recurring shipments, in a Notice of Classified Consignment. The plan must provide for security arrangements in the event of emergencies and when the transfer cannot be made promptly. The shipment must be accompanied by an appropriately cleared escort. The captain of a ship or aircraft who is appropriately designated, cleared to the level of the material to be shipped, and briefed on his or her responsibilities, and who is a citizen of the United States or the recipient country, may perform this function. The format and requirements for a transportation plan may be found in Section K or Chapter 7 of the SAMM).

For transfers of classified material that originate at a contractor facility, the CSO or a U.S. designated government representative must verify that the material to be transferred is identical to that which has been authorized for export by a DSP-85 or letter authorization from the licensing authority, or other U.S. Government authorization in compliance with the ITAR (*reference c*). When requested by the CSO or designated government representative, the contractor must provide documentation that certifies the contents of the shipment. Contractor preparation for international transfers should comply with the following:

(a) The transportation plan shall, as a minimum, include:

- (1) A description of the material to be shipped and a brief narrative describing where and under what circumstances transfer of custody will occur.
- (2) Identification, by name and title, of the designated government representative (or alternate) of the recipient government or international organization who will receipt for and assume security responsibility for the classified material.
- (3) Identification and specific location(s) of delivery point(s) and security arrangements while the material is located at the delivery points.
- (4) Identification of commercial carriers and freight forwarders or transportation agents who will be involved in the shipping process, the extent of their involvement, and their clearance.
- (5) Identification of any storage or processing facilities and transfer points to be used; certification that such facilities are authorized by competent government authority to receive, store, or process the level of classified material to be shipped; and a description of security arrangements while the material is located at the facilities.
- (6) Routes and, if applicable, security arrangements for overnight stops or delays en-route.
- (7) Arrangements for dealing with port security and customs officials.
- (8) The identification, by name or title, of couriers, escorts, or other responsible officials (e.g. Captain or Crew Chief) to be used, including social security, government identification, or passport number, security clearance, and details concerning their responsibilities.
- (9) Description of the shipping methods to be used and the identification of the foreign or domestic carriers.
- (10) Description of packaging requirements, seals and storage during shipment.
- (11) A requirement for the recipient government or international organization to examine shipping documents upon receipt of the classified material in its own territory and notify DIS or the DoD Component having security cognizance over the classified material if the material has been transferred en-route to any carrier not authorized by the transportation plan.

Note: Requirement for the recipient government or international organization to inform DIS or the DoD Component having security cognizance over the classified material promptly and fully of any known or suspected compromise of classified material.

Note: Arrangements for return shipments if necessary for repair, modification or maintenance.

Transportation Protective Services
(Source: See #2 of this part)

1. Current policy requires cargo classified as Ammunition, Arms and Explosives (AA&E), sensitive, classified or secret to be transported with additional Transportation Protective Service (TPS) in order to minimize loss, damage, pilferage and enhance in-transit visibility of high dollar or controlled inventory items.
2. Further information on transporting and providing TPS refer to:
 - a. DOD 5100.76-M/ DSCA MANUAL 5105.38-M, Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives
 - b. Security Assistance Management Manual (SAMM) Para C.7.17 for transportation of sensitive conventional AA&E
 - c. DOD 5200.1-R for classified shipments, and DOD Supplement 5220.22-S, COMSEC Supplement to Industrial Security Manual for Safeguarding Classified Information for CCI shipments
 - d. Chapter 205 of Part II of the DTR; Table 205-7

SECTION I

SUPPLY PRIORITIES

(See DOD 4140.1-R, Chapter 8)

1. When a requisition is submitted to the DOD Logistics System, it will be assigned an Issue Priority Designator (IPD). These are the SUPPLY PRIORITIES that help determine how soon an item should be made available for release from the DOD Logistics System. They are also used to determine the TRANSPORTATION PRIORITIES that determine whether a shipment will go surface or air transportation to its destination.

2. IPDs are determined based on various factors including the importance of a requisition or as determined by DOD and the urgency of need that applies to a specific requisition. These factors are applied according to the Uniform Materiel Movement and Issue Priority System (UMMIPS) which is found in Chapter 8 of the DOD Supply Chain Materiel Management Regulation (DOD 4190.1-R).

3. There are 15 IPDs. IPD 01 is the highest priority available and IPD 15 is the lowest. U.S. Military requisitions always take precedence over FMS and Grant Aid requisitions. This is also indicated by the fact that FMS requisitions are never assigned Required Delivery Dates (RDDs). The RDD positions of an FMS MILSTRIP document are filled with a computed Required Availability Date (RAD) instead of an RDD. RADs are for forecasting purposes only and have no effect on a requisition's priority, including its Transportation Priority.

SECTION J

TRANSPORTATION PRIORITIES

(Source: DOD 4500.9-R, DTR, Part II; USASAC Policy)

1. The DOD Logistics System has three Transportation Priorities (TPs), 1, 2 and 3. They normally determine how fast shipments get processed and transportation mode, air for surface, will be used to move them. TPs apply to Defense Transportation System (DTS) shipments only. TP 1 is the highest priority, and TP 3 is the lowest. They are used to help determine if AMC Channel airlift or surface lift will be used to transport a shipment.

2. The Transportation Priority (TP) for a Shipment Unit (SU) is determined directly from the Issue Priority Designator (IPD)/or Supply Priority of the materiel releases included in the SU. A multiple of releases can be consolidated into a single SU. However, all the releases in the SU must correspond exactly with each other. Besides address data, HAZMAT properties etc., each must have the same IPD. This must be so because TPs are based directly on MILSTRIP IPDs. According to the Defense Transportation Regulation (DTR) DOD 4500.9-R Part II, Chapter 202 B3, Transportation Priorities (TP) correspond with IPD 01-03 for TP-1, IPD 04-15 with a Required Delivery Date (RDD) for TP-2. Air eligibility is also based on this criterion. However since FMS has Required Availability Dates (RAD) in lieu of a RDD, this is not applicable. FMS Air validation is based on the Purchaser's Urgency of Need. The following IPD's will always correspond with their respective Transportation Priorities (TP).

IPD 01-03 = TP-1

IPD 04-08 = TP-2

IPD 09-15 = TP-3

3. For FMS, Shipment Units (SU) which have a TP-1 or TP-2 assigned are ELIGIBLE for AMC Channel airlift, but it is not mandatory. Only proper clearance from a Service Air Clearance Authority (ACA) will allow a shipment to go to an overseas Aerial Port of Debarkation (APOD) via AMC Channel airlift. The shipper must go through the Air Clearance procedure found in Chapter 203 of the Defense Transportation Regulation (DTR), Part II, before releasing an SU for Channel airlift. For FMS or Grant Aid shipments, an APOD must appear as a Type Address Code (TAC) 2 address for the MAPAC involved before AMC Channel Airlift can even be considered.

4. Airlift can be authorized for TP-3 if the consignee is accessible only by air, an item has been designated economic air eligible, or when traffic management considerations make airlift appropriate. For FMS and Grant Aid shipments, this will be negotiated between the DOD Security Cooperation Implementing Agency (IA) and the involved Service ACA.

5. If Special Instructions in the MAPAD tell the shipper to use commercial airlift for materiel going to a designated MAPAC, no ACA air clearance is required. An ACA has no cognizance over direct commercial airlift to a commercial airport.

NOTE: Air eligibility is determined by the Implementing Agency.

