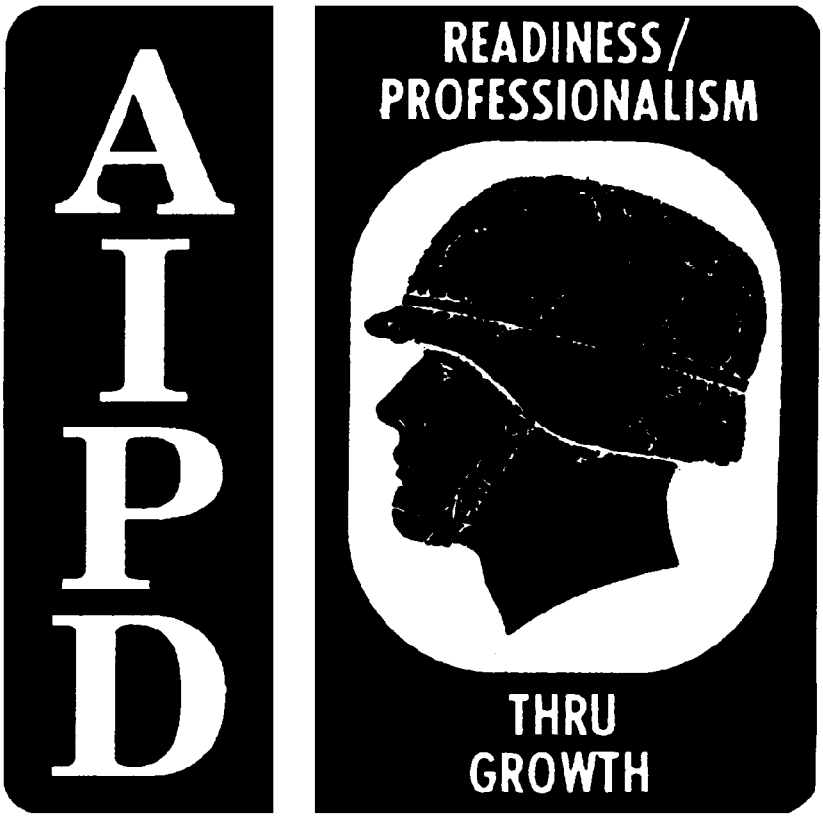
SUBCOURSE
TR 1025

EDITION
A

REVIEW TRACING, DIVERSION, AND HOLD DOCUMENTATION AND IN-TRANSIT DATA/PERFORMANCE REPORTS



THE ARMY INSTITUTE FOR PROFESSIONAL DEVELOPMENT

ARMY CORRESPONDENCE COURSE PROGRAM

REVIEW TRACING, DIVERSION, AND HOLD DOCUMENTATION AND IN-TRANSIT DATA/PERFORMANCE REPORTS

TR 1025

Edition A

Training Directorate
United States Army Combined Arms Support Command
Fort Lee Virginia, 23801-6000

6 Credit Hours

Edition date: January 1996

Subcourse Overview

Description

This subcourse is designed to teach the student the basic skills and knowledge necessary to review tracing, diversion, hold document preparation, and in-transit performance reporting for materiel movements. The subcourse material covers reviewing and replying to a tracing request, review diversion documents, hold documents, and in-transit performance and data reports. The subcourse begins with a lesson which introduces the student to transportation functions, distribution management, and evolving technologies.

Prerequisites

There are no prerequisites for this subcourse.

Doctrine disclaimer

This subcourse reflects doctrine that was current at the time it was prepared. The student should always refer to the latest official publications.

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Gender disclaimer

Unless otherwise stated, the masculine gender of singular pronouns is used to refer to both men and women.

Terminal learning objective (TLO)

The TLO for this subcourse is:

Action: Identify transportation functions, distribution management and evolving technologies; review the actions and documentation used to trace, divert, hold, and report on materiel movements through the supply system for compliance with established procedures.

Conditions: In a self-study environment, using the material provided in this subcourse text.

Standards: The student must complete the final examination with a minimum score of 70 percent.

Subcourse content

This subcourse contains the following:

Continued on next page

References

The following references were used to develop this subcourse:

- DOD Regulation 4500.32-R*, Military Standard Transportation and Movement Procedures (MILSTAMP)*, with Change 6, dated 15 May 1995.
- FM 55-1, *Transportation Operations*, dated 3 October 1995.
- FM 55-10, *Movement Control in a Theater of Operations*, dated 8 December 1992.
- FM 55-65, *Strategic Deployment*, dated 3 October 1995
- FM 100-10, *Combat Service Support*, dated 3 October 1995.

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LESSON 1

Identify Transportation Functions, Distribution Management and Evolving Technologies

1-1. Lesson Overview

Lesson Description

This lesson provides information on the categories of transportation services within the department of defense, the elements of transportation distribution management, and evolving technologies. In the latter section some of the newly evolving automated data and management information systems will be identified and briefly discussed.

Lesson content

This lesson contains the following topics:

Lesson introduction

To support military operations, the United States Army has established a transportation system that operates within the aegis of the Defense Transportation System (DTS). In turn, the DTS operate as an integral part of the national US transportation system. Knowing this overall transportation architecture will help you understand the structure established to provide needed transportation services but will also serve to put definition to the transportation services provided in a theater of operations.

Part A
Identify the Transportation Functions

1A-1. Part Overview

Introduction

This part of Lesson 1 will focus on the transportation functions that are performed in moving materiel to, from, and within the theater of operations. Initially information will be provided on the kinds of services, and how they impact the various levels of war. The lesson material will then cover the individual transportation functions of movement control, terminal operations, and mode operations in greater detail.

Content

Part A contains the following topics:

Continued on next page

Enabling learning objective (ELO)

The ELO for Part A is:

Action: Describe the types of transportation functions, their impact on the levels of war, and identify the requirements of the individual functions.

Condition: In a self-study environment using the material provided in this subcourse text.

Standard: In accordance with the subcourse material provided and/or the references cited below.

References

The references used in the development of Part A of this lesson are:

- FM 55-1, *Transportation Operations*, dated October 1995.
- FM 55-65, *Strategic Deployment*, dated October 1995.
- FM 100-10, *Combat Service Support*, dated October 1995.

1A-2. Introduction--Transportation Functions and Levels of War

Introduction

The complexity and variety of military operations require the Army to establish a transportation system that is both expandable and tailorable. The consequent system consists of different but related functions that operate together to form a cohesive movements chain.

Defense transportation system (DTS)

It has already been pointed out that the Army's transportation system operates within the Defense Transportation System (DTS). Operation of DTS involves the management of a complex number of interrelationships among Department of Defense (DOD), Federal, and commercial activities. Figure 1-1 below shows the components of the DTS.

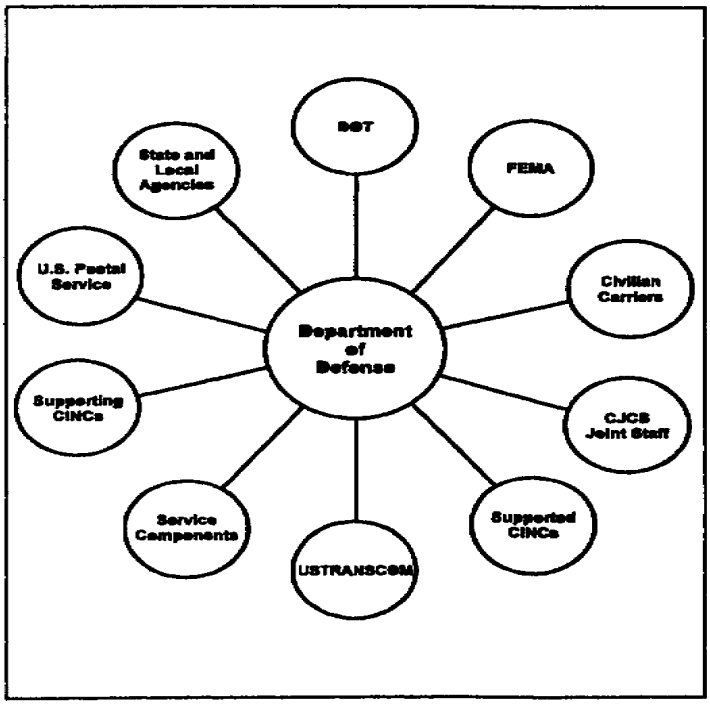

Figure 1-1. Defense Transportation System Components

NOTE: A large portion of the emergency transportation capability needed by DOD is found in the civil sector (to include private and foreign agencies or carriers). Consequently, coordination among a wide variety of military and federal agencies is required.

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The Army transportation system functions

The functions of the Army transportation system are:

- Movement Control.
- Mode Operations.
- Terminal Operations.

Army transportation system and levels of war

The Army must execute its transportation functions across all levels of war with organizations designed to accomplish specific missions to include joint or combined operations. Figure 1-2 shows the relationship among the transportation functions, the levels of war, and the range of military operations.

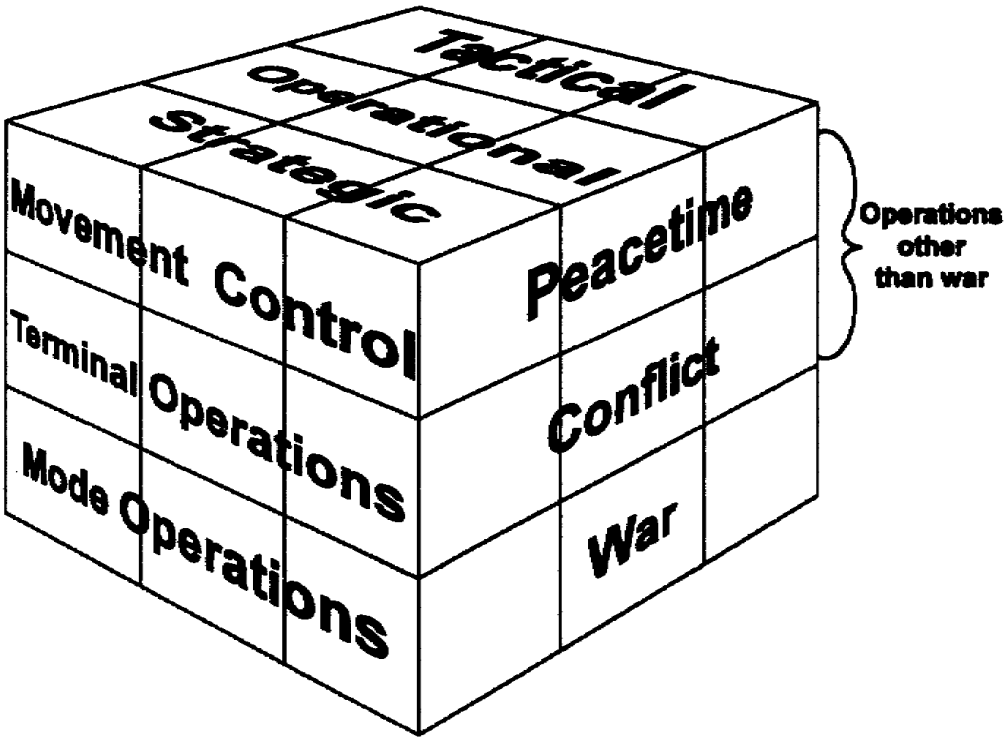

Figure 1-2. Transportation System and Levels of War

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Strategic transportation

The strategic level of war employs the nation's armed forces to secure national objectives. Its perspectives are both worldwide and long-range. It is sometimes affected by alliance or coalition objectives. All national resources are considered for use in mobilizing, equipping, and deploying the force. The army transportation system plays in the strategic level by assisting strategic commanders and staff in maintaining focus on the areas shown in figure 1-3.

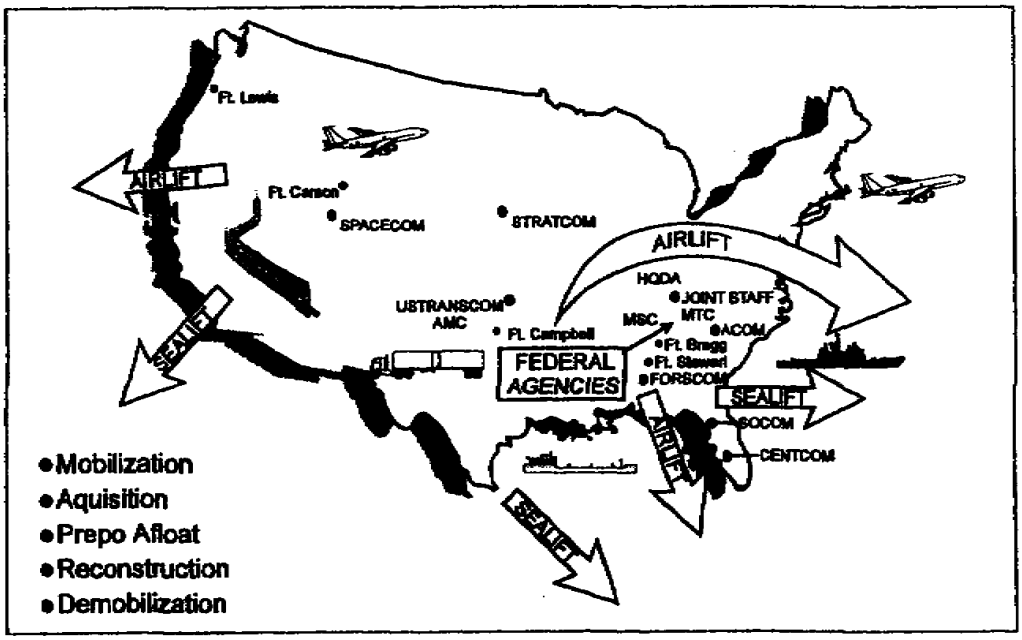

Figure 1-3. Strategic Transportation

Operational transportation

At the operational level of war, commanders use allocated military resources to attain strategic goals within an area of operations. Operational level actions serve as vital links between strategic objectives and the tactical employment of forces. The army transportation system's role at the operational level is to assist Army service component commander in the areas shown in Figure 1-4.

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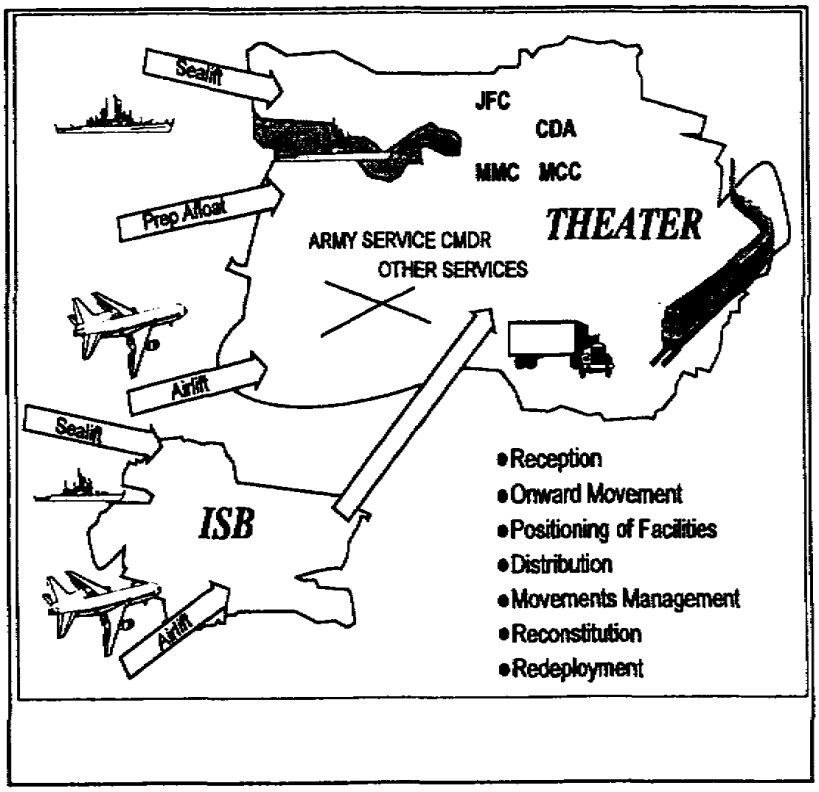

Figure 1-4. Operational Transportation

Tactical transportation

At the tactical level of war commanders fight battles to support the attainment of operational objectives. Commanders use tactics to place fires and to maneuver units on the battlefield. These commanders must provide logistics support for the forces involved before, during, and after engagements with the enemy. Commanders must also be concerned with the consumption of resources. The Army transportation system supports tactical logisticians by providing for final distribution of personnel and material. Figure 1-5 portrays the areas the transportation system focuses on in providing this support.

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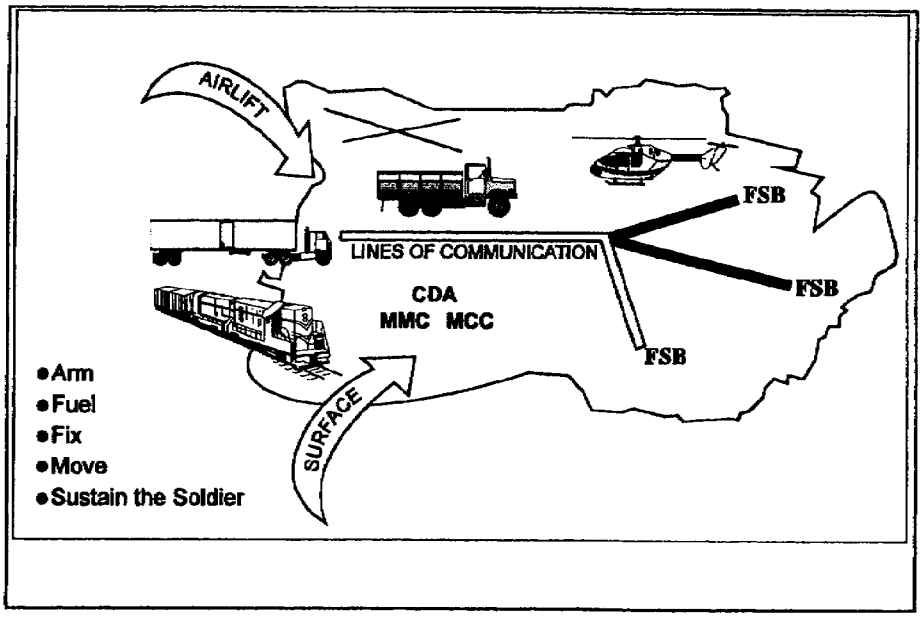

Figure 1-5. Tactical Transportation

Major influences of military operations

Three major factors influence structuring a transportation system to support a military operation. Those factors are:

- The levels of war.
- The range of military operations.
- The political nature of the United States involvement.

NOTE: We have already discussed the transportation system's impacts on the levels of war. The latter two will now be discussed.

Range of military operations

The Army is required to function through the three states of the range of military operations, from **peacetime** through **conflict** to **War**. For a better conceptual understanding, Figure 1-6 portrays the range of military operations in a strategic environment.

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STATES OF THE ENVIRONMENTS	GOAL	MILITARY OPERATIONS		EXAMPLES
WAR	Fight and Win	War	COMBAT	Large-scale Combat Operations Attack Defend
CONFLICT	Deter War and Resolve Conflict	Other Than War		Strikes and Raids Peace Enforcement *Support to Insurgency* Antiterrorism Peacekeeping NEO
PEACETIME	Promote Peace	Other Than War	NONCOMBAT	Counterdrug Disaster Relief Civil Support Peace-building Nation Assistance

The states of peacetime, conflict, and war could all exist at once in the the theater commander's strategic environment. He can respond to requirements with a wide range of military operations. Noncombat operations might occur during war, just as some OOTW might require combat.

Figure 1-6. Range of military operations in the Theater Strategic Environment

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Political nature of U.S. involvement

Political conditions will influence the nature of any U.S. involvement in military operations. The three possible conditions for U.S. involvement are described in the table below.

Political Conditions- -U.S. Involvement in Military Operations
• The United States is acting alone.
• The United States is acting with one or more allies.
• The United States is acting as a part of an international organization, such as the United Nations (UN) or the North Atlantic Treaty Organization (NATO).

Implication of conditions

Each political condition has implications for the transportation system. Each operation will require the tailoring of transportation forces and possibly the melding of support received from other nations and organizations.

1A-3. Transportation Functions

Introduction

The Army's transportation system is a responsive and capable one; as such, it adds credibility to the U.S. strategic deterrence capability and sustains the forward presence forces. The transportation system also plays a key role in projecting and supporting the reconstitution of the force.

Transportation functions

The synchronized execution of the transportation functions reinforce the capability to conduct military operations. These functions are:

- **Movement control** (sometimes called traffic management).
- **Terminal operations**.
- **Mode operations**.

Transportation services - definitions

The transportation services as defined in the table below:

Transportation service	Definition
Movement Control	The planning, routing, scheduling, controlling, coordinating, and the in-transit visibility (ITV) of personnel, units, equipment, and supplies moving over the lines of communication (LOC)
Terminal Operations	The staging, loading, discharge, transfer handling, and documentation of cargo between various transport modes.
Mode Operations	The use of transportation assets to link terminals into a continuous movements chain.

Introduction

Movement control exists at all levels of war and through the range of military operations. It is established regardless of the political nature of U.S. involvement. It is the **most critical** element of the Army transportation system.

Principles of movement control

Five principles govern the planning and execution of movement control operations. Those principles are identified and described in the table below:

Principles of Movement Control	
Principle	**Remarks**
Centralized Control/Decentralized Execution	• Most efficient method of movement control. • Focal point must exist at each level of command involved. • The centralization occurs at the levels charges with integrating logistic support. • Decentralized execution means terminal and mode operations are free to assign and control the specific transportation asset to meet the requirement.
Regulated Movements	• Has two applications: -- Apportionment of cargo carrying capacities to movement requirements. -- Regulation of traffic through the LOC to include Main Supply Routes (MSRs). • Must consider saturation, support to other services and command priorities.

