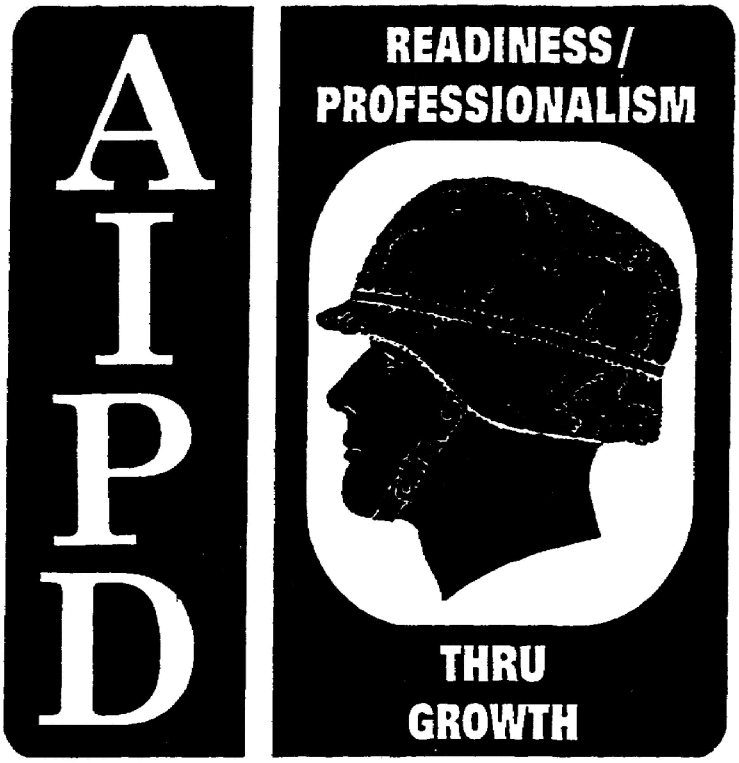
SUBCOURSE
QM5093

EDITION
5

PREPARE RCS: DLA(W) 1884 (DFSC)
BULK PETROLEUM TERMINAL
MESSAGE REPORT (101-519-5112)



THE ARMY INSTITUTE FOR PROFESSIONAL DEVELOPMENT
ARMY CORRESPONDENCE COURSE PROGRAM

PREPARE RCS: DLA(W) 1884 (DFSC) BULK PETROLEUM TERMINAL MESSAGE REPORT

SUBCOURSE QM 5093
EDITION 5

3 CREDIT HOURS
REVIEWED: 1988

United States Army Combined Arms Support Command
Fort Lee, Virginia 23801-1809

GENERAL

The Prepare RCS: DLA(W) 1884 (DFSC) Bulk Petroleum Terminal Message Report subcourse is part of the Petroleum Supply Specialist MOS 76W Skill Level 5 Course. It is designed to teach the knowledge necessary for performing tasks related to preparing heading information for message submission of the report, gathering inventory level data for submission of the terminal section of the report, reporting ocean terminal tanker discharge data and providing information that significantly affects terminal support capability; identifying discrepancies in reports, and drafting a message for transmission to the Defense Fuel Supply Center (DFSC) for use by the appropriate agencies within the Federal Government. The subcourse is presented in one lesson corresponding to the terminal learning objective as indicated below.

Lesson 1: PREPARE RCS: DLA(W) 1884 (DFSC) BULK PETROLEUM TERMINAL MESSAGE REPORT

TASK: Prepare RCS: DLA(W) 1884 (DFSC) Bulk Petroleum Message Report for transmission by message to DFSC.

CONDITIONS: You are given data concerning terminal operations and extracts of DOD Manual 4140.25-M, Procedures for Management of Petroleum Products, and DFSCH 4705.1, Data Element Codes for Tanker Distribution.

STANDARDS: Demonstrate competency of the task skills and knowledge by responding correctly to the multiple-choice test covering evaluation procedures for conducting and processing physical inventories.

(This objective supports SM Task 101-519-5112, Prepare RCS: DLA(W) 1884 (DFSC) Bulk Petroleum Terminal Message Report.)

