

CHAPTER 410

SPECIALIZED PROCEDURES

A. SHIPMENT ITV AND TRACING PROCEDURES

1. The TSP must provide ITV service for DOD personal property shipments upon request and at any point during the shipment. The ITV system must have the capability to monitor and report movement progress of any shipment under the TSP responsibility. The TSP must report to the destination TO all anticipated late shipments, including the original RDD, new ETA, present location, and reason for delay.
2. The TSP of record and/or the TSP identified on the BL must trace shipments on a customer or government request and provide a response within 24 hours on domestic shipments and within 72 hours on international shipments. Tracing requests must contain the BL number. For tracer actions requested on a weekend or legal (officially declared US) holidays, the 24/72 hours must begin the next business day.
3. If a TSP fails to trace a shipment, the destination TO may request immediate suspension action from the origin TO. The destination TO must contact the origin TO and SDDC and provide the following information:
 - a. Member's/employee's name and Social Security Number (SSN).
 - b. TSP's name and SCAC.
 - c. TCN and BL number.
 - d. Origin and destination TO.
 - e. Method of shipment.
 - f. Date of pickup and RDD.
 - g. Tracing TO provides the date and time of the tracing request to the TSP.
 - h. Information concerning request for suspension action taken by the TO for non-response by the TSP.
 - i. POC, including name, commercial/DSN telephone number and commercial/DSN Fax number.
4. When shipments are moving by DPM, the destination TO must trace with the origin TO and inform SDDC. The tracing TO must provide all the information that is available based upon Paragraph A.3, above.

B. LOSS AND DAMAGE

1. Purpose and Scope. This paragraph establishes procedures and provides guidance concerning claims for loss or damage to personal property shipments and documents required for processing and adjudication of claims by Service/Agency claims offices.
2. Report of Loss or Damage. The member/employee must be counseled to:
 - a. Contact the TO for any assistance required at time of delivery and for any supporting documents required in processing a claim.
 - b. In conjunction with the TSP, complete Section B and sign the DD Form 1840, Notification of Loss or Damage at Delivery, [Figure 410-2](#) at the time of delivery.

- c. Retain three signed and completed copies of the DD Form 1840.
 - d. If additional loss/damage is discovered, annotate the information on the DD Form 1840R, Notification of Loss or Damage, Figure 410-3. Submit all three copies of the completed DD Forms 1840 and 1840R to the claims office within 70 calendar days.
3. Notice of Loss or Damage, DD Form 1840.
- a. When the PPSO is notified of loss or damage, the PPSO must:
 - (1) Retain the TSP provided copy of the DD Form 1840.
 - (2) Conduct an inspection for loss or damage upon a request by the Service/Agency, member/employee, or Service/Agency claims office within 10 work days of the request and prepare a DD Form 1841, Government Inspection Report, Figure 410-1.
 - (3) Upon request, provide a copy of the BL and any other shipment documents to assist the member/employee in filing a claim.
 - (4) Contact the TO for any assistance required at the time of delivery and for any supporting documents required in processing a claim.
 - b. The claims offices must return one copy to the member/employee acknowledging receipt for use in filing a claim; provide one copy to the TSP for notice of additional loss and/or damage; retain one copy for filing within the claims office; and send a legible copy of the DD Form 1840R to the destination TO, as specified in Block 20 of the BL. DD Forms 1840R may be batch-mailed to the destination TO at least weekly.
4. Distribution of DD Form 1841. The original must be forwarded to the claims judge advocate or investigating officer, with all required supporting documents below.
- a. One copy must be provided to the member/employee.
 - b. One copy must be retained by the TO.
 - c. One copy must be furnished to the origin TO.
 - d. One copy must be furnished to the TSP assigned on the BL.

C. INCONVENIENCE CLAIMS

1. It is the TSP's responsibility to pickup the shipment on the scheduled date and to deliver on or before the RDD. Failure to do so can cause serious inconvenience to the DOD members/employees and family, and can result in the expenditure of funds by the member/employee for lodging, food, rental/purchase of household necessities, and directly related miscellaneous expenses.
2. The TSP must acknowledge receipt of an inconvenience claim filed by a member/employee or a TO within 15 calendar days from the date of receipt. The TSP must reimburse the member/employee within 30 days from receipt for reasonable out-of-pocket expenses limited to the items specified in Paragraph C.3. (below) and other items needed by a member/employee while awaiting the delivery of his or her HHG which result from the failure to offer the shipment for delivery on or before the RDD as stated on the BL or correction notice. The contractor is not liable for these costs if the delay was caused by natural disasters, acts of the public enemy, acts of the government, acts of the public authority, violent strikes, mob interference, or delays of Code 5, Code J, or Code T shipments, caused by the government in which TSP negligence did not contribute to the delay. The maximum liability for lodging must not exceed the per diem lodging rate, based on the number of people in the member's/employee's family (e.g., the member/employee and spouse would be expected to share one room in a hotel; additional family

members, depending on age and sex, may require additional rooms). TSP's maximum liability for meals and incidental expenses must not exceed the Meals and Incidental Expenses rate for the member/employee and each family member. The member/employee must document the claim fully with an itemized list of charges and accompanying receipts for charges incurred. Charges must be computed from the day after the RDD specified on the BL as the RDD or BL correction notice thereof or the date following the day the member/employee obtains quarters, whichever date is the latest, and must be payable through the day of actual delivery of the shipment.

3. Expenses: Out-of-pocket expenses are all expenses incurred by a member/employee and their family members because they are not able to use the items in the shipment or to establish his or her household. Expenses include but are not limited to, lodging, meals, laundry service, furniture and/or appliance rental, to include rental of a television or other similar expenses such as towels (two per person), pots, pans, paper plates, plastic knives, plastic spoons, plastic forks, paper and/or plastic cups, and napkins. A request for reimbursement of alcoholic beverages in any quantity is prohibited. If the TSP purchases tangible household items such as towels, pots, and pans, the TSP may make arrangements to reclaim those items upon delivery of the member's/employee's shipment. The member/employee must be cautioned that out of pocket expenses claimed must be reasonable and relate directly to relieving a definite hardship being suffered by the member/employee or the member's/employee's dependents.
 - a. The TSP must pay the member/employee within 30 calendar days of the receipt by the TSP of the member's/employee's receipts for reasonable out of pocket expenses and must report to the destination TO, with a copy to SDDC of the final action taken, to include the date and total amount of settlement if the claim is deemed to be valid. In the event of a disputed claim, the TSP must appeal the case to the destination TO no later than the 35th day. The TO must make every effort to resolve the dispute by the 45th day. If the TSP disagrees with the decision of the TO, the TSP may appeal the case to SDDC by the 50th day. The decision of SDDC is final and the claim must be settled within 10 days from the postmark date of the SDDC decision letter or a total of 75 days from the claim's submission date, whichever occurs later. If SDDC determines the claim is valid and the TSP refuses to pay or resolve the claim, SDDC may suspend the TSP and convene a TSP Review Board to determine if further punitive action must be taken. If the TSP fails to settle a valid inconvenience claim, set-off action must be taken against the TSP by the finance office. The TSP is not responsible for payment of an inconvenience claim when a shipment is ordered in SIT at destination, regardless of the RDD, unless the need for SIT is a direct result of the TSP's failure to effect delivery of the shipment by the RDD and the member/employee was officially ordered away from the area at the time delivery was available. The TSP must reimburse the member/employee through the day prior to the member's/employee's departure from the area.