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Principles of movement control, continued

Principles of Movement Control (continued)	
Principle	**Remarks**
Fluid and Flexible Movement	• Must provide uninterrupted flow of traffic. • Be capable of rerouting and diverting traffic. • Must be linked to information and communications system (to include Automated Identification Technology [AIT]).
Maximum Use of Carrying Capacity	• Involves loading each vehicle to its maximum carrying capacity. • Use all available transport capability in most efficient manner.
Forward Support	• Includes fast, reliable transportation to provide support as far forward as possible. • Key is reception and clearance at the destination units. • May entail provisioning operational level assets to support tactical level units.

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Functions of movement control

There are six functions common to movement control regardless of the level at which they operate. Those six functions are shown in Figure 1-7.

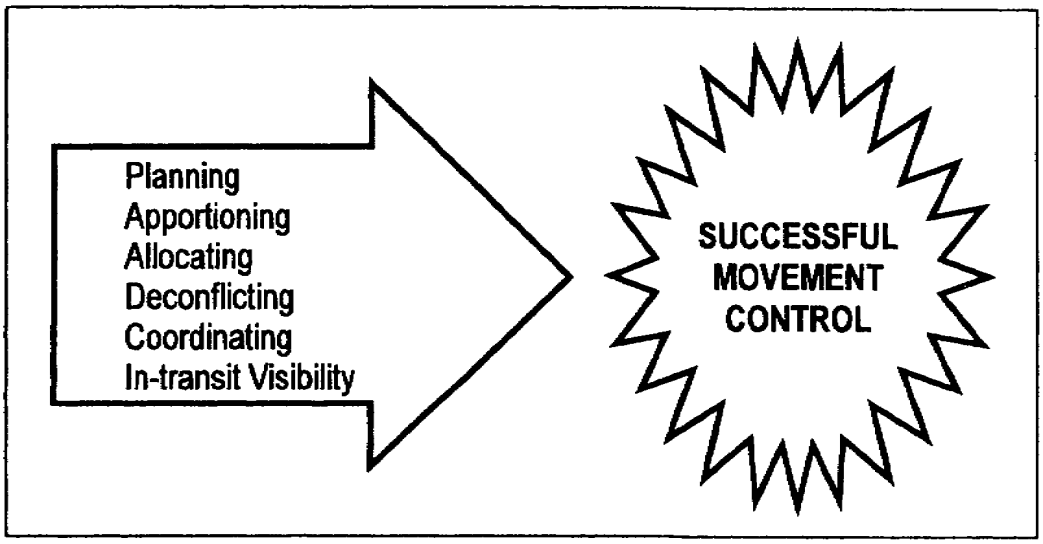

Figure 1-7. Movement Control Functions

Movement control functions--description

The table below provides a brief description of each of the movement control function.

Movement Control Functions	
Function	Remarks
Planning	Transportation planning is vital to military operations at all levels of command.

Continued on next page

Movement control functions--description, continued

Movement Control Functions (continued)	
Function	Remarks
Apportioning	Involves dividing the common-user transportation capability among the transportation tasks according to priorities.
Allocating	The assignment of specific transportation resources against planned movement requirements.
Coordinating	• The process by which movement control units interface with units and shippers to provide transportation support. • The process extends to allied, host nation support (HNS) and nongovernment agencies within the area of operations (AO).
Deconflicting	• Movement managers deconflict requirements and priorities when there are not enough assets to satisfy all transportation requests. • Also deconflict movement on the LOC to prevent conflict and congestion.
In-Transit Visibility	ITV* is the continuous updating of the location of unit equipment, personnel, and supplies as they travel within the transportation system .

***NOTE:** ITV will be discussed in grater detail in subsequent lessons of this subcourse, i.e., those dealing with tracing, diversions, holds, and in-transit reporting.

1A-5. Army Terminal Operations

Introduction

Terminals are key nodes in the total distribution system that supports the commander's concept of operation at all levels of war and through the range of military operations. When linked by modes of transport, they define the transportation structure for the operations.

Terminal operations--definitions

Army terminal operations involve:

- Receiving, processing, and staging passengers.
- Receiving, loading, transferring, and discharging unit equipment and cargo.

Army terminals--main activities

The main activities executed at terminals are:

- Loading/unloading modes of transport.
- Marshaling.
- Manifesting.
- Stow planning loads.
- Documenting movement through the terminal.

Two categories of terminals

The two broad categories of terminals are:

- **Water terminals**--When used as departing ports are known as seaport of embarkation (SPOE); for arriving they are seaport of debarkation (SPOD).
- **Inland terminals**--used to complete an existing transportation network to move cargo.

Continued on next page

Terminal classifications

Terminals are also classified on the basis of the characteristics described in the table below:

Terminal Classifications	
Characteristic	Remarks
Physical Facility	Classified into two categories: - **Fixed**--(e.g., deep-draft vessel capable piers, established paved transient facilities with warehouse space and an existing airfield.) - **Unimproved**--(e.g., bare beaches and inland terminals set up to operate from unpaved surfaces and without overhead cover).
Cargo Handling Method	Includes: -- Containers. -- Roll on/Roll off (RO/RO). -- Breakbulk. -- Lift on/Lift Off (LO/LO). -- Lighterage.
Types of Cargo	Includes: -- Ammunition. -- Explosives. -- Bulk fuel. -- Other hazardous cargo.

Terminal throughput capacity

Estimating terminal throughput capacity is key to the process of selecting terminal sites and operating units. The throughput capacity of a terminal is the lowest value of the reception, discharge, transfer, storage, and clearance capacity as these elements are described in the table below:

Continued on next page

Terminal throughput capacity, continued

Terminal Throughput Capacities	
Capacity Title	Remarks
Terminal Reception Capacity	The type of operating space available to perform terminal operations determines the reception capacity of the terminal.
Terminal Discharge Capacity	The amount of personnel and materiel that can be received and off-loaded over a specified time.
Terminal Transfer Capacity	Consists of the activities required to transship personnel and cargo. It includes segregating, coopering, holding, documenting and staging or storing, whenever a mode operator or carrier change occurs.
Terminal Storage Capacity	The amount of cargo that can be stored at any one time.
Terminal Clearance Capacity	The ability to move cargo from the terminal to its first destination

Throughput sample checklist

All the capacities addressed above are considered in determining the throughput capacity of terminal. Other considerations such as the threat, weather, and the availability of labor are also taken into account. The table on the next page provides a sample checklist for estimating water terminal throughput capacity.

Continued on next page

Throughput sample checklist, continued

Sample Throughput Capacity Estimate - Checklist		
Collect these data:	**Compare these factors:**	**to determine**
Channel depth Channel width Length of berths Type of berths (e.g., quay, pies, and mole) Diameter of anchorages Depth of water at berth Type of terminal at berth	Evaluate to determine water terminal reception capacity	Water terminal throughput capacity for importing cargo only (Retrograde operations will reduce the import capacity.)
Discharge equipment of board Discharge equipment ashore Width of apron Special lift equipment Number of discharge equipment	Evaluate to determine water terminal discharge capacity	
Type of cargo Type of cargo-handling equipment Round-trip distance Number of cargo-handling equipment	Evaluate to determine water terminal transfer capacity	
Intrinsic capacity Average dwell time Operating capacity Terminal facilities Stacking methods Equipment used	Evaluate to determine water terminal storage capacity	
Clearance conveyance by mode Terminal equipment and personnel Gate capacity	Evaluate to determine water terminal clearance capacity	
NOTE: Once all the above evaluations are completed, then the following should be applied: threat assessment, effects of the elements, and the training level of labor.		

1A-6. Mode Operations

Introduction

The modes of transport bring the Army transportation system to life. They are the arteries that feed terminals, delivering the deploying force and distributing supplies into and within the area of operations (AO).

Two transport modes

There are two transport modes:

- **Air** (includes fixed-wing and rotary-wing aircraft)
- **Surface** (includes sea, highway, rail, and pipeline).

The transport mode used depends on the existing geography and developmental infrastructure available in the AO. The type of military operation and the political nature of the U.S. involvement may also influence mode selection. Commander should equip the force with as many mode varieties as possible for flexibility.

Air mode of Transport

The air mode consists of a variety of assets:

- **U.S. Air Force**--strategic and theater airlift (under command of Air Mobility Command).
- **Commercial**--fixed wing assets (normally limited to strategic level of war).
- **U.S. Army**--rotary wing assets (can operate with less improved base structure.)

Surface modes of transport

Surface modes of transport consist of the following categories:

Continued on next page

Surface modes of transport, continued

Surface Modes of Transport	
Mode	**Remarks**
Sea	• Navy--includes reduced operational service (ROS) and ready reserve force fleets(RRF) to include fast sealift and prepositioned afloat ships. • Army--intracoastal , inland waterways, landing craft, amphibians, barges, tugs, and logistics support vessels. • Commercial organizations--may provide assets at TRANSCOM request
Highway	• Consists of a variety of Army truck transportation units and commercial assets. • In most joint operations the Army provides the entire highway common-user mode of transport.
Rail	• Army's capability to operate railroad is entirely in the Reserve Component. • Equipment needed is largely dependent on the existing capability within the AO. • Rail is primarily a strategic and operational levels of war asset.
Pipeline	• Allows for the movement of large quantities of bulk petroleum and water . • Army has capability to lay and operate pipelines.

Selection criteria

Selecting the mode of transport requires consideration of the following factors:

- Priority of Requirement.
- Required Delivery Date.
- Type of Cargo.
- Special Restrictions.
- Economy and Efficiency.
- Available Resources.

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Capabilities and limitations

Mode of transport selection should be balance with the mode capabilities and limitations. The table below describes each mode, showing its most effective use and its capabilities and limitations:

Mode of Transport--Capabilities and Limitations

ORDER OF ECONOMY	MOST EFFECTIVE USE	CAPABILITIES	LIMITATIONS
Pipeline	Primary mode for bulk liquids and solids suspended in liquid.	All weather conditions, few terrain restrictions, most economical and reliable mode for bulk liquids, relatively few personnel required for operation and maintenance .	Flexibility limited by immobile facilities, vulnerable to sabotage and enemy action, large construction tonnages required.
Sea	Primary over-ocean mode. Inland surface mode for moving large quantities of cargo.	All weather conditions, any commodity, most economic overall, long-distance carrier, particularly useful for relieving other modes for more suitable employment.	Relatively slow, flexibility limited by adequacy of waterways, facilities, and channels, vulnerable to enemy action and difficult to restore. Also inland waterways subject to flooding and freezing.
Rail	Primary inland mode for sustained flow of large quantities of traffic over long distances.	All weather conditions, any commodity, most economical continuous line-haul operations,	Flexibility limited by fixed routes, rail-line clearances restrict outsize movements

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Capabilities and limitations, continued

Mode of Transport--Capabilities and Limitations (continued)			
ORDER OF ECONOMY	**MOST EFFECTIVE USE**	**CAPABILITIES**	**LIMITATIONS**
Rail (continued)		greatest sustained ton-mile capability, variety of specialized equipment and services	capability limited by availability of tractive power, rail-line highly vulnerable to enemy action.
Highway	Supplemental mode for making possible an integrated transportation system. Effective in scheduled line-haul operations by the trailer relay system, primary mode for distribution operations and logistical support operations in the combat zone.	Most flexible mode over trafficable terrain, practically all weather conditions (terrain factor important), increased flexibility of other modes, can transport nearly any commodity with a variety of specialized equipment for both on- and off-road movement.	Over the road operations affected by route interferences and obstacles created by weather, terrain, or enemy action, sustained line-haul operations over long distances uneconomical in terms of ton-mile output versus expenditure of manpower and equipment.
Army Air (Rotary-Wing)	The most costly Army mode for movement of supplies. Becomes the primary mode of transport when all others are ineffective because of limitations or physical restrictions.	All terrain. Effective over short distances less than 40km for external loads. Helicopter can use unimproved pickup zone and	Operational capabilities limited by weather. Restricted flights in snow conditions and thunderstorms.

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Capabilities and limitations, continued

Mode of Transport--Capabilities and Limitations (continued)			
ORDER OF ECONOMY	**MOST EFFECTIVE USE**	**CAPABILITIES**	**LIMITATIONS**
Army Air (Rotary-Wing)	Used to move only those high-priority items and critically needed supplies such as Class V, III, I, IX, or as selected by mode managers.	landing zone during external lift operations. CAPABLE OF LIFTING NEARLY ANY LOAD THAT CAN BE SAFELY RIGGED and that is WITHIN THE WEIGHT limitations of the helicopter. CH-47 helicopters are capable of using Air Force 264L pallets and standard NATO warehouse pallets, when they are equipped with the helicopter internal cargo handling system.	Freezing levels above surface may limit capabilities. Aircraft capabilities limited by cargo weight, cargo hook limits, or cargo door sizes. Aircraft availability may be affected by flying hour program or crew rest requirements. Internal cargo loading may require MHE.
Army-Fixed-Wing Army Air Force	Complimentary mode for expediting movement of mission essential traffic, primary or major supplementary mode when terrain reduces effectiveness of surface modes, scheduled operation is most economical method of	Greatest potential speed of delivery, most flexible with respect to terrain obstacles, economically more favorable (when these factors are combined with	Requires the availability of airfields. For other limitations see the preceding Army Air limitations

Continued on next page

Capabilities and limitations, continued

Mode of Transport--Capabilities and Limitations (continued)			
ORDER OF ECONOMY	**MOST EFFECTIVE USE**	**CAPABILITIES**	**LIMITATIONS**
Army-Fixed-Wing Army Air Force, (continued)	employment and produced greatest sustained ton-mile capability.	Substantial lift capability and air transport over long distances). Capabilities are: heavy drop, container delivery system, low altitude parachute extraction system, airland, adverse weather aerial delivery system, aerial bulk fuel delivery system.	

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LESSON 1

Part B

Identify the Elements of Distribution Management

1B-1. Part Overview

Introduction

The material in this part of Lesson 1 will enable the student to identify and describe the transportation system responsibilities of logistics commands and agencies, responsibilities of the respective transportation officers, shipment planning, clearance procedures, in-transit procedures, and shipping documentation.

Content

Part B contain the following topics:

Continued on next page

Enabling learning objective (ELO)

The ELO for Part B is:

Action: Describe the transportation system responsibilities of logistics commands/agencies, the responsibilities of the respective transportation officers within the system, the elements of shipment planning, clearance procedures, in-transit procedures, shipping documents and transportation system management.

Condition: In a self study environment, using the material provided in this subcourse text.

Standard: In accordance with the instructional material provided in this subcourse and/or the references cited below.

References

The references used in the development of Part B of this Lesson were:

- FM 55-1, *Transportation Operations*, dated October 1995.
- FM 55-10, *Movement Control in a Theater of Operations*, dated December 1992.
- FM 55-65, *Strategic Deployment*, dated October 1995.
- FM 100-10, *Combat Service Support*, dated October 1995.
- DoD 4200.32-R, *Military Standard Transport and Movement Procedures (MILSTAMP)*, with Change 6, dated May 1995.

1B-2. Responsibilities of Commands/Agencies

Introduction

At the apex of the Defense Transportation System (DTS) is the Department of Defense. Refer to Figure 1-1, page 1-4, to review the components of the DTS.

DOD organization

The Department of Defense (DOD) includes:

- Office of the Secretary of Defense.
- Joint Chiefs of Staff.
- The Joint Staff.
- Defense agencies.
- DOD field activities.
- Military departments and military services within those departments.
- Combatant commands.
- Other organizations/activities (established by law, the president of the Secretary of Defense).

Continued on next page

DOD responsibilities

DOD transportation responsibilities are described in the table below:

DOD Transportation Responsibilities	
Individual/Agency	**Remarks**
Secretary of Defense (SECDEF)	Plans and executes transportation operations, to include operating the DTS.
Under Secretary of Defense (Logistics)	Executes transportation operations for the SECDEF by publishing DOD directives, memoranda, instructions and regulations.
Chairman, Joint Chiefs of Staff	Reviews/evaluates movement requirements and resources; allocate capabilities. Responsibilities include: • Managing Joint Operations Planning and Execution System (JOPES). • Establishing evaluation and capabilities determination procedures for USTRANSCOM. • Prescribing a movement priorities system. • Monitoring USTRANSCOM common user transportation resources. • Assigning priorities to support requirements.
Joint Transportation Board	Acts for CJCS by directing or recommending courses of action concerning priorities and allocations concerning the use of aircraft, sealift and surface transportation capabilities.

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Combatant commands

The combatant commands have regional or functional responsibilities. **USACOM**, in addition to its regional responsibilities, is responsible for joint training, readiness of CONUS based forces for deployment, and force packaging in support of other regional combatant commanders. **USTRANSCOM** has the **functional**, **global** responsibility for transportation. Figure 1-8 shows the overall combatant command organization.

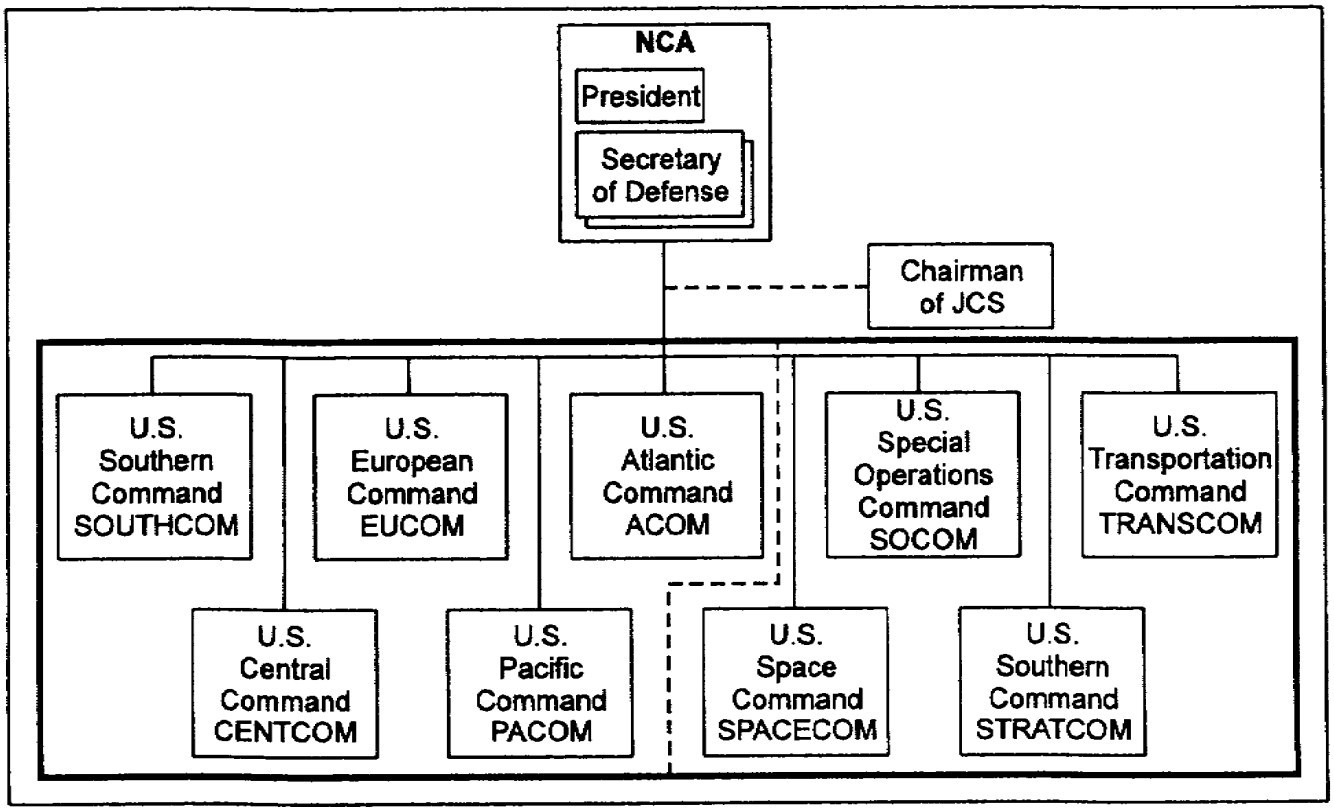

Figure 1-8. Combatant Command Organization

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Combatant commanders' responsibilities

Combatant commanders exercise command authority over assigned forces and are directly responsible to the national command authorities (NCA) for the performance of assigned missions and the preparedness of their commands.

In the area of logistics, combatant commanders may exercise directive authority which includes issuing directive to ensure:

- Effective execution of approved operational plans.
- Effectiveness and economy of operation.
- Prevention/elimination of unnecessary duplication of facilities or overlapping of functions among the Service component command.

Supported combatant commander's responsibilities

The NCA allocate forces to supported CINCs, these forces include transportation forces. Included in the supported CINCs responsibilities are:

- Exercising command authority over assigned forces.
- Exercising directive authority over logistics to maintain effectiveness.
- Coordinating with USTRANSCOM to assure availability of transportation resources to support the deployment.
- Establishing a transportation system to support deployed force and movement priorities for deploying units and their sustainment.
- Using JOPES to manage development of plans, to include deployment of the force.
- Ensuring departure and arrival of transportation organizations to provide necessary support units movements to the AO and sustainment upon arrival.
- Providing adequate communications to movement control organizations.

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Supporting CINCs responsibilities

Supporting CINCs provide the support and resources required by the Joint Strategic Capabilities Plan (JSCP) approved war plans, and NCA direction. In the area of transportation their responsibilities include:

- Exercising combatant command over assigned forces.
- Coordinating with the supported CINC and USTRANSCOM to assure the command provides the required support in accordance with the supported CINC's priorities.
- Using JOPES for plans development.
- Establishing or expanding existing transportation system.
- Establishing or expanding movement control operations.
- Operating the modes and the terminals used as Ports of Embarkation (POE) by deploying organizations.

U.S. Transportation Command responsibilities

USTRANSCOM, as the single manager for transportation and as a supporting combatant command, provides air, land, and sea transportation to meet NCA security objectives through the range of military operations. Included in USTRANSCOM's responsibilities are:

- Exercising combatant command authority of the transportation component commands.
- Coordinating global land, air, and sea transportation to include:
  - -- providing expertise required to complete capabilities-based operations.
  - -- providing deployment estimates and total lift asset availability to the NCA and supported CINCs.
  - -- act as a joint movement center (JMC) for the Joint Staff and the NCA.