PART IV TRANSPORTATION
OPERATION

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SECTION A
FMS Freight Forwarder (FF) Designation
(Source: DSCA Manual 5105.38-M)

1. The FMS purchasers' Embassy in Washington D.C. is responsible for designating the Freight Forwarder as their Export/Import Agent. Department of State, Directorate of Defense Trade Controls (DDTC) will not recognize a new Freight Forwarder, without receiving a hard copy letter designation as the FMS Purchaser(s) Agent to handle cargo procured under the FMS program pursuant to a signed and current Letter of Offer and Acceptance (LOA). All Letters are required to be submitted annually. FMS purchasers Department of State POC is as follows:

- a. http://www.pmdtcc.state.gov/documents/Reminder_EmbassyNotice.pdf
Ms. Carroll listed in the PDF is retired. Her replacement is Mr. Cook (CookDL@state.gov)
(202) 632-2871.

2. FMS purchasers are responsible to ensure that a contracted Freight Forwarder is registered with the Directorate of Defense Trade Control (DDTC).

- a. IAW the International Traffic in Arms Regulations (ITAR), Part 122 Registration of Manufacturers and Exporters Sec 1-5; 122.1 Registration Requirements.

3. Freight Forwarder(s) must be registered with the DDTC, prior to creating a NEW MAPAC or CHANGING the Name of an existing Freight Forwarder designated in a MAPAC. DDTC registration must correspond with the name/address of the Freight Forwarder

4. **Pre-Requisite** - For a non-registered FF to be added to the MAPAD, the USASAC Transportation Operations office must receive one copy each of the following;

- a. A letter from the FMS Purchasers' Embassy designating the Freight Forwarder as Agent for Country procuring FMS materiel.
- b. DDTC Letter of Freight Forwarder's registration.

NOTE: The above is required prior to any MAPAC changes can take effect. If unsure about a Freight Forwarder's status, please contact the USASAC Transportation Operations office.

5. A Non-US owned Freight Forwarder doing business under a specific DDTC registration is recommended to designate their Parent Company on the first line of the "in-the-clear" address text, i.e. DHL registered with Air Express International should be designated as "AIR EXPRESS INTERNATIONAL CO DHL" or "DBA DHL" (Doing Business As).

6. It's important to emphasize that as an Agent for the FMS purchaser, the Freight Forwarder contractually obligated to the FMS purchaser. At no time is the U.S. government a party to the contract nor has responsibility for the actions of the Freight Forwarder.

SECTION B
Transportation Discrepancy Reporting (TDR)
(Source: DOD 4500.9-R Part II DTR)

1. TDRs document loss or damage to cargo while in transit. The information resulting from a TDR or series of TDRs is used to support claims against carriers or insurance claims when insurance applies to a shipment. TDR data also makes it possible for DOD to ensure carrier compliance with DOD and commercial quality standards. Supply Discrepancy Reports (SDRs) are used by consignees to report deficiencies or shortages in the contents of a shipment before shipment is made. The TDR process cannot start until a shipment actually enters the transportation system. Because the transportation involved in DTS deliveries is procured by DOD, the participants in the TDR process are DOD or DOD-contracted personnel only. Reporting transportation discrepancies involving motor, air, water, rail, and small package commercial carriers are used for:

- Astray cargo.
- Shortage.
- Pilferage.
- Theft.
- Damage.
- Vandalism.
- Material overage.
- Contract services not provided.
- Non-conformance with HAZMAT shipping requirements.
- Broken, missing, or improper seals used on a shipment.
- Improper loading, stowing, handling, blocking, or bracing of shipment.

- Transportation Facilities Guide/related publications not followed.
- Improper marking or missing label(s).
- REPSHIP message not received within 24 hours prior to receipt of shipment.
- Shipper failed to show number of containers shipped on a pallet.
- Shipper failed to send an advance copy of the BL.

2. Again, preparing, submitting and processing TDRs is an internal DOD/DTS procedure that can only be done by DOD personnel. This is true even if transportation involved is used for Security Cooperation Program (SCP) shipments; i.e., FMS, Pseudo-FMS or Grant Aid deliveries. TDRs should be submitted at any point in the Transportation pipeline where loss or damage is detected; i.e., POEs, PODs, DOD consolidation or staging points and, finally, by the DOD consignee. When SCP shipments move in the DTS, the "consignee" for TDR submission purposes will be the US Military Representative in the Purchaser/Recipient Country. The consignee's TDR in combination with any in transit TDRs enhances the effectiveness and success of the consignee's TDR. Whoever submits a TDR must follow the process outlined in the Defense Transportation Regulation (DTR), Chapter 210.

3. Delivery Term Code 5 (DTC 5) shipments to FMS Program Freight Forwarders (FFs) are considered DTS because DOD shipping activities procure the transportation services of inland CONUS carriers to effect delivery to the FFs.

Because FF's are not staffed by DOD personnel, they are not authorized to prepare and submit TDRs. An alternate procedure is followed by which the shipping activity that issued the CBL to a carrier submits claims for loss or damage against a carrier or requests tracing actions. By this procedure the FF or the Purchaser Country Representative sends a memorandum or letter to the DOD shipping activity which asks that they initiate a claim or tracing action with the inland CONUS carrier.

4. Any proceeds that result from a TDR action or the alternate memorandum/letter procedure will be placed into the Purchaser County's FMF account. This account is currently held at the Defense Financial Accounting Service (DFAS)-Indianapolis. Because carrier liability is extremely limited, TDR proceeds tend to be very low. No matter what, however, it is important that TDRs or letters/memorandums be submitted for all deliveries that involve discrepancies that occur in transit. First, the data obtained will be used to support insurance claims when a Purchaser

Country has opted to buy commercial insurance for in transit loss or damage. Second, the process also helps DOD support carrier compliance with DOD and commercial transportation standards.

5. TDR procedures apply to any SAP shipment made within the DTS. This includes FMS program shipments to overseas destinations and PODs (DTCs 7, 9, G, and J), to DOD CONUS POEs (DTCs 8, B, and C) and to DOD/US Government (USG) CONUS-located activities and contractors (DTC 2). TDRs for overseas deliveries will be submitted by DOD POD personnel (if any) or by US Military Representatives assigned to the Customer Country, e.g., SAOs. TDRs for shipments arriving at CONUS POEs with discrepancies will be submitted by CONUS port personnel. Discrepancies for shipments sent to CONUS-located DOD/USG locations will be submitted by receiving personnel.

6. Prepaid shipments (DTC 5, H) to these destinations, regardless of the funding source, involve a contractual relationship between a DOD/USG shipping activity and the inland CONUS carrier. The consignee cannot submit claims or tracing requests directly to the carrier. As non-DOD/USG entities, they cannot submit TDRs. For these reasons, the freight forwarder or the Country Representative will report these discrepancies to the DOD shipping activity with a letter or memorandum. The shipping activity will use these reports to initiate tracers or damage claims with the inland CONUS carrier. The proceeds from claims will be forwarded to the Customer Country's account held at DFAS-Indianapolis.

SECTION C

Supply Discrepancy Reporting Returns (SDRR) (Source: USASAC Policy; SDR SOP)

1. This process was implemented by USASAC April 2011 for the return of FMS Supply Discrepancy Report (SDR) materiel received by FMS purchasers determined to be discrepant. Item Managers have dispositioned the return of this materiel for credit against the respective FMS case. USASAC uses the existing World Wide Express/International Heavy Weight-05 (WWX-05) contracted carriers and rates to return this materiel dispositioned to pre-determined CONUS destinations.
2. Documentation and transportation is locally procured through the USASAC Transportation Operations office. Pick/up coordination is done through the Carrier's in country counterpart and FMS purchaser. Commercial Carrier Invoices are paid through US Bank Freight Payment System (formerly Power Track). These services will ensure movement meets time-definite delivery standards while providing door-to-door Pick-up & delivery, in-transit-visibility (ITV), Expedited customs processing/clearance.
3. SDR eligibility are:
 - a. Overage(s)
 - b. Duplicate shipment
 - c. Wrong or incorrect item
 - d. Shortage(s)
 - e. Product quality (deficiency)
 - f. Damaged or improperly packed shipment
 - g. Insufficient shelf-life