D. UNUSUAL OCCURRENCE

1. This paragraph describes procedures to be followed to provide traffic management support whenever an unusual occurrence as described below occurs. This paragraph applies to all modes and methods of transportation and storage discussed in this regulation. The provisions apply to the shipment and storage of personal property in the CONUS and overseas areas. These provisions apply to all unusual occurrences including, but not limited to, the following:
 - a. Natural Disasters (such as floods, fires, storms, earthquakes).
 - b. Strikes, labor disputes, work stoppages.
 - c. Civil disturbances.

- d. Unlawful entries, vandalism, theft.
 - e. Seizure of a TSP's/contractor's facility for failure to pay just debts.
 - f. Closure of a TSP's/contractor's facility due to a court order.
 - g. TSP service failure/cessation of operations/bankruptcy. (See [Paragraph F.](#))
2. TOs who receive notification of an unusual occurrence (as defined above) must comply with the following actions:
- a. Immediately notify the DOD Component and SDDC. When the unusual occurrence has, or can be expected to have, an adverse effect upon the movement or storage of personal property, notification must be by telephone with immediate follow-up by electronic means. The report includes the following information.
 - (1) Type and date of the unusual occurrence.
 - (2) Extent of known damage.
 - (3) Geographic areas currently affected and/or those that may be affected.
 - (4) Installations affected.
 - (5) Names and addresses of all facilities affected and those that may be affected. Include TGBL TSP/agent facilities, NTS facilities, and DPM contractor's facilities.
 - (6) Number of shipments involved by Service/Agency.
 - (7) Current locations of the affected shipments.
 - (8) Destination of the affected shipments.
 - (9) Additional information unique to a strike situation.
 - b. The TO provides support and requests additional base agencies to support any and all actions identified in Paragraph [D.1.a.](#) However, during occurrences affecting an installation, normally the on-scene CDR takes charge to provide protection to all affected resources under government control or under control of a government contractor.
 - c. In the event that a DOD-approved personal property facility or equipment used in commerce has been affected by the occurrences identified in Paragraph [D.1.a.](#), the TO and the TSP, with support of the claims personnel, must:
 - (1) Determine the extent of damage, photograph conditions, and record findings.
 - (2) Determine items that may be salvaged and those that require unpacking, drying, cleaning or repacking.
 - (3) Contact the members/employees involved and give them the opportunity to inspect their property and provide disposition instructions (i.e., discard or deliver to residence).
 - (4) When the members/employees are not available to inspect their damaged shipments, determine what items are damaged beyond repair/salvage. Damaged beyond repair items, other than those with intrinsic or sentimental value, must be disposed of with SJA/claims office approval. Notify the member/employee in writing of the loss and provide instructions to file a claim.
 - (a) The line-haul TSP involved is responsible for the removal/disposal of that property damaged beyond repair.

- (b) If no TSP is involved, the TO must dispose of the property IAW Service/Agency disposal/salvage regulations. Where items can be repaired/salvaged, notify the member/employee and request instructions on repair/disposal. Do not dispose of damaged reparable property without the member's/employee's consent.
- (5) Contact the local SJA/claims office for instructions concerning personal property that is damaged while en route to final destination.
- (6) Provide the member/employee with as much evidence as available to support the member's/employee's claim.
- d. For the following unusual occurrences, PPSO personnel are responsible for verifying that TSPs/agents/contractors have completed the following actions:
 - (1) Theft/Vandalism.
 - (a) Notify the law enforcement agency(s)
 - (b) Provide 24-hour security
 - (c) Advise the insurance company
 - (d) Ensure security devices (doors, locks) are properly replaced/repared
 - (e) Ensure structural damage is repaired
 - (f) Provide a detailed report of loss/damage
 - (g) As necessary, begin unpacking/repacking of affected goods. Opened cartons must be repacked, resealed and marked "inspected"
 - (h) Clean/repair items. Records must be kept of all items sent out for repair or dry-cleaning
 - (i) Obtain a copy of the police report
 - (j) Prepare a written report within 10 working days (or as otherwise directed by the PPSO) of all known facts and events in chronological order. Include a statement from each employee involved.
 - (2) Flood/Storm/Water or Fire/Smoke Damage.
 - (a) Take actions to prevent additional damage.
 - (b) Provide 24-hour security.
 - (c) Advise the insurance company.
 - (d) Begin unpacking, inspecting, drying, and repacking of affected goods. Cartons opened must be repacked, resealed and marked "inspected".
 - (e) Clean/repair items. Records must be kept to identify all items sent out for repair or dry-cleaning.
 - (f) No items must be discarded until advised to do so by the PPSO.
 - (g) Provide a detailed report of loss or damage.
 - (h) Prepare a written report within 10 working days (or as otherwise directed by the PPSO) of all known facts and events in chronological order. Include a statement from each employee involved.
 - (i) Obtain a copy of the fire inspector's report.

- e. Areas disrupted by a strike or work stoppage.
 - (1) In addition to the information required in Paragraph [D.2.a.](#), also provide the following:
 - (a) Labor and management contacts.
 - (b) Main issue in dispute.
 - (c) Date disruption began or may begin.
 - (d) Local union involved, names and telephone numbers of union officials.
 - (e) Preliminary evaluation of the situation.
 - (2) Impartiality in Merits of Labor Disputes. The FAR specifies that military representatives must remain impartial in labor disputes. They must refrain from taking a position on the merits of any labor dispute and must refrain from the conciliation, mediation, or arbitration of such disputes. The TO, however, must establish and maintain contact with individuals involved in disputes to ensure that they are taking all possible actions to avoid delays and stoppages in the movement of personal property. If possible, the TO must attempt to obtain a voluntary agreement between management and labor that permits the continued movement of personal property shipments during the labor dispute. If a general agreement cannot be reached, the TO must seek an agreement for the movement of those shipments required to relieve hardships imposed upon members/employees. In either case, the PPSO's actions may not involve, or appear to involve, the TO in the merits of the dispute.
- 3. Actions to be taken by installation CDRs. The CDR of an installation in an area by a strike, embargo, or work stoppage must determine those affected shipments that causes extreme personal hardship to the member/employee and requires special arrangements for release or delivery. Names of the members/employees and the reasons, in detail, for the declared hardships must be furnished to the SDDC designated representative. Air Force TOs must include the Major Command (MAJCOM) as an information addressee. Before identifying an affected shipment as a hardship case, the TO must coordinate with the installation CDR to attempt to provide the member/employee or the member's/employee's family whatever resources may be available, including government household furnishings and other light housekeeping items, to alleviate the potential hardship. In addition to notification of hardship cases, specify whether military personnel and equipment under control of the installation must be made available to remove such shipments from the affected facilities.
- 4. Actions to be taken by SDDC designated representatives. Upon notification of an emergency condition affecting or expected to affect the movement or storage of personal property shipments, the following actions must be taken:
 - a. Immediately notify USTRANSCOM J5/4, SDDC, and the DOD Components of the nature of the unusual occurrence, the extent of the disruption, and the area affected. When warranted by the nature of the situation or at the request of USTRANSCOM or SDDC, submit periodic progress reports pending return of the area to a normal condition.
 - b. Provide immediate traffic management guidance to the TO nearest the site of the occurrence and ensure compliance with the provisions of Paragraph [D.2.a.](#)
 - c. Advise all TOs and military ocean and air terminals of the nature of the occurrence and the capability of installations in the affected area to receive personal property shipments.
 - d. Provide instructions for disposition of shipments currently in transit to the affected area.