Continued on next page

Transportation component commands

USTRANSCOM's component commands' responsibilities are described below:

USTRANSCOM'S Component Commands	
Command	**Remarks**
Air Mobility Command (AMC)	• Major USAF command that provides common-user airlift transportation services to deploy, employ, and sustain U.S. forces on a global basis. • Responsible for strategic medical evacuation; manages Civil Reserve Air Fleet when activated by DOD. • Manages civilian charter flights when they support military operations.
Military Sealift Command (MSC)	• Major US Navy command that provides common-user sealift transportation services to deploy, employ, and sustain U.S. forces on a global basis. • Executes mission using active fleet, to include prepositioned afloat assets; inactive assets (i.e., Reduced Operational Status (ROS) fleet) and Maritime Administration acquired and maintained ships. • Manages civilian chartered shipping and accessorial services when these support military operations.

Continued on next page

Transportation component commands, continued

USTRANSCOM'S Component Commands	
Command	**Remarks**
Military Traffic Management Command (MTMC)	• Major Army command that is TRANSCOM's surface transportation component of military traffic. • Responsible for four core competencies: -- global traffic management. -- worldwide port operations. -- deployability engineering. -- integrated transportation systems. • Administers the contingency response (CORE) program, which consist of agreements with CONUS based commercial transportation industry. • Responsible for national defense transportation programs which assure maintenance of adequate US-based transportation infrastructure capable of responding rapidly to developing emergencies. Programs include: -- highways. -- railroads. -- ports.

Continued on next page

Other federal agencies

The table below addresses some of the responsibilities federal agencies face as in their roles as component of the defense transportation system.

Federal Agencies Responsibilities	
Agency	**Remarks**
Federal Emergency Management Agency (FEMA)	• Coordinates federal response to a domestic crisis. • Maintains contingency plans to respond to crises arising from resource availability.
Department of Transportation (DOT)	Executive manager of the nation's total civil domestic transportation resources during periods of crises.
Federal Aviation Administration (FAA)	• Operates the national airspace system and civil air/general aviation transportation facilities to include air traffic control. • Administers the War Air Service Program (WASP) to maintain essential civil and air service during national emergencies.
Federal Highway Administration	Administers movement on federal highways.
Maritime Administration (MARAD)	• Manages national shipping and port operations. • Serves as national claimant on NATO shipping during NATO contingencies. • Acquires ocean shipping.
Federal Railroad Administration	• Consolidates government support of rail transportation activities. • Co-administers the railroads for the National Defense Program with USTRANSCOM.

Continued on next page

Other federal agencies, continued

Federal Agencies Responsibilities (continued)	
Agency	**Remarks**
U.S. Coast Guard	Provides for maritime and inland waterway security, port security, and safety to include navigational aids.
Department of Energy	Assures availability of crude oil, natural gas, and gaseous liquids.
Department of Health	Receives, processes and relocates noncombatant evacuees within the United States.
Department of State	• Negotiates host nation agreements. • Operates the noncombatant evacuation program. • Coordinates the delivery of humanitarian assistance in foreign areas. • Coordinates country and overflights/transit clearances for forces, vessels, and aircraft.
Interstate Commerce Commission	Regulates interstate surface transportation services.
United States Postal Service	Moves essential military mail to include spare parts.

1B-3. Responsibilities of Army Elements

Introduction

Movement control at the Theater Army (TA) is performed by movement control organizations and staffs at the theater army level, corps, and division levels.

TA DCSLOG responsibilities

Staff responsibility for transportation at the theater army level has been assigned to the Deputy Chief of Staff for Logistics (DCSLOG). His duties/responsibilities include:

- Advising the TA commander and staff on all transportation matters.
- Providing technical assistance to the Theater Army Movement Control Agency (TAMCA) and USTRANSCOM.
- Acting as the transportation staff link between the TA and the Joint Transportation Board (JTB).
- Develops plans or planning guidance to provide efficient transportation service for the command.

NOTE: The responsibilities discussed above are a brief synopsis of those the TA DCSLOG faces. FM 55-10, Chapter 3 addresses these responsibilities in greater detail should the student desire the information.

TAMCA responsibilities

The TAMCA responsibilities include:

- Serving as the executive agent and primary staff element to the TA commander for planning and controlling theater transportation operations.
- Implementing theater priorities established by the Deputy Chief of Staff, Operations (DCSOPS) in support of the commander's concept of operation.

Continued on next page

TAMCA responsibilities, continued

- Planning and coordinating reception and onward movement assuring units, personnel, and materiel are received in theater and delivered with minimum delay.
- Coordinating and maintaining **status of shipments** into theater and their delivery to destination.

TAMCA's mission

The TAMCA's mission is:

- Provide movement management services and highway traffic regulation, and to coordinate for personnel and materiel into, within, and out of the theater.
- Coordinate with allied-nation and Host Nation Movement Control Agencies and transportation component commands as required.

TAMCA organization

The TAMCA is not entirely self-sufficient and relies on the local area support group or TA headquarters for administrative and other support. The TAMCA is organized along functional lines as shown in Figure 1-9.

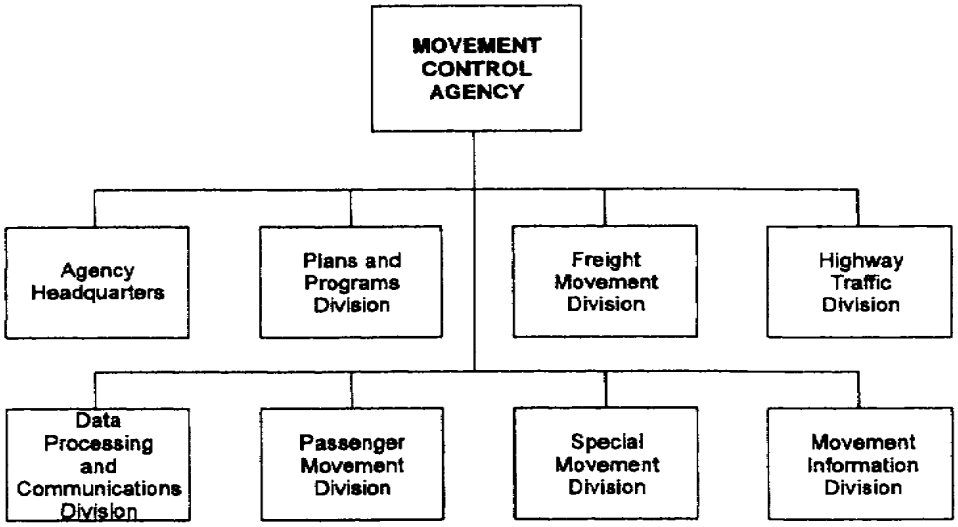

Figure 1-9. TAMCA Organization

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Transportation battalions

To decentralize execution of its transportation management and movement control functions, the TAMCA may divide the COMMZ into transportation regions. Transportation battalions provide command and control of movement control functions, to include supervision of the movement control teams (MCT), in these regional areas. Other responsibilities include:

- Coordinating with Corps movement control centers (MCCs) adjacent transportation battalions HN transportation agencies, transportation mode operators, and customers.
- Assisting in planning and executing plans for the reception, onward movement, and retrograde of personnel and/or cargo.
- Monitoring, managing, and executing TAMCA's movement and port clearance plans/programs.
- Monitoring the use of containers and palletized load system sideless containers (PLSSC) located in the AO.
- Applying and meeting the TAMCA's priorities.
- Performing highway regulation functions to prevent congestion in its AO.
- Coordinating with HN authorities for cargo transfer locations and for transportation support.

Movement control teams

MCCs (LA-LH) are assigned to corps movement control centers, to transportation battalions (MC), or TAMCA to decentralize execution of movement responsibilities on an area basis or at key transportation nodes. There are three types:

- MCTs.
- Air terminal movement control (ATMCTs).
- Movement regulating team (MRT).

Continued on next page

Movement control teams structure

Figure 1-10 displays the structure of the various MCTs:

TEAM	TOE 5558L PERSONNEL
LA	3
LB	5
LC	7
LD	11
LE	8
LF	35
LG	20
LH	4

Team LA-LE - Movement Control Teams
Team LF, Lg - Air Terminal Movement Control Teams
Team LH - Movement Regulating Team

Figure 1-10. MCT Structure

MCT mission

The mission of the MCT is movement control of personnel and materiel and the coordination of bulk fuel and water transportation at pipeline and production take-off points. Their role is to expedite, coordinate, and monitor traffic moving through the transportation system. MCTs can provide field assistance in Military Standard Transportation and Movement Procedures (MILSTAMP) and container control. MCTs rely heavily on close coordination with mode operating units and users of transportation to accomplish this mission.

Continued on next page

Corps responsibilities

Corps is the level of command that blends operational art with tactics. Within the corps there will be numerous types of movements; the two most prevalent types are unit movements and sustainment. Some of the transportation responsibilities met at the corps levels are:

Corps Transportation Responsibilities	
Element	**Remarks**
G3	• Movement planning. • Plans and directs maneuver and establishes priorities.
G4	• Movement planning. • Exercises staff supervision for movements and establishes logistics support priorities.
Corps Support Command (COSCOM)	• Movement planning. • Provides CSS to the corps and an integrated distribution system in the corps area.
Corps Transportation Officer (CTO)	• Makes recommendation on movements to the G4. • Coordinates with the corps movement control centers (MCC) and COSCOM transportation support branch.
Corps MCC	Provides centralized movement control and highway regulation to support corps operations.

Division responsibilities

Movement control planning and execution in the division is a staff responsibility rather than being vested in operational units found at echelons above corps (EAC) and corps. At division level movement control also includes movement of noncommitted combat units in the division AO.

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Division transportation organization

All division headquarters have a transportation staff. The command and control organization for movement control planning and transportation management functions is shown in Figure 1-11.

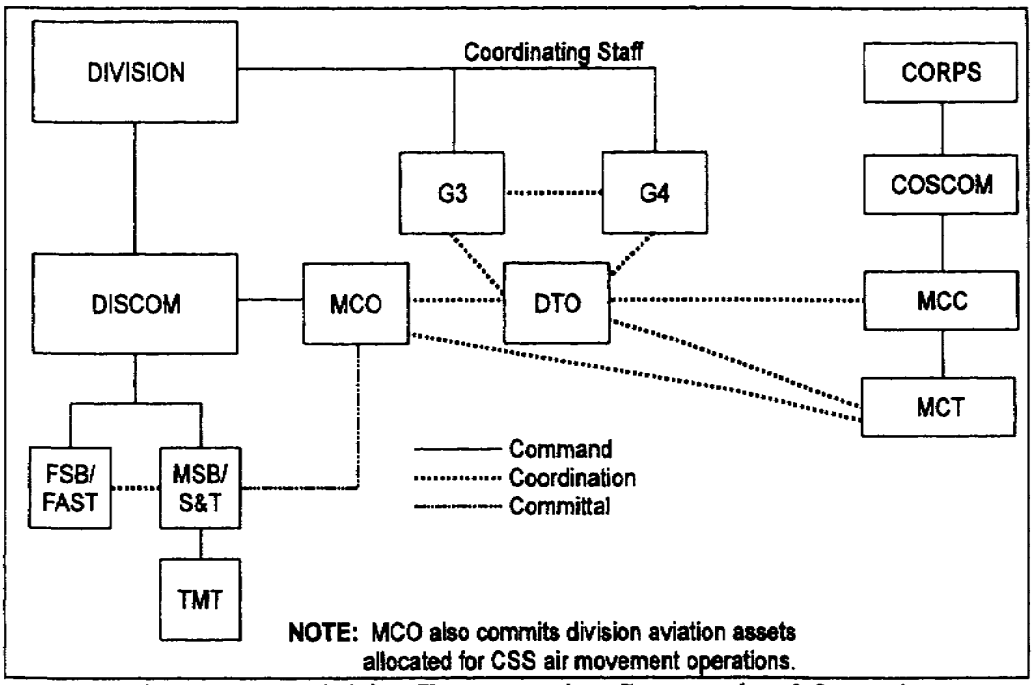

Figure 1-11. Division Transportation Command and Control

Division transportation officer

All division movement control planning and transportation management functions are the responsibility of the Division transportation officer (DTO). The DTO has five primary functions:

- Advisory Functions.
- Planning Functions.
- Coordinating Functions.
- Technical Assistance Functions.
- Evaluation Functions.

Continued on next page

DTO primary functions

The table below describes and explains the DTO's five primary functions:

DTO Primary Functions	
Function	**Remarks**
Advisory Functions	• Primary advisor to Division Commander. • Recommends allocation of transportation assets and establishment of MSR. • Assists in planning integrated maneuver and movement.
Planning Functions	• Plans for movement of division by all modes. • Incorporates G3/G4 priorities into all planning. • Coordinates movement control and highway regulation with division staff, division movement control officer (MCO), and corps transportation officer (CTO).
Coordinating Functions	• Exercises continuous coordination with division MCO. • Coordinates plans with G3, G4, engineer, provost marshal and others as required.
Technical Assistance Functions	• Provides technical assistance to commander and staffs for planning movements. • Develops deployment, movement, and highway regulation annexes to OPLANs/OPORDs. • Provides assistance in planning movement by all modes to include strategic deployment.

Continued on next page

DTO primary functions, continued

DTO Primary Functions (continued)	
Function	**Remarks**
Technical Assistance Functions (continued)	• Provides technical assistance to division units for unit movement training. • Provides technical assistance to Division G3 and G4 for selecting main and alternate supply routes.
Evaluation Functions	• Evaluates all operational and logistics plans and orders to assess their impact on transportation resources. • Provides input to G4 logistics plan based on evaluations.

Division Support Command (DISCOM) movement control officer (MCO)

The responsibilities of the DISCOM MCO include:

- Supporting movement control through planning and controlling the use of the division's task transportation assets (**NOTE:** The MCO is normally located in the division rear with the DISCOM command post (CP).
- Ensuring that transportation assets are properly used and promptly release upon mission completion.
- Committing the main support battalion's or the Supply and Transport battalion's transportation motor transport company's assets.
- Developing the division's movement program.

Continued on next page

Other MCO duties

The MCO also:

- Serves as main advisor to the DISCOM commander and his staff.
- Maintains status of transportation assets allocated to support movements requirements.
- Enforces division priorities; seeks to resolve priority conflicts by employing alternate modes and times or by requesting Corps support.
- Recommends solution to mitigate effects of transportation shortfalls.
- Coordinates arrival of personnel replacements and resupply movements in division rear with forward support battalions (FSBs), the MSB and forward area support coordination officers, and other units.
- Tracks and reports status of containers within the division area.
- Provides transportation intelligence data to DISCOM S2/S3 and to the DTO.
- Coordinates the availability of materiel handling equipment (MHE) and container handling equipment (CHE) for loading/unloading.
- Coordinates with the DTO the integration of preplanned and immediate requirements into highway regulation operations.

1B-4. Shipment Planning

Introduction

The table below describes the planning elements that must be considered at the respective levels of war:

Planning Considerations	
Level	**Remarks**
Strategic Level	Planning consists **of deliberate planning** and **crisis action planning (CAP).**
Operational Level	The ***movement program*** is used to preplan both known and anticipated transportation requirements for reception and onward movement and sustainment.

Deliberate planning

Deliberate planning is the method used when time permits the total participation of the commanders and staffs of the Joint Planning and Execution Community (JPEC). The JPEC consists of commands and agencies involved in the training, preparation, and movement of forces.

During peacetime, combatant commanders and their service components use the deliberate planning process to develop CONPLANs and detailed OPLANs identified in the Joint Strategic Capabilities Plan (JSCP). The Joint operation Planning and Execution System (JOPES) is used to accomplish the required planning.

One of the key capabilities of JOPES is the development of transportation feasibility analysis and plans.

Figure 1-12, page 1-48, displays the players in JOPES and their roles in the deliberate planning process.

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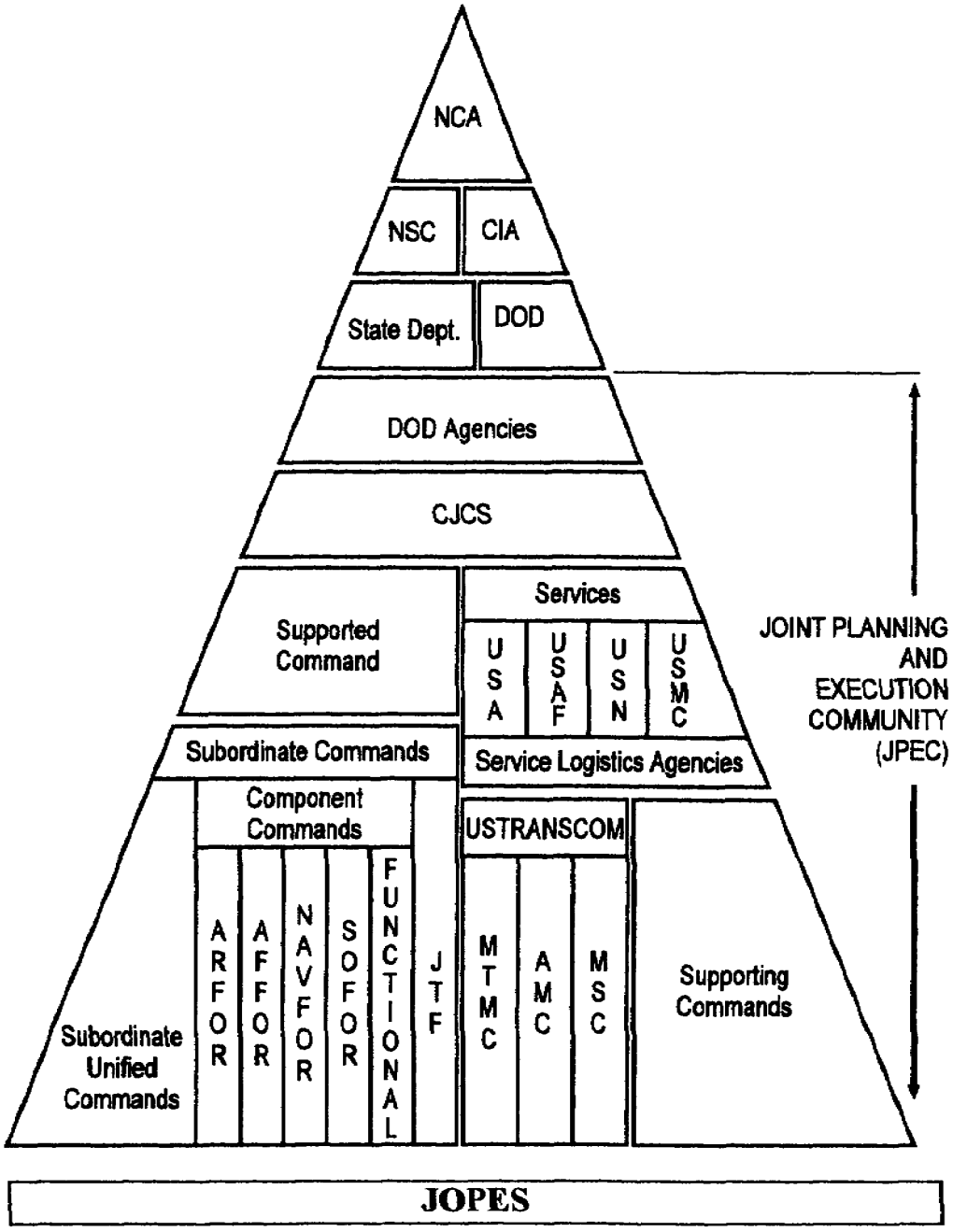

Figure 1-12. Players in the Deliberate Planning Process

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Crisis action planning (CAP)

CAP is the method of planning used to respond to emergency conditions in support of U.S. interests. It occurs in response to specific situations as they occur. It may involve the revision of an existing plan or the creation of a new one.

Movement program

A movement program is a command directive prepared by the TAMCA, MCC and MCO. The movement program supports the commander's priorities by establishing what requirements can be resourced given available logistics assets, units and infrastructure. The movement program serves as authority to commit transportation assets. It authorizes the movement control teams (MCT) to issue transportation movement releases (TMR).

Movement program development--seven steps

The seven basic steps involved in developing the movement program are:

Movement Program Development	
Step	**Action**
1	Assess the distribution pattern.
2	Determine requirements.
3	Determine transportation capabilities.
4	Balance the requirements against the capabilities.
5	Determine the shortfalls, critical points, and recommend solutions for handling the shortfalls.
6	Coordinate the program.
7	Publish and distribute the program. The program may be issued in extract form.

Distribution pattern

The distribution pattern is a complete logistic picture showing the locations of supply, maintenance, and transportation activities. It is a tool by which planners know where support should normally flow and where it may be diverted.

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Change of focus

Up to this point the material presented has addressed transportation movement requirements in a strategic, operational, and tactical sense. The presentation will now focus on specific and detailed requirements associated with individual shipments. The primary reference available to transportation officers throughout all levels of command in all the services as well as to their civilian counterparts within the DTS is DOD 4500.32-R, *Military Standard Transportation and Movement Procedures (MILSTAMP)* with Change 6, dated 15 May 1995.

Shipment planning steps

Prior to making a shipment, the shipper plans the movement in accordance with the 15 MILSTAMP shipping steps described below: (**NOTE:** The actions descriptions provided below are synopses of the planning steps presented in the MILSTAMP.) You should refer to DOD 4500.32-R if you require more detailed information.

Shipment Planning Steps	
Step	**Action**
1	Determine the consignee.
2	The shipper determines if the shipment requires expedited or routine transportation movement handling.
3	The shipper determines the required delivery date (RDD) that is, the date which specifies when the materiel is required by the requisitioner.
4	The shipper determines any applicable project code by examining the movement source document (usually a government form or the movement contract).
5	The shipper assembles the shipping unit which is the basic shipping entity for marking, documenting, clearing, and controlling a shipment. It is the key element on which later transportation decisions are made.
6	The shipper assigns the transportation control number to each shipment for control from origin to ultimate consignee.
7	The shipper determines the pieces, weight and cube for each shipment. These elements are all expressed as whole numbers.