4. WWX-05 eligibility is:

- a. Limited to General Cargo/Limited HAZMAT
- b. Charged Special International Small Packages Rates (ISPX) 0-150 lbs
- c. Charged International Heavy Weight Package Rates (IHX) 151-300 lbs
- d. Limited to None Classified material
- e. Limited to Non-Repair & Return

3. **Process** - The USASAC Transportation Operations officer receives the following:

a. SDR Notification Form to the Purchasing Country. This form on USASAC LETTERHEAD requires prerequisite information from the Purchaser's Country. The purpose of the form serves several purposes. It notifies the Purchasing Country that the respective SDR has been approved and Disposition Instruction is forth coming. In order to arrange pick up of the shipment, the following information is required:

- (1) Point of Contact (POC)
- (2) Location
- (3) Shipment criteria (Pieces, Weight, Dimensions, NSN, Nomenclature)

- b. Letter on LETTERHEAD with SDR Disposition Shipping and Transportation Account Code (TAC) Designations. **NOTE: MUST HAVE VALID FMS PURCHASER'S POC and TELEPHONE NUMBER.**
- c. DD form 1348-1A
- d. Commercial Invoice
- e. Customs Clearance Documentation (American Good Return form)

4. Transportation will coordinate, book material with a Commercial Carrier, verify with CCM that all information on forms is completely filled out, LEGITIMATE & **CORRECT!** The Transportation

Operations office will then award a carrier based on "best value" methods. The Country Case Management team will then notify POC in country of proposed movement and CONUS Carrier representatives will coordinate Pick/Up with their in-country counterparts.

SECTION D

Customs Procedures) (Source: DOD
4500.9-R Part V DTR DSCA Manual
5105.38-M)

1. Regarding the export of Defense Articles, there is one certainty: no item on the US Military List (USML) leaves the United States to a foreign purchaser without permission from the US State Department Directorate of Defense Trade Controls (DDTC), Processing by Customs and Border Protection (CBP) and the knowledge of the Department of Commerce Census Bureau. US export requirements for these items are found in the 15 CFR, Commerce Department Foreign Trade, and 22 CFR, Foreign Relations, especially 22 CFR 120-130, International Traffic in Arms Regulations. Commercial exporters must get export licenses from the DDTC to sell USML items overseas. Under the FMS Program, Pseudo-FMS Program and Grant Aid Programs, transfer of USML items to Foreign Purchasers or recipients by the Department of Defense (DOD) is exempt from Export Licensing. However, a valid FMS Case, Pseudo-FMS Case or Grant Aid authorization must be in place before these "exempt" exports can take place.

2. Commercial exporters, with their Export Licenses (DSP-5's) on file with CBP, must process the exports through CBP offices at CONUS POEs using the Census Bureau Automated Export System (AES). This process ensures control of their exports by DDTC/CBP and a dollar value record for the commerce department. FMS and Pseudo-FMS Program shipments must be processed in the same way with CBP officials. However, the authority for export will be FMS, Pseudo-FMS or Grant Aid Authorizations DSP-94s/LOAs instead of Export Licenses. SCP exports are done as outlined in the paragraphs below.

3. FMS exports, under the authority of valid FMS Cases (signed and implemented Letters of Offer and Acceptance (LOAs, are done by Purchasing Countries themselves (using CONUS-located agents/freight forwarders) or by DOD exporters when the FMS Cases, Pseudo-FMS cases or Grant Aid authorizations call for DTS delivery to Purchaser/Recipient Countries. "DOD Shippers" include both DOD/GSA supply depots and DCMA Transportation Offices that administer release of shipments from vendors that manufacture USML items under DOD Contracts.

4. For an FMS Case (LOA) to be valid as an Export License alternative, a freight forwarder or a DOD Security Cooperation Program (SCP) Implementing Agency (IA) must "lodge" the Case and a

Department of State Permit (DSP)-94 with a POE CBP Office. Usually the POE location is chosen based on where the majority of shipments under the Case depart CONUS. Lodged Cases/DSP-94 "packages" will be cited by a DOD shipper or an FMS Purchaser freight forwarder when they prepare AES or AES *Direct* Shippers Export Declarations (SEDs) for their shipments/exports. "Letter of Offer and Acceptance (LOA)" is the term normally used to refer to an FMS or Pseudo-FMS case; so "LOA/DSP-94 package" will usually be the term used to refer to an FMS Case/DSP-94 combination.

5. Freight forwarders follow the ITAR when exporting Purchaser Country cargo. DOD shippers follow these regulations plus Chapter 7 of the SAMM and Chapter 508 of the DTR, Part V. Freight forwarders export Delivery Term Code (DTC) 4, 5, 8, C, and E. DOD shippers process DTC 9, 7, D, F, G and J exports since these involve DTS delivery to overseas destinations.

6. When a DOD shipper releases a DTC 4, 5, 8, C, E or J shipment directly to a freight forwarder or a DTC 8 or C shipment to a DOD POE for delivery to a Purchaser Country ship or aircraft, the shipper does not do an AES SED. The freight forwarder does it. On the other hand, a DOD shipper does do an AES/AES *Direct* electronic SED for DTC 9, 7, D, F, G or J shipments. The system calls for an Electronic Export Information (EEI) submission which involves, and then special annotations must be made in the Transportation Documents associated with a shipment. The DTR, Part 5, Chapter 508, paragraph E, provides the best guidance for a DOD shipping activity to follow when releasing SCP cargo into the DTS.

NOTE: If a shipment is going to a staging point (e.g., a depot address indicated in the MAPAD or a Less Release Unit (LRU) POE) where it will be consolidated and exported at a later time, the staging point will do the AES etc. The initial shipper will not do this.

7. When processing an SCP shipment into the DTS, a DOD shipper should follow the checklist provided in paragraph E in Chapter 508 of the DTR Part V. The following is a synopsis of this checklist plus a few comments that may help in using it:

- a. If a shipment is DTC 7, 9, A, D, F, G or J, it will be shipped via the DTS. If a zero appears in the DTS (fifth) position of a MILSTRIP document number, it is Grant Aid. Grant Aid moves in the DTS in the same way as an FMS/Pseudo-FMS DTC 9 or 7 shipments.
- b. An Electronic Export Information (EEI) submission must be made in the AES or AES *Direct* for the shipment. Most of data to enter in this required alternate to a Shipper's Export

Declaration (SED) is self-explanatory, but here are a few items to look out for:

- (1) Shipment Reference Number: The Shipment Unit's (SU') Transportation Control Number (TCN).
- (2) Origin State: Shipping Activity's Location.
- (3) Port of Export: The Commercial POE where the SU will depart CONUS. If Shipment will depart from a U.S. Military POE, use the commercial POE closest to the Military POE.
- (4) Country of Destination: This will be ultimate destination Purchaser or Recipient Country. It will be the Country identified in a TAC M address in the MAPAD.
- (5) Departure Date: The planned or actual date an SU departs the shipping activity.
- (6) Mode of Transport: Self explanatory.
- (7) Schedule B or HTS [Harmonized Tariff Schedule] Number (L): Get from FEDLOG If item has NSN. Otherwise consult www.census.gov/scheduleb website for assistance.
- (8) Commodity Description: Use FEDLOG description or Schedule B description.
- (9) 1st Quantity: Number of shipment units; i.e., one.
- (10) Value in Whole US Dollars: Extended price of all NSNs etc. included in SU.
- (11) Gross Weight in Kilograms: Weight in Kilos of SU.
- (12) Export Code: Use AES instructions. FS means Foreign Military Sales.
- (13) Origin of Goods: Domestic.
- (14) License Type:S94: DSP-94 Foreign Military Sales.
- (15) Export License Number: FMS Case Designator (e.g., BD-B-BAD).
- (16) DDTC Registration Number: For DTS exports of FMS, Pseudo-FMS or Grant Aid materiel, this number is G-7011.
- (17) DDTC Significant Military Equipment Indicator: See 22 CFR Part 121.1 under The United States Munitions List (USML). An asterisked item is an SME item.
- (18) DDTC USML Category Code (See 17 above).
- (19) DDTC Quantity. Number of items included in the SU.

c. Annotation of Transportation Documents.