- e. Provide assistance to the responsible TOs in the diversion or reconsignment of personal property shipments to temporary storage areas and direct the relocation of personal property shipments.
 - f. Authorize the TO to use TSPs' and TSPs' agents' facilities located outside the AOR to prevent service failures.
 - g. During a strike or work stoppage, appoint a strike coordinator to maintain contact with the TO, union officials, and management to assist in the movement of hardship cases. Upon notification from a TO that a member's/employee's frustrated shipment has been declared a hardship, prepare a message to SDDC (information copies to the Service/Agency HQs responsible for the installation) including, but not limited to, the following:
 - (1) A statement that the CDR of the affected installation has determined that a hardship exists. For each hardship case, provide the member's/employee's name, rank/grade, SSN, branch of Service/Agency, and describe in detail the existing hardship.
 - (2) Notification of whether the CDR of the affected installation must provide military personnel and equipment to remove shipments from the affected facilities to alleviate hardship cases.
 - (3) Notification that union and management officials agree to removal of such shipments by military personnel and equipment.
 - (4) A statement that a uniformed military officer and a union representative must be present during removal of personal property shipments and that the use of force or the appearance of force must be avoided, as well as any action that might affect ongoing labor negotiations. In the event of difficulty, removal efforts must be suspended and military personnel removed, and the situation must be reported to SDDC. The concurrence of the responsible Staff Judge Advocate (SJA) must be secured before the above message is released.
5. SDDC and USTRANSCOM. Upon receiving notification of an emergency condition that affects, or can be expected to affect, the movement or storage of personal property shipments, SDDC, after consultation with the SDDC SJA and USTRANSCOM, must:
- a. Issue specific instructions to responsible elements to ensure the continued movement and security of personal property shipments when a major unusual occurrence encompasses a widespread area.
 - b. Issue worldwide instructions for disposition of shipments destined to affected areas where restrictions on incoming shipments have been imposed.
 - c. Provide necessary guidance for the release and movement of shipments to alleviate reported hardship cases.
 - d. Advise each Service/Agency HQs of the number of shipments involved, by Service/Agency, and provide information concerning the status of each shipment.
 - e. Request approval of the assistant secretary of the military department responsible for an affected installation to use installation vehicles and uniformed personnel for removal of shipments required to alleviate hardship cases.
 - f. Issue specific guidance and instructions to responsible elements to minimize the effects upon the movement of personal property in the event of an unusual occurrence involving major segments of the transportation industry (such as longshoremen or maritime strikes).
 - g. Comply with the provision of the SDDC Emergency Traffic Management Plan.

- h. Coordinate with the Service/Agencies for the diversion to other codes/modes those personal property shipments in jeopardy of missing the RDD.
- i. Direct the TSP or warehouseman to take immediate action to account for, secure, protect, and control all shipments.

E. PERSONAL PROPERTY SHIPMENTS OF DECEASED MEMBERS/EMPLOYEES

This paragraph sets forth policy and procedures for transportation of personal property of deceased members/employees. It prescribes procedures to be followed at both origin and destination and designates responsibilities for notification and shipment monitoring. This paragraph applies to all methods and modes of shipment of personal property for deceased members/employees. For guidance on entitlements, processing, and preparation for shipment for members, the sponsoring Service/Agency regulations and the JFTR, Paragraph U5372, HHG Transportation When A Member Is Officially Reported As Dead, Injured, Ill, Absent For More Than 29 Days In A Missing Status, Or Upon Death, Paragraph U5455, POV Transportation Under Unusual Or Emergency Circumstances, and Paragraph U5545, Mobile Home Transportation When A Member Is Officially Reported As Dead, Ill, Injured, Absent For More Than 29 Days In A Missing Status, Or Upon Death apply. For guidance on entitlements, processing, and preparation for shipment for employees, the sponsoring Service/Agency regulations and the JTR, Paragraph C7095, Responsibility, Paragraph C7045, Baggage Transportation, and Paragraph C7090, POV Transportation apply.

1. BLUE BARK Designation. The term “BLUE BARK” must be used to designate a personal property shipment of a deceased member/employee, or deceased dependent of a member/employee.
2. Documentation required to support the movement of personal property belonging to a deceased member/employee is identified in Chapter 401, Paragraph G.4.m(2). TOs must coordinate with the casualty assistance officer/mortuary officer to ensure they have complied with the DOD Component publication concerning BLUE BARK prior to arranging or effecting for the movement of personal property.
3. Origin TO. In the case of a BLUE BARK shipment, origin TO must:
 - a. Mark the words “BLUE BARK” in a conspicuous place on all shipping documents.
 - b. Notify the destination TO by electronic means of the impending BLUE BARK shipment. The destination TO must be provided, as a minimum, the consignee’s name and address, the RDD, and the name of the TSP to which the shipment was tendered.
 - c. Send copies of all documentation (annotated with the term “BLUE BARK”) to the destination TO. Advance documentation must be provided in a timely manner to allow the destination TO sufficient time to contact the TSP and consignee before arrival of the shipment.
 - d. The destination TO must:
 - (1) Contact the destination agent and the consignee upon receipt of advance documentation to effect coordination of the delivery.
 - (2) Inform the casualty assistance officer of the projected shipment delivery.
 - (3) Inspect the shipment upon delivery and remain at the delivery site to record damages and provide assistance.
4. Applies to Civilians Only. While completing and signing the DD Form 1299, if it is the same date as the employee’s death, there is no authority to ship HHG if the death is at a CONUS PDS.

F. TSP FAILURE/BANKRUPTCY PROCEDURES

1. SDDC must establish internal procedures to take action to protect the US Government and the property belonging to DOD Component's members/employees in all TSPs failure and bankruptcies. These procedures must include a process to ensure that the DOD Component's claims services and finance centers receive prompt notice of any bankruptcy filing.
2. Action Taken by TOs.
 - a. Identify/locate all shipments frustrated in their AOR (i.e., origin, en route, destination).
 - b. Provide SDDC with a list of all shipments that have not arrived at destination.
 - c. Comply with SDDC instructions to effect onward movement and issue all documentation necessary to complete movement of shipments frustrated in their AOR (to include those shipments at origin or destination port agent facilities ready for onward movement).
 - d. International shipments frustrated at commercial ports due to nonpayment of charges must be moved using SDDC OTOs. The OTO issuing activity must designate TOs issuing the documentation for the onward movement.
 - e. Upon issuance of documentation, provide SDDC copies of all documentation to support the movement.
 - f. TOs, upon notification from SDDC to terminate shipments of bankrupt TSP, must immediately attempt to locate all shipments within their AOR.
 - (1) Shipments Still at Origin.
 - (a) Shipments that have been booked, but a BL has not been issued, must be rebooked with another TSP.
 - (b) Shipments that have been booked, a BL issued, but no origin services have been performed, must be pulled back and rebooked with another TSP. Cancel the original BL and issue a new BL. Advise member/employee of the change in TSP.
 - (c) BL issued, shipment picked up and at the origin agent's facility must be pulled back and rebooked with another TSP represented by the same agent. The new TSP must not be charged tonnage. State in the remarks block of the BL the rationale for cancellation and cross reference BLs.
 - (2) Shipments at Destination.
 - (a) Shipments at the Destination Agent's Facility. Terminate at the destination by issuing a SF 1200, Government Bill of Lading Correction Notice, [Figure 410-4](#), effective the date shipment was received by the destination agent. State in the remarks section, "BL terminated at destination agent due to the, i.e., non-use, disqualification of (TSP name)." For ITGBL shipments moving under SFRs that include unpacking, show SFR reduction for nonperformance of unpacking, i.e., "ITGBL Rate Solicitation number (state number) applies (\$_____) per (net or gross) cwt reduction to SFR. HHG containers which are the property of (TSP name) must be made available to the (TSP name) agent upon delivery of the shipment." Use the DPM contractor for all further services or pay the destination agent for services performed as follows:
 - 1 Army, Air Force, Navy, and Coast Guard: Pay the destination agent on a local purchase order or blanket purchase agreement.