Continued on next page

Shipment planning steps, continued

Shipment Planning Steps (continued)	
Step	**Action**
8	Determine the dimensions of the individual pieces or unitized piece. If a unit is outsize the shipper must know the actual dimensions (in inches), weight and cube prior to preparing transportation documents.
9	The shipper determines the mode and method of shipment.
10	The shipper determines the National Stock Number (NSN) from available requisition source data or unit equipment records. The NSN is required by the joint deployment community for purposes of apportioning lift, tracking and monitoring cargo during peacetime, contingencies and mobilizations.
11	The shipper determines the shipment commodity. The commodity is normally represented on transportation documentation by a code. (**NOTE:** The appendix of this subcourse text provides a complete listing of the various codes used in transportation documentation for your information and used in this subcourse and to meet future requirements.)
12	The shipper determines the Port of Embarkation (POE), either air or water, normally in assistance with the clearance authority. The POE is the actual location of loading on the vessel (military or commercial) and not merely a military port responsible for loading operations.
13	The shipper determine the Port of Debarkation (POD) whether the shipment moves by air or water. Again a code is used to indicate the final destination terminal.
14	The shipper determines the transportation account code (TAC) for each shipment. The TAC represents a funding account. Its application is essential to valid budgeting and payment of transportation expenses.

Continued on next page

Shipment planning steps, continued

Shipment Planning Steps (continued)	
Step	**Action**
15	In addition to meeting the informational requirements addressed in the 14 steps above, the shipper must also determine the limited special data for certain specific commodities or types of shipments. These include: • Hazardous materials. • Government vehicles, trailers, wheeled guns or aircraft. • Personal property shipments.

1B-5. Clearance Procedures

Introduction

After the shipping planning steps have been completed by the shipper and the appropriate documentation has been prepared, the shipper offers all cargo entering the Defense Transportation System (DTS) for clearance **prior to making the shipment**.

Shipping clearances

Shipment clearance procedures serve a common purpose whether the movement is by surface or air. The procedures aid cargo receiving and scheduling of watercraft and aircraft. It also provides the principal transportation documentation (DD Form 1384, Transportation Control and Movement Document (TCMD)) data for manifest preparation. **NOTE:** The TCMD will be covered in greater detail later in this lesson part.

Continued on next page

Shipping clearances, continued

For most shipments (water or air) the clearance process starts when the shipper submits advance TCMD data to the appropriate clearance authority. Appendix J of the MILSTAMP provides a complete listing of appropriate clearance authorities. Responsibility for maintaining the lists of appropriate clearance authorities is provided in the table below:

Clearance Authority Development	
Responsible Organization	**Area/Mode (Service)**
Commander, MTMC	CONUS, ocean. Alaska, except Adak, ocean. Europe, ocean functions under its cognizance. Pacific, ocean functions under its cognizance. Panama, ocean.
HQ, U.S. Army Materiel Command	CONUS, air (Army). Alaska, air. Panama, air.
Commander, Naval Supply Systems Command	CONUS, air (Navy). Alaska, Adak, ocean and air.
Commandant of the Marine Corps	CONUS, air (Marines).
Commander-in Chief, Pacific	Pacific theater, ocean (other than MTMC) and air.
Commander-in-Chief, Europe	European theater, ocean (other than MTMC) and air.
Commander-in-Chief, Atlantic	Atlantic theater, ocean (other than MTMC) and air.

Surface clearances

There are two procedures for clearing surface (ocean) export cargo:

- Release unit shipments clearance procedures.
- Less than release unit shipments clearance procedures.

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RU versus LRU clearances

The difference between the two sets of procedures is that all RU shipments require an export traffic release (ETR) in advance of the shipment by the shipper while only some LRU shipments (indicated in appendix H of MILSTAMP) require an ETR.

Air clearance

The shipper must clear all cargo shipped by Government controlled cargo air systems (i.e. Air Mobility Command (AMC)). The air clearance procedure is essentially the same as for water shipments. In air systems, however, there is no requirement for an ETR and no differentiation between RUs and LRUs.

Clearance authorities

Clearance authorities do not actually handle material shipments. They do provide an important documentation link among the shipper, transhipper, and the receiver. In general clearance authorities:

- Control the movement of cargo--the control includes furnishing TCMD data to the terminal for each shipment unit; coordinating movements of classified or courier material; and monitoring retrograde cargo from overseas to CONUS, assuring shipment to the ultimate CONUS consignee.
- Divert cargo as required and in coordination with the sponsoring Services.
- Trace and expedite cargo.
- Provide lift and receipt data to the Services/Agencies, including USTRANSCOM, as required.
- Correct discrepancies in shipment documentation with the assistance of the supporting Services. Documentation correction includes directing the TCMD Effectiveness Program for late, missing, or improperly prepared TCMDs.

1B-6. In-Transit Procedures

Introduction

The shipper, transhipper, and receiver of are all required to submit intransit data reports for use in transportation evaluation. This section addresses the general requirements and procedures for collecting data used in these evaluation.

Purpose

The data collected using in-transit reporting procedures provide input to uniform defense wide logistics performance reports. These reports are prescribed by DOD regulations (e.g., DOD 4000.23M, Military Supply and Transportation Evaluation Procedures (**MILSTEP**)).

MILSTEP objective

Supply and transportation data are combined in MILSTEP to meet the following objectives:

MILSTEP Objectives
• Validation or revision of the Uniform Materiel Movement and Issue Priority System (UMMIPS) time standards.
• Evaluation of performance against UMMIPS time standards.
• Evaluation of performance of each segment of the transportation pipeline by point to point and carrier performance reports.
• Determination of supply systems workload and materiel availability.
• Analysis of the use of issue and movement priorities.
• Provide intransit data to support transportation planning.
• Provide a basis for traffic pattern analysis.

Continued on next page

Data collection exclusions

Intransit data is not collected on the following:

- Transactions specifically excluded from Military Standard Requisitioning and Issue Procedures (MILSTRIP).
- On base local issues of retail stocks.
- Shipments of retail stocks originating at installations (e.g., bases, posts, camps, stations, etc.).
- U.S. Postal and small package carrier shipments.
- Vendor shipments from commercial suppliers direct to the customer (i.e. first destination shipments). This exclusion does not include ammunition shipped from Army ammunition plants.
- Security assistance (i.e., Foreign Military Sales (FMS) and Military Assistance Program (MAP)) shipments to freight forwarder (other security assistance shipments in the DTS are not excluded).

Intransit data report formats

The table below describes some of the reports used to provide intransit data:

Intransit Data Reports		
Report #	**Report Title**	**Remarks**
TK1	Intratheater airlift initial terminal	Indicates the period from receipt (Zulu time) by initial air terminal to shipment to next (intermediate or final) air terminal.
TK2	Intratheater airlift intermediate terminal	Indicates the period from receipt (Zulu Time) by the intermediate terminal to shipment to next (intermediate or terminal) air terminal.

Continued on next page

Intransit data report formats, continued

Intransit Data Reports		
Report #	**Report Title**	**Remarks**
TK3	Intratheater airlift final terminal	Indicates the period from receipt (Zulu time/day) by the final air terminal to shipment to consignee.
TK4	Government bill of laden (GBL) shipment within CONUS or overseas theater and retrograde shipment	Indicates period from shipment (day of year) by the consignor to receipt (day of year) by the consignee transportation element or CONUS transhipper (Central Processing Point (CCP)/POE terminal).
TK6	AMC APOD receipt and lift	Indicates the period from receipt (Zulu time/day) at the APOD to the date forwarded to consignee.
TK7	AMC/WCA POE receipt and lift	**AMC**--Indicates the period from the earlier of offer or receipt (day of year) at the APOE to shipment from the APOE. **WCA**--Indicates the period from the earlier of offer or receipt (day of year) at the WPOE to vessel discharge at the WPOD.
TK8	Air Force consignee report	This report is prepared only by the Air Force and indicates the consignee receipt date (day of year).

1B-7. Shipping Documentation

Introduction

After the shipper has determined data requirements and collected that data following the shipment planning steps (discussed earlier in this lesson part) the next step he must complete is preparation of DD Form 1384, the Transportation Control and Movement Document (TCMD).

TCMD purpose

The TCMD:

- Lists all the data about a shipment and is prepared in one of several formats for every shipment except unaccompanied baggage shipments (for latter shipments, the carriers port agent is responsible for preparing a TCMD for each shipment delivered to the AMC aerial port).
- Provides the clearance authorities, ports, receivers, and other interested transportation personnel with advance notice of shipments and the information necessary to process the shipments through the DTS. It is the basis for preparation of air and surface manifests and for compiling logistics management reports.
- The TCMD form itself may be used as a dock receipt, tally sheet, highway waybill, or for other transportation control purposes.

TCMD formats

The TCMD has three primary formats:

- 80 column computer data record.
- Electronically transmitted message.
- Manual or hard copy form.

NOTE: At one time, computer key-punch cards were used to convey transportation movement and shipment data. Recently, modern computer software and hardware is being used to collect, transmit, and report transportation data. These evolving technologies will be discussed in Part C of this lesson.

Continued on next page

Data types

The types of data entered on the TCMD are **prime** (required for every shipment); and **trailer** (supplementary, is also required for some specific types of shipments). The data entries to be included in the preparation of a TCMD are determined by using the decision table in Figure 1-13.

DECISION TABLE FOR TCMD PREPARATION

When preparing a TCMD, determine which data entries are required by referring to this decision table. For every listing in column A that applies, complete the documents described in the figures listed in column B. Every shipment unit must have at least one prime entry (T_0, T_2, T_3, or T_4).

COLUMN A If the shipment is:	COLUMN B Then a TCMD entry is prepared for every applicable category listed in column A by following the instructions in each figure listed for the various document identifiers in								
	T_0/1	T_2	T_3	T_4	T_5	T_6	T_7	T_8	T_9
1. A single shipment unit:									
a. Not in a consolidated container.	D_2					D_9			
b. In any consolidated container.				D_7					
c. Outsized.					D_8				
d. Hazardous material (HM):									
(1) Ammunition or explosives.						D_9	D_10		D_15
(2) All other HM.						D_9			D_15
e. A Government vehicle, trailer, wheeled gun, or aircraft.					D_8				
f. Personal property and:									
(1) Consigned to civil address.									D_16
(2) Unaccompanied baggage belonging to TDY USAF personnel.									D_16
2. Made through ARFCOS.	D_3					D_9			
3. A RORO trailer (containing cargo).		D_4				D_9			
4. A SEAVAN/MILVAN (containing cargo).		D_5				D_9			D_13
a. With stop-offs enroute.									D_14
5. A CONEX, unitized pallet, or other consolidation container, other than a SEAVAN, MILVAN, or RORO.			D_6			D_9			
6. An empty SEAVAN, MILVAN, or CONEX.	D_2								D_13
7. Anything requiring additional information not listed above.									D_12

Figure 1-13. TCMD Preparation Decision Table

Continued on next page

Sample TCMD

Provided in the table below is a sample TCMD which describes the type of entries appropriate to 80 column data fields used in the document. Different types of shipments will require different entries. The various shipments and their requirements are described in Appendix D of the MILSTAMP. The codes used in the sample below are found in the appendix of this subcourse text.

SAMPLE TCMD (for Single Shipment Units (D1 T_0/1) (including empty SEAVAN/MILVAN/CONEX)

Prime Data rp	DD Form 1384 Block	Procedure
1-3	1	Enter three position code. The first position is always T. The second and third digits are selected from the list in Appendix F8, paragraph 2.
4-8	2	Enter the trailer, van, or container number, if any, as explained in appendix F6. If none leave blank. For air shipments, enter the Federal Supply Classification (FSC) in record position (rp) 5-8. Leave rp 4 blank. For Army shippers, the Army ACA will provide FSC data to USTRANSCOM, as required.
9-14	3	Enter the DoDAAC of the consignor. The in-the-clear address may be added on the DD Form 1384.
15-19	4	Enter the applicable air commodity code from appendix F2, or water commodity code from appendix F20. For water, enter a five position code. For air, enter a two position code in rp 18-19. For short shelf-life items, enter one of the following codes in rp 15: "K" for GSA-managed sealants/adhesives, "M" for medical items, or "X" for all other short shelf-life items.
20	5	For air, enter a code from appendix F3.
21-23	6	Enter the appropriate aerial or water port identifier code from appendix F4 or F21.
24-26	7	Enter the appropriate aerial or water port identifier code from appendix F4 or F21.
27	8	Enter the mode/method code from appendix F13 for movement from the origin to the POE.
28-29	9	Enter type pack code from appendix F14.
30-46	10	Enter the shipment unit transportation control number (TCN).
47-52	11	Enter the DoDAAC of the consignee. The in-the-clear address may be added on the DD Form 1384. For personal property, identify the military activity responsible for receiving/processing the shipment at destination.
53	12	Enter the transportation priority.

Continued on next page

Sample TCMD, continued

SAMPLE TCMD (for Single Shipment Units (D1 T_0/1) (including empty SEAVAN/MILVAN/CONEX) (continued)		
Prime Data rp	**DD Form 1384 Block**	**Procedure**
54-56	13	Enter the RDD or **expediting handling or transportation signal,** if any (MILSTAMP, chapter 2, paragraph B.1.b.(3))
57-59	14	Enter the project code, if any. (MILSTAMP, chapter 2, paragraph B.1.b(4)).
60-62	15	Enter the code for the date the shipment moved to the POE from appendix F7.
63	16	Enter the estimate time of arrival (ETA) code from appendix F9
64-67	17	Enter the shipment unit transportation account code (TAC) .
68-71	22	Enter the total number of pieces in shipment unit. (MILSTAMP chapter 2, paragraph B.1.b.(7)(d)) When shipping a government vehicle trailer, wheeled gun, or aircraft with basic issue items (BII) see note below.
72-76	23	Enter total weight of shipment unit. (MILSTAMP chapter 2, paragraph B.1.b.(7)(d))
77-80	24	Enter total cube of shipment unit. (MILSTAMP chapter 2, paragraph B.1.b.(7)(d))
Note: For these ships the TV5 entries are changed as depicted below		
68-80	44	For single vehicle shipment units enter the serial number. For multiple vehicle shipments leave blank

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LESSON 1

Part C

Identify Evolving Technologies

1C-1. Part Overview

Introduction

This part of Lesson 1 will concentrate on identifying the evolving technologies currently available and becoming available to assist transportation officers and their counterparts throughout the defense transportation system in movement management. The lesson material will address and define automatic identification technology and in-transit visibility requirements and capabilities. The material will identify strategic mobility automation systems and Army unique systems.

Content

Part C contains the following topics:

Continued on next page

Enabling learning objective (ELO)

The ELO for Part C is:

Action: Identify evolving technologies inclusive of automated data processing systems, software and programs becoming available to assist transportation officers manage movement requirements.

Condition: In a self-study environment using the material provided in this subcourse text.

Standard: In accordance with the material provided in this subcourse and/or the references cited below.

References

The references used in the development of Part C of this Lesson were:

- FM 55-1, *Transportation Operations*, dated October 1995.
- FM 55-10, *Movement Control in a Theater of Operations*, dated December 1992.
- FM 55-65, *Strategic Deployment*, dated October 1995.
- FM 100-10, *Combat Service Support*, dated October 1995.
- DoD 4200.32-R, *Military Standard Transport and Movement Procedures (MILSTAMP)*, with Change 6, dated May 1995.

1C-2. Introduction--STAMIS

Introduction

Digitization of the battlefield is the insertion of digital technologies across all levels and within both combat and support organizations. It depends on the integration of numerous elements including computer processing, advanced software, displays, communications and position/navigation components. Digitization will enhance command and control (to include C^2 of combat service support units). The overall results will include improved situational awareness, better compatibility across the battlefield operating systems, and shorter decision cycles.

STAMIS and CSSCS impacts

The following ADP systems impact combat service support (CSS):

- CSS support to a degree depends on support requirements generated by and managed through the respective Standard Army Management Information Systems (STAMISs). Current and future developments will bring together functional STAMISs into an integrated CSS management information system.

- The Combat Service Support Control System (CSSCS) component of the Army Battle Command System (ABCS) provides critical CSS information for the theater and force level commanders.

1C-3. In-transit Visibility

Background

The 1992 Department of Defense Total Asset Visibility (DTAV) Plan provides for a phased implementation of key policies, procedures, systems and related communications technologies. The DTAV concept uses many existing systems and commercial "off-the-shelf" software to track the location, quantity, and condition of selected major end items, reparables, ammunition, and other support items.

Continued on next page

In-transit visibility--definition

In-transit visibility (ITV):

- Is the capability, through the range of military operation, to identify and track the movement of defense cargo, passengers, medical patients, and personal property from origin to final destination.
- As a key element of the DTAV plan, plays a large role in providing updated information to enhance logistics support in wartime, contingencies, and peacetime.

Global transportation system (GTN)

The GTN system is being fielded to support and integrate the DOD ITV capability. While not presently fully operational, its success and continued development depend on accurate source movement information provided through the many automated transportation information systems in development or already operational. These systems will be discussed in detail in subsequent portions of this lesson.

1C-4. Strategic Systems

Strategic planning systems

The systems used in developing strategic deployment plans are:

- Worldwide Military Command and Control System (WMCCS).
- Joint Operations Planning and Execution System (JOPES).

Continued on next page

WMCCS

WMCCS provides the means for operational direction and technical administrative support needed to command and control U. S. military forces. The system is comprised of the National Military Command System (NMCS), the C4 (command and control, communications and computer) systems of the combatant commands, service component commands, DOD agencies, and WMCCS-related management/information systems. Figure 1-14 portrays the elements of WMCCS.

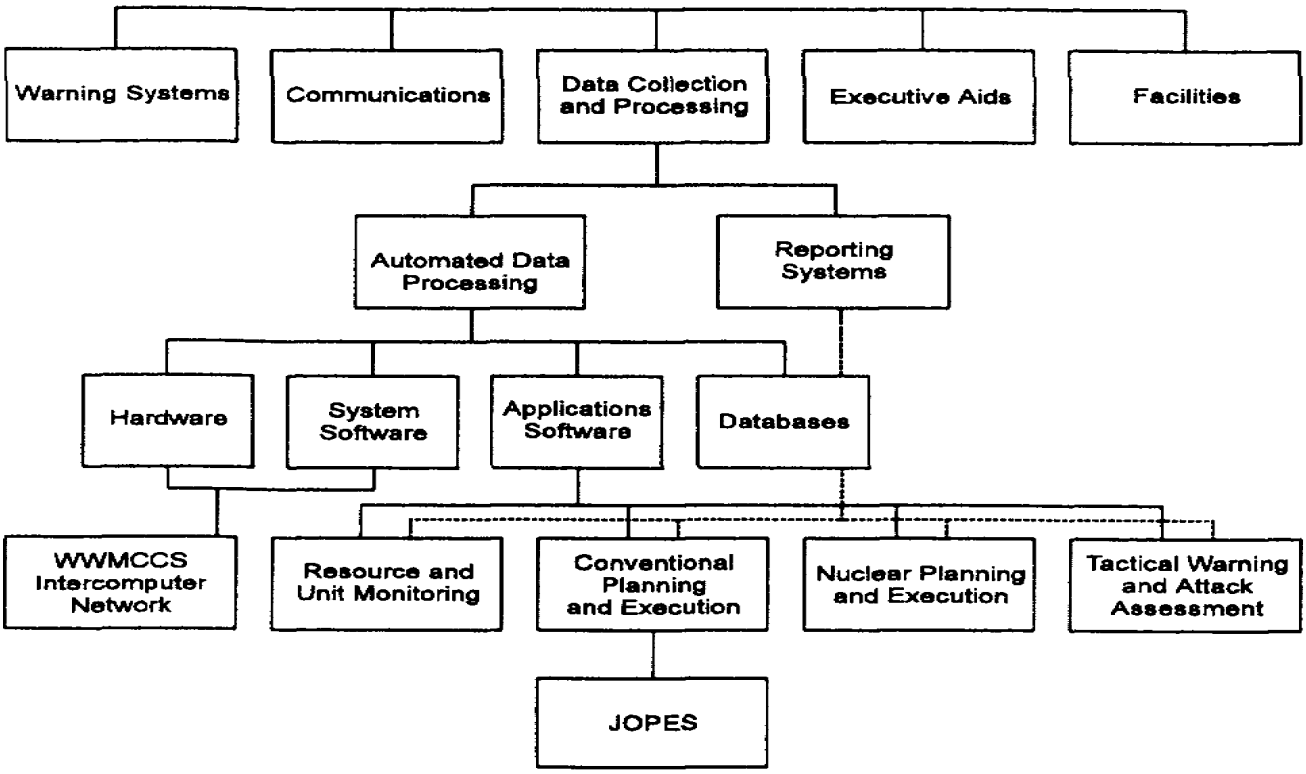

Figure 1-14. Elements of WMCCS

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JOPES

JOPES is the DOD system used to conduct joint planning and operations. It establishes an ordered and comprehensive set of procedures used in both deliberate planning and crisis action planning (CAP) of joint operations. Senior decision makers use JOPES to plan and execute mobilization, monitor deployment, employment, sustainment, and redeployment activities. It supports national, theater, and supporting organizational levels in both peacetime and in crisis (see Figure 1-15).

JOPES has two end products:

- OPLANs--resulting from deliberate planning in peacetime.
- OPORDs--resulting from crisis action planning in an emergency.

Global transportation network (GTN)

GTN **is not another transportation data base**, rather it is a network of systems. It ties together existing transportation related data bases and provides the means to access C4 systems that support global transportation management.

GTN-three functional categories

GTN systems can be divided into three functional categories:

- Support systems required by planners gathering transportation requirements of the supported CINCs, developing operational plans, and evaluating the effectiveness of the plans.
- Command and Control systems primarily supporting mobilization and deployment.
- Systems that support in-transit visibility.

