



**UNITED STATES MARINE CORPS**  
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I MEFO 4690.1

G-4

**16 JUN 2015**

I MARINE EXPEDITIONARY ORDER 4690.1

From: Commanding General  
To: Distribution List

Subj: I MARINE EXPEDITIONARY FORCE (I MEF), CONTAINER MANAGEMENT ORDER  
(SHORT TITLE: I MEF CONTAINER MANAGEMENT ORDER)

Ref: (a) CSC 46, U.S.C. Appendix 1503  
(b) DoD 4500.9R, Part VI  
(c) MCO 4690.1  
(d) MIL-HDBK-138B

Encl: (1) I MEF Container Guidance

1. Situation. The improper use of International Organization for Standardization (ISO) containers as temporary or permanent storage has created availability issues within the Department of Defense (DoD) Transportation System. ISO containers are a primary asset for transportation and mobility within the DoD. These assets are sourced commercially, leased, and/or DoD or Service-owned. Sourcing through various modes enhances flexibility but creates management challenges.

2. Cancellation. I MEFO 4500.

3. Mission. Provide instruction for the use, management, maintenance, and disposal of ISO containers in order to enhance both I MEF and DoD mission capability while controlling excess costs associated with mismanagement.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. As a MEF, every available asset must be utilized to enhance our ability to deploy quickly and efficiently. The end-state is to improve our readiness and mission capability through maintaining accurate accountability, conducting container inspections along with maintaining staging containers in a ready-to-load state for any mission assigned.

(2) Concept of Operations. This Order encompasses 20 and 40 foot containers, whether DoD/Marine Corps owned, leased, or commercially provided, as well as other ISO-configured equipment utilized by Marine units before, during, and after deployments and exercises. This Order is not intended to replace the references, but to frame them as they pertain to I MEF.

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b. Subordinate Element Missions

(1) Assistant Chief of Staff G-4

(a) Assign a Container Control Officer (CCO) and Alternate Container Control Officer (ACCO), in writing, to centrally maintain and disseminate container information, as well as, perform command coordination requirements with the Marine Corps Logistics Command (MARCORLOGCOM) Distribution Management Center (DMC). The MEF CCO is responsible for managing the MEF container program.

(b) Submit all requests for commercial leased containers to the MARCORLOGCOM DMC. Forward an info copy to the Marine Corps Forces Pacific (MARFORPAC) G-4.

(c) Establish a container inspection program in accordance with the requirements of the Convention for Safe Containers (CSC), in accordance with reference (a).

(d) Notify the supporting base/station Distribution Management Office (DMO) on the reception and staging requirements for inbound leased containers.

(e) Incorporate container employment (stuffing/unstuffing, blocking/bracking, transport, control and distribution, to include damage assessment and prevention) in training exercises and operations.

(f) Inspect, recertify, and report the status of Marine Corps-owned containers as required to MARCORLOGCOM DMC, Container Section. Forward an info copy to the MARFORPAC/G-4.

(g) Train units to properly utilize containers, determine requirements, understand procedures for stuffing, blocking/bracking, tie down usage and Container Handling Equipment (CHE).

(h) Provide lessons learned on container usage, in accordance with reference (c) to Commanding General, Marine Corps Combat Development Center (CG, MCCDC) (Director, Marine Corps Warfighting Lab) for further consideration, dissemination, and standardization, as appropriate.

(i) Ensure all containers are accounted for in accordance with the references and identified within unit-level embarkation databases, Marine Air Ground Task Force (MAGTF) Deployment Support System II (MDSS II), for deliberate planning and crisis.

(j) Conduct periodic review of containerization-related initiatives and requirements to ensure the MEF container pool and potential leasing requirements match heaviest Operation Plan (OPLAN) requirements and on-going Time Phased Force Deployment Data (TPFDD).

(2) Commanding General, 1st Marine Logistics Group (1st MLG)

(a) Assign CCO and ACCO, in writing, and update the appointment letters annually or upon transfer.

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(b) Assign and maintain two CSC trained/certified personnel within the command, supporting proper accountability, care, and management of containers on hand. Ensure that all required inspection documentation is maintained on hand.

(c) Manage the MEF container pool maintaining positive control and accurate accounting of all containers located in the pool.

(d) Ensure effective and efficient container support to MEF approved requesting units.

(e) Coordinate the requesting, receiving, and returning process with unit personnel.

(f) Assist in ownership identification of previously unidentified containers. Coordinate with the MEF CCO to arrange the return of commercially-owned and leased containers.

(g) Coordinate with the MEF CCO to maintain accurate inventory data in the Army Container Asset Management System (ACAMS). Ensure that documentation is uploaded and that statuses reflect condition, ownership, location, and disposition.

(h) Maintain available/not-available inventory in the Transportation Capacity Planning Tool (TCPT). Execute all requests for container support by utilizing TCPT.

(i) Advise the MEF CCO of any anticipated or actual container shortages.

(j) Coordinate the maintenance and disposal of containers in accordance with MEF policy and procedures.

(k) As directed, provide training on the use of containers (to include determining requirements, procedures for stuffing, blocking/bracing, tie down usage, CHE, and employment of Joint Modular Intermodal Containers (JMICs) as they replace quadcons for unit deployment use). Ensure appropriate unit personnel are trained in ACAMS and are certified to inspect containers.

(l) Provide technical assistance concerning procedures for stuffing containers, including procedures for handling ammunition, explosives, and hazardous material shipments.

(m) Provide representation to the annual Marine Corps Container Working Group (MCCWG) meetings, as required.

(3) Commanding General, 1st Marine Division (1st MarDiv), Commanding General, 3rd Marine Aircraft Wing (3d MAW), Commanding Officer's I MEF Headquarters Group (I MHG), 11th, 13th, and 15th Marine Expeditionary Units (MEUs), and Other Attached/Subordinate Commands of I MEF

(a) Assign a CCO and ACCO, in writing, and update the appointment letters annually or upon transfer.

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(4) CCOs will execute their responsibilities as per the references, and as listed in enclosure (1), ensuring compliance with this Order.

c. CSC Inspections, Maintenance, and Storage. All I MEF 20 and 40 foot ISO containers will be inspected to CSC standards, maintained or disposed of, and stored in the Empty Container Consolidation Point (ECCP) adjacent the Individual Issue Facility (IIF) aboard Camp Pendleton.

5. Administration and Logistics

a. Government owned containers will not be utilized for storage or warehousing in garrison. Temporary training and limited exercise storage may be granted by the I MEF G-4 on a case-by-case basis. Units will submit requests via Naval Automated Message Handling System (AMHS), including detailed operational needs and justification.

b. Any leased or DoD-controlled container as classified in enclosure (1) must be returned to the carrier at the earliest opportunity in order to avoid detention and ancillary costs.

6. Command and Signal

a. Command. This Order is applicable to all I MEF units.

b. Signal. This Order is effective the date signed.



M. J. GOUGH  
Chief of Staff

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MARCORLOGCOM  
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# **I MEF Container Guidance**

# 2015

This manual provides I MEF guidance, responsibilities, and procedures for the management and control of ISO containers.