- 2 Marine Corps: The destination agent must submit an invoice for services performed to the destination TO for certification and then forward the invoice to the Commanding General, Marine Corps Logistics Base (Code 470), Albany, GA 31704, for payment with a copy of the DD Form 1299, Application for Shipment and/or Storage of Personal Property, [Figure 410-5](#), Orders, DD Form 619, Statement of Accessorial Services Performed, [Figure 410-6](#), BL Correction Notice; and terminated BL.
 - (b) Shipments Held by a Line-haul/Flatbed/Motor Freight TSP at Destination for Payment of Line-haul Charges.
 - 1 The destination TO must terminate the original BL at the point where the delivering line-haul TSP picked up the shipment (i.e., destination port) by issuing a SF 1200. State in the remarks section, “BL terminated at (state point where shipment was terminated) due to the (i.e., non-use, disqualification) of (TSP name).” “(TSP name) can bill for services performed to (state point where shipment was terminated).” Issue a new BL to the line-haul TSP that moved the shipment to destination showing the origin (Block 19) as the point where the line-haul TSP picked up the shipment, and Consignee (Block 18) as the DPM contractor at destination. In the Remarks Section (Block 25) of the new BL, annotate the following: “Onward movement of frustrated shipment due to (i.e., non-use, disqualification) of (TSP name),” and “HHG containers which are the property of (TSP name) must be made available to (TSP name) agent at destination upon delivery of the shipment.” Cross-reference the old and new BLs and TSP names on the SF 1200 and the new BL.
- g. Intermediate Locations.
 - (1) Shipments on Hand at Intermediate Locations. The TO responsible for the area where the property is located (to include shipments at origin or destination port or port agent facilities) must terminate the shipment by issuing a SF 1200, to be effective the date shipment was received. State in the remarks section, “BL terminated at (state point where shipment was terminated) due to the (reason for termination (i.e., non-use, disqualification) of (TSP name).” “(TSP name) can bill for services performed to (termination point).” Issue a new BL for onward movement using the following instructions.
 - (a) Shipments at the Destination Port or Destination Port Agent. Tender the shipment as either a DPM shipment or a Code 2 shipment. Issue a new BL to the new TSP to the final destination showing origin (Block 19) as the point where the shipment is located. Cross-reference the old and the new BL and TSP names on both the BL correction notice and the new BL. State in the Remarks Section (Block 25) of the new BL, “Onward movement of frustrated shipment due to (i.e., non-use, disqualification) of (TSP name),” and “HHG containers which are the property of (TSP name) must be made available to (TSP name) agent at destination upon delivery of the shipment.” If the shipment is moved as a Code 2 shipment, state in the Remarks Section (Block 25), “No packing services performed. TSP can bill for linehaul and services certified by TO.” The Code 2 TSP must obtain new weight tickets. If the shipment is being held by the port agent for payment of port services, arrange for payment to the port agent by a local purchase order or if moving via Code 2, a DD Form 619. For overseas PCS shipments, the above information must be entered on the freight warrant or other document issued to complete movement to destination.

- (b) Shipments at the Origin Port or Origin Port Agent. Tender the shipment to a new ITGBL TSP with cost favorable rates from the termination point. In the Remarks Section (Block 25) show the SFR reduction for non-performance of packing (i.e., “ITGBL Rate Solicitation number (state number) applies. (\$_____) per (net or gross) cwt reduction to SFR.”) The new TSP must obtain new weight tickets. State in Remarks Section (Block 25) of the new BL, “Onward movement of frustrated shipment due to (i.e., non-use, disqualification) of (TSP name),” and “HHG containers which are the property of (TSP name) must be made available to (TSP name) agent at destination upon delivery of the shipment.” Cross-reference the old and the new BL and TSP names on both the SF 1200 and the new BL.
 - (2) Shipments Held by Line-haul/Flatbed/Motor Freight TSPs at Origin Port for Payment of Linehaul Charges.
 - (a) The TO/port/VPC receiving information that a shipment is being held at the port must notify the origin TO who must terminate the original BL at the origin agent’s warehouse by issuing a SF 1200. State in the Remarks Section “BL terminated at (name of origin agent) due to (i.e., non-use, disqualification) of (TSP name).” “(TSP name) can bill for origin services only in accordance with item (item number) of ITGBL Rate Solicitation number (numbers).”
 - (b) The origin TO must issue a new BL to a new TSP from the origin agent’s warehouse to the final destination. Advise the new TSP that the shipment is being held by line-haul/flatbed/motor freight TSP at the origin port (identify specific location) and the new TSP must be required to pay the TSP holding the shipment for the linehaul charges to the port and arrange for onward movement to the final destination. BL Remarks Section (Block 25) must show SFR reduction for non-performance of packing (i.e., “ITGBL Rate Solicitation number (state number) applies. (\$_____) per (net or gross) cwt reduction to SFR.”) Also state in the Remarks Section, “HHG containers which are the property of (TSP name) must be made available to (TSP name) agent at destination upon delivery of the shipment,” and “Onward movement of frustrated shipment due to (i.e., non-use, disqualification) of (TSP name).” Cross-reference the old and the new BLs and TSP names on both the SF 1200 and the new BL. The new TSP must obtain new weight tickets.
 - (3) Domestic Shipments Abandoned/Frustrated at a Point En Route to Final Destination. The TO responsible for the area where the shipment is frustrated must terminate the original BL at the point where the shipment is located by issuing a SF 1200. State in the Remarks Section (Block 25), “BL terminated at (termination location) due to (reason for termination) of (TSP name).” “(TSP name) can bill for services to (shipment location).” Issue a new BL to a new TSP for movement to the final destination showing the origin as the point where the shipment is located and state in the Remarks Section (Block 25), “Onward movement of frustrated shipment due to (i.e., non-use, disqualification) of (TSP name).” For Code 2 (containerized) shipments, state in Remarks Section (Block 25), “HHG containers which are the property of (TSP name) must be made available to (TSP name) agent at destination upon delivery of the shipment,” and “No packing services performed. TSP can bill for line-haul and services certified by TO.” Cross-reference the old and the new BLs and TSP names on both the SF 1200 and new BL. The TSP must obtain new weight tickets.
 - (4) Domestic Shipments Moving by an Alternate TSP for (TSP Name) That Become Frustrated En Route. The TO receiving information that a shipment is being held must

notify the origin TO who must cancel the original BL at origin by issuing a SF 1200. State in Remarks Section (Block 25) “BL canceled due to (i.e., non-use, disqualification) of (TSP name).” Issue a new BL to the alternate TSP from origin to final destination. Cross-reference the old and the new BLs on both the SF 1200 and the new BL. If the alternate TSP does not have rates on file, move under the TSP’s commercial tariff. The new TSP must obtain new weight tickets.