- (1) This statement needs to be entered into shipping documentation that will take shipment to POE. The inland CONUS carrier will have to show it to POE Customs and Border Patrol (CBP) Officers at the POE: ***"This shipment for [select one: Organic DTS, Commercial DTS, Freight Forwarder, or a combination] is being exported pursuant to a Letter Offer and Acceptance authorizing such transfer which meets the criteria of 22 CFR 126.6(a). It covers FMS Case [insert case identification]. The US***

Government point of contact is [insert name], commercial telephone number [insert commercial telephone number]. The Letter of Offer and Acceptance authorizing this transfer is lodged at [insert name of primary port where the Letter of Offer and Acceptance was lodged]."

If the shipment is being released to an FMS Program Freight Forwarder for export, the Freight Forwarder will provide the lodging information. If the Implementing Agency (IA) involved is other than the US Army Security Assistance Command (USASAC), contact that IA's Transportation/SCP POC found in Appendix E to the DTR, Part II. If the IA is USASAC (B in the first position of the release's document number/TCN), go to the following USASAC website for lodging information:

<http://www.army.mil/info/organization/usasac/>

Once in the website, do the following:

On the left side, click on "[Doing Business](#)". Scroll down to "Lodged DSP-94 Reporting Information". Select the "COUNTRY CODE", not the country name and then click on "Go To". This will bring up all the lodged DSP-94/LOA information or the USASAC Case Manager to call if the Case data is not listed. The lodging information will include the Case Designator, when and where it was lodged and if the Case lodged is original, an amendment or a modification.

- (2) The following must be annotated in CBLs, Commercial Invoices, and other transportation documents: "(Applicable Military Department)-Sponsored Foreign Military Sales Shipment--No Export License Required. 22 CFR 126.6(a) applicable."

8. Change in DTC. At any time in the life of an FMS Case (LOA), applicable DTCs may be amended to something other than originally planned and agreed to. When this happens, shipping activities will be instructed by IAs (e.g., USASAC) or materiel managers (e.g., Army Life Cycle Management Commands (LCMCs)) to process and ship FMS or Pseudo-FMS releases under the amended DTC. However, even though the shipments will be made under the new DTC, the MILSTRIP document numbers and their associated TCNs will NOT be changed. These numbers are permanent records. Changing them will destroy the integrity of their audit trail.

9. Overseas Customs. The FMS Purchaser is totally responsible for entry customs clearances into the Purchaser country. For Pseudo-FMS and Grant Aid, overseas Customs will be coordinated between

Recipient Country Representatives and U.S. Military Representatives assigned to that country. A CONUS shipper's only responsibility in connection with overseas Customs is to insure that all labeling and marking on a Shipment Unit (SU) and is in total compliance with the DTR, Part II, Chapter 208; Packaging and Handling, and MIL-STD-129; DOD Standard Practice Military Marking for Shipment and Storage. If Bills of Lading (BL), Military Shipping Labels, and Packing lists (DD Form 1348-1, WAWF Receiving Reports (WAWF RR) or DD Form 1149) affecting an SU are all correctly prepared and properly attached to the SU, there should be no importing customs problems for the Purchaser or Recipient country.

SECTION E

Competent Authority Approvals (CAAs) and EX-Numbers (Source: DSCA Manual 5105.38-M)

1. CAAs and EX-numbers are part of the larger picture of HAZMAT regulation and control. All shipments of Hazardous Materials (HAZMAT) must be correctly packed, labeled and documented before release into the transportation network. The document that confirms that all of this has been done correctly is a shipper-prepared HAZMAT certification. If done right, it includes the following:
 - a. A full description of the dangerous goods in the SU including proper Shipping name(s).
 - b. The identity of the dangerous properties of the materiel in the SU.
 - c. Shipper points of contact to be called in case of en route accident.
 - d. The name, title etc. of the HAZMAT official who prepared the certification.
 - e. The HAZMAT official's signature.
2. HAZMAT certifications for SCP (FMS, Pseudo-FMS or Grant Aid) shipment unit (SU) must cover movement from origin to overseas final destination. No one, including an FMS Purchaser's CONUS-located freight forwarders, can tamper with or alter a certified shipment in its movement to its final destination.
3. Both DOD and HAZMAT regulatory authorities direct ALL shippers to put HAZMAT certification declaration with the shipping papers. Primarily the shipment's Bills of Lading (BLs) to ensure that the certification stays with the HAZMAT SU all the way to its final destination.
4. Each mode of transportation has its own HAZMAT regulation. Within CONUS, Title 49 of the Code of Federal Regulations (49 CFR), covers the movement of dangerous goods. However, it is also the basis for classing Dangerous Goods that not only originate from U.S. sources but also move into international transportation networks. The U.S. National Competent Authority (CA), the U.S.

Department of Transportation (USDOT) Associated Administrator for Hazardous Materials Safety, maintains the 49 CFR. In this capacity, the USDOT helps insure that international HAZMAT regulations are correct in all ways. Among the international dangerous goods regulations, the following are the most important:

- a. The International Maritime Dangerous Goods (IMDG) Code which regulates ocean movement of HAZMAT.
- b. The International Civil Aviation Organization (ICAO) Regulations which govern overseas movement of Dangerous goods via commercial aircraft.
- c. The International Air Transport Association (IATA) Dangerous Goods Regulation which implement the ICAO Regulations by making them more accessible to the general Community of HAZMAT shippers and carriers.

5. When explosives are moved under an FMS agreement, the DOD's EX number can be used to move the explosives within and from CONUS, provided that the explosives are in the DOD's possession via the DTS. If the explosive product is new and no EX-number has been issued by DOT to DOD, the DOD may move the material using an Interim Hazard Classification (IHC). An IHC is issued by DOD for material that is pending assignment of an EX-number from DOT. If the DOD moves the explosive material to an overseas POD (DTC 9) or to the final destination (DTC 7), the DOD EX number/IHC is valid to transport the material to that location. The DOD EX number/IHC expires when the explosive material is physically transferred to the FMS customer. When the FMS purchaser elects to pick up material at a CONUS DOD controlled port (DTC 8) using their own carrier, the DOD EX number is valid only while the material remains in U.S. territorial jurisdiction. The FMS purchaser may be required to use its own country Competent Authority approval to transport the material from CONUS to their own country.

6. Regardless of whether the explosive material moves through the DTS or commercial channels, movement of AA&E designated as hazardous material requires approval from a national agency responsible under a country's national law for the regulation of hazardous materials transportation. For the United States, the —competent authority|| (CA) is the USDOT. A CA approval (CAA) classification of explosives letter specifies hazard classification, proper shipping name, and other requirements for the item, and assigns a respective —explosive hazard|| (EX) number. For AA&E controlled by the DOD, the DOT delegates this responsibility to specific DOD components. These

organizations propose and submit final hazard classifications (FHC) via the DOD Explosives Safety Board (DDESB) for approval, through the Surface Deployment and Distribution Command (SDDC) to USDOT for issuing a Classification of Explosives approval. An interim hazard classification (IHC) is a mechanism used by DOD to allow for the transportation of Class 1 material within the US when the item's final hazard classification process has not been completed. It is a memorandum, signed by authorized personnel within the Army, Navy, and Air Force, describing the item and giving it a temporary hazard classification for in COUNUS movement.