## **I MEF Container Guidance**

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**REFERENCES**

1. Defense Transportation Regulations (DTR):  
<http://www.transcom.mil/dtr/part-vi/>
2. MIL-HDBK-138B:  
<https://www.3.dac.army.mil/DET.hdbk138/138B.pdf>
3. Marine Corps Container Control Policy:  
<http://www.marines.mil/news/publications/Documents/MCO%204680.5A.pdf>
4. I MEF Distribution Management Office Share Point:  
<https://intranet>

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## I MEF Container Guidance

1. General

a. Preface: The purpose of this Order is to provide the I MEF guidance, responsibilities, and procedures for the management and control of containers meeting the standards of the ISO and certified under the International CSC. This Order encompasses all intermodal containers and container services, either DoD or Marine Corps-owned, leased, or commercially-provided, held by DoD/Marine Corps activities before, during, and/or after use. Specifically included are Container Roll on/off Platforms (CROP), flatracks, Load and Roll Pallets (LRP) with Marine Corps or DoD-level ownership. Following the container management procedures contained herein will help ensure all I MEF units are managing on-hand intermodal containers in compliance with the Defense Transportation Regulations (DTR) Part VI - Management and Control of Intermodal Containers and System 463L Equipment.

b. Scope: This Order provides guidance for I MEF units that utilize commodities within the DoD intermodal equipment system. The equipment system includes intermodal containers and container services, either DoD/Marine owned, leased or commercially provided, and other ISO configured equipment held by DoD/Marine activities before, during and/or after use. Also, specifically included are CROP, flatracks, LRP, and quadcons; with Marine Corps or DoD-level ownership.

c. Organizational Overview, Roles, and Responsibilities

(1) Surface Deployment and Distribution Command (SDDC) is the Army Service Component Command of the United States (U.S.) Transportation Command (USTRANSCOM) and is a major subordinate command to Army Material Command (AMC). SDDC serves as the Global Container Manager (GCM) providing DoD ISO container management in coordination with all Military Services for DoD ISO containers moving within the Defense Transportation System (DTS), and/or other global multimodal system/methods, and in use or owned by the Marine Corps.

(2) Army Intermodal and Distribution Platform Management Office (AIDPMO) is under SDDC management and provides inventory, accountability, tracking, and visibility services and support through automated web-based databases. AIDPMO is the DoD's single manager for all DoD-owned ISO containers, flatracks, and other distribution platforms. Additionally, they are DA's Authorized Ordering Activity (AOA) acting as the central point for all intermodal equipment leading under the MLSC. I MEF G4 Strategic Mobility Officer (SMO) provides container control management guidance and procedures for all I MEF units. Container management encompasses all functions and responsibilities required to provide life cycle and operational management of all DoD/Marine-owned, leased, and commercial controlled ISO containers from acquisition to disposal. Data management processes are achieved through close coordination with SDDC, MARCORLOGCOM, Headquarters Marine Corps Logistics Policy Branch (HQMC-LPD), and AIDPMO.

(3) Command MARCORLOGCOM (COMMARCORLOGCOM) is designated as the Distribution Process Owner (DPO) for the Marine Corps, and as such, is the Distribution and Container Management authority for all Marine Forces.

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(4) Major Subordinate Command (MSC) and unit CCOs provide for unit level container control management. At a minimum, CCOs are responsible for the following:

- (a) MSCs will have a designated CCO. See Appendix F.
- (b) Performing statistical administrative tracking of all unit containers.
- (c) Providing visibility of current container management processes.
- (d) Maintaining data and inventory integrity ACAMS. Data management processes are achieved through close coordination with the I MEF CCO and the I MEF G4 SMO Container Control Management Team.
- (e) Making recommendations to I MEF CCO regarding management activities and requirements.
- (f) Maintaining container certifications and inspections, and ensuring those data elements are accurately reflected within the unit ACAMS online database.
- (g) Ensuring appropriate unit personnel are trained in ACAMS and are certified to inspect the unit's containers.

d. Categories

- (1) Carrier-owned containers, to include freight forwarder. Any container owned or leased by the ocean liner carrier that is used by the carrier to meet the contracted commitment for the movement of DoD/Marine cargo.
- (2) Common-Use. Services, material, or facilities provided by a DoD agency or a Military Department on a common basis for two or more DoD agencies, elements, or other organizations as directed.
- (3) DoD Common-use containers. DoD-owned, leased, or controlled 20 or 40 foot ISO container managed as an element of the DoD common-use container system. DoD common-use containers, both owned and leased, will be managed by USTRANSCOM, through SDDC, while in the DTS across the range of military operations. During movement in the DTS, USTRANSCOM, through SDDC, will manage and control the movement of these containers from provision of the empty at origin for loading through their transition to control by a Theater's movement control structure.
- (4) Commercial containers are generally available through two sources: ocean carriers as part of their intermodal service, or container leasing companies for use in the DoD-operated system. These containers do incur detention charges.
- (5) Government-owned containers are those purchased by the U.S. Government with most having ISO numbers starting with United States Military Union (USMU), United States Marine Corps (USMC), United States Aviation Underwriters (USAU) or The United States Army (USAX) and are painted in recognizable tan or olive colors. They are used to support trans-loading operations and are the preferred category of container for long-term



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temporary storage in any Area of Responsibility (AOR). Government-owned containers do not incur detention charges but can incur port storage assessment(s).

(6) Leased containers. MARCORLOGCOM acts as the Marine Corps' sole authorized agent to lease containers. MARCORLOGCOM coordinates all approved requirements on container leasing arrangements. They lease new or used containers and intermodal equipment used in day-to-day common use service. These containers will incur detention charges.

(7) Service-unique/owned Container. A 20 or 40 foot ISO container, or quadcon, procured or owned by a single DoD component. Containers may be either on an individual unit property record or contained within a component pool (i.e., USMC Maritime Pre-positioning Force (MPF) containers). They may also be temporarily assigned to the DoD common-use container system and are often referred to as a Component-Owned Container.

(8) Unit-owned containers support the transportation and logistical needs of units, purchased by using unit funds, or issued to the unit for command purposes.

## 2. Container Management and System of Record

a. Management: Marine Corps-owned 20 and 40 foot ISO containers are pooled assets controlled by I MEF SMO/Distribution Management Owner (DMO) and managed by I MEF CCO. Units request ISO containers through TCPT to support specific exercises or operation mobility requirements (Appendix E). TCPT is also used to coordinate transportation of ISO containers with the I MEF MAGTF Movement Control Center (MMCC). Delivery and return transportation costs associated with the container requests may be reimbursed under exercise/operation funds. Unit CCOs shall be responsible for tracking, controlling, utilization, and ensuring prompt return of ISO containers. A specific list of CCO responsibilities can be found in Appendix C and a template appointment letter is provided in Appendix D. MSCs and unit commanders must comply with DTR, Part VI, Chapter 601.C.11 to include the appointment of a CCO to ensure proper control of intermodal containers and associated assets. DoD, HQMC, MARCORLOGCOM, and I MEF guidance stipulate that the appointment must be in writing and renewed every two years or upon replacement. A copy of all letters must be provided to the I MEF G4 SMO Container Management Team.

### b. Container Utilization Restrictions

(1) DoD-owned, controlled and leased containers. Per the DTR, Part VI, Chapter 602.B.4, carrier-owned, leased, and/or DoD-controlled containers may only be used for non-transportation purposes in contingency operations where such use is vital to successful accomplishment of the mission. Maintaining leased and commercial containers on-hand is prohibited unless specifically authorized by MARCORLOGCOM via CG I MEF.

(2) Marine Corps owned containers. I MEF G4 is the single approval authority for utilization of containers for purposes other than transportation. Commands may request to use containers for storage via AMHS through appropriate channels to the Commanding General, I MEF (Attn: G4). Requests must include container type, serial number, location, estimated duration, and justification. Units granted non-transportation permission shall document custody in accordance with paragraph 2b(1). of this policy,

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and shall assume inspection, maintenance, and repair responsibility for the containers upon approval.

c. ACAMS: ACAMS is the DoD database for container management, directed for use by all Military Services. All CCOs located at both Government Owned Government Operated (GOGO) facilities/bases are required to maintain ACAMS as their container management system, including all Marine Corps commands within the purview of the Commanding General, I MEF. Inventories will be conducted every even year utilizing ACAMS as the single accountability/inventory system for containers.