TABLE OF CONTENTS

INTRODUCTION TO PREPARE RCS: DLA(W) 1884 (DFSC) BULK PETROLEUM TERMINAL MESSAGE REPORT

The distribution system for bulk petroleum fuels comprises a worldwide network of bulk petroleum storage terminals that are established to meet worldwide military requirements. These terminals are used to store Defense Logistics Agency (DLA) owned products. These products may be either reserve stocks and operating stocks or the products may be held for distribution to supported activities. DLA does not own facilities. Therefore, DLA must use terminals owned by the US Government, foreign governments, and commercial contractors. There are five general types of terminals used in support of the worldwide military petroleum requirement:

1. GOGO -Government Owned and Government Operated. GOGO petroleum terminals are owned by the US Government and are operated by one of the military departments.

2. GOCO -Government Owned and Contractor Operated. GOCO petroleum terminals are owned by the US Government and are operated by contractors.

3. COCO -Contractor Owned and Contractor Operated. COCO petroleum terminals are owned and operated by contractors.

4. FG -Foreign Government. FG petroleum terminals are located overseas and are owned by either foreign governments or contractors. Arrangements for the use of foreign government facilities are normally accomplished by the use of a bilateral agreement, by an annex to the Status of Forces Agreement, or by a contract.

5. WTO -World Treaty Organization. WTO petroleum terminals are located in foreign countries, and are used in support of the US Government worldwide petroleum requirement. The terminals may be owned by a treaty organization and are normally operated by the foreign (host) country under established agreements between the host country and the US military service (user). NATO terminals are a good example.

PREPARE RCS: DLA(W) 1884 (DFSC) BULK PETROLEUM TERMINAL MESSAGE REPORT

In lesson 1, you will learn to draft the bulk petroleum -terminal report for submission to DPSC by message.

To understand how to prepare the bulk petroleum terminal message report, you must be able to:

1. Assemble information required for submitting the report in accordance with DOD Manual 4140.25-M, Procedures for Management of Petroleum Products.

   a. Prepare message heading information.

   b. Gather inventory level data.

   c. Tabulate tanker discharge data.

   d. Identify significant changes in terminal support capability.

2. Identify discrepancies in the report.

3. Draft a message for transmission to the DFSC.

LESSON 1
PREPARE RCS: DLA(W) 1884 (DFSC) BULK PETROLEUM TERMINAL MESSAGE REPORT

TASK

Prepare RCS: DLA(W) 1884 (DFSC) bulk petroleum terminal message report.

CONDITIONS

You are given data concerning terminal operations and extracts of DOD Manual 4140.25-M, Procedures for Management of Petroleum Products, and DFSCH 4705.1, Data Element Codes for Tanker Distribution.

STANDARDS

Demonstrate competency of the task skills and knowledge by responding correctly to 70 percent of the multiple-choice test questions covering preparing bulk petroleum terminal message report.

REFERENCES

FM 10-76W, Petroleum Supply Specialist Soldier's Manual

Learning Event 1:
PREPARE MESSAGE HEADING

The bulk terminal message report is an operational report used by DFSC to manage petroleum, to assist in tanker cargo scheduling review, and to enter data in the Defense Energy Information System. In addition, the information provided by the report is used as a ready resource to answer inquiries or to respond to requests for information from all levels of the Federal Government. It is, therefore, extremely important that the information furnished to DFSC by this report contain the most accurate data available and that the information be provided on a timely basis. Any Defense Fuel Supply Point (DFSP) operating under the Defense Fuel Automated Management System (DFAMS) must submit a bulk petroleum terminal message report. DFAMS is a new accounting system that replaced the old system of submitting all documents to DFSC by a monthly RCS: 1883 report (DD Form 1788 (Bulk Petroleum Terminal Report) and supporting documents). Instead of the old monthly report, individual transactions are to be reported to DFSC within 2 days of the action. The DFSP accountable records are maintained for each product by a DFSC computer. Currently, DOD Manual 4140.25-M does not reflect DFAMS. Specific guidelines for the bulk petroleum terminal message report contained in this lesson indicate a departure from DOD Manual 4140.25-M to reflect the recent shift to DFAMS.

Lesson 1/Learning Event 1

The message heading contains information used by communicators to transmit the bulk petroleum terminal message report. It also identifies the person preparing the report, the activity submitting the report, the date of the report, and any special handling instructions for the message report. Reports are prepared as of 0800 local time each Friday. Reports will be sent by an unclassified message to arrive at DFSC-ODD no later than 0800 Washington, DC time the following Monday. The bulk petroleum terminal message report will be sent directly to DFSC-ODD, and an information copy will be sent to the Joint Petroleum Office (JPO) and DFSC Defense Fuel Region (DFR) as appropriate. Submission of the report will continue even if MINIMIZE has been imposed on message correspondence.