- (5) Domestic Shipments Moving by an Interline TSP That Become Frustrated En Route. The TO responsible for the area where the shipment is frustrated must terminate the original BL at the point where the interline TSP received the shipment by issuing a SF 1200. State in Remarks Section (Block 25), “BL terminated at (show point where shipment was interlined) due to (i.e., non-use, disqualification, of (TSP name).” “(TSP name) can bill for services to (show point where shipment was interlined).” Issue a new BL to the interline TSP showing the origin as the point where the shipment was interlined. State in the Remarks Section (Block 25), “Onward movement of frustrated shipment due to (i.e., non-use, disqualification) of (TSP name).” For Code 2 (containerized) shipments, state in the Remarks Section (Block 25), “HHG containers which are the property of (TSP name) must be made available to (TSP name) agent at destination upon delivery of the shipment,” and “No packing services performed. TSP can bill for linehaul and services certified by TO.” Cross-reference the old and the new BLs and the TSP names on both the SF 1200 and the new BL. If interline TSP does not have rates on file, move under the interline TSP’s commercial tariff. The new TSP must obtain new weight tickets.
 - (6) Domestic mobile home or boat tow-away shipments must be handled IAW the “Termination of Service” item in the Mobile Home Solicitation.
- h. Shipments Detained by Ocean TSPs for Nonpayment of Ocean Charges.
- (1) Unless otherwise directed by SDDC, the SDDC designated representatives must ascertain those shipments being held at the ports in their AOR for nonpayment of ocean charges and must notify SDDC to solicit OTO rates. Coordination with SDDC may be necessary to determine whether port solicitations or individual shipment OTOs are required. Requests for individual OTOs must include the member’s/employee’s name/rank or grade/SSN, code of service, BL, RDD, origin port, present location of shipment, pieces/weight/cube, ocean TSP/vessel/voyage number, ocean bill of lading number, container number, final destination, and responsible destination TO.
 - (2) SDDC must solicit competitive OTO rates by individual ports or, where volume is limited, by individual shipment rather than by port. TSPs that bid must be required to pay the ocean charges and all other charges that may have accrued (i.e., demurrage, storage, port handling, drayage), and complete movement to final destination.
 - (3) When the OTO bids have been processed, SDDC must provide the destination TOs and SDDC designated representatives, by message, the names of the TSPs selected to move the shipments. If the solicitation is by port, the primary and secondary TSPs selected to service each port, their OTO tender number, and the rate information must be provided.
 - (4) Each destination TO that has shipments in this category is responsible for issuing all documentation for shipments destined to their activity. If the solicitation is by port, the SDDC designated representative must provide the responsible destination TOs a list of all shipments being held at the various ports that are destined to their activity. The list must include the member’s/employee’s name, BL number, origin port, and present location of shipment. Upon receipt of this information, each destination TO must be

responsible for issuing the following documents to complete movement of these shipments.

- (a) Issue a SF 1200 to terminate the original BL at the origin port. State in the Remarks Section (Block 25) “BL terminated at (name of origin port) due to the (i.e., non-use, disqualification) of (TSP name).” “(TSP name) can bill for services to the origin port only IAW items (item numbers) of ITGBL Rate Solicitation number (number).”
 - (b) Issue a new BL to the OTO TSP. Cross-reference the old and the new BLs and the TSP names on both the SF 1200 and new BL. In Block 19 of the new BL show the name of the origin port where the original BL was terminated and state in the Remarks Section (Block 25) the current location of the shipment (i.e., Port of Baltimore). In “Consignee” (Block 18) show the final destination of the shipment. State in “Remarks” Section, (Block 25) “HHG containers which are the property of (TSP name) must be made available to (TSP name) agent upon delivery of shipment” and “Onward movement of frustrated shipment due to (i.e., non-use, disqualification) of (TSP name). All ocean charges, including storage and drayage, must be paid by Finance on a submission of a paid invoice.” In “Tariff or Special Rate Authorities” Section (Block 31) show the OTO tender number and OTO rate. If the solicitation is by port, show the OTO tender number and statement “See Remarks Block.” In Remarks Section (Block 25), show the rate information provided by SDDC. The OTO TSP must obtain new weight tickets. For a pickup date, use the date the BL was issued. Establish the RDD based on the pickup date, plus five days.
- i. Recovery of Excess Funds Expended by the DOD to Complete Movement.
- (1) All TOs, immediately upon completion of retendering of all frustrated shipments detailed in Paragraph F.2.f. through F.2.h. above, must forward a list of all shipments retendered by their activity to SDDC. The following information must be included in the lists.
 - (a) Member’s/employee’s last name, first name, MI.
 - (b) Rank or Grade.
 - (c) SSN.
 - (d) Branch of Service/Agency.
 - (e) Original BL number.
 - (f) Name of new TSP.
 - (g) New TSP BL number.
 - (h) Paying finance office.

NOTE: If a purchase order or freight warrant was issued to cover payment of services performed, indicate this and provide a copy of the paid bill to SDDC.
 - (2) SDDC must consolidate all data for their use in the audit of these shipments for recovery of excess funds expended by the DOD to complete movement of the shipments.
 - (3) SDDC must provide the results of the recovery actions to the Services involved.

G. EMERGENCIES INVOLVING SHIPMENTS IN NTS (CONUS)

1. **Purpose and Scope.** This paragraph prescribes procedures and provides guidance for the notification to, SDDC, of any incident at a commercial storage facility that affects, or is likely to affect, the storage of personal property. It applies to any incident (such as flood, fire, and unlawful entry) that causes, or is likely to cause, loss or damage to stored personal property. It also applies to bankruptcy proceedings or any adverse actions against or by a contractor that must impede or prevent the removal of goods from storage or result in loss or damage to stored personal property.
2. **Actions to Be Taken by Ordering Officers.**
 - a. Upon becoming aware of an incident or situation that is causing, or is likely to cause, loss, damage, or frustration of personal property shipments in NTS, the ordering officer must immediately notify the responsible SDDC RSMO contracting officer. Incidents or situations to be reported include, but are not limited to, the following:
 - (1) Natural disasters (such as floods, fires, and storms).
 - (2) Unlawful entries.
 - (3) Strikes, work stoppages, or embargoes.
 - (4) The seizure of a contractor's facility for failure to pay just debts.
 - (5) Closure of a contractor facility in compliance with a court order.
 - (6) Action on the part of the contractor or the contractor's creditors to file a bankruptcy petition.
 - (7) Failure on the part of the contractor to fulfill all the terms and conditions of the TOS for storage of HHG and related services (Appendix J).
 - b. **Notification to Be Furnished to USTRANSCOM and DOD Components.** To inform the DOD of unusual circumstances that may result in the filing of a large number of claims for loss or damage to stored personal property shipments, the CDR, SDDC, must provide each DOD component claims office a copy of the RSMO contracting officer's final report.