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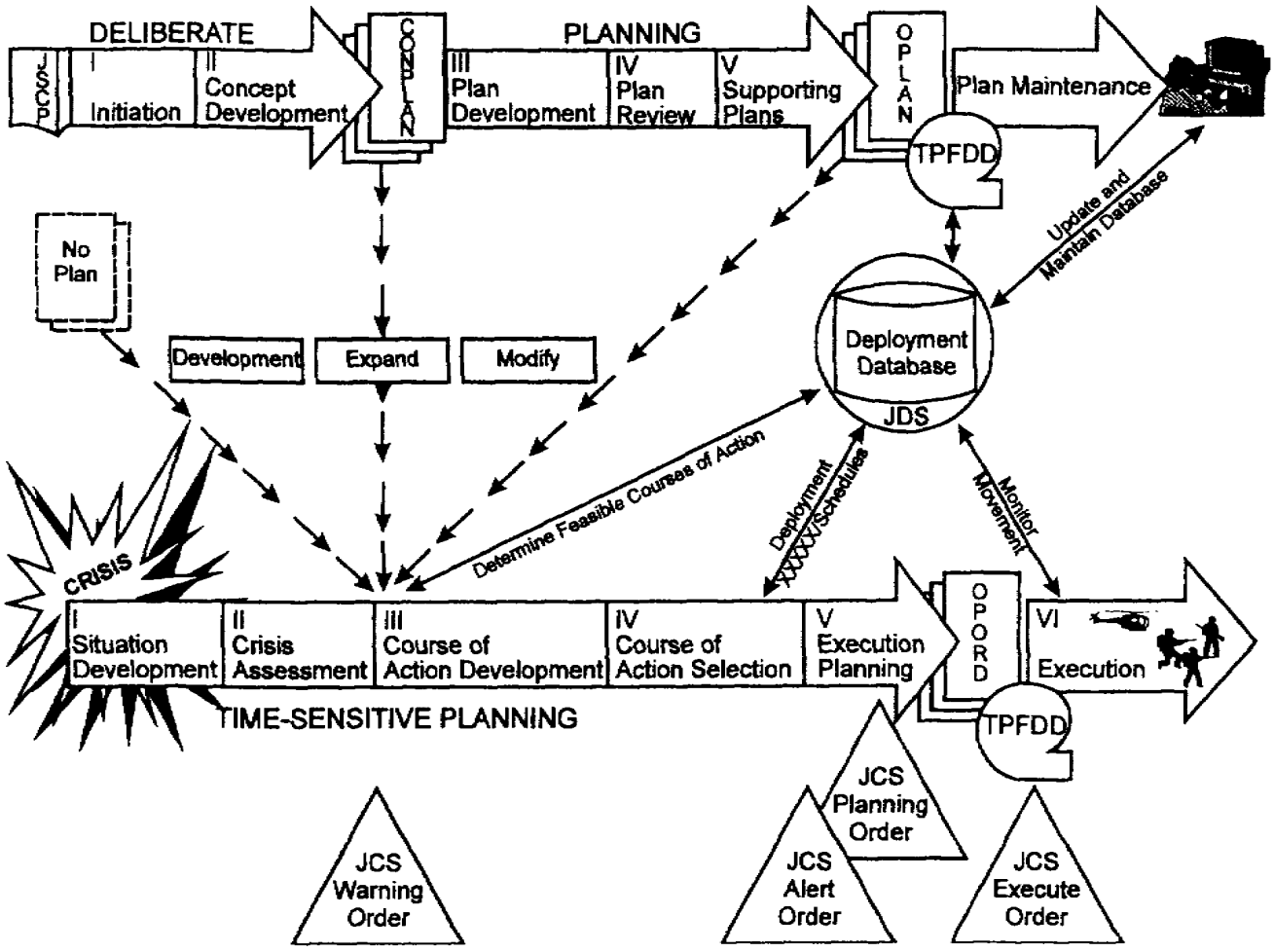

Figure 1-15. JOPES for Crisis Action Planning

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GTN--current source systems

The table below describes the current source systems for GTN:

Current GTN Source Systems	
System	**Remarks**
DA Movement Management System-Redesign (DAMMS-R)	• Provides reliable automated information processing capability for planning, programming, coordinating, and controlling movements and transportation resources during peacetime and wartime from Theater Army to separate brigade/ACR level. • Has seven subsystems: -- Shipment management module. -- MCT operations. -- Transportation addressing system. -- Highway regulation. -- Convoy planning. -- Operational movement programming. -- Mode operations. • Will interface with these systems: -- Cargo Movement Operations. -- CSSCS. -- Global Transportation. -- Logistics Intelligence File (LIF). -- Medical Supply Module of TA Medical Management Information System. -- POW Information System. -- Standard Army Ammunition. -- SARSS-1, -1, Interim , and 2A. -- TC-ACCIS. -- ULLS-G, ULLS-4. -- Worldwide Port System.
Consolidated Aerial Port System II (CAPS II)	AMC umbrella system that includes cargo, passenger, and C2 operations.
Passenger Reservation and Manifesting System (PRAMS)	AMC system that records nonunit passenger reservations issues boarding passes, and generates manifests for fixed APOEs.

Continued on next page

GTN--current source systems, continued

Current GTN Source Systems (Continued)	
System	**Remarks**
Global Decision Support System (GDSS)	AMC system that records and displays airlift schedules, aircraft arrivals and departures and aircraft status.
Terminal Management On-line System	This MTMC system provides information about water terminal operations and cargo accountability.
Mechanized Export Tracking System II	MTMC system that provides information about surface traffic cargo booking.
Worldwide Port System (WPS)	DOD system that records cargo arrival in a MTMC operated port, staging or outloading cargo.
Defense Automated Addressing System (DAAS)	DLA system that is the central repository for MILSTRIP order status.

GTN--future source systems

Described in the table below are future source systems for GTN:

Future GTN Source Systems	
System	**Remarks**
Integrated Booking System (IBS)	IBS will be the unit movement/nonunit resupply traffic management system at MTMC area commands and OCONUS.
CONUS Freight Management System	MTMC system that will automate CONUS freight movement and provide a DOD-wide centralized automated information system for procurement of commercial flight transportation services from "fort to port" in peace and war.
Headquarters On-Line System	Provide centralized record of cargo movement requirements to AMC and information about air cargo manifests, locations and status.

Continued on next page

GTN--future source systems, continued

Future GTN Source Systems (continued)	
System	**Remarks**
Defense Transportation Tracking System (DTTS)	System that will provide information about surface shipments requiring increased surveillance and security from consignor to consignee.
Integrated Command, Control, and Communications System (IC3)	MSC system that will pass scheduled and actual departure/arrival information, itineraries, and diversions/delays covering sea assets and traffic.
Transportation Coordinators-Automated Information for Movements System (TC-AIMS)	The joint deployment community's Transportation Automated Command and Control System (will be described in more detail later in this lesson part).
Regulating and Command and Control Evacuation System	A USTRANSCOM system that will integrate the processes of medical regulating and aeromedical evacuation, integrating CONUS and separate geographical theaters into a single global system.

Global command and control system

The GCCS will replace WMCCS for Time Phased Force Deployment Data (TPFDD). It will be used to document movement requirements, transportation closures, and other significant events.

TC-AIMS

The Transportation Coordinator-Automated Information for Movement System (TC-AIMS) is the generic term for the computer hardware, software, procedures, and other systems used by transportation coordinators throughout the services to automate planning, organizing, coordinating, and controlling unit deployment activities. TC-AIMS provide the joint planning and execution community (JPEC) with timely and accurate information.

Continued on next page

TC-AIMS--service subsystems

The services are progressing with developing their own TC-AIMS subsystems as follows:

- Army TC-ACCIS
- Air Force COMPES
- Marine Corps MDDS II
- Navy TC-AIMS

Worldwide Port System (WPS)

Figure 1-16 depicts the worldwide port system. WPS is a single standard Terminal Documentation and Accounting System that provides the following:

- Ocean terminals with the ability to document cargo moving through a port (manifests, TCMDs, and customs documentation).
- Ocean terminals with the ability to account for and monitor the movement of cargo through a port.
- The information necessary to manage the movement of cargo to terminal and regional commanders.
- ITV information to other DOD systems.

WPS displaced systems

WPS replaces the following systems:

- Terminals On-Line System (TOLS)
- DA Standard Port System - Enhanced (DASPS-E)
- Terminal Support Module (TSM)
- Defense Data Network (DDN)
- Major Army Information System Review Council (MAISRC)

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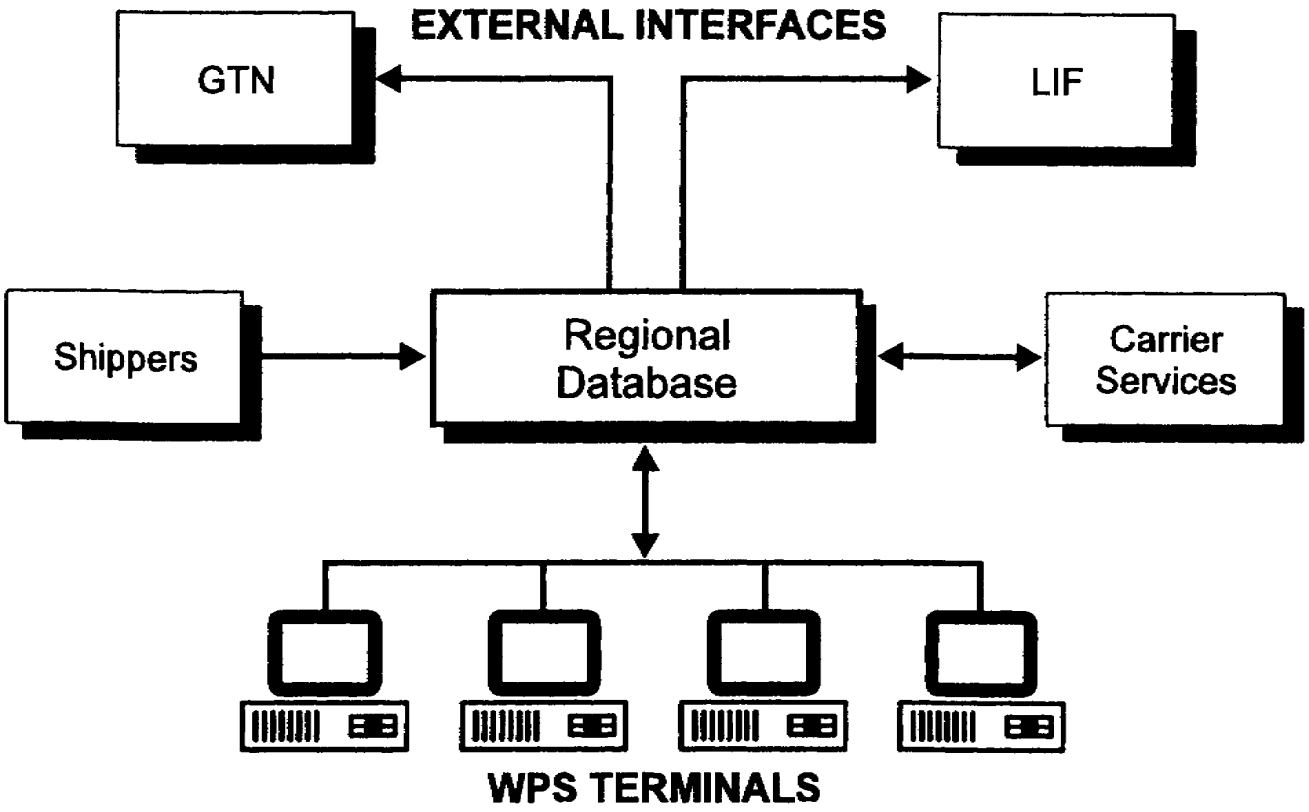

Figure 1-16. Worldwide Port System

Planning and execution system

The Army's Mobilization and Operations Planning Execution System (AMOPES):

- Identifies active and reserve component major Army combat force available to execute operational plans.
- Sets priorities for the apportionment of CS and CSS units in conjunction with OPLANs.
- Provides mobilization and deployment definition and guidance for planning and execution.
- Describes the Army's Crisis-Action System.

TC-ACCIS

TC-ACCIS is an information management and data communications system that Army units use to plan and execute deployments. The system speeds up the processing of mobility requirements and the flow of information to USTRANSCOM components. Army units operate TC-ACCIS on PCs and communicate with an installation central computer via modems or on terminals at the installation transportation office (ITO). TC-ACCIS automates most transportation functions at the unit and installation level. TC-ACCIS interface is shown in Figure 1-17. The table below lists the TC-ACCIS functions which impact a unit's deployment mission:

TC-ACCIS Functions Affecting Deployment Missions
• Maintaining unit equipment lists.
• Maintaining deployment equipment lists.
• Preparing government bills of laden (GBLs).
• Preparing vehicle load card.
• Preparing vehicle/container packing lists.
• Preparing advance TCMD.
• Preparing convoy march tables.
• Preparing DD Forms 1266 and 1265.
• Preparing unit equipment manifest.
• Preparing executable rail load plan.
• Preparing BBPCT material requirements list.
• Preparing rail load schedules.
• Interfacing with the air load mode of TC-ACCIS

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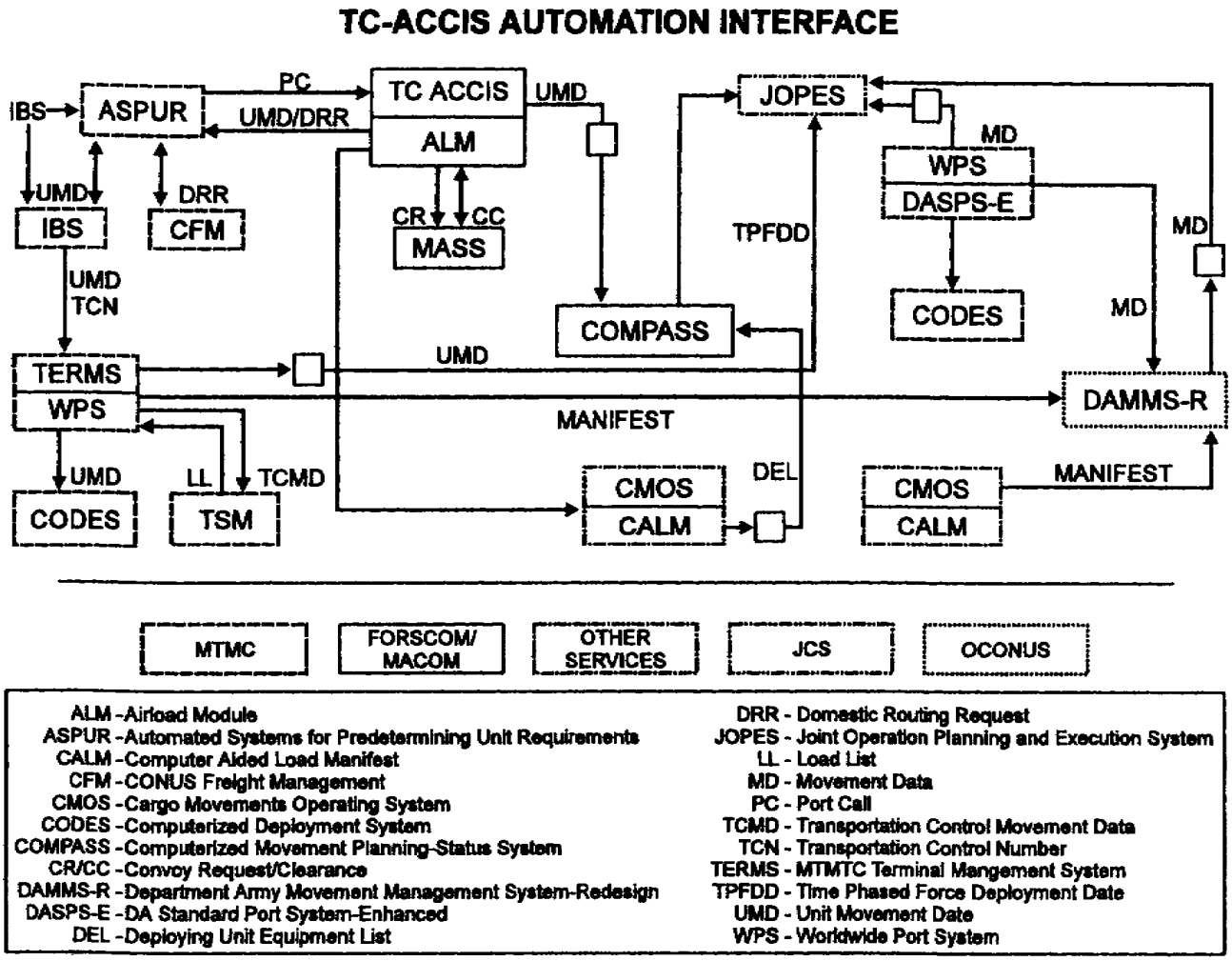

Figure 1-17. TC-ACCIS Automation Interface

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TC-ACCIS provisions

TC-ACCIS provides Installation Transportation Officers and other movement control organizations the following:

- Unit equipment.
- List data.
- Movement requirements.
- Replies to movement requirements.
- Airlift requests (Intratheater).
- Airlift mission schedules.
- File update data.
- Movement event reports.
- Air manifests.
- Passenger manifests.
- Rail load plan data.

COMPASS

The Computerized Movement Planning and Status System (COMPASS) is a U. S. Forces Command (FORSCOM) system that provides deployment planning systems with accurate Army unit movement requirements. It describes unit property and equipment in transportation terms. Manual systems (e.g., 900-R series cards) are still used as part of this system.

1C-6. Automatic Identification Technology

Automatic identification technology (AIT)

AIT is a developing concept for employing sophisticated identification technologies to achieve ITV of deployment and distribution operations. It is a means of affixing a technical application (e.g., radio frequency tag, microcircuit tag, or bar code) containing movement information to a container or pallet. In this manner a single entry or retrieval event can result in the capture of a stream of data. A human operator may or may not be part of the actual entry/retrieval event.

1-2. Lesson 1 Practice Exercise

Instructions The following items will test your knowledge of the material covered in this lesson. There is only one correct or best answer for each item. When you complete the exercise, check your answers with the answer key that follows. If you answer any item incorrectly, study again that part of the lesson which contains the portion involved.

1. Which of the following is not a component of the Defense Transportation System?

   A. The U. S. Army Transportation School.
   B. The Department of Transportation.
   C. State and Local Agencies.
   D. Supported CINCs.

2. Which of the following is not included in the functions of the Army transportation system?

   A. Movement control.
   B. Terminal operations.
   C. Mode operations.
   D. Command and control.

3. Mobilization, acquisition, prepo-afloat, reconstruction, and demobilization are areas of concern to which of the following?

   A. Tactical transportation.
   B. Operational transportation.
   C. Strategic transportation.
   D. Surface and air transportation.

Continued on next page

4. Counterdrug operations are part of which of the following states of the environment in the range of military operations?

   A. Peacetime.
   B. Conflict.
   C. War.
   D. None of the above.

5. Which of the following principles of movement control places significant value on reception and clearance at the destination units?

   A. Centralized Control/Decentralized Execution.
   B. Regulated Movements.
   C. Fluid and Flexible Movement.
   D. Forward Support.

6. Which of the following is responsible for providing adequate communications to movement control organizations?

   A. Supporting CINC.
   B. Supported CINC.
   C. Combatant Commanders.
   D. Joint Transportation Board.

7. The major command responsible for providing common-user airlift transportation services is which of the following?

   A. USTRANSCOM.
   B. AMC.
   C. MSC.
   D. MTMC

Continued on next page

8. Which of the following federal agencies operates the national airspace system?

   A. FAA.
   B. FEMA.
   C. DOT.
   D. MARAD.

9. Which of the following serves as the executive agent and primary staff element to the Theater Army commander for planning and controlling theater transportation operations?

   A. TA DCSLOG.
   B. MCT.
   C. TAMCA.
   D. Division Transportation Officer.

10. How many procedures are there for clearing surface (ocean) export cargo?

    A. One.
    B. Two.
    C. Three.
    D. Four.

11. Which of the following automated systems is being fielded to integrate the DOD ITV capability?

    A. DAMMS-R.
    B. CAPS II.
    C. GTN.
    D. PRAMS.

12. TC-ACCIS is the Navy's subsystem of TC-AIMS.

    A. True.
    B. False.

1-3. Lesson 1 Practice Exercise Answer Key and Feedback

Item	Correct Answer and Feedback
1.	A. The U. S. Army Transportation School is not listed among the components of the Defense Transportation School. All the other elements are identified in Figure 1-1. Page 1-4.
2.	D. The functions of the army transportation system include movement control, mode operations, and terminal operations. Page 1-5.
3.	C. All the areas pertain to strategic transportation. Figure 1-3, page 1-6.
4.	A. Counterdrug operations are found within the peacetime sector of the range of military operations. Figure 1-6, page 1-9.
5.	D. Forward support--key is reception and clearance at destination units. Table, page 1-13.
6.	B. Supported CINC is responsible for providing adequate communications to movement control organizations. Page 1-32.
7.	B. AMC is major USAF command that provides common-user airlift transportation services to deploy, employ, sustain U. S. forces. Table, page 1-34.
8.	A. FAA operates the national airspace system. Table page 1-36.
9.	C. TAMCA ...serving as the executive agent and primary staff element to TA commander... Page 1-38.
10.	B. There are **two** procedures for clearing surface export cargo. Page 1-53.
11.	C. The GTN system is being fielded to support and integrate the DOD ITV capability. Page 1-66.
12.	B. False. TC-ACCIS is the Army's subsystem of TC-AIMS. Page 1-73.

LESSON 2

Review Message for Tracing Request

Lesson Overview

Lesson description

In this lesson the student will learn the procedures and formats for tracing shipments in the Defense Transportation System.

Lesson content

This lesson contains the following topics:

Lesson introduction

The MILSTAMP tracing procedures enable a requesting or receiving activity/unit to go directly from the supply pipeline into the transportation pipeline to trace a shipment. In this lesson the student will learn how to verify the justification for a tracer action and how to review a tracer request.

LESSON 2

Part A

Verify Justification for Tracer Action

2A-1. Part Overview

Introduction

Tracing is the procedure for locating a shipment enroute or for confirming the forwarding or delivery of cargo. To ensure that time, money, and effort are not wasted tracing a shipment, justification for the tracing action must be present. Part A of this lesson focuses on the manner in which a request for tracer action is determined to be justified.

Content

Part A contains the following topics:

Enabling learning activity (ELO)

The ELO for Part A is:

Action: Verify the justification for a tracer request.

Conditions: In a self-study environment using the materials provided in this subcourse text.

Standards: In accordance with the materials provided in this subcourse and/or the references cited below.