(1) ACAMS is a secure, web-based commercial off-the-shelf software application DoD designated as the DoD-wide system of record to provide life-cycle management and control of all Marine Corps owned and leased container assets. The ACAMS application has been customized to meet the functional requirements of container managers worldwide, to account for control and provide visibility of container assets. It is also used to accomplish statutory and regulatory report requirements (i.e., Container Movement Reports (CMRs), Equipment Inspection and Maintenance Worksheet DA Form 2404 (Appendix I), and physical inventory reports). ACAMS provides the Marine Corps with capabilities to centrally manage procurement, registration, inspection, maintenance, status, location, ownership, and special characteristics of intermodal assets (containers, quadcons, etc.). ACAMS maintains a complete history of events associated to each intermodal asset and provides robust report capability, summary, and detailed data for all levels of Marine Corps management. ACAMS hosts the DoD ISO register of containers and is used to capture the Biennial DoD Container Inventory. AIDPMO is the proponent for ACAMS.

(2) For ACAMS access, contact Tanya Hartshorn at [tanya.hartshorn@us.army.mil](mailto:tanya.hartshorn@us.army.mil) or Albert Edwards at [albert.h.edwards@us.army.mil](mailto:albert.h.edwards@us.army.mil). The HELP DESK HOTLINE is 1-800-303-0926.

(3) For ACAMS assistance, contact the help desk and/or review Appendix A, which contains AIDPMO, ACAMS, and I MEF G4 SMO/CCO contact information.

### 3. Government Owned Containers

a. Receipt of Empty Containers/Government Owned: Containers must be ingested in ACAMS within two business days of receipt. Below procedures are to be followed (Appendix D):

(1) Those containers not already listed in ACAMS must also be added and properly receipted.

(2) Select "Container Functions" and click on "Receive."

(3) Select "Assets" and then "Modify." Modify the "Use Code" field to "Empty." Click on the actual data received on the calendar.

(4) Modify the "Condition" field to "Requires Inspection."

(5) Modify the "Inspection Grade" field to "Unknown."

(6) Inspect containers:

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(a) When DA Form 2404 is filled out, a damage measurement must be inserted on the ISO Container Inspection Checklist (i.e., light hole in upper left corner measuring 4cmx5cm). Explicit damage information and measurements are required.

(b) After inspecting the container, modify the "Condition Field" to either "Serviceable" or "Needs Repair/Not Serviceable."

(c) As instructed above, attach both the DA Form 2404 and ISO Container Inspection Checklist in ACAMS.

(d) Follow container maintenance instructions outlined in Paragraph 7.

(e) Upon completion of repairs, modify the "Condition" and "Inspection Grade" fields to the appropriate status.

(f) If estimated repairs exceed \$2,000, the Quality Assurance (QA) Inspector will mark "BER" (Beyond Economical Repair) with cost on the DA Form 2404. The unit CCO will then modify the "Condition" field to "BER" and the "Inspection Grade" field to "Unknown". Unit CCOs will turn in BERs containers to DLA Disposition Services (DRMO/Disposal) via normal unit disposal procedures/process IAW the unit SOP.

(g) Once container disposal is completed, unit CCO will submit a copy of the completed disposal document from DLA Disposition/DRMO showing that the container was disposed of appropriately.

b. Storage Containers

(1) Marine Corps owned containers are not authorized for unit storage without I MEF G4 approval.

(2) Commands may submit a request to use containers for storage via AMHS through appropriate channels to CG I MEF. Requests must include container type, serial number, location, estimated duration, and reason.

(3) All containers approved for storage use will have a current DA Form 2404 posted to ACAMS by the unit CCO.

(4) The following containers/types SHALL NOT be used for storage:

(a) Containers that require inspection.

(b) Leased containers.

(c) Commercial containers.

4. Leased Containers

a. Receipt of Empty Containers: Unit CCOs must receipt containers in ACAMS within two business days of receipt. Below procedures are to be followed:

(1) Those containers not already listed in ACAMS must also be added and properly receipted.

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- (2) Select "Container Functions" and click on "Receive."
- (3) Select "Assets" and then "Modify." Modify the "Use Code" field to "Empty." Click on the actual date received on the calendar.
- (4) Modify the "Condition" field to "Requires Inspection."
- (5) Modify the "Inspection Grade" field to "Unknown."
- (6) Containers are to be inspected and identified to I MEF G4 SMO for awareness and follow-on guidance/direction pertaining to leased containers.
- (7) Inspect containers.

b. Leased Containers Additional Information

(1) The Anti-deficiency Act, 31 USC § 1341 states that having equipment (containers) on an expired lease is an unauthorized commitment of government funds. To avoid future excess work and costs, when leased containers come in or are identified, unit CCOs will notify I MEF G4 SMO immediately.

(2) I MEF G4 SMO will then coordinate appropriate follow-on actions with MARCORLOGCOM and AIDPMO for the disposition of leased containers.

c. Redelivery/Recovery of Leased Containers: When leased containers are identified, I MEF G4 SMO will coordinate with MARCORLOGCOM and the appropriate Carrier/Owner for its return. Upon pick up, the unit CCO must update ACAMS using the "ship" tab for the container, and updating with the Consignee DoD Activity Address Code (DoDAAC) which will be the Lease Owner/Carrier/Owner (provided prior to scheduled pick-up and on the Commercial Bill of Lading (CBL)). This way when the container is updated to Off-Hired Lease, the Location DoDAAC is automatically changed and no longer shows as being on charge to the Marine Corps. If the unit does not make the update, the system will still show the container as being at the Command when it is not.

(1) One day prior to the Owner/Vendor picking up redelivered containers, units must do a walk around inspection verifying that any debris, foreign markings, placards, unit stickers, etc., have been removed from all containers, and that they are completely empty of any and all government property. Also, verify that an inspection has been completed and the DA Form 2404 has been uploaded into ACAMS. This is done so that if the vendor submits a damage claim the Marine Corps has something on file to verify if the damage was incurred while on lease or after redelivery.

(2) Once the Owner/Vendor received/affirms the request for pickup and provides the necessary documents, they will be able to coordinate directly with the Unit CCOs provided to set up the pickup arrangements/date/location. Unit CCOs must have personnel on hand at the designated time/place of the scheduled pick-up, and must inform I MEF G4 SMO Container Control Managers when complete.

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5. Commercial Containers. Redelivery/Recovery of Commercial Containers:  
Units are required to notify the I MEF G4 SMO of on-hand commercial carrier (owner) assets within seven calendar days of receipt.

a. Within ACAMS under the "Owner DoDAAC" field, unit CCOs will click on the hyperlink listed and the carrier is identified along with the POC.

b. The unit CCO is responsible for updating the "Carrier Notify Date" field in ACAMS with the date the carrier was first notified to pick up the container.

c. Updating the "Carrier Notify Date" in ACAMS will stop detention charges. If the "Carrier Notify Date" field is left blank, detention charges will accrue.

d. When shipping a commercial carrier back to its owner, input "Commercial Carrier" under "Consignee" in ACAMS, similar as with Leased Containers.

e. Once a month, I MEF G4 SMO CCOs will submit a list of containers for carrier pickup through the GCM Help Desk at [SDDC.ops.helpdeskGCM@us.army.mil](mailto:SDDC.ops.helpdeskGCM@us.army.mil).

f. I MEF G4 SMO will follow through working with the commercial carrier/other parties on retrieving their containers, similar to that of Leased Containers. I MEF G4 SMO will pass instructions and action items back to unit CCOs as appropriate.