GOVERNMENT INSPECTION REPORT		1. PREPARING INSTALLATION	
2. NAME OF PROPERTY OWNER		3. DESTINATION ADDRESS <i>(Street, City, State and ZIP Code)</i>	
4. MODE OF SHIPMENT			
5. PROPERTY SHIPPED		6. DATE OF DELIVERY TO OWNER <i>(YYYYMMDD)</i>	
a. FROM <i>(Include ZIP Code)</i>	b. TO <i>(Include ZIP Code)</i>	c. WEIGHT OF SHIPMENT	d. NUMBER OF PIECES
e. NAME AND ADDRESS OF GOVERNMENT BILL OF LADING CARRIER <i>(Include ZIP Code)</i>		f. GBL NUMBER	
		g. AIRWAY BILL NUMBER	
		h. CARRIER'S BILL OF LADING NUMBER	
i. NAME AND ADDRESS OF WAREHOUSE <i>(If shipment from nontemporary storage) (Include ZIP Code)</i>		j. LOT NUMBER	
		k. SERVICE ORDER NUMBER	
l. NAME AND ADDRESS OF DELIVERING CARRIER <i>(If not agent of Government Bill of Lading carrier) (Include ZIP Code)</i>		m. CONTRACT NUMBER	
7. DISCREPANCIES NOTED BY INSPECTOR <i>(Use supplemental sheets if necessary)</i>			
CARRIER'S INVENTORY NUMBER <i>(Carton No. if packed item)</i> a.	ARTICLE b.	DESCRIBE LOCATION, NATURE AND EXTENT OF NEW DAMAGE AND APPARENT CAUSE OF DAMAGE <i>(State "MISSING" if applicable)</i> c.	WEIGHT (Lbs) OF ARTICLE OR CARTON IF PACKED ITEM d.

DD FORM 1841, SEP 1998

PREVIOUS EDITION IS OBSOLETE.

Reset

Adobe Professional 8.0

Figure 410-1. DD Form 1841, Government Inspection Report

8. INVENTORY NUMBERS OF CARTONS OR CONTAINERS WITH VISIBLE EXTERNAL DAMAGE <i>(Describe damage to each and apparent cause of damage)</i>			
9. PACKING VIOLATIONS NOTED <i>(Describe in detail) (See MIL-STD-212c)</i>			
10. CERTIFICATE OF INSPECTOR I personally made the above inspection on the date shown and certify that the conditions as shown on this report of _____ pages accurately reflect the loss and/or damage incurred during shipment and/or storage.			
a. DATE OF INSPECTION <i>(YYYYMMDD)</i>	b. TYPED NAME OF INSPECTOR <i>(Last, First, Middle Initial)</i>	c. GRADE	d. SIGNATURE
11. CERTIFICATE OF PROPERTY OWNER I have examined this report of _____ pages and the conditions shown accurately and completely set forth the entire loss and/or damage to my property incurred during shipment and/or storage.			
a. DATE <i>(YYYYMMDD)</i>	b. SIGNATURE		
12. CERTIFICATE OF TRANSPORTATION OFFICER I certify that the information on this report of _____ pages is accurate and complete to the best of my knowledge.			
13. "NOTICE OF LOSS OR DAMAGE" DISPATCHED			
a. DATE <i>(YYYYMMDD)</i>	b. ADDRESSEE		
c. DATE <i>(YYYYMMDD)</i>	d. ADDRESSEE		
e. DATE OF REPORT <i>(YYYYMMDD)</i>	f. TYPED NAME OF INSTALLATION TRANSPORTATION OFFICER <i>(Last, First, Middle Initial)</i>	g. SIGNATURE	

DD FORM 1841 (BACK), SEP 1998

Reset

Figure 410-1. DD Form 1841 (Back), Government Inspection Report (Cont'd)

JOINT STATEMENT OF LOSS OR DAMAGE AT DELIVERY			
<i>Privacy Act Statement</i>			
AUTHORITY:		The requested information is solicited pursuant to one or more of the following: 5 U.S.C. 301, 31 U.S.C. 3721 et seq., 31 U.S.C. 3711 et seq., and EO 9397, November 1943 (SSN).	
PRINCIPLE PURPOSE(S):		The information requested is to be used in evaluating claims.	
ROUTINE USE(S):		The information requested is used in the settlement of claims for loss, damage or destruction of personal property and recovery from liable third parties.	
DISCLOSURE:		Voluntary; however, failure to supply the requested information or to execute the form may delay or otherwise hinder the payment of your claim.	
GENERAL INSTRUCTIONS: The carrier's/contractor's representative will complete and sign DD Form 1840 and obtain the signature of the member or member's agent. The member or member's agent will not, under any circumstances, sign a blank or partially completed DD Form 1840. Three completed copies of DD Form 1840 and blank DD Forms 1840R will be provided the member or member's agent by the carrier's/contractor's representative for each shipment. If no loss or damage is involved, write "NONE" in description column.			
SECTION A - GENERAL (To be completed by carrier/contractor)			
1. NAME OF OWNER (Last, First, Middle Initial)		2. SOCIAL SECURITY NO.	3. RANK OR GRADE
4. NET WT OF SHIPMENT		5. ORIGIN OF SHIPMENT (City and State/Country)	
6. DESTINATION OF SHIPMENT (City and State/Country)		7. PPGBL/ORDER NUMBER	
8. PICKUP DATE		9. NAME AND ADDRESS OF CARRIER/CONTRACTOR	
10. CODE OF SERVICE	11. SCAC	12. CARRIER/CONTR REF. NO.	
SECTION B - RECORD OF LOSS OR DAMAGE (To be completed jointly by member and carrier's/contractor's representative)			
13. Notice is hereby given to the carrier/contractor to whom this statement is surrendered that the shipment was received in condition as shown below and the claim, if any, will be made for such loss or damage as indicated subject to further inspection and notification to the claims office within 70 days by DD Form 1840R found on the reverse side hereof. THE VALUE INDICATED IN BLOCK 14c IS TO BE USED FOR QUALITY CONTROL ONLY.			
a. Inv. No.	b. Name of item	c. Description of loss or damage (If missing, so indicate)	
14. ACKNOWLEDGMENT BY MEMBER OR AGENT (X and complete as applicable and sign below)		15. ACKNOWLEDGMENT BY CARRIER'S/CONTRACTOR'S REPRESENTATIVE (X and complete as applicable and sign below)	
a. I received my property in apparently good condition except as indicated above. A continuation sheet <input type="checkbox"/> was <input type="checkbox"/> was not used.		a. Property was delivered in apparently good condition except as otherwise noted above.	
b. Unpacking and removal of packing material, boxes, cartons, and other debris <input type="checkbox"/> is <input type="checkbox"/> is not waived.		b. I will initiate tracer action for missing items.	
c. I estimate the amount of my loss and/or damage at \$		c. Name of delivering carrier/agent/contractor	
d. I have received three copies of this form. I understand that I have 70 days to list any further loss and/or damages on the back of this form and give this to the nearest claims office, and that failure to do so may result in my being paid a smaller amount on a claim.		d. Storage in transit? <input type="checkbox"/> Yes <input type="checkbox"/> No	
e. Telephone Number	f. Date Signed	e. Signature	
g. Signature		f. Date Signed	

