

Summary Report for Individual Task
551-88N-3136
Inspect Shipping Documents
Status: Approved

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

Foreign Disclosure: FD1 - The materials contained in this course have been reviewed by the course developers in coordination with the Fort Lee, VA foreign disclosure authority. This course is releasable to students from all requesting foreign countries without restrictions.

Condition: In an operational environment, given access to shipping documents (tally sheets, cargo manifest), unit SOP, and defense transportation regulation (DTR).

Standard: Identify all errors in the preparation and distribution of cargo shipping documents IAW unit SOP and the DTR.

Special Condition: None

Safety Risk: Low

MOPP 4:

Task Statements

Cue: None

DANGER

None

WARNING

None

CAUTION

None

Remarks: None

Notes: None

Performance Steps

1. Inspect the Bill of Lading for the following:

COMMERCIAL BILL OF LADING				DATE	ORIGINAL	B/L NO. >	
CARRIER SLT Express Way				2010-02-12	W45QQ90031152		
DESTINATION (Name, address and ZIP code) AMMO SUPPLY POINT BLDG 920 CAISSON HILL FT RILEY, KS 66442-5936 US W55NU9				SCAC SLTW	CARRIER ACCOUNT NO.		
CONSIGNEE (Name, address and ZIP code of installation) AMMO SUPPLY POINT BLDG 920 CAISSON HILL FT RILEY, KS 66442-5936 US W55NU9FOOI				SPLC (Dest.) 585234250	ORIGIN (Name, address and ZIP code) CHIEF AMMUNITION BRANCH ATTN: ATZC-ISL-SA BLDG-9903 915-569-9570/9171 JAMES SALLAS Mc GREGOR RANGE, NM 88081 US W81HL0		
APPROPRIATION CHARGEABLE AEMQ				SHIPPER (Name, address and ZIP code) TRANSPORTATION OFFICER HQUSARMY AIR DEFENSE ARTILLERY CEN ATTN: ATZC-ISL-TM BLDG 2638 FORT BLISS, TX 79916-0058 US W45QQ9			
MARKS AND ANNOTATIONS E-61128999 DDP Dual Driver EXC Exclusive Use SNS Satellite Monitoring				BILL CHARGES TO (Dept/agency, bureau/office mailing address and ZIP code) PowerTrac, U.S. Bank EP-MN-L27C 200 South Sixth Street Minneapolis, MN 55402			
TOTAL PKGS				FOR USE OF BILLING CARRIER ONLY			
NO	KIND	HM	DESCRIPTION OF ARTICLES (Use carrier's classification or tariff description if possible; otherwise use clear nontechnical description)	QUANTITY * (Pounds, Gallons or Barrels)	Services	Rate	Charges
13	PLT		CLASSIFICATION ITEM NO 06430001 AMMO EXPL FWKKS/CHRM MUN NOBNN/NOICLASS 1, DIVS 11, OR 12, CAR IN CASE OF EMERGENCY CALL FOR EXPLOSIVES CALL 697-0218/0219 FOR OTHER HAZMAT 300-351-3061 Mileage 1098 TOT QTY: 25090LB CU: 705 NEW 6941.61 LB SEE CONTINUATION SHEET FOR DETAILS	25090.0 LB			
TARIFF/SPECIAL RATE AUTHORITY SLTW:005174-00				PICKUP SERVICE FURNISHED VEHICLE FULLY LOADED	SHIPPER'S INITIALS RG	ROUTE ORDER/RELEASE NUMBER	
STOP SHIPMENT AT				FURNISH INFORMATION ON CAR/TRUCKLOAD/CONTAINER SHIPMENTS			
FOR		INITIALS & NO.	SEAL NUMBERS	LENGTH/CUBE	MARKED CAPACITY	DATE	
SLTW-1			APPLIED BY SH	ORDERED AV3	FURNISHED AV3	ORDERED	FURNISHED
CARRIER'S PICKUP DATE 2010-02-16				SIGNATURE OF AGENT	PER	CARRIER WAY/FREIGHT BILL NO. AND DATE 1	
MODE B	ESTIMATE 2,583.89	NO CLS/FTLS 1	TYPE RATE	PSC DDP-SNS	REASON 15 22 29	DELIVERED ON DATE	
ISSUING OFFICER AND OFFICE (Issuing officer name, office and complete address) JERALD B. BUNYAN TRANSPORTATION OFFICE TRANSPORTATION OFFICER HQUSARMY AIR DEFENSE ARTILLERY CEN ATTN: ATZC-ISL-TM BLDG 2638 FORT BLISS, TX 79916-0058 US W45QQ9				BY (Name of the delivering carrier)			
CONTRACT/PURCHASE ORDER NO. AND FOB POINT				<input type="checkbox"/> DELIVERED THIS CONSIGNMENT COMPLETE & IN APPARENT GOOD ORDER <input type="checkbox"/> SHORTAGE <input type="checkbox"/> CARRIER OSAD REPORT ATTACHED <input type="checkbox"/> DELIVERY AT DESTINATION FURNISHED <input type="checkbox"/> ACCESSORIAL SERVICES CERTIFICATION ATTACHED			
THIS IS TO CERTIFY THAT HEREIN NAMED MATERIALS ARE PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED, AND LABELED, AND ARE IN PROPER CONDITION FOR TRANSPORTATION ACCORDING TO THE APPLICABLE REGULATIONS OF THE DEPARTMENT OF TRANSPORTATION, SUBJECT TO SECTION 7 OF THE CONDITIONS. IF THIS SHIPMENT IS TO BE DELIVERED TO THE CONSIGNEE WITHOUT RECOURSE ON THE CONSIGNOR, THE CONSIGNOR SHALL SIGN THE FOLLOWING STATEMENT: THE CARRIER SHALL NOT MAKE DELIVERY OF THIS SHIPMENT WITHOUT PAYMENT OF FREIGHT AND ALL OTHER LAWFUL CHARGES.				RECEIVED, SUBJECT TO THE TENDERS AND RULES, IN EFFECT ON THE DATE OF THE ISSUE OF THIS BILL OF LADING, THE PROPERTY DESCRIBED ABOVE IN APPARENT GOOD ORDER, EXCEPT AS NOTED (CONTENTS AND CONDITIONS OF PACKAGES UNKNOWN, MARKED, CONSIGNOR, AND DESTINED AS INDICATED ABOVE) WHICH SAID CARRIER (THE WORD CARRIER BEING UNDERSTOOD THROUGHOUT THIS CONTRACT AS MEANING ANY PERSON OR CORPORATION IN POSSESSION OF THE PROPERTY UNDER THE CONTRACT) AGREES TO CARRY TO ITS USUAL PLACE OF DELIVERY AT SAID DESTINATION, IF ON ITS ROUTE, OTHERWISE TO DELIVER TO ANOTHER CARRIER ON THE ROUTE TO SAID DESTINATION. IT IS MUTUALLY AGREED AS TO EACH CARRIER OF ALL OR ANY OF SAID PROPERTY OVER ALL OR ANY PORTION OF THE SAID ROUTE TO DESTINATION AND AS TO EACH PARTY AT ANY TIME INTERESTED IN ALL OR ANY SAID PROPERTY, THAT EVERY SERVICE BE PERFORMED HERE UNDER SHALL BE SUBJECT TO ALL THE BILL OF LADING TERM AND CONDITIONS IN THE GOVERNING CLASSIFICATION ON THE DATE OF THE SHIPMENT. SHIPPER HEREBY CERTIFIES THAT HE IS FAMILIAR WITH ALL THE BILL OF LADING TERMS AND CONDITIONS IN THE GOVERNING CLASSIFICATION AND THE SAID TERMS AND CONDITIONS ARE HEREBY AGREED BY THE SHIPPER, AND ACCEPTED FOR HIMSELF AND HIS ASSIGNS. NOTE: WHERE THE RATE IS DEPENDENT ON VALUE, SHIPPERS ARE REQUESTED TO STATE SPECIFICALLY IN WRITING THE AGREED OR DECLARED VALUE OF THE PROPERTY. THE AGREED OR DECLARED VALUE OF THE PROPERTY IS HEREBY SPECIFICALLY STATED BY THE SHIPPER TO BE NOT EXCEEDING:			
				\$ _____ PER _____ FREIGHT CHARGES _____ PREPAID <input type="checkbox"/> COLLECT <input type="checkbox"/> FREIGHT PREPAID UNLESS COLLECT BOX IS CHECKED			