## 6. Inspection Of Containers

### a. Inspection of all Containers

(1) All containers need to be inspected upon identification, inventory, possession, and reporting. All empty containers that need repair must be inspected. Once inspected, a DA Form 2404 and container checklist must be completed.

(a) Whether a container is deemed Serviceable or Unserviceable, both the DA Form 2404 and ISO inspection checklist must be scanned and uploaded into ACAMS.

(b) Forms must be kept on file for two years or until re-inspection per the DTR, Part VI, Chapter 604.

(2) All containers will be inspected before they are loaded with any material.

(3) Before shipping/using empty Marine Corps owned containers, the unit CCO must do a walk around inspection, check for missing numbers and check CSC Sticker (if applicable). CCOs should ensure that the doors open and close properly and that the containers are clean on the inside. This should be done one day prior to shipping/utilizing containers.

(4) When a container is deemed serviceable, and a recertification has been completed, the next inspection date will be updated to a date 30 months from the date of inspection. If the size type code differs on the inspection report from ACAMS, that will also need to be updated. The "Inspection Grade"

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field will be updated to the inspection grade on the serviceable DA Form 2404, if it is different from ACAMS.

(5) All MSC CCOs must be CSC certified. CSC/ISO Certification information can be found at the Defense Ammunition Center (DAC) website (Appendix B).

## 7. Container Maintenance And Disposal

a. Container Repair Estimate Procedure: A container repair estimate must be developed using DA Form 2404. Re-stenciling, labor, material, as well as, the total cost must be included in the container repair estimate and must be listed on the DA Form 2404. Please refer to APPENDIX E for the estimate process. I MEF G4 SMO CCOs will utilize Global Combat Support System-Marine Corps (GCSS-MC) funding for container repair on SAC 1 assets (unit funded), except for quadcons, which are SAC 3 Controlled Items, and will follow unit established WIR procedures. A DA Form 2404 and container inspection checklist must still be completed and loaded into ACAMS regardless of the maintenance process.

b. BER Containers: Containers are not to be considered BER until estimated repair costs exceed the following (determined by container age):

<u>Years</u>	<u>Threshold</u>
< 5	\$2,000
5 - 10	\$1,713
>10	\$1,186

Unit CCOs are to put the cost on the DA Form 2404 even if the container is obviously BER; the repair cost is also put into the "Repair Estimate" field in ACAMS. When a unit identifies a container as BER, the data plate and all markings need to be reported to I MEF G4 SMO and properly annotated in ACAMS. I MEF CCOs will monitor ACAMS and generate a monthly list of BER identified assets/roll-up from the MEF.

c. Administrative Process/ACAMS: Inspectors must record the estimated repair cost on the DA Form 2404. The I MEF CCO will enter the estimated repair cost in ACAMS, even if the container is obviously BER. When a container is identified as BER, the pool manager or unit CCO shall update ACAMS with "Awaiting Disposal". Once container disposal is completed, the I MEF CCO or unit CCO will upload the completed disposal document from Defense Logistics Agency (DLA) Disposition/Defense Reutilization Management Office (DRMO) into ACAMS and set owner to "Disposed". I MEF SMO/DMO/CCO will monitor ACAMS and generate a monthly listing of BER identified assets/roll-up from the MEF.

## 8. Crop, LRP, and Flatrack Guidance

a. CROP: Inspect all CROPs using CROP manual TM 9-3990-260-14&P section 5-6 and 10-6, found here:

<https://www.logsa.army.mil/etmpdf.files/07000/076000/077334.pdf>

(1) If rejected per the inspection criteria outlined in the CROP manual, prepare a DA Form 2404 (front sheet only). Annotate damage measurements, shortcomings, and deficiencies on the first page, left column of the DA Form 2404 (e.g., "rejected no straps").

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(2) If serviceable, annotate on front page of DA Form 2404.

b. LRP: To add an LRP in ACAMS refer to APPENDIX D as well as annotate the "Category Name" field as "2LRP." The "2" in front stands for 20 foot size type code.

c. Flatrack: Flatracks are inspected to MIL Handbook 138B standards. Inspect to revised standards when the MIL Handbook is replaced with a MIL Standard. <https://www3.dac.army.mil/DET/hdbk138/138B.pdf>.

9. Additional Guidance, References, and Terms

a. Storage: 20 foot ISO containers will not used for unit storage unless specifically authorized and approved via AMHS message by CG I MEF. All 20 foot containers not authorized for temporary storage will be empty and staged at the I MEF Empty Container Control Point (ECCP) adjacent the Individual Issue Facility (IIF) aboard Camp Pendleton.

b. Containers maintained on-hand will be government owned: Maintaining leased and commercial containers on-hand is prohibited unless specifically authorized by HQMC, via MARCORLOGCOM, MARFORPAC, and I MEF. Once/if approved, unit CCOs will update ACAMS accordingly.

c. Army Stenciled Without Permission (SWOP): If units receive/have a container and it is marked "SWOP" in ACAMS, CCOs should provide the container numbers to the I MEF CCO via E-Mail. Do not use the container until further notice.

d. Containers marked "RETIRED" in ACAMS: If a container number is noted in ACAMS that does not represent a specific actual container, do not try to delete the number from ACAMS. The container number is to be "RETIRED" and maintained within the system, tracking the entire life history of the asset in ACAMS.

e. Container marked "DISPOSED" in ACAMS: A container that has been deemed BER and is no longer in circulation is marked as "DISPOSED".

f. READY FOR USE: This means the container is ready and serviceable, has all required inspections and certifications per the DTR.

g. READY FOR DISPOSAL: Container is BER and waiting for disposal appointment/pick up.

h. IN MAINTENANCE: Container is in life cycle maintenance sequence for repair/refurbishment.

i. Remarking/Restenciling: Remarking and re-stenciling of any container asset will be coordinated through I MEF G4 SMO for specific instructions and authorizations IAW MIL-HDK-138B and AIDPMO. APPENDIX C.

j. Container Check-Out Form: Containers can be checked out for unit exercises and deployments (APPENDIX I). Units should submit container request via the established TCPT hierarchy.

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APPENDIX A

POINTS OF CONTACT

I MEF G4 SMO Container Management Team

**I MEF Distribution Management Officer:**

DSN 361-5693; Comm 760-763-5693

**I MEF Container Control Officer:**

DSN 361-5693; Comm 760-763-5693

COMMARCORLOGCOM Container Management Team

**Head, Distribution Operations:**

DSN 567-8242; Comm 229-639-8242

**Lead Distribution Assistant:**

DSN 567-8447; Comm 229-639-8447

Army Intermodal and Distribution Platform Management Office (AIDPMO)

**AIDPMO Lead and Supervisor:**

DSN 767-5307; Comm 618-220-5307

**AIDPMO Leasing Team Lead:**

DSN 767-6352; Comm 618-220-6352

**AIDPMO Inventory Team Lead:**

DSN 767-4473; Comm 618-220-4473

**AIDPMO Inventory Team Organizational Mailbox:**

[usarmy.scott.sddc.mbx.g3-aidpmo-inventory@mail.mil](mailto:usarmy.scott.sddc.mbx.g3-aidpmo-inventory@mail.mil)

**AIDPMO Maintenance Team Lead:**

DSN 767-7502; Comm 618-220-7502

**AIDPMO Maintenance Team Organizational Mailbox:**

[usarmy.scott.sdds.mbx.g3-aidpmo-maintenance@mail.mil](mailto:usarmy.scott.sdds.mbx.g3-aidpmo-maintenance@mail.mil)

Army Container Asset Management System (ACAMS)

**General Questions/Support ACAMS Help Desk**

DSN 767-5120; Comm 618-220-5120/5223



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APPENDIX A (cont'd)