7. If the U.S. Originator of the new explosive item is a non-Department of Defense (DOD) or Department of Energy (DOE) manufacturer or importer, it must submit data, samples, tests etc. to the U.S. CA (USDOT) for evaluation, testing etc. Data from an overseas CA can be used as part of the data. If approved, the manufacturer will be issued a CAA/EX-Number. The CAA is proprietary; no one else can use it except that manufacturer. If the U.S. Originator is DOD or DOE, 49 CFR 173 allows them a special privilege. DOD and DOE self-class new explosives. DOD, then, examines and tests new explosives and the assigns its respective classification to them. It does not have to send samples etc. to USDOT. The USDOT Associate Administrator for Hazardous Materials Safety automatically issues DOD a CAA/EX-Number based simply on a request received from the DOD Explosives Safety Board (DODESB). As with EX-Numbers issued to a commercial entity, a CAA/EX-Number issued to DOD belongs exclusively to DOD. Without specific DOD permission, no one other than DOD itself can use a DOD CAA/EX-Number for transporting an explosives or ammunition item.

8. When an FMS customer needs to import AA&E into the US (for repair and return, testing, training exercises at a US installation, etc.), hazard classification documentation for the AA&E, regardless of origin, must come from the FMS customer's CA. If a DOD IHC approval or a DOT-issued EX-number was originally used to export US origin AA&E, it cannot be reused for any subsequent transportation. The purchaser's national CA must apply for a country specific EX-number from the USDOT before the material can be moved to, within or from the US. The purpose of the application from the FMS customer's national CA is to certify that the customer has not altered the content or packaging of the explosive material while it has been in its possession, and that it is compliant with U.N. safety standards.

9. The information required for the country-specific EX-number application depends upon whether the FMS customer has modified the explosive material or packaging since it was originally purchased from the United States. If the explosive material was originally purchased under a US national stock number (NSN), and a USDOT EX-number, and if neither the material nor its packaging have been

altered in any way since the initial purchase, the FMS customer can apply for a country-specific EX-number with a letter of approval from a DOD hazardous materials safety office (see Table 2). The DOT/PHMSA may evaluate the application without any additional technical documents and issue a full EX-approval. If, however, the explosive material or its packaging have been modified or altered since its initial purchase from the United States, the original NSN is no longer valid. In that situation, the FMS customer must apply for a new EX-number for the modified munitions. To obtain a country-specific EX-number from DOT, the FMS customer must provide technical documents describing the explosive material and its packaging. This technical information must be provided to the DOD hazardous materials safety office, which must provide a written approval of the material and packaging before the application is submitted to DOT/PHMSA.

10. In both scenarios the FMS country-specific EX-number application must also include a copy of the LOA verifying the original purchase, a delegation of authority letter from the foreign CA (if applicable), a copy of the Joint Hazard Classification System (JHCS) printout identifying the explosive characteristics of the material, a copy of the classification of explosives letter issued to DOD for the initial export, and a US agent designation letter. FMS customers must initiate requests for country-specific EX numbers directly with the USDOT within 60 days of implementation of the LOA authorizing the return of explosive material to the US, and allow at least 120 days for the USDOT to issue the country-specific EX number.

SECTION F

One-Time-Only Movement (OTO) (Source DOD 4500.9-R Part II DTR)

1. The Defense Transportation Regulation (DTR) authorizes the Transportation Officer (TO) to execute DOD traffic management policy and procedures to obtain transportation services. The appointment will be accomplished by special order of the area, activity, or installation CDR IAW regulations of the military departments concerned. The Transportation Officers (TO) use a number of different procurement instruments to purchase transportation and related services. These instruments include FAR contracts, Bill of Lading (BL), government transportation requests and similar transportation forms. (See 40 USC § 481 et seq.).
2. United States Transportation Command (USTRANSCOM) is composed of Air Mobility Command (AMC) and the Surface Deployment and Distribution Command (SDDC); USTC administers Transportation Procurement Policy for both commercial and organic movement of DOD cargo. This Policy applies to both Government contracted and non contracted procurement of transportation or related services.
3. There are two types of procurement support, Federal Acquisition Regulation (FAR) and Short Term. FAR Based contract moves are where special rates are negotiated with a Carrier for guaranteed volume when agreed to. Short Term are unique moves that are more commonly known as One-Time-Only (OTO) or Spot Bids.
4. One-Time-Only are unique (including over dimensional/overweight and sensitive AA&E) shipments using any mode of transportation that is adequate to meet the specific requirements to move that shipment. Otherwise known as —spot bid on the web||, this shipment shall remain as the cost on file (benchmark) for any future movements of this unique article. Spot bids on the Web may be used in the absence of standard tenders to generate a Bill of Lading (BL).
5. Offering One-Time-Only shipments originate with any of the following:
 - a. DOD Shipping Activity
 - b. Designated DCMA/DLA Transportation Office
 - c. Joint Munitions Command (JMC) - Ammo only
6. Processes to initiate offers are through:

- a. US TRANSPORTATION COMMAND (TRANSCOM) - Commercial Air OCONUS moves.
- b. SDDC - Receives One-Time-Only (OTO) offers for Vessel moves via the Integrated Booking System (IBS).

7. Offers are then offered for bid to approved Carriers, depending on the Mode. Interested Carrier validates the bid with an offer that is relayed to the initial Offer. It is the DOD activity that arranges transportation to award movement to the selected carrier.

Special Assignment Air Mission (SAAM)

- 1. A mission performing special assignment airlift. Special assignment airlift missions are defined as airlift requirements for special pickup or delivery by the Air Mobility Command at points other than established Air Mobility Command routes, and which require special consideration because of the weight and/or size of the cargo, urgency and/or sensitivity of cargo being moved.
- 2. It is used for General Cargo and AA&E moves under DTC 9.
- 3. To use efficiently, there should be enough volume to support chartering aircraft when No AMC Channel are neither available nor viable Commercial Movement.
- 4. For AMMO, SAAM movement is initiated by the Joint Munitions Command (JMC); Rock Island, IL. All others are arranged by the respective Life Cycle Management Command (LCMC) in coordination with the administering DCMA or respective Installation Transportation Officer.

Scheduling Delivery Term Code (DTC) 8 Pickups for Sensitive Arms, Ammunition and Explosives

Pilot Pick Up

- 1. To ensure safe and secure delivery of Sensitive Arms, Ammunition and Explosives (AA&E) to FMS Purchasers, the U.S. Department of Defense (DOD) requires that this materiel be delivered overseas via the Defense Transportation System (DTS). As a minimum allowable alternative to overseas DTS delivery, an FMS Purchaser may pick up Sensitive AA&E at a DOD-controlled aerial or ocean port in its own military or military-chartered aircraft or vessel. DOD, however, will retain control and

custody of the Sensitive AA&E until it is loaded by DOD or DOD contract personnel into the vessel or aircraft at the POE. DOD does not relinquish custody until a ship's captain/first officer or an aircraft commander signs a receipt.

2. DTS delivery to an overseas Port of Debarkation (POD) offloaded is Delivery Term Code (DTC) 9. Overseas delivery to an inland destination is DTC 7. Pickup by a Purchaser at a DOD port is DTC 8. Only Sensitive Categories II, III and IV (Security Risk Categories 2, 3 and 4) and materiel requiring Transportation Protective Service (TPS) under CIIC 7 (materiel classified with DMIL's other than A, B, or Q) can be exported under DTC 8 procedures. Category I/1 must be exported under DTC 9 or 7 unless a Purchaser obtains a waiver to use DTC 8 from the Under Secretary of Defense for Intelligence (USDI). See Attachment 1 below for a more detailed description of Sensitive AA&E according to DOD regulations.