Commercial Bill of Lading

- a. Verify the Bill of Lading number is valid.
 - b. Verify the Bill of Lading number is assigned to the shipping activity identified on the Bill of Lading.
 - c. Match the Bill of Lading to the costing information provided by the shipper systems.
 - d. Verify the payment to the carrier is only what has been authorized by the DOD.
2. Check to make sure copies of the Bill of Lading are being correctly distributed.
 3. Inspect the Transportation Control Movement Document (TCMD), DD Form 1384.
 4. Check to make sure copies of TCMD are being distributed correctly.
 5. Verify what Soldiers have inputted on Bill of Lading and make corrections, if necessary.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score the Soldier GO if all performance steps are passed. Score the Soldier NO-GO if any performance steps are failed. In case of a NO-GO, brief the Soldier on the deficiency, retrain the Soldier to perform the step correctly, and reevaluate the task.

Evaluation Preparation: None

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Inspected the Bill of Lading.			
a. Verified the Bill of Lading number is valid.			
b. Verified the Bill of Lading number was assigned to the shipping activity identified on the Bill of Lading.			
c. Matched the Bill of Lading to the costing information provided by the shipper systems.			
d. Verified the payment to the carrier only what has been authorized by the DOD.			
2. Checked copies of the Bill of Lading were being distributed correctly.			
3. Inspected the DD Form 1384.			
4. Checked copies of the TCMD were being distributed correctly.			
5. Verified Soldiers input on Bill of Lading and made corrections, if necessary.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	COMMERICAL BILL OF LADING	Commercial Bill of Lading	Yes	No
	DD FORM 1384	Transportation Control and Movement Document	Yes	No
	DTR 4500.9-R-II	Cargo Movement	Yes	No

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT. Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT

Safety: In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination. A training environment, leaders must perform a risk assessment in accordance with FM 5-19, Composite Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, NBC Protection, FM 3-11.5, CBRN Decontamination.

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks :

Task Number	Title	Proponent	Status
55-2-4811(Step: 3.)	Perform Aerial Port of Debarkation Activities for Deployment	55 - Transportation (Collective)	Approved
55-5-1410	Provide Cargo Documentation for Cargo Being Loaded, Discharged, and Transshipped	55 - Transportation (Collective)	Approved

ICTL Data :

ICTL Title	Personnel Type	MOS Data
Transportation Management Coordinator 88N MOS ICTL	Enlisted	MOS: 88N
MOS 88N - Transportation Management Coordinator SL3	Enlisted	MOS: 88N, Skill Level: SL3
MOS 88N - Transportation Management Coordinator SL 4	Enlisted	MOS: 88N, Skill Level: SL4