Refer to figure 1 and appendix A to determine how the following information is included in the bulk petroleum terminal message report.

-FROM: Message address of the activity submitting the report. In some cases this may be different from the terminals listed in the body of the report.

-TO: Message address of activity receiving the report. Enter "DFSC CAMERON STA VA//DFSC-ODD//."

-INFO: Message address of appropriate JPO, DFSC DFR and/or military service headquarters to be provided with an information copy of the request.

-Message classification. The bulk petroleum terminal message report is usually transmitted as an unclassified message unless otherwise directed.

-Report title or message subject line. Enter "bulk petroleum terminal message report RCS: DLA(W) 1884 (DFSC) Bulk Petroleum Terminal Report."

-Report preparation information. Enter the date of the report and the name and commercial or AUTOVON phone number of the person who prepared the report. This way DFSC has a point of contact if any questions arise as a result of the report.

-Report terminal. Name an applicable DODAAC for terminal being reported. The DODAAC for the report terminal is found in appendix B.

Figure 1 is an example of a correct heading for the bulk petroleum terminal message report.

FROM: DFQAR DONGES FRANCE

TO: DFSC CAMERON STA VA//DFSC-ODD//

INFO: USCINCEUR VAIHINGEN GE//ECJ4/7-LOJPO//
DFREUR VAIHINGEN GE

UNCLASSIFIED

BULK PETROLEUM TERMINAL MESSAGE REPORT, RCS: DLA(W) 1884 (DFSC)

AS OF 0800 20 DEC 85/CPT I.M. EAGER, COMM 687-1235

TERMINAL DONGES-METZ DQDAAC WK4SAU

FIGURE 1. EXAMPLE OF THE HEADING FOR THE BULK PETROLEUM TERMINAL MESSAGE REPORT.

Learning Event 2:
SUBMIT TERMINAL INVENTORY DATA

All reporting terminals must submit section I (Inventory Data) of the bulk petroleum terminal message report. The DFSC continental United States (CONUS) fuel region or cognizant overseas office will submit message reports for commercially operated terminals holding DLA stocks.

In the past, data for this report was taken directly from DD Form 1788 (Bulk Petroleum Terminal Report) but the implementation of DFAMS made the form obsolete. Many activities, however, continue to reproduce the form locally and use it as a memorandum for record to facilitate the preparation of the bulk petroleum terminal message report and to maintain informal accountability. Ideally, the required information needed to draft the message report should be available from local records or from DFAMS records, but until DFAMS fully meets the timely objective for reported data, field experience and practice may vary from activity to activity. This lesson parallels the information contained in appendix A. Actual preparation at a terminal will require familiarization with the local record keeping procedures.

The bulk fuel quantities to be provided by the bulk petroleum terminal message report are reported to the nearest thousand barrels regardless of the product being reported. It should also be noted that a zero (0) is entered in the appropriate column of the report for any bulk fuel when the quantity is less than 500 barrels.

BULK FUEL QUANTITIES ARE ALWAYS REPORTED TO THE NEAREST THOUSAND BARRELS. BULK LUBE OIL QUANTITIES ARE ALWAYS ENTERED TO THE NEAREST BARREL IN THE APPROPRIATE COLUMNS OF THE REPORT.

The student should refer to both figure 2 and appendix A to follow the steps involved in the preparation of section I (Inventory Data) of the bulk petroleum terminal message report. Section I must be completed by all reporting terminals.

SECTION I: INVENTORY DATA

A	B	C	D	E	F	G	H	I	J	K
JP4	410	149	230	650	885	700	500	800	600	230
DFM	50	50	50	136	175	175	0	103	103	50

FIGURE 2. EXAMPLE OF SECTION I, INVENTORY DATA FOR BULK PETROLEUM TERMINAL MESSAGE REPORT.

-Column A, Grade of Product. Each grade of product has a three-position code. An extract of these codes may be found in appendix C. Enter the code of each reported product in column A of the message.

-Column B, Total Receipts. Report the total quantity of each product by grade received during the previous week. The weekly data submitted under this column will be the same data that was used to complete line 2 of the old DD Form 1788. Consult local records to obtain the total receipts at the terminal.