3. The DTC is determined in the FMS Case development process. DTCs are annotated in a Letter of Offer and Acceptance (LOA) which is the finished FMS Case. When a requisition is submitted under an FMS Case, the DTC goes into the fifth position of the document number that identifies the requisition. Since a document number never changes, the DTC will appear in the same position of the Materiel Release Order (MRO) placed on a shipping activity to fill the requisition. This is also true of the Transportation Control Number (TCN) created by the shipper to release the materiel. Unless overriding instructions are issued by the DOD Implementing Agency (IA) that manages an FMS Case, DTC 8 will appear in all requisitions/ MROs/TCNs used to release materiel to a DOD-controlled Port of Embarkation (POE) for pickup by an FMS Purchaser.

4. The following guidance is for FMS Purchaser Country Representatives and DOD personnel who are involved with DTC 8 exports. It provides Points of Contact and describes what must be done when arranging DTC 8 pickups. This includes selection of ports and determining pickup dates. There are very few Ports available that can handle Sensitive AA&E; so accurate information and strict compliance with procedures are essential. The two DOD agencies that have control of these POEs are the Surface Deployment and Distribution Command (SDDC) and the U.S. Air Force (USAF) Civil and Foreign Government Aviation Office.

5. Pilot pickup procedures differ depending on the type aircraft used. If the Purchaser employs a foreign state aircraft, normally a military aircraft, a Country Representative in the Purchaser's Washington, DC, Embassy must request an **Aircraft Landing Authorization Number (ALAN)** from the USAF Civil and Foreign Government Aviation Office (AF/XOO-ARA). The phone number is (703) 697-1938 or

(703) 697-1796. The FAX is (703) 697-1972. Requests will be submitted in writing, normally through the foreign government's air attaché in Washington DC, to AF/A30- AYO, 1480 Air Force Pentagon, Washington DC 20330-1480, at least five working days prior to the beginning of the flight. See U.S. Air Force Instruction (AFI) 10-1801 for instructions and format or request.

6. Permission to land at US Air Force installations in the US or foreign countries does not constitute nor take the place of diplomatic clearance or other over flight clearance requirements. The foreign government is responsible for submitting a request to the Department of State for diplomatic clearance of overflight and landing in the United States as well as to each foreign country which will be over flown or in which a landing is to be made.

7. Foreign Governmental Aircraft Landing at United States Air Force Installations, provides detailed instructions for requesting ALANs. A request must be submitted at least **five days** before a planned pickup date. Also, if the Country Representative, as listed in the MAPAD, is not located in the Purchaser's Washington, DC, Embassy, arrangements must be made for someone from the Embassy to formally make the request. A Purchaser's Freight Forwarder absolutely cannot request ALANs.

8. If an FMS Purchaser charters a civilian aircraft instead of employing a foreign state aircraft, the air carrier must apply to AF/XOO-ARA for a LANDING PERMIT not an ALAN--ALANs are required only when foreign state aircraft are used. The Landing Permit phone number is (703) 697-5967; the FAX is (703) 695-7004. The air carrier must provide the Civil and Foreign Government Aviation Office three (3) Department of Defense Forms (DD Forms 2400, 2401, and 2402) which provide the Air Force with Certificates of Insurance and Hold Harmless Agreements for each pickup. Detailed instructions for Landing Permit requests are found in Air Force Instruction (AFI) 10-1001, Civil Aircraft Landing Permits. Civil Aircraft Landing Permits must be requested at least **30 days** before a pickup date.

9. When setting up a pilot pickup, an FMS Purchaser must have current Export Licenses and Shipper's Export Declarations (SEDs) for the materiel. Also, no landing can be made without an overflight clearance from the U.S. State Department. If a State (military) aircraft is used, the Purchaser's Country Representative will get the clearance. If the aircraft is chartered, the civil air carrier will get it. If explosives are involved, the FMS Purchaser or the carrier must have valid Competent Authority Approvals (CAAs) for them. Aerial port personnel will review these documents when the items are being loaded.

10. Waivers to the five or thirty-day advance notice requirements are possible, but they require a specific justification, and are considered on a case-by-case basis only. Contact the appropriate Point of Contact at the USAF Civil and Foreign Government Aviation Office (State aircraft or civil aircraft) directly to determine if a waiver can be considered.

11. Landings without ALANs or landing permits are "Unauthorized Landings." A landing is an "INTENTIONAL UNAUTHORIZED LANDING" if every detail of the actual pickup does not conform to the information provided in an ALAN or landing permit request. Incompatible HAZMAT is a good example. Too much materiel called forward for a pickup aircraft is another. The aerial port's Installation Commander must report Unauthorized Landings to HQ USAF, to the Federal Aviation Administration (FAA) and to the operator's government. All of the above information, Air Force Instructions, procedures etc. are available in the following website: <http://www.useg.org/useg.html>.

12. For Pilot Pickups, NOA's are submitted to the designated MAPAC in the MAPAD. The NOA addressee responds directly to a shipper after an ALAN or Civil Aircraft Landing Permit has been obtained. The NOA response directs shipment to a specified DOD aerial port plus the date or dates it must arrive. Before releasing cargo, the shipper will contact the aerial port to confirm the delivery information. Then the cargo will be shipped as directed.

NOTE: If a DTC 8 release is initiated as a surface pickup (NOA/ETRR etc.) and is later revised to a pilot pickup, the shipper will cancel its ETR Request and pilot pickup procedures will be followed.

Vessel Movement

1. Whenever a DOD shipping activity processes a DTC 8 release, surface procedures will be followed UNLESS the FMS Purchaser gives advance notice that a pilot pickup is planned. When preparing Sensitive AA&E for surface pickup, the shipper will send an "information" Notice of Availability (NOA) to the current NOA addressee. Concurrently, it will submit an Export Traffic Release Request (ETRR) to the SDDC Operations Center. The NOA tells the addressee to contact the SDDC Operations Center to coordinate pickup arrangements. When the arrangements are finalized, the SDDC Operations Center will transmit an Export Traffic Release (ETR) to the shipping activity. The ETR directs a shipper when and where to ship materiel. The SDDC ETR is the only authority for release of materiel for a surface pickup. NOA addressees are not authorized to direct a shipper to release materiel for a surface pickup.

2. ETRRs for surface pickups of ammunition or explosives are not submitted directly to SDDC by the releasing activity. It routes ETRRs through the Joint Munitions Command (JMC). This is because the JMC is the DOD Single Manager for ammunition, and DOD has given it release authority for most of DOD's ammunition. Missiles and Air Force and Navy-peculiar items are exceptions. The shipper's "information" NOA still advises the NOA addressee that it must coordinate pickup with SDDC. It is only the ETRR to SDDC that the shipper must route through the JMC Transportation Office. The JMC Transportation Office then forwards the ETRR to the SDDC Operations Center. After the pickup details have been finalized between the NOA addressee and SDDC, SDDC will transmit the ETR to JMC for retransmission to the shipper. For information about a pending release, the NOA addressee should contact the JMC Transportation Office at (309) 782-5612 or 5390. This special procedure with its additional steps does not apply to pilot pickups or to pickups of non-explosive arms.

3. Besides arranging for ports and times, other factors should be addressed to ensure successful DTC 8 pickups. Lead times are important; so advance notice requirements are firm. Personnel and materiel resources at ports are limited and scheduling determined by these limitations. A ship or aircraft must show up as scheduled. "No-shows" waste resources and manpower. Delayed arrivals cannot always be accommodated. HAZMAT regulations also must be followed for all cargo. Ports cannot store materiel, especially Sensitive AA&E. If cargo cannot be loaded, it will be shipped to DOD Storage activities at the FMS Purchaser's expense. Purchasers must keep their Military Assistance Program Address Directory (MAPAD) addresses current. An NOA sent to the wrong address because of outdated MAPAD data will cause delays. Export Permits (DSP-94 or DSP-85) and their

associated LOAs must be available for U.S. Customs personnel at both aerial and ocean ports during loading. Competent Authority Approvals (CAAs) are required for explosives shipments, and FMS Purchasers must have them available for port personnel.