Figure 410-2. DD Form 1840, Notification of Loss or Damage at Delivery

NOTICE OF LOSS OR DAMAGE			
INSTRUCTIONS TO MEMBER: You have up to 70 days to inspect your property and note all loss or damage. Should you find any loss or damage not reported on DD Form 1840 at the time of delivery, complete Section A below. Use only ball-point pen or typewriter. THE COMPLETED FORM MUST BE DELIVERED TO YOUR LOCAL CLAIMS OFFICE NOT LATER THAN 70 DAYS FROM DATE OF DELIVERY. FAILURE TO DO SO MAY RESULT IN A REDUCTION OF THE AMOUNT PAYABLE ON YOUR CLAIM. Keep a copy of this form for your records, receipted and dated by the claims office. If more than one page is needed, please number the pages.			
SECTION A - (To be completed by member)			
1. STATEMENT OF PROPERTY LOSS OR DAMAGE: You are hereby notified of the loss or damage in the following shipment of personal property.			
a. Name of Member (Last, First, Middle Initial)	b. PPGBL/Order Number	c. Date of Delivery	
d. Origin of Shipment (City and State/Country)	e. Destination of Shipment (City and State/Country)		
f. You are further notified that property owner intends to present a claim for this loss and/or damage. You are hereby extended an opportunity to inspect the property.			
2. LIST OF PROPERTY LOSS / DAMAGE (NOTE: Tracer action is requested for items listed as missing)			
a. Inv. No.	b. Name of Item	c. General Description of Loss or Damage (if missing, so indicate)	
SECTION B - (To be completed by claims office)			
<i>(NOTE: Mail original to home office of carrier/contractor listed in item 9 on DD Form 1840)</i>			
3. TO (Home Office of Carrier/Contractor)			
a. Name and Address (Street Address, City, State, and ZIP Code)		b. Date of Dispatch	
4. YOUR REPRESENTATIVE MAY CONTACT THIS CLAIMS OFFICE FOR ASSISTANCE			
a. Name and Address of Claims Officer		b. Signature	
		c. Date Signed	d. Telephone Number

Figure 410-3. DD Form 1840R, Notification of Loss or Damage

GOVERNMENT BILL OF LADING CORRECTION NOTICE		DATE NOTICE PREPARED
1. GBL NUMBER	2. DATE GBL WAS ISSUED	3. TOTAL WEIGHT SHOWN ON GBL
4. ORIGIN <i>(As shown in "Origin" block on GBL)</i>		5. DESTINATION <i>(As shown in "Destination" block on GBL.)</i>
6. ROUTE <i>(Complete routing shown on GBL)</i>		7. ISSUING OFFICE <i>(As shown on GBL under "For use of Issuing Office.")</i>
8. TO: <i>(Name and address of carrier/activity to which directed, including ZIP Code.)</i>		9. Complete Items 9a, b, and c only when correction is made after transportation charges have been paid. a. D.O. VOUCHER NUMBER b. D.O. VOUCHER DATE c. D.O. SYMBOL
10. FROM:		
11. BILL OF LADING NOW READS <i>(Show the information as it reads prior to correction.)</i>		12. CORRECT BILL OF LADING TO READ <i>(Show how the corrected information should read.)</i>
13. AUTHORITY FOR CORRECTION <i>(Tariff and item numbers; classification and item number; or other authority for making the change.)</i>		
14. REMARKS <i>(Pertinent information not otherwise provided on the form. If more space is required, use reverse side of this form.)</i>		
15. INFORMATION COPY TO <i>(Name and address, including ZIP Code.)</i>		16. SIGNATURE AND TITLE OF INITIATING OFFICIAL
		17. CARRIER REPRESENTATIVE'S SIGNATURE <i>(Require when notice is initiated by shipper and transportation charges are affected.)</i>

NSN 7540-01-140-5524

STANDARD FORM 1200 (8-82)
 Prescribed by GSA, FPMR (41 CFR) 101-41.3

Figure 410-4. SF 1200, Government Bill of Lading Correction Notice

APPLICATION FOR SHIPMENT AND/OR STORAGE OF PERSONAL PROPERTY <i>(Read Privacy Act Statement on back before completing form.)</i>		1. DATE PREPARED (YYYYMMDD)	2. SHIPMENT NUMBER
3. NAME OF PREPARING OFFICE		4. TO (Responsible Origin Personal Property Shipping Office) a. NAME	
5. NAME OF DESTINATION PERSONAL PROPERTY SHIPPING OFFICE		b. ADDRESS (Street, Suite Number, City, State, ZIP Code)	
6. MEMBER OR EMPLOYEE INFORMATION			
a. NAME (Last, First, Middle Initial)	b. RANK/GRADE	c. SSN	d. AGENCY
7. REQUEST ACTION BE TAKEN TO TRANSPORT OR STORE THE FOLLOWING:			
a. HOUSEHOLD GOODS/UNACCOMPANIED BAGGAGE/ITEMS/NO. OF CONTAINERS (Enter quantity estimate)			
(1) POUNDS	(2) POUNDS OF PROFESSIONAL BOOKS, PAPERS, AND EQUIPMENT (PBP&E) (Enter "NONE" if not applicable)	(3) EXPENSIVE AND VALUABLE ITEMS (Number of cartons)	
b. MOBILE HOME INFORMATION (Enter dimensions in feet and inches)			
(1) SERIAL NUMBER	(2) LENGTH	(3) WIDTH	(4) HEIGHT
(5) TYPE EXPANDO (Describe)			
c. MOBILE HOME SERVICES REQUESTED (X as applicable)			
<input type="checkbox"/> CONTENTS PACKED <input type="checkbox"/> MOBILE HOME BLOCKED <input type="checkbox"/> MOBILE HOME UNBLOCKED <input type="checkbox"/> STORED AT ORIGIN <input type="checkbox"/> STORED AT DESTINATION			
8. THIS SHIPMENT/STORAGE IS REQUIRED INCIDENT TO THE FOLLOWING CHANGE OF STATION ORDERS:			
a. TYPE ORDERS (X one)		b. ISSUED BY	c. NEW DUTY ASSIGNMENT
<input type="checkbox"/> PERMANENT <input type="checkbox"/> TEMPORARY			
d. DATE OF ORDERS (YYYYMMDD)	e. ORDERS NUMBER	f. PARAGRAPH NO.	g. IN TRANSIT TELEPHONE NO. (Include Area Code)
h. IN TRANSIT ADDRESS (Street, Apartment Number, City, State, ZIP Code)			
9. PICKUP (ORIGIN) INFORMATION		10. DESTINATION INFORMATION	
a. ADDRESS (Street, Apartment Number, City, County, State, ZIP Code) (If a mobile home park, include mobile home court name)		a. ADDRESS (Street, Apartment Number, City, County, State, ZIP Code) (If a mobile home park, include mobile home court name)	
b. TELEPHONE NUMBER (Include Area Code)		b. AGENT DESIGNATED TO RECEIVE PROPERTY	
11. EXTRA PICKUP/DELIVERY ADDRESS (If applicable)		12. SCHEDULED DATE FOR (YYYYMMDD)	
		a. PACK	b. PICKUP
			c. DELIVERY
13. REMARKS			
14. I CERTIFY THAT NO OTHER SHIPMENTS AND/OR NONTEMPORARY STORAGE HAVE BEEN MADE UNDER THESE ORDERS EXCEPT AS INDICATED BELOW (If none, indicate "NONE.")			
a. FROM	b. TO	c. NET POUNDS (Actual or estimated)	d. POUNDS OF PBP&E (Actual or estimated)
15. CERTIFICATION OF SHIPMENT RESPONSIBILITIES/STORAGE CONDITIONS I certify that I have read and understand my shipping responsibilities and storage conditions printed on the back side of this form.			
a. SIGNATURE OF MEMBER/EMPLOYEE	b. DATE SIGNED	c. ADDRESS OF CONTRACTOR (Street, Suite No., City, State, ZIP Code)	
d. NAME OF CONTRACTOR (Origin DPM or non-temporary storage)			
16. CERTIFICATE IN LIEU OF SIGNATURE ON THIS FORM IS REQUIRED WHEN REGULATIONS SO AUTHORIZE. Property is baggage, household goods, mobile home, and/or professional books, papers and equipment authorized to be shipped at government expense.			
a. REASON FOR NONAVAILABILITY OF SIGNATURE		b. CERTIFIED BY (Signature)	
		c. TITLE	