**ACAMS Help Desk Organizational Mailbox:**

[usarmy.scott.sddc.mbx.acams-helpdesk@mail.mil](mailto:usarmy.scott.sddc.mbx.acams-helpdesk@mail.mil)

**ACAMS Program Manager:**

DSN 767-5222; Comm 618-220-5222

**ACAMS Technical Manager:**

DSN 767-5201; Comm 618-220-5201

**16 JUN 2015**

APPENDIX B

INTERMODAL DRY CARGO CONTAINER/CONVENTION FOR SAFE CONTAINER (CSC) INSPECTION  
CERTIFICATION COURSE

1. CSC/ISO Certification information can be found at the Defense Ammunition Center (DAC) website: <http://www3.dac.army.mil>.
2. Upon entering the site, click on "The Directorate for Training" link - you will be redirected [http://interns.ammo.okstate.edu/As\\_catalog/as\\_vanilla/](http://interns.ammo.okstate.edu/As_catalog/as_vanilla/) then click "Course Catalog" then click "All Training" and find AMMO-43-DL.
3. Click on the AMMO-43 course then select "001" to register and begin the online training.
4. Ensure a copy of the CSC certification certificate is maintained within each unit CCO and a copy is also forwarded to the I MEF CCO.

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## APPENDIX C

## IDENTIFICATION OF CONTAINER MARKINGS

## MIL-HDBK-138B

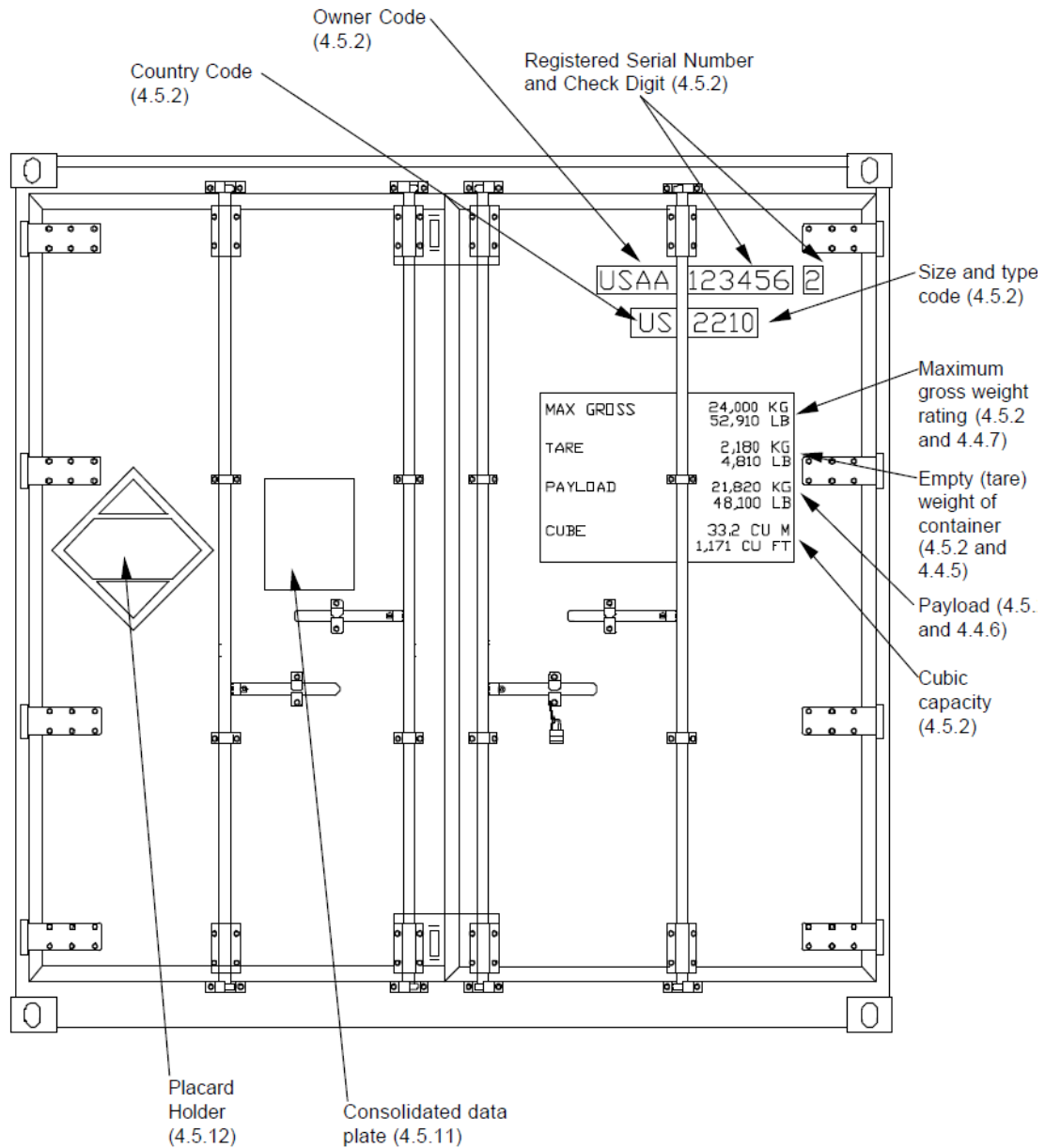


FIGURE 4.5A –TYPICAL DOOR MARKINGS

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APPENDIX C (cont'd)

MIL-HDBK-138B

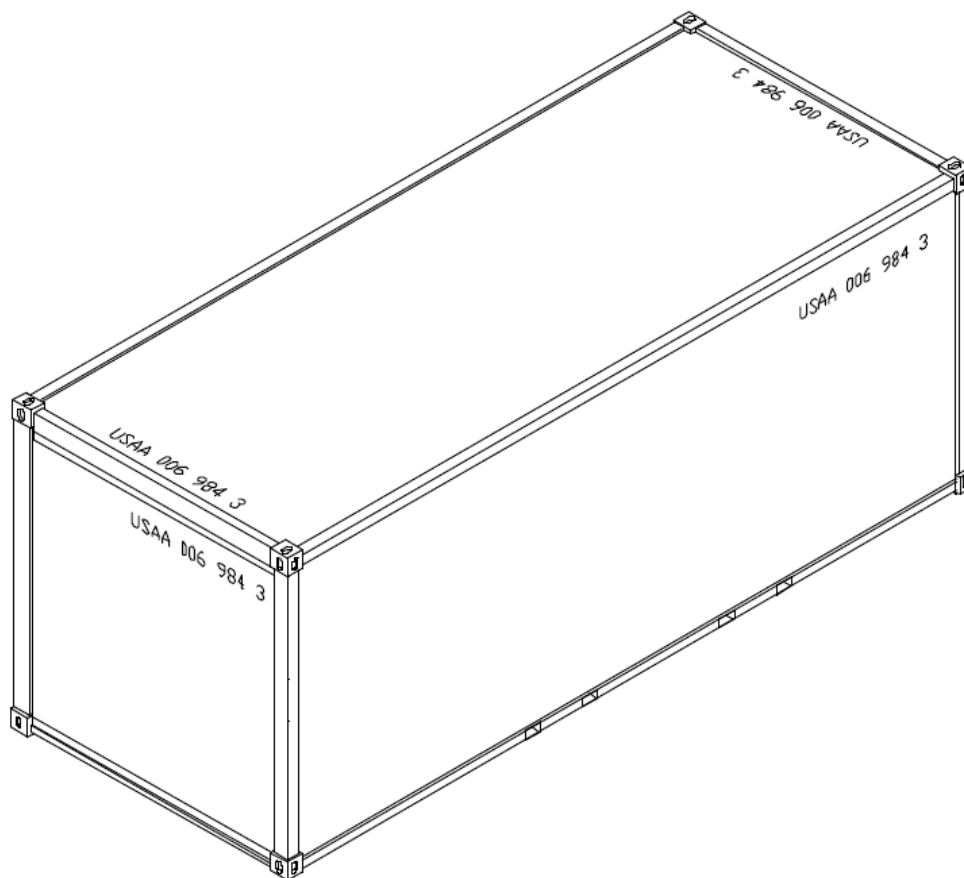


FIGURE 4.5B -TYPICAL HORIZONTAL LAYOUT OF  
ISO IDENTIFICATION MARKINGS

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APPENDIX C (cont'd)