-Column C, Receipts from Procurement. Report the total quantity of product by grade received from all contract sources during the previous week. The weekly data submitted under this column will be the same data that was used to complete line 2A of the old DD Form 1788. Consult local record information to obtain the total quantity of products received from all contract sources during the previous week. This reported quantity must be the quantity of product received free on board (FOB) origin or destination directly from a DFSC contract source by any mode except those deliveries made by one of the CONUS pipeline companies. Deliveries by these pipeline companies are excluded because the terminal facilities of these companies are contracted to serve as DFSPs, to hold US Government DFSC-owned stock, and to ship the US Government-owned stock in response to requisitions from bases.

-Column D, Sales. Report the total quantity of product by grade issued from DLA stocks to consuming activities during the previous week. The weekly data submitted under this column will be the same data that was used to complete line 3A of the old DD Form 1788. Consult local record information to obtain the total sales at the terminal. Sales or issues to using activities are those quantities of product issued to any activity that is required to reimburse the DLA stock fund. Sales includes those issues to bases, fleet units, federal government organizations, foreign governments covered by replacement-in-kind agreements, and any other using activity for which the issue will result in the reimbursement of the stock fund.

-Column E, Physical Inventory. Report the quantity of product by grade on hand in terminals and pipelines as of the reporting date. Terminal complexes reporting inventories for cross-country pipelines (e.g., Spain, Italy, Germany, United Kingdom, and Korea) will identify by footnote in section III of the bulk petroleum terminal message report that portion of inventory shown in column E that is held as cross-country pipeline fill within a reporting complex, as opposed to the reportable product held within manifolds and pipelines within the terminal complex. This data is also found in block 6 of the DD Form 1788.

-Column F, Storage Capacity. Report the total shell capacity of the tanks in the terminal minus the total volumetric capacity of space lost within tankage because of safe fill level limitations and/or limitations attributable to structural loss. If exact data is not available, report the total of 95 percent of the tank shell capacity plus 100 percent of the terminal pipeline and manifold capacity. Cross-country 'pipeline linefill between terminals is not to be included in the quantity reported in column F. Also, tankage taken out of service at the terminal complex will reduce this reported storage capacity. This means that if an 80 MBBL tank of JP4 at Melun is emptied for cleaning and repairs, the storage figure normally reported for JP4 in column F, section I of the terminal complex must be reduced by 80 MBBLS. Such an entry must also be explained in section III of the report. The purpose of adjusting the storage capacity in column F is to permit DFSC to determine the existing ullage in terminal complexes.

-Column G, Expected 30 Day Issues and Transfers. Report the total quantity of product by grade expected to be issued and transferred by the terminal during the next 30 days. The quantity will represent the total expected issues and transfers, including issues to using activities, issues against replacement-in-kind agreements, issues caused by downgrading, and transfers to other DFSPs.

-Column H, Estimated 30 Day Sales. Report that portion of the column G quantity of product, by grade, estimated or expected to be issued to consuming activities during the next 30 days that will require reimbursement of the DLA stock fund.

-Column I, Estimated 30 Day Receipts. Report the total quantity of product, by grade, estimated to be received within the next 30 days. The reported quantity will represent the total expected receipts from contract sources, transfers from other DFSPs, returns for credit, receipts from replacement-in-kind agreements, product recovered from downgrading, and any capitalized stock.

-Column J, Expected 30 Day Receipts from Procurement. Report the portion of column I quantity of product by grade estimated to be received from contract sources within the next 30 days.

-Column K, Total Issues/Losses. Report the total quantity of product by grade issued and/or lost during the previous week. The weekly data submitted under this column will be the same data that was used to complete lines 3 and 4 of the old DD Form 1788. Consult local record information to obtain the total issues/losses to be reported for the terminal complex.

Using this explanation of section I, inventory- data portion of the bulk petroleum terminal message report and the past week's transactions, it can be determined that figure 2 represents inventory data.