NOTE: Although DTC 8 procedures are NOT mandatory for releases of non-Sensitive AA&E; some FMS Freight Forwarders, because of local HAZMAT ordinances, cannot receive non-Sensitive explosives and ammunition items at their facilities.

4. When a freight forwarder responds to a Notice of Availability (NOA), it may instruct the shipping activity to send it to a DOD port to be included with other DTC 8 shipments for a Purchaser's pickup. **DTC 4 or 5 releases cannot be shipped as DTC 8 unless the DTC is upgraded to DTC 8 by the involved IA.** If the DTC is 4 or 5, the FMS Purchaser has not paid DOD for CONUS Port Handling (DTC 5) or CONUS Port Handling/Inland CONUS Transportation (DTC 4). Therefore, if a shipper receives NOA response instructions to ship a DTC 4 or 5 releases to a DOD port, it should call the IA point of contact indicated in TABLE E-1, Appendix E of the DTR, Part II, for further instructions. The IA FMS Case Manager must amend/modify applicable FMS Case to include DTC 8 funds for the shipment. Once this is done, the IA will notify the shipper in writing that DTC 8 release is authorized. Because the original document number/TCN is a permanent record, however, the shipper must not alter the document number/ TCN when releasing the materiel to the DOD POE.

4. The SDDC Operations Center Terminals Division in Scott AFB, IL sddc.ops.coc@us.army.mil is the point of contact for ocean or surface pickup. Their phone numbers are **(618) 220-6912/6920 or the SDDC Fusion Center (618) 220-6463**. The FAX number(s) are (618) 220-7986 and (618) 220-6013.. This SDDC Division will coordinate port and pickup dates with either an FMS Purchaser's Country Representative or its Freight Forwarder. A Purchaser can designate an FMS Freight Forwarder to coordinate DTC 8 pickups by listing it as the Notice of Availability (NOA) TAC 3 addressee in the MAPAD unless Classified (e.g., CONFIDENTIAL or SECRET) materiel is involved. For Classified materiel, only the Country Representative listed in the MAPAD can receive and answer the NOAs and arrange the pickups. FMS Purchasers are also responsible for Export Licenses and Shipper's Export Declarations (SEDs) for DTC 8 exports. These must be available when DOD port personnel are loading a vessel. A berthing request must be received by the SDDC Operations Center at least 45 days in advance of an intended pickup date. The mailing address for the SDDC Operations Center Terminals Division is **ATTN: SDDC Headquarters, Scott AFB; 1 Soldier Way Scott AFB, IL 62225**

USTRANSCOM's Commercial Test Plan

1. Currently, no program exists to provide the appropriate level of Transportation Protective Service on shipments of sensitive AA&E and sensitive items (i.e. Night Vision Goggles/Scopes, Aiming Devices, software, communications (radios), and system maintenance kits) by commercial air outside of the United States. This protection has been provided traditionally, by regulation, by moving the shipment in the military-controlled Air Mobility Command (AMC) channel system and theater distribution or by Special Assignment Airlift Mission (SAAM). On occasion, there is a need for this commercial capability when the AMC channel or SAAM mission is not feasible.

USTRANSCOM has developed a test plan that's intended to implement this capability under the following broad concepts:

- a. It will be used infrequently, when no other military-controlled method of transportation is feasible.
- b. Only select low/medium risk (Security Risk Categories (SRC) III/IV Ammunition and Explosives, SRC IV Arms and Uncategorized) cargo will be eligible for the pilot program. No high risk (Security Risk Category I/II or missile/rocket systems or components) cargo will be moved using this method.
- c. It will only be used for each separate shipment on a One-Time-Only basis, processed through USTRANSCOM.
- d. Because the shipment will move outside the United States and may be subject to handling by foreign personnel, the Transportation Protective Service (i.e. Constant Surveillance) will be accomplished through the use of one or more qualified carrier-provided escorts who will accompany the shipment from origin to destination. These escorts will be identified at the time of carrier selection and will have their security clearance verified by USTRANSCOM and their identity will be verified at both origin and destination.
- e. If more than one carrier provided escort is used, all escorts will be identified in advance and chain of custody will be documented so that no break in surveillance occurs (except when shipment is secured in cargo hold or security cage as outlined in this plan).
- f. The requesting Service or Agency will identify, in advance, the point of contact who will sign for the shipment at destination, taking custody from the carrier-provided escort.

2. Shippers wishing to use the TRANSCOM test process will coordinate request with the designated POC's in Appendix E; Table E-4 of the DTR (DOD 4500.9-R Part II).

SECTION G

Transportation Plan (TP) and Transportation Protective Services (TPS)
(Source: DOD 5100.76M, DOD 4500.9-R Part II, DSCA Manual 5105.38-M)

1. After a decision is made to authorize the release or export of classified information or material to a foreign government or international organization, the transfer must be through government-to-government channels (e.g., Military Postal Service, Defense Courier Service, Defense Transportation System) or other channels agreed upon by the sending and receiving governments.
2. A transportation plan must be incorporated in, or appended to, as a contractual requirement, each DCS contract and FMS contract involving the international transfer of classified material as freight. A transportation plan is also required for any DCS or FMS contract for sensitive AA&E, regardless of classification. The transportation plan will describe step-by-step arrangements for the secure shipment of the material from the point of origin to the ultimate destination. The U.S. and recipient government's transfer agents, Designated Government Representatives (DGR), and escorts must be identified in the plan or, for recurring shipments, in a Notice of Classified Consignment. The plan must provide for security arrangements in the event of emergencies and when the transfer cannot be made promptly. The shipment must be accompanied by an appropriately cleared escort. The captain of a ship or aircraft who is appropriately designated, cleared to the level of the material to be shipped, and briefed on his or her responsibilities, and who is a citizen of the United States or the recipient country, may perform this function. The format and requirements for a transportation plan may be found in Section K or Chapter 7 of the SAMM).
3. For transfers of classified material that originate at a contractor facility, the CSO or a U.S. designated government representative must verify that the material to be transferred is identical to that which has been authorized for export by a DSP-85 or letter authorization from the licensing authority, or other U.S. Government authorization in compliance with the ITAR (*reference c*). When requested by the CSO or designated government representative, the contractor must provide documentation that certifies the contents of the shipment. Contractor preparation for international transfers should comply with the following:

(a) The transportation plan shall, as a minimum, include:

- (1) A description of the material to be shipped and a brief narrative describing where and under what circumstances transfer of custody will occur.
- (2) Identification, by name and title, of the designated government representative (or alternate) of the recipient government or international organization who will receipt for and assume security responsibility for the classified material.
- (3) Identification and specific location(s) of delivery point(s) and security arrangements while the material is located at the delivery points.
- (4) Identification of commercial carriers and freight forwarders or transportation agents who will be involved in the shipping process, the extent of their involvement, and their clearance.
- (5) Identification of any storage or processing facilities and transfer points to be used; certification that such facilities are authorized by competent government authority to receive, store, or process the level of classified material to be shipped; and a description of security arrangements while the material is located at the facilities.
- (6) Routes and, if applicable, security arrangements for overnight stops or delays en-route.
- (7) Arrangements for dealing with port security and customs officials.
- (8) The identification, by name or title, of couriers, escorts, or other responsible officials (e.g. Captain or Crew Chief) to be used, including social security, government identification, or passport number, security clearance, and details concerning their responsibilities.
- (9) Description of the shipping methods to be used and the identification of the foreign or domestic carriers.
- (10) Description of packaging requirements, seals and storage during shipment.
- (11) A requirement for the recipient government or international organization to examine

shipping documents upon receipt of the classified material in its own territory and notify DIS or the DoD Component having security cognizance over the classified material if the material has been transferred en-route to any carrier not authorized by the transportation plan.