MIL-HDBK-138B

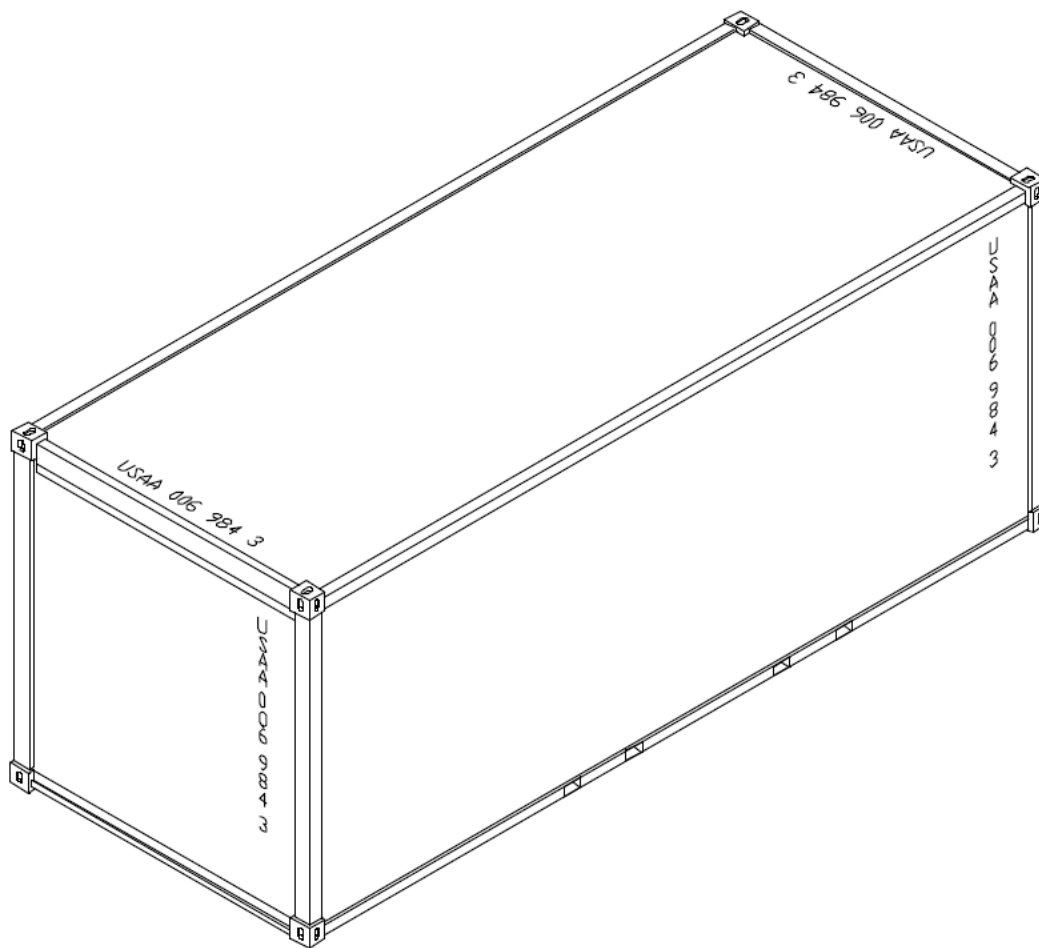


FIGURE 4.5C –TYPICAL VERTICAL LAYOUT OF  
ISO IDENTIFICATION MARKINGS

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## APPENDIX D

ARMY CONTAINER ASSET MANAGEMENT SYSTEM (ACAMS)  
STANDARDIZED PROCEDURES AND BASIC ACCESS FUNCTIONS

## Definitions

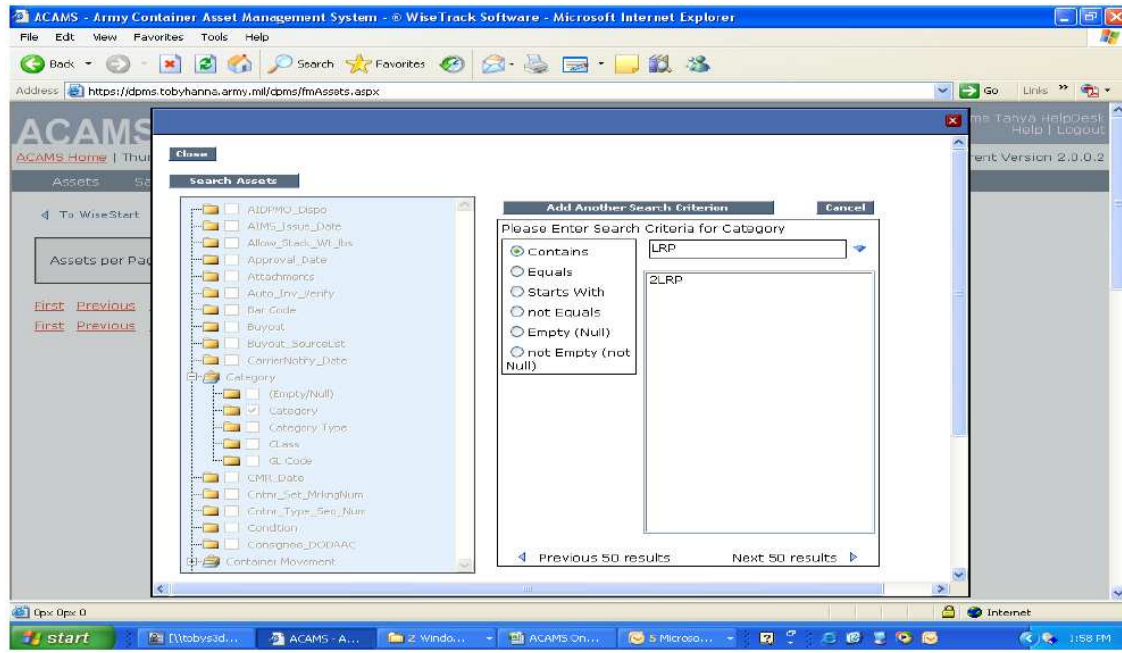
1. ACAMS USER - The unit CCO/representative that is managing unit container assets.
2. AIDPMO - DoD Manager for ACAMS System.
3. Receipt of a Container from Delivery, Transfer, or Inventory in ACAMS
  - a. The ACAMS USER will "Receive" the container.
  - b. Modify Condition to "Requires Inspection" and modify Inspection Grade to "Unknown."
4. Inspection Completed for Container
  - a. Update Inspection Grade to either "Serviceable", "Needs Repair", or "Not Serviceable."
  - b. Update Inspection Grade to either "Ammo Grade (Munitions Capable)" or "Cargo Worthy Grade" (for general cargo).
  - c. Needs Repair: ACAMS USER: When you update the "Condition" field, this automatically generates a requirement for the unit CCO to upload the completed DA Form 2404 and ISO Container Inspection Checklist to ACAMS.
  - d. Not Serviceable: ACAMS USER: Attach the DA Form 2404 and ISO Container Inspection Checklist into ACAMS. Coordinate disposal appointment/removal of asset and update ACAMS with status "Await Disposal." Once the container is physically removed from your location and turned into disposal, the ACAMS USER will "Ship" the container by entering DLA Disposal/DRMO CONSIGNEE DoDAAC (SYL024) in ACAMS. (If you do not "Ship" these containers, the containers will remain in your on-hand balance).
  - e. Regardless of serviceability, unit CCOs must scan and upload the DA Form 2404 and ISO Container Inspection Checklist into ACAMS.