PAST WEEK'S TRANSACTIONS

OPENING INVENTORY (Column E of past week):

JP4	469,985
DFM	136,447

RECEIPTS (Columns B/C):

From DFSP by pipeline	JP4	136,088	3-84 Tender	
From DFSP by tanker	JP4	125,107	Exxon Newark	CC0892
From procurement by tanker	DFM	50,235	American Eagle	CC0891
	JP4	149,210	American Eagle	CC0891

ISSUES (Columns D/K):

	JP4	DFM
Trans to DFSP	Ø	Ø
Sales	230,155	50,226

CLOSING INV (Column E):

JP4	650,235
DFM	136,456

PROJ RECEIPTS (Columns I/J):

From procurement:

CARGO #	VESSEL	PROD	QTY
CC0920	EGTSP	JP4	210
CC0691	CVSPT	DFM	103
CC0925	SEA ANT	JP4	210
CC0932	SEA ARC	JP4	180

From DFSP:

Pipeline Tender 3-85	200

Lesson 1/Learning Event 2

PROJ ISSUES (Columns G/H):

		JP4	DFM
Issue to DFSP		200,000	175,000
Sales to Units		500,000	Ø
TOTALS	700,000	175,000	

STORAGE DATA (Column F):

JP4:

18 Tanks 50M BBL each	= 900,000
1 Tank 32M BBL each	= 32,000
	932,000
At 95 percent fill capacity	x .95
	885,400 BBL

DFM:

3 Tanks 50M BBL each	= 150,000
3 Tanks 10M BBL each	= 30,000
1 Tank 4.2M BBL each	= 4,200
	184,200
At 95 percent fill capacity	x .95
	174,990 BBL

Learning Event 3:
SUBMIT OCEAN TERMINAL DISCHARGE INFORMATION

All ocean terminals involved in discharging and loading ocean tankers are additionally required to submit section II of the bulk petroleum terminal message report. Refer to both figure 3 and the past week's transactions to follow the steps involved in the preparation of section II (Tanker Data) of the report.

SECTION II: TANKER DATA

A	B	C	D	E	F	G	H
JP4	CCØ891	AM EGL	149	JP4	CCØ92Ø	EG TSP	210
JP4	CCØ892	EX NWK	125	DFM	CCØ691	CV SPT	103
DFM	CCØ891	AM EGL	50				

FIGURE 3. EXAMPLE OF SECTION II, TANKER DATA FOR BULK PETROLEUM TERMINAL MESSAGE REPORT.

-Column A, Grade of Product. Each grade of product has a three-position code. These codes are found in appendix C. The codes in column A list all products discharged since the previous bulk petroleum terminal message report.

-Column B, Cargo Number(s) of Discharge(s). Enter the cargo number(s) for each petroleum product discharged by ocean tankers since the previous weekly bulk petroleum terminal message report. The cargo number for a product can be found in block 14 of the applicable DD Form 250-1 (Tanker/Barge Material Inspection and Receiving Report) reporting the cargo receipt through DFAMS.

-Column C, Vessel Name. Enter the abbreviated code for the name of the vessel which discharged the product. The abbreviations for vessel names are found in appendix D.

-Column D, Quantity Discharged. Enter the quantity of product discharged found in block 25 of the applicable DD Form 250-1 reporting the cargo receipt through DFAMS. The quantity discharged is determined from the terminal shore tanks. The quantity reported will be to the nearest thousand barrels for bulk fuels.

-Column E, Grade of Product. Enter the three-position code for the grade of product being reported as in port awaiting discharge or in the processing of discharging. These codes are-found in appendix C.

-Column F, Cargo Number(s) Awaiting Discharge. The cargo number for each petroleum product onboard vessels in port awaiting discharge or in the process of discharging as of the date of the weekly report are found in either the DFSC weekly arrival message or in block 14 of the applicable DD Form 250-1. The cargo number is entered in column F of the bulk petroleum terminal weekly message report.

-Column G, Vessel Name. Enter the abbreviated code for the name of the vessel(s) awaiting discharge or in the process of discharge as of the time of the report. Vessel name abbreviations are found in appendix D.

-Column H, Quantity Awaiting Discharge. The quantity of each product being held by various vessels is entered in column H. The quantity reported is to the nearest thousand barrels for bulk fuels. The quantity reported in column H should also be included in the quantities reported in columns I and J of section I. It is important to remember that cargo reported in column H of section II is not reported as physical inventory in column E of section I.

Using this explanation of section II, tanker data portion of the bulk petroleum terminal message report, and data in the past week's transactions, it can be seen that figure 3 represents the following ocean terminal discharge information:

-Two ships have discharged cargo since the last report. The American Eagle discharged 149,210 barrels of JP4 and 50,235 barrels of DFM under cargo number CC0891. The Exxon Newark discharged 125,107 barrels of JP4 under cargo number CC0892.