Note: Requirement for the recipient government or international organization to inform DIS or the DOD Component having security cognizance over the classified material promptly and fully of any known or suspected compromise of classified material.

Note: Arrangements for return shipments if necessary for repair, modification or maintenance.

Transportation Protective Services (TPS)

1. Current policy requires cargo classified as Ammunition, Arms and Explosives (AA&E), sensitive, classified or secret to be transported with additional Transportation Protective Service (TPS) in order to minimize loss, damage, pilferage and enhance in-transit visibility of high dollar or controlled inventory items.
2. Further information on transporting and providing TPS refer to:
 - a. DOD 5100.76-M/ DSCA MANUAL 5105.38-M, Physical Security of Sensitive Conventional Arms, Ammunition and Explosives
 - b. Security Assistance Management Manual (SAMM) Para C.7.17 for transportation of sensitive conventional AA&E
 - c. DOD 5200.1-R for classified shipments, and DOD Supplement 5220.22-S, COMSEC Supplement to Industrial Security Manual for Safeguarding Classified Information for CCI shipments
 - d. Chapter 205 of Part II of the DTR; Table 205-7

SECTION H

Transportation Control Numbers (TCNs)

(Source: DOD 4500.9-R Part II DTR)

1. A TCN is a seventeen character identification number that is used to identify and manage a Shipment Unit in its movement from a shipping activity to its ultimate consignee. Each TCN is unique and is not duplicated. It is the basic tracking, tracing and control number.
2. A shipper (Supply Depot or DCMA administering a contract) constructs and assigns a TCN to a Security Assistance Shipment Unit once its configuration and content have been determined. A Shipment Unit may consist of one or several MILSTRIP Materiel Release Orders (MROs). However, MILSTRIP Shipment Unit consolidation rules must be followed; e.g., any number of MROs can go into the same Shipment Unit if each one has the same U.S. Service manager code, customer country code, customer within country code, type of assistance code, project code (if any) and priority). If a Shipment Unit has to be divided into increments, a shipping activity can PARTIAL a TCN as described below. Each partial functions as a separate TCN so that different increments can be moved in different conveyances as separate Shipment Units.
3. Transportation records refer only to Shipment Units and to their TCNs. This means that transportation records, in and of them, will not identify specific MROS. Before release to its Transportation Office, a shipping activity packing personnel must insure that a Shipment Unit is accurately loaded with the MROs that should be in the Shipment Unit. The packers must also insure that packing lists (IRRDs or MIRRs) attached to the Shipment Units correspond with the MROs in the Shipment Unit. Finally, AS_ shipment status for each MRO must accurately make reference to the Shipment Unit it is packed in since this status is the only way of determining if materiel has been shipped.
4. A single-increment TCN is constructed by adding three X's to a fourteen position MILSTRIP requisition/MRO document number (e.g., BTUA5Z-4194-9001XXX) or two X's to a suffixed requisition (e.g., BKSB85-4154-9003AXX). If more than one MRO is consolidated or "multi-packed" into the same Shipment Unit, then one of the document numbers will be selected as the lead document number and will be used to construct the TCN for the entire Shipment Unit. The term "lead TCN" is not correct; there is only one TCN for a Shipment Unit. The term "lead" only applies to the MRO document number selected to form the TCN. The only absolute rule that applies to selecting a lead document number is that the one with the earliest Required Delivery Date (RDD), if any, must be

used so that this RDD will appear on the Shipment Label (DD Form 1387) and any other documentation. 5. If a single release must be divided into increments, the shipper will divide the requisition/MRO document number into PARTIAL TCNs, with one partial TCN for each increment. An MRO for large vehicles is an example. All cannot move on the same flatbed truck or railroad flatcar; so partialling is used to assign each vehicle its own non-duplicate TCN. Each partial can then be offered, tracked etc. as a separate Shipment Unit. With partialling, however, each Shipment Unit will cross-reference to the original MILSTRIP requisition/MRO document number. A TCN partial is constructed by inserting a letter (other than X, I or O) in position sixteen of each partial TCN. The letters are assigned starting with A and running sequentially to the last increment. Currently, Z is no longer used to identify the last increment as was done in the past. Some examples of TCN partials are as follows:

a. Requisition BESA9Z-4098-D001 for three ambulances:

Normal TCN if one increment could be used: BESA9Z-4098-D001XXX

Partial TCNs if three increments are used:

1st BESA9Z-4098-D001XAX 2nd BESA9Z-4098-D001XBX 3rd BESA9Z-4098-D001XCX

b. Suffixed requisition BKSB45-4172-D003A for ten howitzers:

Normal TCN if one increment could be used: BKSB45-4172-D003AXX

Partial TCNs if ten increments are used:

1st BKSB45-4172-D003AAX 2nd BKSB45-4172-D003ABX 3rd BKSB45-4172-D003ACX

4th BKSB45-4172-D003ADX 5th BKSB45-4172-D003AEX 6th BKSB45-4172-D003AFX

7th BKSB45-4172-D003AGX 8th BKSB45-4172-D003AHX 9th BKSB45-4172-D003AJX

10th BKSB45-4172-D003AKX

6. A Shipment Unit or increment can also be SPLIT by a water or aerial port if the entire unit or increment cannot be moved in one ship or the same hold of a single ship or in the same military aircraft. After dividing a shipment unit into increments, terminal personnel will assign a split TCN to each increment, thus changing each increment into a new Shipment Unit. Split TCNs are constructed in the same manner as partial TCNs except that position seventeen receives the new alpha character instead of position sixteen. Ocean terminals often assign Z to the last split increment regardless of its number, but this is not done by DOD aerial ports; they will assign the last split increment the next sequential alpha character that completes the sequence. Some examples of split Shipment Units are shown below:

a. Non-partial TCN BJAA95-4255-D005XXX received at an ocean port that must be split into three increments for onward movement:

1st split BJAA95-4255-D005XXA 2nd split BJAA95-4255-D005XXB
3rd split BJAA95-4255-D005XXZ

b. Partial TCN BNKA9Z-4292-9003XBX received at an aerial port that must be split into four increments for onward movement in four different aircraft:

1st split BNKA9Z-4292-9003XBA 2nd split BNKA9Z-4292-9003XBB
3rd split BNKA9Z-4292-9003XBC 4th split BNKA9Z-4292-9003XBD

7. Also, regarding MILSTRIP status reporting, current MILSTRIP now requires that a Shipment Unit be identified only by TCN, regardless of the mode of shipment. In an AR_ Material Release Confirmation, the entire TCN is entered in r.p. 60-76. In AS_ shipment status reports, the TCN, less the first and last positions, is entered in r.p. 62-76. Listed below are various forms of status:

a. Freight shipment from Defense Depot Columbus, Ohio:

Document No. BKSA55-4099-9001
TCN: BKSA55-4099-9001XXX
MILSTRIP AS_ Shipment Status: KSA55-4099-9001XX
MILSTRIP AR_ Materiel Release Confirmation: BKSA55-4099-9001XXX

b. A UPS shipment from Defense Depot Susquehanna Pennsylvania:

Document No. BESL9N-4035-3507
TCN: BESL9N-4035-3507XXX
MILSTRIP AS_ Shipment Status: ESL9N-4035-3057XX
MILSTRIP AR_ Materiel Release Confirmation: BESL9N-4036-3057XXX.

8. Finally, after all is said about TCNs and MILSTRIP status reporting, the Transportation Control Number is the number that identifies a Shipment Unit from a shipping activity to the shipment's final destination. Shipping Activities' records identify shipments by TCN and transportation agencies such as the Surface Deployment and Distribution Command (SDDC) and the Air Mobility Command (AMC) provide lift information by TCN. This is the CONTROL number for any shipment. If only a shipping activity and Requisition/MRO document number are known, release and status documentation must be consulted to determine which TCN was assigned. This may require contacting a materiel manager and a shipping activity.