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## APPENDIX D (cont'd)

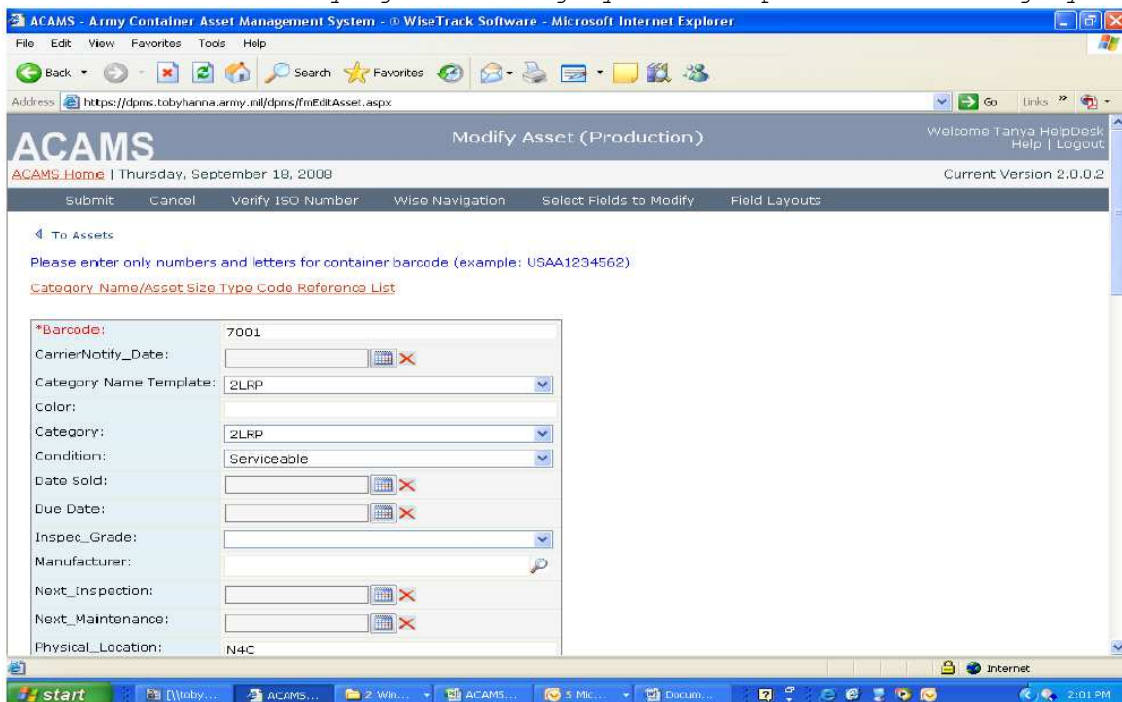
## ARMY CONTAINER ASSET MANAGEMENT SYSTEM (ACAMS)

## STANDARDIZED PROCEDURES - ADDING AN LRP



Above is a search view for an LRP

Below is a view on modifying the "Category Name Template" and "Category"

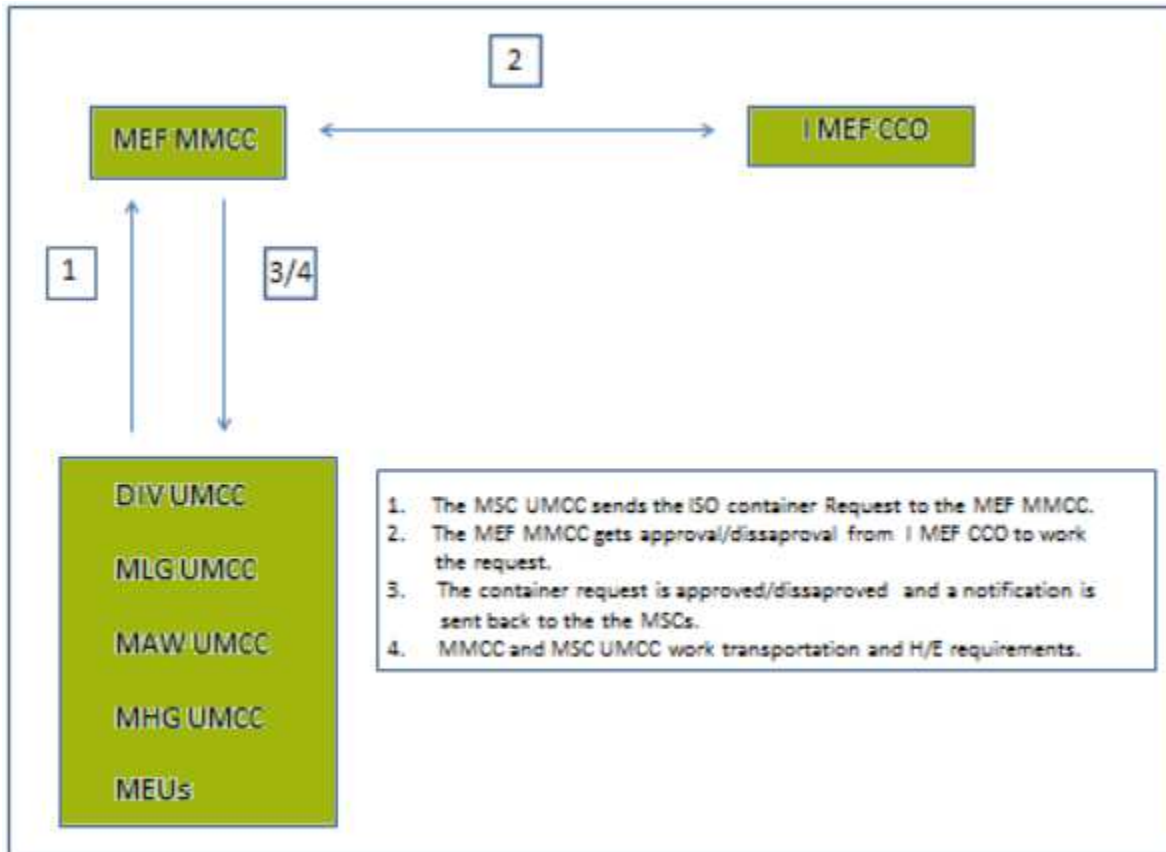


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## APPENDIX E

## TRANSPORTATION CAPACITY PLANNING TOOL (TCPT) CONTAINER REQUEST PROCEDURES

1. Access the TCPT website at <https://www.tcpt1.usmc.mil>. This is also the link to create an individual account as well as getting needed technical assistance.
2. The below graphic illustrates the request flow from the Major Subordinate Command (MSC) level:



**Note:** The ISO Container Request will be submitted to the I MEF CCO via TCPT and the established hierarchy.



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## APPENDIX F

## CONTAINER CONTROL OFFICER APPOINTMENT LETTER

From: Commanding Officer, Unit  
To: First MI Last EDIPI/MOS USMC  
Subj: CONTAINER CONTROL OFFICER APPOINTMENT

Ref: (a) MEFO 4XXX, dtd DD MMM YY  
(b) MCO 4680.5A  
(c) DOD 4500.9R

1. Per the references, you are appointed as the Primary/Alternate Container Control Officer for the I Marine Expeditionary Force, Unit / and/or Empty Container Control Point (ECCP) Manager.