-Two ships are either awaiting an opportunity to discharge products or are in the process of unloading. The Eagle Transporter has 210,000 barrels of JP4 under cargo number CC0920 and the Cove Spirit has 103,000 barrels of DFM available for cargo number CC0691.

Learning Event 4:
PROVIDE TERMINAL SUPPORT CAPABILITY DATA

Section III (Remarks) may be a part of the bulk petroleum terminal message report under certain circumstances. The purpose of the remarks section is to provide all information that significantly affects the terminal support capability to all management levels. Section III is to be submitted by all reporting activities when applicable. These remarks usually indicate changes in the normal terminal support capability.

For example, assume that an ocean terminal can normally receive ocean tankers with a maximum safe draft of 39 feet. However, due to unusually heavy spring rains, the harbor basin has filled up with 3 feet of silt. This makes the basin shallower and reduces the maximum safe draft in the terminal to 36 feet. Such a limitation must be reported in section III of the report. The entry should also state when a return to normal support levels can be expected.

Other examples might include such events as:

-A usable storage tank taken out of service. Such an entry should identify the date taken out of service, the reason it was taken out of service, and the date estimated for return to service. For those tanks out of service, and for which no actual day or month of return to service is available at the complex, the estimated fiscal year quarter or fiscal year should be furnished. Once a tank has been reported as out of service, no further reporting is required until a change in status occurs (e.g., the tank is returned to service; or the estimated date of return to service changes).

-Converted/new usable storage being placed into service as well as the effective date of the change in storage capability. For new tankage coming into service it is important to also report the new tank bottom quantities, and the usable storage and manifold quantities.

-Tanks currently in storage scheduled to be 'taken out of service during the next 90 days. It is important, not only to provide the projected date of out of service, but also to report the tank number, inventory capacity, grade of product, and the reason that the tankage will be out of service.

-Anticipated inventory changes due to unusual consumption or downgrading.

-Changes to the port or terminal facilities.

-Inventories in cross-country pipelines between terminals within a reporting complex.

-Any unusual condition worthy of the attention of higher authority.

Examples of entries made under remarks (section III) of a bulk petroleum terminal message report are included at figure 4.

SECTION III. REMARKS

A. TK #5 10M DFM TANK TO BE CONVERTED TO JP4 SERVICE DURING MARCH STILL INCLUDED IN DFM STORAGE.

B. CROSS-COUNTRY PIPELINE FILL JP4 9M BBLS.

FIGURE 4. EXAMPLE OF SECTION III, REMARKS FOR BULK PETROLEUM TERMINAL MESSAGE REPORT, COMPLETED.

Final Sample.

The four learning events just explained how to prepare the message heading, how to submit terminal inventory data, how to submit ocean terminal discharge information, and how to provide terminal support capability data. These four learning events covered all the requirements for submitting a bulk petroleum message report. Figure 5 is the final message draft covering the examples included in this lesson.

FROM: DFQAR DONGES FRANCE

TO: DFSC CAMERON STA VA//DFSC-ODD//

INFO: USCINCEUR VAIHINGEN GE//ECJ4/7-LOJPO//
DFREUR VAIHINGEN GE

UNCLASSIFIED

BULK PETROLEUM TERMINAL MESSAGE REPORT, RCS: DLA(W) 1884 (DFSC)

AS OF 0800 20 DEC 85/CPT I.M. EAGER, COMM 687-1235

TERMINAL DONGES-METZ DODAAC WK4SAU

SECTION I: INVENTORY DATA

A	B	C	D	E	F	G	H	I	J	K
JP4	410	149	230	650	885	700	500	800	600	230
DFM	50	50	50	136	175	175	0	103	103	50

SECTION II: TANKER DATA

A	B	C	D	E	F	G	H
JP4	CCØ891	AM EGL	149	JP4	CCØ92Ø	EG TSP	210
JP4	CCØ892	EX NWK	125	DFM	CCØ691	CV SPT	103
DFM	CCØ891	AM EGL	50				

SECTION III: REMARKS

A. TK #5 10M DFM TANK TO BE CONVERTED TO JP4 SERVICE DURING MARCH STILL INCLUDED IN DFM STORAGE.

B. CROSS-COUNTRY PIPELINE FILL JP4 9MBBLS.

FIGURE 5. EXAMPLE OF A FINAL MESSAGE DRAFT OF THE BULK PETROLEUM TERMINAL MESSAGE REPORT.