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References

The reference used in the development of Part A was DoD 4200.32-R, *Military Standard Transportation and Movement Procedures (MILSTAMP)*, with Change 6, dated May 1995.

2A-2. Issuing Tracer Action

Introduction

Material movements in the Defense Transportation System (DTS) are managed on the basis of essential control information through key control points. Trace documents then serve the purpose of providing essential control data to units and activities. To provide sound fiscal management and ensure readiness, a requester must be able to find out the status of his request. A transportation officer assigned to a movement control center (MCC) is responsible not only for directing and expediting tracing actions but also for verifying the justification for the action.

Tracing--definition

Tracing is the procedure for locating a shipment en route or for confirming the forwarding or delivery of cargo. The procedures allow the requester to go from the supply pipeline directly to the transportation pipeline to determine the status of a shipment.

Tracing documentation

Tracers are documented using either electronic data records or electrically transmitted messages (ETM). The format for the ETM is essentially the same format as the automated record. The format can be found in MILSTAMP DOD 4500.32-R. The ETM will be sent by "PRIORITY" precedence and the same precedence will be used throughout the entire processing cycle.

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MILSTAMP tracing

Tracing through MILSTAMP allows the use of modified supply system shipment status data to locate a shipment unit in the DTS.

Tracer action submission

The tracing activity or unit is responsible for submitting a request for a tracer action. If a highway or ocean shipment is being requested because the RDD has passed and the flight or voyage number is available, the request is submitted to the POD clearance authority. If the flight/voyage information is not available, the request is submitted to the POE clearance authority.

2A-3. Tracer Prerequisites

Introduction

A tracer action should be initiated only after a determination has been made that normal transit time has elapsed and undue delay has occurred. This determination can be made by ensuring certain prerequisites have been met.

Tracer prerequisites

These are the prerequisites that must be met before a tracer action is initiated:

- The normal transit time or specified required delivery date (RDD) has elapsed.
- The destination carrier has not offered the shipment for delivery.
- The normal delivery time has expired and undue delay has occurred.
- The shipment was not forwarded from CONUS more than 90 days prior to tracing.

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Tracer prerequisites, continued

- All data necessary to initiate the tracer have been collected. Specifically, this data includes:
  - -- The transportation control number (TCN).
  - -- The DOD Activity Address Code (DODAAC) of the shipper.
  - -- The date of shipment or lift.
  - -- The POE.

Tracer data sources

The data necessary to initiate a tracer request is generally available in the MILSTRIP shipment status record or in other documentation such a the bill of lading (either the Through Government Bill of Lading (TGBL), the Government Bill of Lading (GBL) or Commercial Bill of Lading (CBL).

NOTE: Army activities use the data in the Shipment Detail Lift Notice (D1 BDD). If this document has not been received, it is requested by submitting a requisition (document) number inquiry to the Army Materiel Command (AMC) Logistics Control Activity (LCA). This request is submitted using the Defense Automatic Addressing System or by mail to:

LCA
ATTN: AMCLC-L
Presidio of San Francisco, CA 94129-6000

Tracer message preparation and dispatch

When all the prerequisites have been met, tracing activities prepare a request for transportation status using the formats shown in the tables below:

TRACING REQUEST (TM1)	
Data Field	**Procedure**
1-3	Enter TM1 for tracing request.
4-9	Enter DoDAAC of the shipping activity.
10-12	Enter date shipped code from appendix F7.
13-16	Leave blank.
17-19	Enter air terminal or water port identifier code (appendix F4 or Appendix F21*) from shipment status record or other advance notification. *NOTE: These appendixes can be found in the appendix of this subcourse text).
20-23	Leave blank.
24-29	Enter DoDAAC of tracing activity.
30-46	Enter TCN of the shipment.
47-51	If sent to POE clearance authority, leave blank; otherwise, enter basic flight number, without date, or voyage number preceded by blanks if less than five positions.
52-54	Leave blank.
55-57	If sent to POE clearance authority, leave blank; otherwise, enter the air or water POD identifier code (Appendix F4 or appendix F21).
58-71	Leave blank.
72-77	Enter DoDAAC of consignee.
78-80	Leave blank.

NOTE: Remember--If the flight or voyage number is known the tracer request is sent to the POD clearance authority; if unknown the request is forwarded to the POE clearance authority.

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ETM tracing message

If an electronic message is used for the tracing request, the tracing activity prepares the Joint Message Form (DD Form 173 (series)) as prescribed by various telecommunications publications and includes the following procedures in the preparation:

ETM Entries for MILSTRIP Tracing (TM1)
1. Enter "TC" (tape to card) in the LMF block of the header line of the DD Form 173.
2. In the message body:
a. Enter subject: "MILSTRIP TRACER".
b. Use symbols as follows:
Use a slash (/) to separate entries.
Use a slash and ampersand (/&) at the end of each shipment unit.
Use an ampersand (&) to begin additional message form pages.
Use a zero (0) to fill blank spaces in a data field.
c. Enter data detailed in TM1 (see previous page).
d. Make the entries cited in paragraph 2c (above) on two lines with the first line ending with a slash(/) after record position 46.

2A-5. Forwarding Tracer Request

Forwarding request

Once the tracer request is prepared, the tracing activity forwards it on to the appropriate clearance authority.

Continued on next page

Clearance authority actions

The clearance authority receiving the transportation status request (D1 TM1):

- Determines the status or disposition of the shipment (e.g. enroute, on-hand, etc.).
- Notifies tracing activity of the status with a transportation tracer reply. The clearance authority sends separate replies for each split shipment.
- Provides a negative status when no records of the shipment are found in the advance TCMD, receipt of lift files.

NOTE: Army activities receiving a negative status (D1 TMA/TMJ) for a surface shipment verify the accuracy of the initial tracer request, then submit a new request to the LCA. This second request is submitted, within 120 days of shipment, by the Defense Data Network (Routing Identifier **RUWJHRA**) or by mail to:

Commander, AMC
ATTN: AMCLC-L
Presidio of San Francisco, CA 94129-6900

Subsequent tracing activity actions

Upon receiving a negative status from the clearance authority (or, for Army activities, a second negative status from the LCA) the tracing activity verifies the accuracy of the data with the shipping activity. If valid, the shipping activity transmits the data by ETM to the clearance authority. The shipping activity includes additional data required to assist in tracing the shipment.

NOTE: **Tracing actions are not presented to the clearance authority more than 150 days after the shipment.**

LESSON 2

Part B

Review Tracer Request

2B-1. Part Overview

Introduction

The message, Tracer Request (TM1), is used to initiate tracing actions. To be effective, the message data field must be properly completed. Part B of this Lesson focuses on identifying the proper information to be inserted in the TM1 data fields.

Content

Part B contains the following topics:

Enabling learning activity (ELO)

The ELO for Part B is:

Action: Review the request for tracer action.

Condition: In a self-study environment using the material provided in this subcourse text.

Standards: In accordance with the material provided and/or with the references cited below.

Continued on next page

References

The reference used in the development of Part B was DOD 4200.32-R, *Military Standard Transportation and Movement Procedures (MILSTAMP)*, with Change 6, dated May 1995.

2B-2. Review Automated Messages

Automated message format

The format for the tracer request message (TM1) is shown below:

TRACING REQUEST (TM1)	
Data Field	**Procedure**
1-3	Enter TM1 for tracing request.
4-9	Enter DoDAAC of the shipping activity.
10-12	Enter date shipped code from appendix F7.
13-16	Leave blank.
17-19	Enter air terminal or water port identifier code (appendix F4 or Appendix F21 *) from shipment status record or other advance notification. (**NOTE**: These appendixes can be found in the appendix of this subcourse text).
20-23	Leave blank.
24-29	Enter DoDAAC of tracing activity.
30-46	Enter TCN of the shipment.
47-51	If sent to POE clearance authority, leave blank; otherwise, enter basic flight number, without date, or voyage number preceded by blanks if less than five positions.
52-54	Leave blank.
55-57	If sent to POE clearance authority, leave blank; otherwise, enter the air or water POD identifier code (Appendix F4 or appendix F21).
58-71	Leave blank.
72-77	Enter DoDAAC of consignee.
78-80	Leave blank.

Continued on next page

Completion instructions

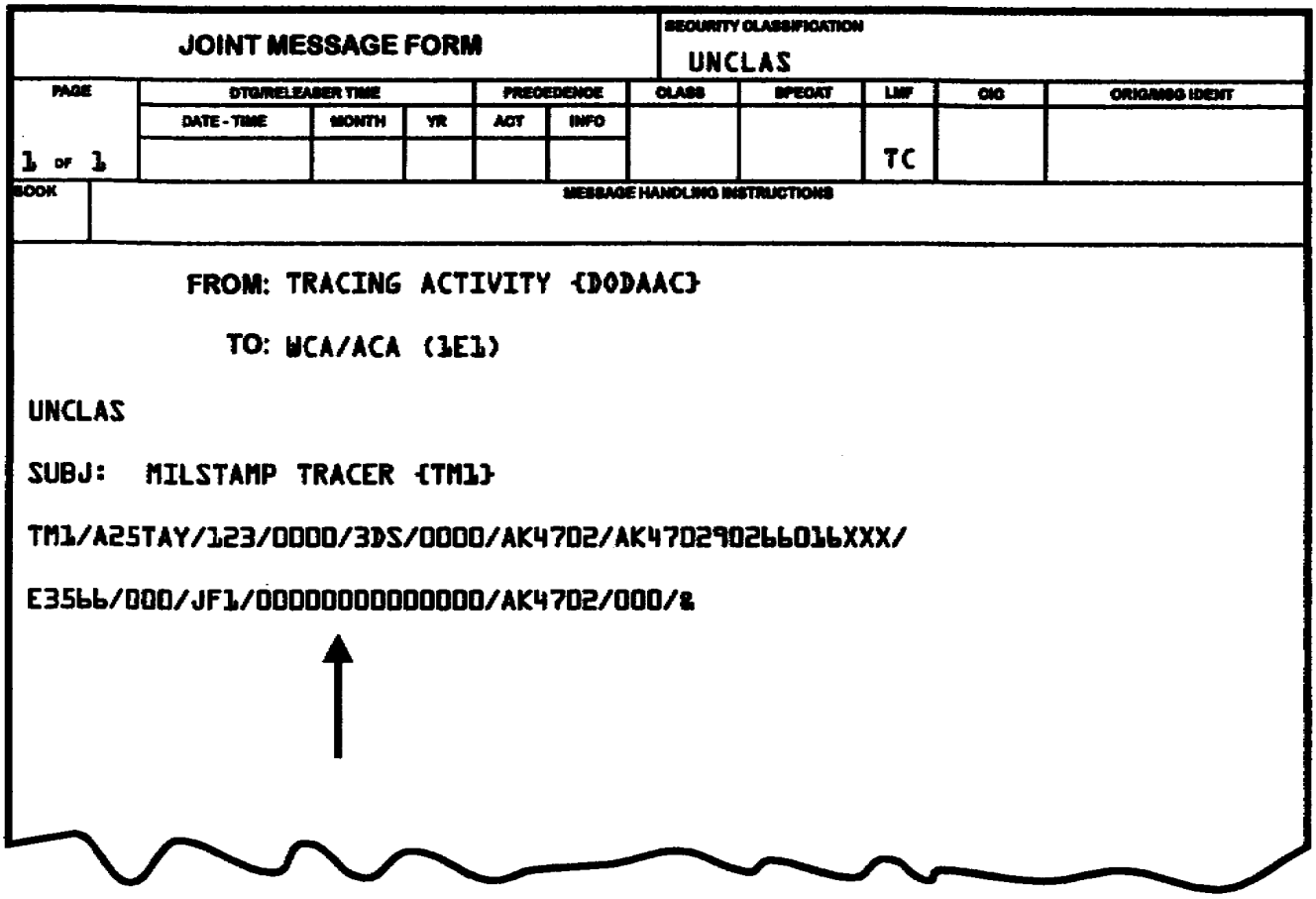
Provided below are detailed instructions addressing the appropriate entries for the TM1 message:

TM1 Completion Instructions	
Data Field	**Appropriate Entries**
1-3	Should contain the **document identifier code** for the tracer request; that code is **"TM1."**
4-9	Should contain the consignor DoDAAC or be blank. **(All DoDAAC codes can be found in DoD Reg 4000.25-D.)**
10-12	Should contain the **date of shipment** in **Julian Date format.** (You should refer to appendix 7 of DoD Reg 4500.32-R MILSTAMP (Extract provided in the appendix of this subcourse text).
13-16	These data fields should be **blank.**
17-19	Should contain the codes for either the **POE** or **APOE** (see MILSTAMP appendix F4 or F21).
20-23	These data fields should be **blank.**
24-29	Should contain the DoDAAC of the tracing unit or activity. **(See DoD Reg 4200.25-D.)**
30-46	Should contain a 17-digit alphanumeric code for the Transportation Control Number. There are several types of TCN; the type used is dependent on the nature of the cargo. To ensure the correct control number has been used, consult DOD Reg. 4500.32-R MILSTAMP (See the appendix to this subcourse).
47-51	Should contain the number of the flight, truck, or railcar **(flight or voyage number).** The voyage number is only used to indicate the vessel that cargo is moved on.
52-54	These data fields should be **blank.**
55-57	Should contain the code for the Port of Debarkation **(POD)** or Aerial Port of Debarkation **(APOE)** , which is the port of entry into the United States or a foreign country. (See appendix F in MILSTAMP.)
58-71	These data fields should be **blank.**
72-77	Should contain the six-character code for the DoDAAC of the consignee or the receiving activity.
78-80	These data fields should be **blank.**

2B-3. Review Electrically Transmitted Message

ETM form DD Form 173

Figure 2-1 depicts a portion of the DD Form 173, which is used at times to transmit the request for tracer message TM1.



JOINT MESSAGE FORM

SECURITY CLASSIFICATION: UNCLAS

PAGE	DTG/RELEASER TIME			PRECEDENCE		CLASS	SPECAT	LMF	CIC	ORIG/MSG IDENT
	DATE - TIME	MONTH	YR	ACT	INFO					
1 OF 1								TC		

BOOK | MESSAGE HANDLING INSTRUCTIONS

FROM: TRACING ACTIVITY (DODAAC)

TO: WCA/ACA (1E1)

UNCLAS

SUBJ: MILSTAMP TRACER (TM1)

TM1/A25TAY/123/0000/3DS/0000/AK4702/AK4702902660166XXX/

E3566/000/JF1/0000000000000/AK4702/000/&

Figure 2-1. ETM Format

Continued on next page

Completion instruction--ETM

The following completion instructions identify the appropriate entries and formatting for the ETM:

ETM Tracer Message TM1 Completion Instructions

Message Header:

- Should display appropriate classification.
- The **TC** (Tape-to-Card) designator should be entered in the **LMF** block.
- **FROM** entry should reflect the tracing activity either in the clear or by DoDAAC.
- **TO** entry should identify the WCA or ACA.
- **SUBJECT** of the message should be **MILSTAMP TRACER** or **TM1.**

First Line of Message:

- First entry should read **TM1** (corresponds to data fields 1-3).
- Second entry is **Consignor DoDAAC** (4-9).
- Third entry should be **date of shipment** (10-12).
- Fourth entry should be four zeros (13-16) **NOTE:** When date fields are to be left blank, use zeros to indicate the blanks.
- The fifth entry is the code for the **POE or APOE** (17-19).
- The six entry should be four zeros for a data field to be left **blank.**
- The seventh entry should be the **tracing activity DoDAAC** (24-29).
- The eighth entry should be a 17-digit **TCN** (30-46). If the number is less than 17 digits, remember to add **X's** at the end of the TCN. Put a slash (/) at the end of the line.

Second Line of Message:

- The first entry of this line is the **flight or voyage number** (47-51).
- The second entry should be three zeros for a data field to be left **blank** (52-54)
- The third entry should be the **POD** or **APOD** (55-57).
- The fourth entry should be 14 zeros for a data field to be left **blank.** (58-71).
- The fifth entry should be the consignee **DoDAAC** (72-77).
- The sixth entry should be three zeros for a data field to be left blank. Ensure that the entry is followed by a slash and an ampersand (/&).

Continued on next page

Tracing partial shipment format, ETM

Figure 2-2 depicts a DD Form 173 message used to trace a partial shipment.

JOINT MESSAGE FORM						SECURITY CLASSIFICATION				
PAGE	DTG/RELEASER TIME			PRECEDENCE		CLASS	SPECAT	LMF	CIC	ORIG/MSG IDENT
	DATE - TIME	MONTH	YR	ACT	INFO					
1 OF 1	020800	APR	85					TC		
BOOK	MESSAGE HANDLING INSTRUCTIONS									

FROM: CDR MTMC MOTBY BAYONNE NJ//MTE-BY-FTDP//

TO: WCA/ACA CDR USA SPT GP NLD BREMERHAVEN GE//AERN-G-TBII

UNCLAS

SUBJ: MILSTAMP TRACER

1. 5010
2. CONSOLIDATED SHIPPING OFFICE, FORT EUSTIS, VA
3. FORT EUSTIS, VA
4. WAA7AA
5. BREMERHAVEN, GERMANY
6. 2 EA WAREHOUSE FORKLIFTS
7. ESTES TRANSFER AND STORAGE
8. N/A
9. F-675, 434
10. 2
11. 2780

Figure 2-2. ETM Partial Shipment Format

Continued on next page

Tracing partial shipment format, ETM, continued

Requests for tracing partial shipments moving by rail freight, motor freight, freight forwarder, railway express, or air carrier are written in clear text in the following format:

1. Date of Shipment (JULIAN).
2. Shipper.
3. Origin.
4. Consignee.
5. Destination.
6. Description of materiel.
7. Initial carrier.
8. Waybill or freight bill number, if known.
9. Bill of lading number.
10. Number of packages in shipment.
11. Weight of shipment (in pound).

2-2. Lesson 2 Practice Exercise

Instructions The following items will test your knowledge of the material covered in this lesson. There is only one correct or best answer for each item. When you complete the exercise, check your answers with the answer key that follows. If you answer any item incorrectly, study again that part of the lesson which contains the portion involved.

SITUATION: You are a transportation officer assigned to a MCC. You must initiate all tracer actions that come from the movement control teams (MCT).

1. When tracer action is necessary, who must submit the request for transportation status?

   A. Mode operator.
   B. Higher headquarters.
   C. Consignee.
   D. MCC.

2. When an ocean cargo shipment has passed the RDD and the voyage number has been received, to whom must you submit a tracer action?

   A. POD clearance authority.
   B. DTS.
   C. MCC.
   D. POE clearance authority.

3. Which of the following items is not needed to complete a tracer action when using the automated format for the DD Form 173?

   A. Consignor DoDAAC.
   B. DIC.
   C. Local MTMC routing authority.
   D. Flight or voyage number.

Continued on next page

4. A tracing request using the DD Form 173 consists of how many message lines?

   A. One.
   B. Two.
   C. Three.
   D. Four.

5. A tracing action must not be initiated before ...

   A. A report has been filed.
   B. The carrier sends a message.
   C. The MCC has received the TM1 automated message.
   D. The normal transit time or RDD has elapsed.

6. How many data fields of information are contained in the TM1 message?

   A. 80.
   B. 65.
   C. 17.
   D. 06.

7. The TCN normally will consist of how many alphanumerics?

   A. 06.
   B. 17.
   C. 24.
   D. 80.

8. A tracing action should not be presented to the clearance authority more than how many days after the shipment?

   A. 30.
   B. 90.
   C. 150.
   D. 180.

2-3. Lesson 2 Practice Exercise Answer Key and Feedback

Item	Correct Answer and Feedback
1.	C. Consignee or tracing unit or activity. Page 2-4.
2.	A. POD clearance authority. Page 2-4; page 2-6.
3.	C. Local MTMC routing authority. Page 2-6; page 2-10. No requirement listed for information on MTMC.
4.	B. Two. Page 2-13.
5.	D. The normal transit time or RDD has elapsed. Page 2-4.
6.	A. 80. Page 2-6.
7.	B. 17. Page 2-11.
8.	C. 150. Page 2-8.

LESSON 3

Review Reply to Tracing Request

3-1. Lesson Overview

Lesson description

In this lesson, the student will learn the proper procedures for reviewing a reply to a tracer action. The student will become familiar with formats and the appropriate entries for the POE/APOE and POD/APOD reply messages (TMAs) and for the electrically transmitted, tracer reply message (TMJ).

Lesson content

This lesson contains the following topics:

Enabling planning objective (ELO)

The ELO for this lesson is:

Action: Identify the procedures to include the proper formats used and appropriate entries for the TMA and TMJ tracer reply messages.

Conditions: In a self-study environment using the material provided in the subcourse text.

Standards: In accordance with the material in this subcourse test and/or the references cited below.

Continued on next page

References

The reference used in the development of this lesson was DoD 4200.32-R, *Military Standard Transportation and Movement Procedures (MILSTAMP)*, with Change 6, dated May 1995.

3-2. Clearance Authority Actions

Introduction

Once a transportation shipment tracer action has been initiated, the next action to be taken belongs to the clearance authority. The clearance authority must determine the status of the shipment (e.g., the shipment is en route to the POD/POE, is on hand at the terminal, or is en route to the consignee).

Clearance authority actions

The clearance authority receiving the transportation status or tracing request (DI TM1) takes the following actions:

Step	Action
1	Determines the status or disposition of the shipment (e.g., on hand, en route, etc.).
2	Notifies the tracing activity of the shipment status using a transportation tracer reply formatted as a D1 TMA or TMJ message (these formats will be described in greater detail later in this lesson). **NOTE:** The clearance authority will send separate replies for each split shipment.
3.	Provides a negative status when no records are found in the advance transportation control and movement document/data (TCMD), receipt, or lift files.

Continued on next page

Army unit actions-- negative status replies

Army activities receiving a D1 TMA/TMJ negative status for a surface shipment verify the accuracy of the request (D1 TM1), then submit a new request (D1 TM1 to the Logistics Control Activity (LCA). The second request is submitted within 120 days of the shipment by **DDN** (Routing Identifier **RUWJHRA**) or mailed to the Commander, AMC, ATTN: AMCLC-L, Presidio of San Francisco, California 94129-6900.