DD FORM 1299, SEP 1998

PREVIOUS EDITION IS OBSOLETE.

Reset

Adobe Professional 7.0

Figure 410-5. DD Form 1299, Application for Shipment and/or Storage of Personal Property

CONTAINS INFORMATION SUBJECT TO THE PRIVACY ACT OF 1974, AS AMENDED.

STATEMENT OF ACCESSORIAL SERVICES PERFORMED						OMB No. 0702-0022 OMB approval expires May 31, 2011		
This form is required only when accessorial services are chargeable to the Government. Carrier will enter complete information or "None" in columns. "Unit Price" and "Charge" columns may be omitted when charges are itemized on the Standard Form 1113.								
The public reporting burden for this collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 1155 Defense Pentagon, Washington, DC 20301-1155 (0702-0022). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.								
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE ABOVE ORGANIZATION.								
1. GOVERNMENT BILL OF LADING NUMBER		2. DATE OF PICKUP AT ORIGIN (YYYYMMDD)		16. ACCESSORIAL SERVICES				
3.a. NAME OF OWNER (Last, First, Middle Initial)				PACKING, PACK MATERIALS AND UNPACKING (1)	NUMBER (2)	UNIT PRICE (3)	CHARGE (4)	
b. SSN		c. RANK OR GRADE		a. DISH PACK			0.00	
4. ORIGIN OF SHIPMENT				b. CARTONS (Less than 3 cubic feet)			0.00	
5. DESTINATION OF SHIPMENT				c. CARTONS (3 cubic feet)			0.00	
6.a. ORDERING ACTIVITY/INSTALLATION NAME		b. LOCATION		d. CARTONS (4-1/2 cubic feet)			0.00	
7.a. NAME OF CARRIER		b. NAME OF AGENT (Last, First, Middle Initial)		e. CARTONS (8 cubic feet)			0.00	
8. SIGNATURE OF CARRIER'S REPRESENTATIVE			9. DATE (YYYYMMDD)		f. CARTONS (8-1/2 cubic feet)		0.00	
					g. WARDROBE (Not less than 10 cubic feet)		0.00	
10. CARRIER'S SHIPMENT REFERENCE NO.		11. AGENT OR DRIVER CODE		h. MATTRESS, CRIB			0.00	
12. PROFESSIONAL BOOKS, PAPERS AND EQUIPMENT (PBP&E) INCLUDED IN SHIPMENT (If not included, write "None")			LBS.		i. MATTRESS (Not exceeding 39" x 75")		0.00	
					j. MATTRESS (Not exceeding 54" x 75")		0.00	
13. STORAGE-IN-TRANSIT (SIT)				k. MATTRESS (39" x 80")			0.00	
a. STORED AT (1) CITY (2) STATE		b. SIT SERVICES PROVIDED AT (X one)		l. MATTRESS (Exceeding 54" x 75")			0.00	
		ORIGIN DESTINATION OTHER		m. TOTAL			0.00	
DATES (YYYYMMDD):				f. NUMBER OF DAYS	g. NET WEIGHT			
c. IN	d. ORDERED OUT	e. DELIVERED OUT						
h. REQUESTED DELIVERY DATE (YYYYMMDD)		i. SHIPMENT ORDERED INTO AND OUT OF SIT ON DATES INDICATED AND AUTHORIZED BY SIT CONTROL NO.						
j. WAS STORAGE POINT FOR CARRIER'S CONVENIENCE (X one)				YES	NO		0.00	
14. REWEIGH CERTIFICATION (If applicable)		a. NUMBER		y. LABOR (Describe service in "Remarks") (Enter number of man-hours)				
b. ORIGINAL GROSS		c. REWEIGH GROSS		z. (X as applicable) EXTRA DELIVERY				
d. ORIGINAL TARE		e. REWEIGH TARE		EXTRA PICKUP				
f. ORIGINAL NET ()		g. REWEIGH NET ()		AUXILIARY SERVICES				
15. APPLIANCES SERVICED (Owner/Agent must initial each entry separately.)				aa. PIANO/ORGAN CARRY SERVICE				0.00
TYPE	MAKE/MODEL NO./MANUFACTURER	OWNER/AGENT INITIALS		bb. ELEVATOR/STAIR/EXCESS DISTANCE				0.00
a.	b.	c.		cc. SERVICING APPLIANCES/OTHER ARTICLES (As itemized and initialed in item 15)				0.00
				dd. OTHER (Describe in "Remarks")				0.00
				ee. TOTAL ACCESSORIAL SERVICE CHARGES				0.00
17. REMARKS								
18. STATEMENT OF OWNER, MILITARY INSPECTOR/TRANSPORTATION OFFICER								
a. MATERIALS WERE FURNISHED/ACCESSORIAL SERVICES WERE PERFORMED				b. SIGNATURE (Do not sign until Carrier has completed column 16(2).)		c. DATE SIGNED (YYYYMMDD)		
AT ORIGIN		OTHER (Explain)						
AT DESTINATION								
19. TRANSPORTATION OFFICER CERTIFICATION. I CERTIFY THAT SHIPMENT SERVICES WERE ACCOMPLISHED AS SHOWN BELOW.								
a. SERVICES ACCOMPLISHED (X as applicable)		(3) REWEIGH CERTIFICATION		(6) WAITING TIME		(9) OTHER (Specify)		
(1) ACCESSORIAL SERVICES (Listed in item 16)		(4) THIRD PARTY SERVICES		(7) UNPACKING SERVICE (Baggage only)				
(2) STORAGE-IN-TRANSIT		(5) BULKY ARTICLE CHARGE		(8) OVERTIME LOADING/UNLOADING CHARGE				
b. SIGNATURE OF TRANSPORTATION OFFICER				c. TITLE (Print or type)		d. DATE SIGNED (YYYYMMDD)		

DD FORM 619, MAY 2008

PREVIOUS EDITION MAY BE USED.

Reset

Adobe Professional 7.0

Figure 410-6. DD Form 619 – Statement of Accessorial Services Performed

THIS PAGE INTENTIONALLY LEFT BLANK