Lesson 1/Practice Exercise

PRACTICE EXERCISE FOR LESSON 1

Instructions:

You have just finished reading the instructional material for lesson 1. This lesson covered the preparation of the bulk petroleum terminal message report. It is now time to check your understanding of the lesson. This is done by completing the practice exercise below. All of the questions are multiple-choice and are intended to measure your understanding of the procedures used in performing the task. There is only one correct answer to each question. Try to answer all of the questions without referring to the lesson materials.

When you have completed all questions, turn the page and check your answers against the correct responses. Each correct response is referenced to specific portions of the lesson material so that you can review any questions you have missed or do not understand. When you have completed this practice exercise, you should review all of the subcourse material before starting the posttest.

SITUATION. You are the terminal complex officer responsible for the Donges Metz Pipeline System (DMPS). You are reviewing the weekly bulk petroleum terminal message report draft before sending it to DFSC.

You have the following data available:

1. Receipt Data (BBL).

GRADE	TOTAL RECEIPTS PAST WEEK	RECEIPTS FROM PROCUREMENT PAST WEEK	ESTIMATED TOTAL RECEIPTS NEXT 30 DAYS	ESTIMATED RECEIPTS FROM PROCUREMENT NEXT 30 DAYS
100/130	2,155	2,155	20,000	20,000
JP4	500,476	400,276	700,000	700,000
MOGAS I	100,321	100,321	800,000	800,000

2. Issue Data (BBL).

GRADE	SALES	TOTAL ISSUES PAST WEEK	EXPECTED ISSUES AND TRANSFERS NEXT 30 DAYS	ESTIMATED SALES NEXT 30 DAYS
100/130	480	480	10,000	300
JP4	300,201	500,350	800,000	300,000
MOGAS I	50,107	50,107	600,000	400,000

3. During the past week TK 45, a 50M BBL JP4 storage tank, started to leak. All product was recovered; however, the tank had to be taken out of service. At this point you estimate it will be repaired and back in service by the end of April 1985. Cross-country pipeline fill for JP4 is 50,000 BBLS.

4. Inventory and Storage Capacity Data (BBL).

GRADE	TOTAL INVENTORY ON RAND AS OF REPORT	TOTAL USABLE STORAGE CAPACITY	QUANTITY IN STORAGE OUT OF SERVICE	CROSS-COUNTRY PIPELINE
100/130	40,207	100,000	0	0
JP4	800,351	900,000	50,000	50,000
MOGAS I	450,247	500,000	0	0

5. Tanker Data.

The FALCON PRINCESS, cargo CC-1492, discharged 150,251 BBLS of JP4 at Donges during the last week. Further, the Overseas Alice, cargo CC-1672, with 80 MBBLS of MG1, was discharging at the cutoff time of the report.

Lesson 1/Practice Exercise

BULK PETROLEUM TERMINAL MESSAGE REPORT DRAFT

FROM: DONGES FRANCE

TO: DFSC CAMERON STA VA//DFSC-ODD//

INFO: USCINCEUR VAIHINGEN GE//ECJ4/7-LOJPO//DFREUR VAIHINGEN GE

UNCLASSIFIED

BULK PETROLEUM TERMINAL MESSAGE REPORT, RCS: DLA(W) 1884 (DFSC)

AS OF 1700, 20 DEC 85/CPT I.M. EAGER

TERMINAL DONGES-METZ DODAAC WK4SAU

SECTION I: INVENTORY DATA

A	B	C	D	E	F	G	H	I	J	K
130	2	2	.5	40	100	10	0	20	20	.5
JP4	500	400	300	800	900	800	300	700	700	500
MG1	100	10	50	450	500	600	400	800	800	50

SECTION II: TANKER DATA

A	B	C	D	E	F	G	H
MG1	CC1672	OV ALE	80	JP4	CC1492	FN PRN	150

SECTION III: REMARKS

(A) 50 MBBL TANK TAKEN OUT OF SERVICE FOR REPAIRS. IT IS ESTIMATED THAT THE TANK WILL RETURN TO SERVICE BY THE END OF APRIL 1985.