Non-army activities-- negative status replies

For other than army units/activities, the tracing activity verifies the accuracy of the data (TCN, dated shipped, and POE) with the shipping activity. If valid, the shipping activity transmits the data by ETM to the clearance authority. In doing so the shipping activity includes any additional information (e.g., bill of lading number or routing) which will assist in tracing the shipment.

NOTE: **Tracing actions are not presented to clearance authorities more than 150 days after shipment**

3-3. POE/APOE Tracing Reply (TMA)

TMA tracing reply, POE/APOE

The instructions below identify the format and appropriate entries for a tracing reply (TMA) for a POE or APOE clearance authority:

Tracer Reply (TMA) Instructions [POE/APOE]	
Data Field	**Appropriate Entries**
1-3	Enter TMA for tracer reply.
14-16	Enter date code (Appendix F7 [this subcourse's appendix]) for the date the shipment arrived at the POE or its ETA. If no record is on file, enter **XX**.
20-22	Enter date code (Appendix F7) to indicate when shipment was, or is, expected to be forwarded.
23	Enter the mode/method code (Appendix F13) used to forward the shipment.
68-72	Enter the last five positions of MILVAN/SEAVAN number; other leave blank.
74-79	Enter DoDAAC of the consignee.

3-4. POD/APOD Tracing Reply

TMA tracing reply, POD/APOD

The instructions below identify the format and appropriate entries for a tracing reply (TMA) for a POD or APOD clearance authority:

Tracer Reply (TMA) Instructions [POD/APOD]	
Data Field	**Appropriate Entries**
1-3	Enter TMA for tracer reply.
52-54	Enter date code (Appendix F7 [this subcourse's appendix]) for the date the shipment arrived at the POD or its ETA. If no record is on file, enter **XX**.
58-60	Enter date cod (Appendix F7) to indicate when shipment was, or is, expected to be forwarded.
61	Enter the mode/method code (Appendix F13) used to forward shipment.
62-67	Enter the DoDAAC for transshipping point; if none, leave blank.
68-72	Enter the last five positions of MILVAN/SEAVAN number; otherwise leave blank.
74-79	Enter the DoDAAC of the consignee.

3-5. ETM Entries for Tracing Reply (TMJ)

ETM entries

The clearance authority's designated representative should prepare the standard ETM Joint Message Form (DD Form 173 (series)) as prescribed by various telecommunications publications and include the following informational elements:

ETM Tracer Reply TMJ Instructions
1. The subject is **MILSTAMP TRACER REPLY.**
2. **Use one line for each shipment unit described.**
a. If the responding activity is reporting **NO Record, the only entries required are the** document identifier, the **TCN**, and **XXX**.

Continued on next page

ETM entries, continued

ETM Tracer Reply TMJ Instructions, continued	
b.	In all other cases, the responding activity reports: **Document Identifier.** **The TCN.** **Date received or ETA date.** **POE.** **Flight or voyage number.** **POD.** **Actual/expected date of lift from POE or POD. If the date received is an ETA, leave blank.** **MILVAN or SEAVAN number.** **DoDAAC for consignee or transshipping point.**
c.	**All entries are separated by a slash (/).**
d.	**Blank spaces in a data field are zero (0) filled.**

3-6. Lesson 3 Practice Exercise

Instructions The following items will test your knowledge of the material covered in this lesson. There is only one correct or best answer for each item. When you complete the exercise, check your answers with the answer key that follows. If you answer any item incorrectly, study again that part of the lesson which contains the portion involved.

1. Which of the following is the principal player in replying to a tracer request?

   A. The mode operator.
   B. The clearance authority.
   C. The consignee.
   D. Higher headquarters.

2. The first step taken by the clearance authority upon receipt of a tracer request is to provide an interim negative status report until the shipment is confirmed to be en route to the consignee.

   A. True.
   B. False.

3. Tracing actions are not presented to clearance authorities more than how many days after the shipment?

   A. 60.
   B. 90.
   C. 120.
   D. 150.

4. The appropriate alphanumeric identifier for the non-electrically transmitted tracer reply message is--

   A. TMA.
   B. TM1.
   C. TMJ.
   D. TMT.

Continued on next page

5. The appropriate alphanumeric identifier for the electrically transmitted tracer reply message is--

   A. TMA.
   B. TM1.
   C. TMJ.
   D. TMT.

6. Which of the following appropriately describes line usage in the ETM tracer reply?

   A. Each tracer reply message consists of 88 lines.
   B One line is used for each shipment unit described.
   C. Two lines are used for each shipment unit described.
   D. Since the message is unformatted, the number of lines used is not important.

7. Blank spaces on the ETM tracer reply message are filled in with which of the following?

   A. **00**
   B. **XX**
   C. //
   D. **??**

8. Which of the following depicts the correct date code (used in the TMA message, data fields 52-54) for a shipment that arrived at 1132 hours on 29 February?

   A. 291132Z Feb.
   B. F29.
   C. A59.
   D. M60.

3-7. Lesson 3 Practice Exercise Answer Key and Feedback

Item	Correct Answer and Feedback
1.	B. The clearance authority is the principal player in the tracer reply process. Page 3-2.
2.	B. False. Step 1 = Determines the status or disposition of the shipment. Table, page 3-2.
3.	D. Tracing actions are not presented to clearance authorities more than 150 days after shipment. Note, page 3-3.
4.	A Tracer reply message (non-electrically transmitted) = TMA. Page 3-3.
5.	C. Tracer reply message (ETM) = TMJ. Page 3-4.
6.	B. One line is used for each shipment unit described. Table, page 3-4.
7.	A. Blank space in a data field are zero (0) filled. Table, page 3-5.
8.	D. M60. The alphanumeric M translates to time period 1101 - 1200. Appendix F7, page F7-2. The numeric 60 is designation for 29 February from Calendar Conversion Chart and applying instructions in the note for a leap year. Appendix F23, page F23-1.

LESSON 4

Review Diversion Documentation

4-1. Lesson Overview

Lesson description

In this lesson the student will learn the proper procedures for reviewing the documentation used to divert shipments. The student will become familiar with formats and the appropriate entries for D1 TM2 Request for Diversion, the TMB Diversion Confirmation, and the TMK Diversion Denial messages.

Lesson content

This lesson contains the following topics:

Enabling learning objective (ELO)

The ELO for this lesson is:

Action: Identify the procedures used to review the documentation used to divert shipments.

Conditions: In a self-study environment using the material provided in this subcourse text.

Standards: In accordance with the subcourse material provided and/or the references cited below.

Continued on next page

References

The reference used in the development of this lesson was DoD 4200.32-R, *Military Standard Transportation and Movement Procedures (MILSTAMP)*, with Change 6, dated May 1995.

4-2. Introduction

Introduction

Occasionally it is necessary or desirable to divert shipments from the original consignee to a new one. To do so the transportation officer must be able to ensure that the diversion documentation is properly completed and that the diversion is justified. Afterward the officer must ensure that the documentation used to either confirm or deny the request for diversion has been properly completed.

Diversion--definition

Shipment diversion is the rerouting of cargo or passengers to a new transshipment point, destination, or a different transportation mode before the shipment arrives at its final destination.

Justification conditions

Transportation officers assigned to a POE/POD Movement Control Center (MCC) must ensure that at least one of the following conditions occurs before an activity requests a shipment diversion:

- A supply cancellation.
- Termination of a project.

Continued on next page

Justification conditions, continued

- Modification of Permanent Change of Station (PCS) orders regarding personal property shipments.
- Termination of logistics buildup.

Complete shipment restrictions

The MMC officer must ensure that only complete shipments are diverted. The following items must not be diverted:

- Individual line-items that are removed from multiple-line shipment units.
- A shipping container that is removed from a multi-container shipment under one transportation control number (CN).

Other MCC officer responsibilities

In addition to the requirements described above, the MCC transportation officer must:

- Ensure shipments containing multiple-line items of supply are only diverted when a cancellation action is being taken for all material shipped to a given consignee or under a specific project code.
- Ensure, if a shipment is diverted by the shipping activity, that the cargo is requisitioned after receiving instructions from the original supply source.
- Determine if the cargo was diverted by the shipping activity, the consignee, or some other activity responsible for issuing or moving cargo.

4-3. Review Diversion Request (TM2)

Diversion request

Requests for diversion are prepared using the D1 TM2 format shown below. The diversion request is sent to the appropriate POE or POD clearance authority. The appropriate entries for the TM2 data fields are also described in the table below.

Diversion Request (TM2) Message	
Data Field	**Completion Instructions**
1-3	Enter **TM2** for diversion request.
4-9	Enter the consignor DoDAAC; if unknown, leave blank.
10-12	Enter the date code (Appendix F7) for the date shipment left the consignor.
13-16	Leave blank.
17-19	Enter the air terminal or water port identifier code (Appendixes F4 or F21).
20-23	Leave blank.
24-29	Enter the DoDAAC of the activity requesting (authorizing) the diversion.
30-46	Enter the TCN of the shipment unit.
47-51	If sent to **POE clearance authority**-- leave blank; otherwise, enter basic flight number, without date, or voyage number preceded by blanks if less than five positions.
52-54	Leave blank.
55-57	If sent to **POE clearance authority**-- leave blank; otherwise, enter the air or water POD identifier code (Appendix F4 or Appendix F21).
58-67	Leave blank.
68-71	Enter the Transportation Account Code (TAC) applicable to the new consignee.
72-77	Enter the DoDAAC for the new consignee.
78-80	Leave blank.

Clearance authority actions

The clearance authority receiving the diversion request:

- Determines whether or not the shipment is available to be diverted.
- Notifies the requesting/authorizing activity of the status of the shipment. This notification is forwarded to the requesting activity and consignee within 48 hours. The notification will result in either a diversion **confirmation** or **denial**.

4-4. Review Diversion Confirmation (TMB)

Confirmation message--POE clearance authority

The diversion confirmation message, **TMB**, verifies receipt of and compliance with the diversion request/authorization. The format for the TMB that would be used by the POE clearance authority (for shipments that **can** be diverted) and appropriate entries are described below:

Diversion Request Confirmation Message (TMB)--POE	
Data Field	**Completion Instructions**
1-3	Enter **TMB** for diversion confirmation.
20-22	Enter the date code (Appendix F7) for the date the shipment is forwarded to the new consignee. Send a copy of the confirmation to the new consignee.
23	Enter the mode/method (Appendix F13) used to forward the shipment.

Confirmation message--POD clearance authority

The diversion confirmation message, **TMB**, verifies receipt of and compliance with the diversion request/authorization. The format for the TMB that would be used by the POD clearance authority (for shipments that can be diverted) and appropriate entries are described below:

Diversion Request Confirmation Message (TMB)--POD	
Data Field	**Completion Instructions**
1-3	Enter **TMB** for diversion confirmation.
58-60	Enter the date code (Appendix F7) for the date the shipment is forwarded to the new consignee. Send a copy of the confirmation to the new consignee.
61	Enter the mode/method (Appendix F13) used to forward the shipment.

4-5. Review Diversion Denial (TMK)

Denial message--POE clearance authority

The diversion denial message, **TMK**, indicates the POE/POD cannot comply with the diversion request because the shipment has ready been lifted, loaded, or is otherwise uneconomical to divert. The format for the TMK that would be used by the **POE** clearance authority (for shipments that cannot be diverted) and appropriate entries are described below:

Diversion Request Denial Message (TMK)--POE	
Data Field	**Completion Instructions**
1-3	Enter **TMK** for diversion denial.
20-22	If the shipment has been lifted, enter the date code (Appendix F7) for the date the shipment was forwarded. If the shipment has been loaded or is otherwise uneconomical to divert, enter **XXX**. In either case, send a copy of the denial to the new consignee.
23	Enter the mode/method code (Appendix F13) used to forward the shipment.
47-51	If the shipment has been lifted, enter the basic flight number, without date, or voyage number preceded by blanks if less than five positions; otherwise, leave blank.
55-57	If the shipment has been lifted, enter the air terminal or water port identifier code (appendix F4 or Appendix F21) for the POD; otherwise, leave blank.

Denial message--POD clearance authority

The diversion denial message, **TMK**, indicates the POE/POD cannot comply with the diversion request because the shipment has already been lifted, loaded, or is otherwise uneconomical to divert. The format for the TMK that would be used by the **POD** clearance authority (for shipments that **cannot** be diverted) and appropriate entries are described below:

Diversion Request Denial Message (TMK)--POD	
Data Field	**Completion Instructions**
1-3	Enter **TMK** for diversion denial.
58-60	If the shipment has been lifted, enter the date code (Appendix F7) for the date the shipment was forwarded. If the shipment has been loaded or is otherwise uneconomical to divert, enter **XXX**. In either case, send a copy of the denial to the new consignee.
61	Enter the mode/method code (Appendix F13) used to forward shipment if applicable.

4-6. Lesson 4 Practice Exercise

Instructions The following items will test your knowledge of the material covered in this lesson. There is only one correct or best answer for each item. When you complete the exercise, check your answers with the answer key that follows. If you answer any item incorrectly, study again that part of the lesson which contains the portion involved.

1. Shipment diversion includes which of the following?

   A. Rerouting cargo but not passengers.
   B. Rerouting passengers to the same transshipment point.
   C. Rerouting passengers but not cargo to a different transportation mode.
   D. Rerouting cargo or passengers to a new destination point.

2. The alphanumeric designator for the diversion request message is which of the following?

   A. TM2.
   B. TMB.
   C. TMK.
   D. TMT.

3. The alphanumeric designator for the diversion confirmation message is which of the following?

   A. TM2.
   B. TMB.
   C. TMK.
   D. TMT.

4. The alphanumeric designator for the diversion denial message is which of the following?

   A. TM2.
   B. TMB.
   C. TMK.
   D. TMT.

Continued on second page following

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5. Which of the following is the correct alphanumeric mode/method code for an organic military air shipment?

   A. A.
   B. H.
   C. O.
   D. Z.

6. Which of the following is the correct alphanumeric mode/method code for a local delivery by Government or commercial truck?

   A. 9.
   B. 8.
   C. 7.
   D. 6.

7. Which of the following is the correct alphanumeric water port identifier code for New Bedford, Massachusetts?

   A. 1B1.
   B. 2A6.
   C. QG7.
   D. 1D3.

8. Which of the following is the correct alphanumeric air terminal code for Lawson Army Airfield, Fort Benning, Georgia?

   A. LSF.
   B. LAA.
   C. LAAF.
   D. LAFB.

4-7. Lesson 4 Practice Exercise Answer Key and Feedback

Item	Correct Answer and Feedback		
1.	D.	Shipment diversion is the rerouting of cargo or passengers to a new transshipment point, destination, or a different transportation mode before the shipment arrives at its final destination. Page 4-2.	
2.	A.	Requests for diversion are prepared using the D1 TM2 format. Page 4-4.	
3.	B.	The diversion confirmation message, **TMB**, verifies receipt of, and compliance with, the diversion request/authorization. Page 4-5.	
4.	C.	The diversion denial message, **TMK**, indicates the POE/POD cannot comply with the diversion request because the shipment has already been lifted, loaded, or is otherwise uneconomical to divert. Page 4-6.	
5.	C.	O	Appendix F13, page F13-1.
6.	A.	9	Appendix F13, page F13-2.
7.	D.	1D3	Appendix F21, page F21-3.
8.	A.	LSF	Appendix F4, page F4-4.

LESSON 5

Review Shipment Hold Documentation

5-1. Lesson Overview

Lesson description

In this lesson the student will learn the proper procedures for reviewing the documentation used to hold shipments and respond to subsequent shipment actions. The student will become familiar with formats and the appropriate entries for D1 **TM3**, Hold Request/Authorization; the **TMC**, Hold Acknowledgment; the **TML**, Shipment Hold Denial; the **TMS**, Disposition Instructions; and the **TMT**, Disposition Request messages.

Lesson content

This lesson contains the following topics:

Continued on next page

Enabling learning objective, ELO

The ELO for this lesson is:

Action: Identify the procedures used to review the documentation used to hold shipments.

Conditions: In a self-study environment using the material provided in this subcourse text.

Standards: In accordance with the subcourse material provided and/or the references cited below.

References

The reference used in the development of this lesson was DoD 4200.32-R, *Military Standard Transportation and Movement Procedures (MILSTAMP)*, with Change 6, dated May 1995.

5-2. Introduction

Introduction

Occasionally it is necessary to hold shipments. A case in point might be when complete diversion data to include the new consignee and fund citation are not available. However, not all shipment situations justify a shipment being held for a new consignee. Activities may issue shipment hold authorizations which direct that a shipment be held for a new disposition. The transportation officer must be able to ensure that the hold documentation is properly completed and that the hold is justified. Afterward the officer must ensure that the documentation used to either confirm or deny the request for hold has been properly completed.

Continued on next page

Justification conditions

Transportation officers assigned to a POE/POD Movement Control Center (MCC) must ensure that at least one of the following conditions occurs before an activity requests a shipment hold authorization:

- A supply cancellation.
- Termination of a project.
- Modification of Permanent Change of Station (PCS) orders regarding personal property shipments.
- Termination of logistics buildup.

Complete shipment restrictions

The MMC officer must ensure that only complete shipments are put on hold. The following items must not be put on hold:

- Individual line-items that are removed from multiple-line shipment units.
- A shipping container that is removed from a multi-container shipment under one transportation control number (TCN).

Other MCC officer responsibilities

In addition to the requirements described above, the MCC transportation officer must:

- Ensure shipments containing multiple-line items of supply are only held when a cancellation action is being taken for all material shipped to a given consignee or under a specific project code.
- Ensure, if a shipment is held by the shipping activity, that the cargo is requisitioned after receiving instructions from the original supply source.
- Determine if the cargo was held by the shipping activity, the consignee, or some other activity responsible for issuing or moving cargo.

Diversion request

As pointed out earlier, it may be necessary or desirable to hold shipments. On some occasions a hold may be required because complete diversion information (e.g., new consignee, fund cites, etc.) is not available. Requests for holds are prepared using the D1 TM3 format shown below. The hold request is sent to the appropriate POE or POD clearance authority. The appropriate entries for the TM3 data fields are also described in the table below.

Shipment Hold Request/Authorization (TM3)	
Data Field	**Completion Instructions**
1-3	Enter **TM3** for a request/authorization to hold a shipment.
4-9	Enter the DoDAAC of the consignor; if unknown, leave blank.
10-12	Enter the date code (Appendix 7) for the date the shipment left the consignor.
13-16	Leave blank.
17-19	Enter the air terminal or water port identifier code (Appendix F4 or Appendix F21).
20-23	Leave blank.
24-29	Enter the DoDAAC of the activity authorizing (requesting) the hold.
30-46	Enter the TCN of the shipment.
47-51	If sent to **POE** clearance authority, leave blank; otherwise, enter the basic flight number, without date, or voyage number preceded by blanks if less than five positions.
52-54	Leave blank.
55-57	If sent to **POE** clearance authority, leave blank; otherwise, enter the air or water **POD** code (Appendix F4 or Appendix F21).
58-61	Leave blank.
62-67	Enter the DoDAAC of the activity that will provide disposition instructions.
68-80	Leave blank.

Continued on next page

ETM instructions for TM3

The format and completion instructions for the electrically transmitted version of the TM3 are provided below.

ETM Entries for Hold Request (TM3)	
1.	Enter "TC" (tape to card) in the LMF block of the header line of the DD Form 173.
2.	In the message body:
	a. Enter subject: "MILSTRIP TRACER".
	b. Use symbols as follows:
	Use a slash (/) to separate entries.
	Use a slash and ampersand (/&) at the end of each shipment unit.
	Use an ampersand (&) to begin additional message form pages.
	Use a zero (0) to fill blank spaces in a data field.
	c. Enter data detailed in TM3 (see previous page).
	d. Make the entries cited in paragraph 2c (above) on two lines with the first line ending with a slash(/) after record position 46.

Clearance authority actions

The clearance authority receiving the hold request:

- Determines whether or not the shipment is available to be held.
- Notifies the requesting/authorizing activity of the status of the shipment. This notification is forwarded to the requesting activity and consignee within 48 hours. It will take one of the following forms:
  - **TMC**--Shipment Hold Acknowledgment
  - **TML**--Shipment Hold Denial
  - **TMS**--Dispositions Instructions
  - **TMT**--Disposition Request

5-4. Review Hold Acknowledgment (TMC)

TMC message

The Shipment Hold Acknowledgment, **TMC**, is used to verify receipt of and compliance with the hold request/authorization. For shipments that can and will be held, both the POE or POD clearance authority take the same action and return the hold request/authorization modified into the format with appropriate entries described below. This reformatted message is identified as the TMC.

POE/POD Shipment Hold Reply Acknowledgment (TMC)	
Data Fields	**Completion Instructions**
1-3	Enter **TMC** to indicate the shipment will be held. **NOTE:** For shipments being held, the POE/POD clearance authorities request disposition instructions using the TMT message format.

5-5. Review Hold Denial (TML)

TML message, POE clearance authority

The **TML** message is used to indicate that the POE/POD cannot comply with the hold request because the shipment has already been lifted, loaded, or is otherwise uneconomical to hold. The appropriate entries for the TML (used by the **POE** clearance authority) are described in the table below.

POE Shipment Hold Denial (TML)	
Data Field	**Completion Instructions**
1-3	Enter **TML** to indicate the shipment cannot be held.
20-22	If shipment has been lifted, enter the date code (Appendix 7) for the date the shipment was lifted. If the shipment has been loaded or is otherwise uneconomical to hold, enter **XXX**.
23	Enter the mode/method code (Appendix F13) to indicate the method used to forward the shipment.
47-51	If the shipment has been lifted, enter the basic flight number, without date;, or voyage number preceded by blanks if less than five positions; otherwise, leave blank.
55-57	If the shipment has been lifted, enter the air or water POD identifier code (Appendix F4 or Appendix F21); otherwise, leave blank.

Continued on next page

TML message, POD clearance authority

The **TML** message is used to indicate that the POE/POD cannot comply with the hold request because the shipment has already been lifted, loaded, or is otherwise uneconomical to hold. The appropriate entries for the TML (used by the **POD** clearance authority) are described in the table below.