**Primary Container Control Officer (CCO):** is a designated official within the command who is responsible for accountability, control, reporting, usage, and maintenance tracking of Marine Corps-owned and controlled ISO containers, quadcons, and associated equipment. Report functions include all update to ACAMS (i.e., container inventory, movements and receipt tracking, condition status, inspections, maintenance tracking, and disposal), and execution of the DoD Annual Inventory requirements.

**Alternate Container Control Officer (ACCO):** is designated within the command and assists the Primary CCO with all container management responsibilities.

DoDAAC/UIC/RUC: MXXXXX  
Activity: MSC/E  
Commercial Phone: XXX-XXX-XXXX  
DSN: XXX-XXXX  
Email: [i.m.responsibleCCO@usmc.mil](mailto:i.m.responsibleCCO@usmc.mil)  
Unit mailing address: Rank, Name

2. You are directed to carry out the duties as detailed in Appendix B of the reference (b).

3. This appointment will remain in effect until your transfer or the designation of your replacement and will be maintained within the command for inspection and review purposes.

F. M. LAST

Copy to:  
I MEF G4 MMCC

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APPENDIX G

CERTIFIED CONTAINER INSPECTOR APPOINTMENT LETTER

From: Commanding Officer, Unit  
To: First MI Last EDIPI/MOS USMC

Subj: CERTIFIED CONTAINER INSPECTOR APPOINTMENT

Ref: (a) MEFO 4XXX, dtd DD MMM YY

1. IAW the reference, you are appointed as a Certified Container Inspector for (Unit).

2. You are directed to perform and record inspections in accordance with the reference. Diligence and attention to detail in your inspections and documentation is required in order to assist in the management of I Marine Expeditionary Force's container inventory and to keep unnecessary costs to a minimum.

3. This appointment will remain in effect for 48 months from the date indicated in your inspection course certificate or until your transfer.

F. M. LAST

Copy to:  
I MEF G4 MMCC

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## APPENDIX H

## CONTAINER INSPECTION FORM DA 2404

## Container/Shelter Passed Inspection - Failed Inspection

EQUIPMENT INSPECTION AND MAINTENANCE WORKSHEET For use of this form, see DA FORM 2404-760 and 735-751; the proponent agency is DCSLOG									
1. ORGANIZATION			2. NOMENCLATURE AND MODEL						
3. REGISTRATION/SERIAL/NSN	4a. MILES	4b. HOURS	4c. HOURS FINED	4d. MOT STARTS	5. DATE	5. TYPE INSPECTION			
7. APPLICABLE REFERENCE									
TM NUMBER		TM DATE		TM NUMBER		TM DATE			
COLUMN a - Enter TM item number. COLUMN b - Enter the applicable condition status symbol. COLUMN c - Enter deficiencies and shortcomings.					COLUMN d - Show corrective action for deficiency or shortcoming listed in Column c. COLUMN e - Individual ascertaining completed corrective action initial in this column.				
<p><b>STATUS SYMBOLS</b></p> <p>"X" - Indicates a deficiency in the equipment that places it in an inoperable status.</p> <p>CIRCLED "X" - Indicates a deficiency, however, the equipment may be operated under specific limitations as directed by higher authority or as prescribed locally, until corrective action can be accomplished.</p> <p>HORIZONTAL DASH "-" - Indicates that a required inspection, component replacement, maintenance operation check, or test flight is due but has not been accomplished, or an overdue MWO has not been accomplished.</p> <p>DIAGONAL "/" - Indicates a material defect other than a deficiency which must be corrected to increase efficiency or to make the item completely serviceable.</p> <p>LAST NAME INITIAL IN BLACK, BLUE-BLACK INK, OR PENCIL - Indicates that a completely satisfactory condition exists.</p> <p>FOR AIRCRAFT - Status symbols will be recorded in red.</p>									
ALL INSPECTIONS AND EQUIPMENT CONDITIONS RECORDED ON THIS FORM HAVE BEEN DETERMINED IN ACCORDANCE WITH DIAGNOSTIC PROCEDURES AND STANDARDS IN THE TM CITED HEREON.									
8a. SIGNATURE (Person performing inspection)		8b. TIME		8c. SIGNATURE (Maintenance Supervisor)		8d. TIME		8e. MANHOURS REQUIRED	
TM ITEM NO.	STATUS	DEFICIENCIES AND SHORTCOMINGS			CORRECTIVE ACTION			INITIAL WHEN CORRECTED	
1		CSC reinspection. Repairs required.							
2	/	Roadside ventilator attached with pop rivets - replace with blind rivets							
3	X	Roadside door, top cam retainer missing.							
4	X	Curbside top side rail, improper splice.							
5		Unserviceable for IMDG and non- IMDG							

DA FORM 2404, APR 1979

Replaces edition of 1 Jan 64, which will be used

APR 1979

Block 1 - Enter your unit's full mailing address.

Block 2 - Enter type of container and 4 digit owner code, i.e. end opening steel container, USAA.

Block 3 - Enter registration number and check digit, i.e., 007622 6.

Block 4 - Enter date inspection was performed.

Block 5 - Enter "CSC".

Block 6 and 7 - Enter "MIL-HDBK-138B" and "Jan 2002".

Block 8. Printed name and signature

TM ITEM NUMBERS 2, 3, 4 - Enter short description of minor defect. Put "/" or "X" in corresponding STATUS column.

TM ITEM NUMBER 5 - Enter either "Unserviceable for IMDG (UN hazard class 1), serviceable for general cargo (non-IMDG)", or "Unserviceable for general cargo (non-IMDG) only."

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## APPENDIX I

## CONTAINER CHECKOUT FORM

All container users will maintain accountability and ensure proper usage and care of containers while in their custody. Any modification or alteration to a container is prohibited. Please read and initial the following:

General: Serviceable containers may be used for transportation of cargo locally, while unserviceable containers may be used for temporary storage for up to 30 days. Containers required for longer periods are issued on a case-by-case basis. Initial: \_\_\_\_\_

Unacceptable Uses: Leased or government-owned containers shall not be used as quarters, offices, shelters, force protection walls, and/or for non-storage uses. Improperly utilized containers will be recovered from this type of usage. Damage will be documented on a DA Form 2404 and when necessary a DD Form 200 (Financial Liability Investigation of Property Loss (FLIPL)) will be submitted to AIDPMO through the CCO, CCA, and CME. Initial: \_\_\_\_\_

Modified/Altered/Damaged/Destroyed Containers: Local modifications to containers such as cutouts for power, lighting or air conditioning are prohibited on all containers. Containers that have been modified, altered, damaged, or destroyed must be documented and reported. Containers found to be modified, damaged, or destroyed, not previously documented and reported prior to 7 July 2006, are cause for an AR 15-6 (or Service equivalent) investigation. Initial: \_\_\_\_\_

Stenciling of Containers: You are not authorized to re-stencil any containers to include making any permanent markings. Initial: \_\_\_\_\_  
Transportation of Containers: Users are responsible for coordinating with the local MCTs for scheduling the delivery/return of empty containers and notifying the MMCC of the location of the container. Unserviceable containers may not be used for transportation of cargo and serviceable containers must be inspected prior to loading of cargo by the MMCC. Initial: \_\_\_\_\_

Projected time container will be loaned out: \_\_\_\_\_ (number of days)

Location of where container will be: \_\_\_\_\_

Container Serial Number: \_\_\_\_\_ Condition: \_\_\_\_\_

\_\_\_\_\_  
MMCC Representative

\_\_\_\_\_  
Name / Department / Unit

Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_