1. How should the FROM line of the bulk petroleum terminal message report draft be stated?

   a. Donges France WK4USA.
   b. DFQAR DONGES FRANCE.
   c. Donges-Metz terminal.
   d. Donges terminal France.

2. As of what day of the week is the report prepared?

   a. Sunday.
   b. Monday.
   c. Wednesday.
   d. Friday.

3. Which of the following "as of" entries is correct?

   a. 1700 20 Dec 85/CPT I.M. EAGER.
   b. 0800 20 Dec 85/CPT I.M. EAGER.
   c. 1700 20 Dec 85/CPT I.M. EAGER (AV 681-1325).
   d. 0800 20 Dec 85/CPT I.M. EAGER (COMM 681-1235).

4. What classification, if any, is assigned to the bulk petroleum terminal message report?

   a. Unclassified.
   b. Confidential.
   c. Secret.
   d. Top secret.

5. What is the correct sales quantity to be recorded for Gasoline Aviation Grade 100/130?

   a. 0
   b. 0.5
   c. 1.0
   d. 480

6. How much storage capacity should be reported in column F for JP4?

   a. 850
   b. 900
   c. 850,000
   d. 900,000

7. Which of the following is the correct entry for MG1, section I, column C?

   a. 100
   b. 10,000
   c. 100,000
   d. 1,000,000

8. In what columns of section II should the 80 MBBLS of MG1 being discharged by the OV ALE be reported?

   a. Columns A, B, C, and D as shown.
   b. Columns E, F, G, and H.
   c. Columns B, C, D, and E.
   d. Columns D, E, F, and G.

9. What should be done with the quantity of JP4 in cross-country pipe-line (50,000 BBLS) ?

   a. Add it to the total inventory on hand as of the report.
   b. Add it to the total storage capacity.
   c. Show it in the REMARKS section of the report.
   d. Disregard it.

10. What is the three-position code for Fuel Oil, Burner Grade 1?

    a. NSF.
    b. FS1.
    c. DF1.
    d. DFA.

11. Which of the following would best describe a terminal owned and operated by Exxon Corporation in CONUS?

    a. COCO.
    b. GOCO.
    c. WTO.
    d. GOGO.

12. How is tankage taken out of service for repair with no actual date of return to service reported?

    a. It is not reported until a repair date is available.
    b. It is reported with an estimated fiscal year quarter or fiscal year.
    c. It is not reported.
    d. It is not reported until all repairs are completed.

ANSWER SHEET FOR PRACTICE EXERCISE

Lesson 1

1. b (Refer to Learning Event 1)
2. d (Refer to Learning Event 1)
3. d (Refer to Learning Event 1)
4. a (Refer to Learning Event 1)
5. a (Refer to Learning Event 2)
6. a (Refer to Learning Event 2)
7. a (Refer to Learning Event 2)
8. b (Refer to Learning Event 3)
9. d (Refer to Learning Event 4)
10. b (Refer to Learning Event 2)
11. a (Refer to Introduction)
12. b (Refer to Learning Event 4)

Lesson 1/Practice Exercise Answers

The correct message report is as follows:

FROM: DFQAR DONGES FRANCE

TO: DFSC CAMERON STA VA//DFSC-ODD//

INFO: USCINCEUR VAIHINGEN GE//ECJ4/7-LOJPO//DFREUR VAIHINGEN GE

UNCLASSIFIED

BULK PETROLEUM TERMINAL MESSAGE REPORT, RCS: DLA(W) 1884 (DFSC)

AS OF 0800 20 DEC 85/CPT I.M. EAGER, COMM 687-1235

TERMINAL DONGES-METZ DODAAC WK4SAU

SECTION I: INVENTORY DATA

A	B	C	D	E	F	G	H	I	J	K
130	2	2	0	40	100	10	0	20	20	0
JP4	500	400	300	800(B)	850(A)	800	300	700	700	500
MG1	100	100	50	450	500	600	400	800	800	50

SECTION II: TANKER DATA

A	B	C	D	E	F	G	H
JP4	CC-1492	FN PRN	150	MG1	CC-1672	OV ALE	80

SECTION III: REMARKS

(A) TK #45 50MBBL JP4 TANK TAKEN OUT OF SERVICE FOR REPAIRS. ESTIMATE IT WILL RETURN TO SERVICE END OF APRIL 1985.

(B) CROSS-COUNTRY PIPELINE FILL: JP4 50MBBLS.