POD Shipment Hold Denial (TML)	
Data Field	**Completion Instructions**
1-3	Enter **TML** to indicate the shipment cannot be held.
58-60	If the shipment has been lifted, enter the date code (Appendix F7) for the date the shipment was forwarded. If the shipment has been loaded or is otherwise uneconomical to hold, enter **XXX**.
61	Enter the mode/method code (Appendix F13) to indicate the method used to forward the shipment.

5-6. Review Disposition Instructions (TMS)

TMS message

The TMS message provides the clearance authority with the new consignee and fund citation (Transportation Account Code (TAC)) for a shipment which has been held. The format for the TMS message parallels **the TM3 Hold Request/ Authorization Message (See page 5-4)**. When the consignee and fund cite information becomes available, disposition instructions are sent to the activity holding the shipment by **changing and adding** to the hold request/authorization. The entries are described in the table below:

Disposition Instructions (TMS)	
Data Field	**Completion Instructions**
1-3	Enter **TMS** for disposition instructions.
68-71	Enter the TAC indicating the funds paying for movement to the new consignee.
72-77	Enter the DoDAAC of the new consignee.

5-7. Review Disposition Request (TMT)

TMT message

The **TMT** message provides the clearance authority (POE/POD) a means to request the new consignee and fund citation (TAC) for a shipment being held. The format follows the basic request/authorization message format (see page 5-4), but with the data field element changed as described below:

Request for Disposition Instructions (TMT)	
Data Field	**Completion Instructions**
1-3	Enter **TMT** to request disposition instructions.

5-8. Lesson 5 Practice Exercise

Instructions The following items will test your knowledge of the material covered in this lesson. There is only one correct or best answer for each item. When you complete the exercise, check your answers with the answer key that follows. If you answer any item incorrectly, study again that part of the lesson which contains the portion involved.

1. Which of the following is the alphanumeric designator for the Shipment Hold Request/Authorization message?

   A. TMT.
   B. TNS.
   C. TM3.
   D. TMC.

2. Which of the following is the alphanumeric designator for the Request for Disposition Instruction message?

   A. TMT.
   B. TNS.
   C. TM3.
   D. TMC.

3. Which of the following is the alphanumeric designator for the Shipment Hold Acknowledgment message?

   A. TMT.
   B. TQR.
   C. TM3.
   D. TMC.

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4. Which of the following is the alphanumeric designator for the Shipment Hold Denial message?

   A. TML.
   B. TQR.
   C. TM3.
   D. TMC.

5. Which of the following is the alphanumeric designator for the Disposition Instructions message?

   A. TMT.
   B. TMS.
   C. TM3.
   D. TMC.

6. All requests for shipment hold must be honored, since there are few, if any, shipment situations which do not justify approval.

   A. True.
   B. False.

7. Which of the following conditions does **not** justify an activity requesting a shipment hold request?

   A. A supply cancellation.
   B. Termination of a project.
   C. Modification of PCS orders regarding personal property shipments.
   D. Activation of a operational buildup.

5-9. Lesson 5 Practice Exercise Answer Key and Feedback

Item	Correct Answer and Feedback
1.	C. TM3. Page 5-4.
2.	A. TMT. Page 5-8.
3.	D. TMC. Page 5-6.
4.	A. TML. Page 5-6.
5.	B. TMS. Page 5-7.
6.	B. False. Occasionally it is necessary to hold shipments. A case in point might be when complete diversion data to include the new consignee and fund citation are not available. However, not all shipment situations justify a shipment being held for a new consignee. Page 5-2.
7.	D. Transportation officers assigned to a POE/POD Movement Control Center (MCC) must ensure that at least one of the following conditions occurs before an activity requests a shipment hold authorization: • A supply cancellation. • Termination of a project. • Modification of Permanent Change of Station (PCS) orders regarding personal property shipments. • Termination of logistics buildup. Page 5-3.

LESSON 6

Review In-Transit Data/Performance Reports

6-1. Lesson Overview

Lesson description

In this lesson the student will learn the proper procedures for reviewing in transit data and performance reports. The student will learn the importance of this data and their consequent reports to the evaluation of transportation performance. The student will become familiar with seven reports used for transportation evaluation, learning their purposes, formats, and appropriate elements in the respective data fields.

Lesson content

This lesson contains the following topics:

Continued on next page

Enabling learning activity (ELO)

The ELO for this lesson is:

Action:	Identify the procedures used in reviewing in-transit data and in-transit data performance reports.
Conditions:	In a self-study environment using the material provided in this subcourse text.
Standards:	In accordance with the subcourse material provided and/or the references cited below.

References

The reference used in the development of this lesson was DoD 4200.32-R, *Military Standard Transportation and Movement Procedures (MILSTAMP)*, with Change 6, dated May 1995.

6-2. Introduction

Introduction

Documentation collected to evaluate transportation performance provides input for the uniform defense-wide logistics performance measurement reports prescribed by DoD Reg 4000.23-M Military Supply and Transportation Evaluation Procedures (MILSTEP). A transportation officer, regardless of branch of service, should know about the evaluation process the military uses to check the efficiency and effectiveness of its policies and procedures.

Continued on next page

Data collection

The required supply and transportation data was formerly collected on computer key punch cards. Today that data can and is collected over a myriad of automated logistics information management systems (many of these systems have been addressed in Part C of Lesson 1, *Evolving Technologies*).

UMMIPS

The Uniform Movement and Materiel Issue Priority System (UMMIPS) is one of the emerging systems which uses the factors of Force Activity Designator and Urgency of Need to determine priorities. The UMMIPS applies these two factors to produce a total of 15 priorities. UMMIPS then establishes time standards based on priority. From requisition to receipt, the standards are shown in the table below.

UMMIPS Time Standards		
Requisitioning Unit Location		
Priority	United States	Overseas
01-03	7 days	11-12 days
04-08	11 days	15-16 days
09-15	28 days	67-82 days

DOD data collection objectives

Supply and transportation data collected are combined in MILSTRIP reports to meet the following DOD objectives:

- Validation or revision of the UMMIPS time standards.
- Evaluation of performance against UMMIPS time standards.
- Evaluation of performance of each segment of the transportation pipeline by point to point and carrier performance reports.
- Determination of the supply system's workload and materiel availability.
- Analysis of the use of issue and movement priorities.
- Provide intransit data to support transportation planning.
- Provide a basis for traffic pattern analysis.

Continued on next page

Procedures exclusions

Certain types of shipments are excluded from the procedures. Intransit data is not collected on the following:

- Transactions specifically excluded from MILSTRIP.
- On base local issue of retail stocks.
- Shipments of retail stocks originating at installations (e.g., bases, posts, camps, station, etc.).
- US Postal Service and small package carrier shipments including mode/method of shipment codes G, H, J, 5, 6, and 7. For these shipments total order and ship time is measured through the use of the material receipt acknowledgment card (MILSTRAP D1 D6S).
- Vendor shipments from commercial suppliers direct to the customer (first destination shipments as defined in applicable chapters of Volume II, MILSTAMP). This exclusion does not include ammunition shipped from Army ammunition plants.
- Security assistance (FMS and MAP) shipments to a freight forwarded status (other security assistance shipments in the DTS are not excluded).

6-3. Data Collection Point

CDCP location

The DOD MILSTEP central data collection point (CDCP) has been established by the Deputy Under Secretary of the Army for Logistics (DUSA (L)) at the Defense Automatic Addressing System Office in Tracy, California. The CDCP is responsible for collecting, processing, editing, and redistributing to the Services and Agencies all intransit data reports required by the MILSTEP. Report procedures include those described below:

- Intransit information is reported to the MILSTEP CDCP by **DDN**, mail, or courier. **DDN** is the primary means of transmission.

- Activities report daily to the CDCP all intransit data except receipt and lift (D1 TK6/TK7).

  - In CONUS MTMC area commands forward the surface receipt and lift data record tape (D1 TK7) to the CDCP so it arrives no later than the fifth calendar day following the monthly reporting period.

  - AMC forwards the air receipt and lift data record tape (Dl TK6/TK7) to the CDCP daily.

  - Activities report shipments with discrepancies as received on the day of the initial delivery (or offering for delivery), not on the day the discrepancies are resolved.

- Reporting activities forward intransit data using the appropriate addresses shown in the table below:

1. CDCP DDN	2. CDCP Mail
Routing Indicator - RUWTBPA **Content Indicator - IKCZ** **Precedence (Normal) - routine** **Precedence (MINIMIZE) - Mail**	**DAASC, Western Division** **ATTN: DoD MILSTEP CDCP** **Defense Depot Tracy, California** **95376-5000**

6-4. Intratheater Airlift Initial Terminal (TK1)

TK1 message -- purpose

The TK1, Intratheater airlift initial terminal report, indicates the period from receipt (Greenwich (or ZULU) time in hour/day) by the initial air terminal to shipment (GMT hour/day) to the next (intermediate or final) air terminal.

Data entries for TK1

The appropriate data entries for the TK1, Intratheater airlift initial (or origin) terminal report, are described below:

TK1- Intratheater Airlift Initial Terminal	
Data Field	**Completion Instructions**
1-3	Origin Terminal--enter TK1.
4-8	Leave blank.
9-14	Enter DoDAAC of the consignor.
15-17	Leave blank.
21-23	Enter air terminal identifier code for air terminal preparing the intransit data (Appendix F4).
24-26	Enter code for GMT shipment shipped from the air terminal.
27	Enter applicable mode/method code (Appendix F13).
28-29	Leave blank.
30-46	Enter the shipment unit TCN.
47-49	Leave blank.
50-52	Enter air terminal identifier code for the next air terminal.
53	Enter the transportation priority.
54-71	Leave blank.
72-76	Enter the total width of the shipment unit; preceded by blanks if less than five positions.
77-80	Leave blank.

6-5. Intratheater Airlift Intermediate Terminal (TK2)

TK2 message purpose

This format indicates the period from receipt (GMT hour/day) by the intermediate air terminal to shipment (GMT hour/day) to the next (intermediate or final) air terminal.

Data entries for TK2

The appropriate data entries for the TK2, Intratheater airlift intermediate terminal report, are described below:

TK2- Intratheater Airlift Intermediate Terminal	
Data Field	**Completion Instructions**
1-3	Origin Terminal--enter **TK2**.
4-8	Leave blank.
9-14	Enter DoDAAC of the consignor.
15-17	Leave blank.
21-23	Enter air terminal identifier code for air terminal preparing the intransit data (Appendix F4).
24-26	Enter code for GMT shipment shipped from the air terminal.
27	Enter applicable mode/method code (Appendix F13).
28-29	Leave blank.
30-46	Enter the shipment unit TCN.
47-49	Leave blank.
50-52	Enter air terminal identifier code for the next air terminal.
53	Enter the transportation priority.
54-71	Leave blank.
72-76	Enter the total width of the shipment unit; preceded by blanks if less than five positions.
77-80	Leave blank.

6-6. Intratheater Airlift Final Terminal (TK3)

TK3 message purpose

This format indicates the period from receipt (GMT hour/day) by the final air terminal to shipment (GMT hour/day) to the cosignee. The format also allows entry of the date (day of year) received by the consignee transportation element.

NOTE: The TK3 report is not prepared for shipments intended for onward movement overseas by AMC since this information would duplicate that on the TK7 (latter to be addressed later in this lesson).

Data entries for TK3

The appropriate data entries for the TK3, Intratheater airlift final terminal report are descried below:

TK3- Intratheater Airlift Final Terminal	
Data Field	**Completion Instructions**
1-3	Enter TK3 (This format is not used for movement by AMC).
4-8	Leave blank.
9-14	Enter DoDAAC of the consignor.
15-17	Enter the three position code for the day of the year the cosignee received the shipment. This entry may be made by the air terminal under local agreement with the consignee.
18-20	Enter the GMT code for the date the shipment was received at the air terminal (appendix F7).
21-23	Enter the air terminal identifier code for the final terminal (Appendix F7).
24-26	Enter the GMT code for the date the air terminal forwarded the shipment to the consignee.
27	Enter the applicable mode/method code for movement from the air terminal to the consignee (Appendix F13).
28-29	Leave blank.
30-46	Enter the shipment unit TCN.
27-52	Enter the DoDAAC of the consignee.
53	Enter the transportation priority.
54-71	Leave blank.
72-76	Enter the total weight of the shipment, preceded by blanks if less than five positions.
77-80	Leave blank.

6-7. GBL Shipments within CONUS (TK4)

TK4 message -- purpose

The TK4, GBL shipments within CONUS or overseas Intratheater and retrograde shipment, format is used to indicate the period from shipment (day of the year) by the consignor to receipt (day of year) by the consignee transportation element or CONUS transhipper (CCP/POE terminal). The shipper makes all entries on the TK4 (including the consignee receipt date) under the provisions of guaranteed traffic agreements, he elects to use the carrier delivery receipt to obtain the information. For overseas retrograde shipments this format only provides the shipment date (day of year).

NOTE: All overseas use is mandatory for the Air Force and optional for the other services.

Data entries for TK4

The appropriate data entries for the TK4, GBL Shipments Within CONUS and Overseas Intratheater/Retrograde Shipment report are described below:

GBL Shipments Within CONUS and Overseas Intratheater/ Retrograde Shipment	
Data Field	**Completion Instructions**
1-3	Enter TK4 (preparation of this format overseas is mandatory for the Air Force and optional for other services).
4	Leave blank.
5-8	Enter origin carrier standard carrier alpha code (SCAC), preceded by blanks if less than four positions.
9-14	Enter DoDAAC of the consignor.
15-17	Enter the three position day-of-the-year code for the date shipment received by the consignee.
18-26	Leave blank.
27	Enter the mode/method code for movement from consignor (Appendix F13).
28	If the ICP and the consignor are not of the same Service or Agency, enter one of the following ICP codes: A-Army N-Navy F-Air Force M-Marines S-DLA
29	Leave blank.

Continued on next page

Data entries for TK4, continued

GBL Shipments Within CONUS and Overseas Intratheater/ Retrograde Shipment, continued	
Data Field	**Completion Instructions**
30-46	For Air Force, enter the shipment unit TCN. For non-Air Force shipments: **30-35** Enter DoDAAC of the consignor. **36** Enter B. **37-44** Enter the complete GBL number. **45-46** Leave blank.
47-52	Enter the consignee or transhipper as follows: For shipments with the consignee in CONUS, enter the consignee DoDAAC. For shipments to a transshipping point: **47-49 Leave blank.** **50-52 Enter the air terminal or water port identifier code (Appendix F4 and/or Appendix F21, respectively).**
53	Enter the highest transportation priority shown on the GBL.
54-59	Leave blank.
60-62	Enter the three position day-of-the-year code for the date the consignor shipped the materiel.
63-71	Leave blank.
72-76	Enter the total weight of the shipment, preceded by blanks if less than five positions.
77-80	Leave blank.

6-8. AMC APOD Receipt and Lift (TK6)

TK6 message -- purpose

The TK6, AMC APOD Receipt and Lift format indicates the period from receipt (GMT hour/day) at the APOD to the date (GMT hour/day) forwarded to the consignee. It also allows entry of the date (day of the year) received by the consignee transportation element when an appropriate local agreement has been reached with the consignee.

Data entries for TK6

The appropriate data entries for the TK6, AMC APOD Receipt and Lift report are described below:

TK6 - AMC APOD Receipt and Lift	
Data fields	**Completion Instructions**
1-3	Enter TK6.
4-14	Leave blank.
15-17	Enter the three position day-of-the-year code the shipment was received by the cosignee. This entry may be made by the APOD under local agreement with the cosignee.
18-20	Enter the GMT code for the date shipment was received at the APOD (Appendix F7).
21-23	Enter the air terminal identifier code for the APOD (Appendix F4).
24-26	Enter the MT code for the date APOD forwarded, or offered for forwarding, the shipment to the consignee.
27	Enter the mode/method code by which the APOD forwarded the shipment to the consignee (Appendix F13).
28-29	Leave blank.
30-46	Enter the shipment unit TCN.
47-80	Leave blank.

6-9. AMC/WCA POE Receipt and Lift (TK7)

TK7 message purposes

The TK7 AMC/WCA POE receipt and lift format has two purposes:

1. For **AMC** this format indicates the period from the earlier of offer or receipt (GMT hour/day) at the APOE to the shipment (GMT hour/day) from the APOE.

2. For the WCA (WPOE), this format indicates the period from the earlier of offer or receipt (day of year) at the WPOE to vessel discharge (day of year) at the WPOD. The format also includes entry of the date (day of year) the vessel was loaded at the WPOE.

Data entries for the TK7

The appropriate data entries for the TK7, AMC/WCA POE Receipt and Lift message are described below:

TK7 - AMC/WCA POE Receipt and Lift	
Data fields	**Completion Instructions**
1-3	Enter **TK7**.
4-8	Enter the flight number or voyage number, preceded by blanks if less than five positions.
9-14	Enter the DoDAAC of the consignor.
15-17	Leave blank except for air shipments; the CDCP will enter the date received by the consignee from the TK6 data.
18-20	Enter the date the shipment was received or offered for delivery, whichever is earliest, at the POE. For air shipments, enter the GMT code. For water shipments, enter the day-of-the-year code (Appendix 7F).
21-23	Enter the air or water port identifier code for the POE (Appendix F4 or Appendix F21).
24-26	Enter the date shipment forwarded by POE. For **air shipments**, enter the GMT code. For **water shipments**, enter the day-of-the-year code.
27	Enter mode/method code **F** for air shipments and **V** or **Z** for water.
28-29	Leave blank.
30-46	Enter the shipment unit TCN.
47-52	Enter the DoDAAC of the consignee, except for Air Force-sponsored cargo; enter the following: 47-49 Leave blank. *50-52 Enter the air terminal identifier code for the next air terminal.*

Continued on next page

Data entries for the TK7, continued

TK7 - AMC/WCA POE Receipt and Lift, continued	
Data fields	**Completion Instructions**
53	Enter the transportation priority.
54-56	**Enter 999 for nonmission capability supply shipments, otherwise leave blank.**
57-62	Leave blank.
63-65	Enter the date shipment received at POD. For **air shipments,** leave blank. The GMT code for date of receipt at the APOD is entered by the CDCP from TK6 data. For **water shipments,** enter the day-of-the-year code for the date the vessel was completely unloaded.
66-68	Enter the air or water (Appendix F4 and Appendix F21) terminal identifier for the POD.
69-71	For **Air Shipments,** the GMT code for the date the shipment is forwarded to the consignee is entered by the CDCP.
72-76	Enter the total weight of the shipment unit, preceded by blanks if less than five positions.
77-80	Leave blank.

6-10. Air Force Consignee Report (TK8)

TK8 purpose

The TK8, Air Force Consignee report, is prepared only by the Air Force and indicates the consignee receipt date (day of the year). In CONUS, it is used when the TK4 is not received by the consignee; overseas, when the APOD does not enter the consignee receipt date on the format with D1 TK6.

Continued on next page

Data entries for the TK8

The appropriate data entries for the TK8, Air Force Consignee Report, are described below:

TK8 - Air Force Consignee Report	
Data fields	**Completion Instructions**
1-3	Enter TK8.
4-14	Leave blank.
15-17	Enter the day-of-the-year code for the date the shipment was received by the consignee.
18-29	Leave blank.
30-46	Enter the shipment unit TCN.
47-52	Enter the DoDAAC of the consignee.
53-80	Leave blank.

6-11. Report Corrections

Correction procedures

When previously submitted intransit data must be corrected, completely new information is submitted. The corrected information is distributed to the same activities as the original with the document identifier (**DI**) changed as follows:

Intransit Reports - Correction Procedures			
Original DI	**Changed DI**	**Original DI**	**Changed DI**
TK1	TKA	TK6	TKF
TK2	TKB	TK7	TKG
TK3	TKC	TK8	TKH
TK4	TKD		

6-12. Lesson 6 Practice Exercise

Instructions The following items will test your knowledge of the material covered in this lesson. There is only one correct or best answer for each item. When you complete the exercise, check your answer with the answer key that follows. If you answer any item incorrectly, study again that part of the lesson which contains the portion involved.

1. Which of the following is the primary reference which provides guidance on the formats of and appropriate data entries for intransit data reports?

   A. FM 100-10.
   B. DoD Reg 5200.6-N, MILOPTEMPO.
   C. FM 55-65.
   D. DoD 4500.32-R, MILSTAMP.

2. The Uniform Movement and Materiel Issue Priority System (UMMIPS) applies how many factors in order to produce priorities?

   A. Two.
   B. Three.
   C. Four.
   D. Five.

3. How many priorities have been established by UMMIPS?

   A. 5.
   B. 10.
   C. 15.
   D. 20.

4. A priority 0-3 shipment should take how many days for a CONUS shipment?

   A. 76.
   B. 28.
   C. 11.
   D. 7.

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5. Intransit information is transmitted by:

   A. DDN only.
   B. DDN, mail, or courier.
   C. DDN and Courier.
   D. Courier and Mail.

6. Which of the following messages is used to indicate the period from receipt by the initial air terminal to shipment to the next air terminal?

   A. TK8.
   B. TK4.
   C. TK5.
   D. TK1.

7. Which of the following intransit data reports, when submitted as a corrected report, is identified as TKH?

   A. TK8.
   B. TK4.
   C. TK5.
   D. TK1.

8. Which of the following intransit data reports is prepared only by the Air Force?

   A. TK8.
   B. TK4.
   C. TK5.
   D. TK1.

6-13. Lesson 6 Practice Exercise Answer Key and Feedback

Item	Correct Answer and Feedback
1.	D. DoD 4500.32-R, MILSTAMP. Page 2-2.
2.	A. The Uniform Movement and Materiel Issue Priority System is one of the emerging systems which uses the factors of Force Activity Designator and Urgency of Need to determine priorities. The UMMIPS applies these two factors to produce a total of 15 priorities. Page 6-3.
3.	C. The Uniform Movement and Materiel Issue Priority System is one of the emerging systems which uses the factors of Force Activity Designator and Urgency of Need to determine priorities. The UMMIPS applies these two factors to produce a total of 15 priorities. Page 6-3.
4.	D. 7 days. Table, page 6-3.
5.	B. Intransit information is reported to the MILSTEP CDCP by **DDN**, mail, or courier. Page 6-5.
6.	D. TK1. Page 6-6.
7.	A. TK8. Page 6-14.
8.	A. TK8. Page 6-13.