

**STP 55-88N14-SM-TG**

**SOLDIER'S MANUAL AND TRAINER'S GUIDE**

**MOS 88N  
Transportation Management  
Coordinator  
SKILL LEVELS 1, 2, 3, and 4**

**April 2011**

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# SOLDIER'S MANUAL and TRAINER'S GUIDE

## MOS 88N

### Transportation Management Coordinator

#### Skill Levels 1, 2, 3, and 4

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## PREFACE

This soldier training publication (STP) is intended for Soldiers holding MOS 88N, Skill Levels 1, 2, 3, and 4; and their supervisors, trainers, and commanders. It contains an MOS training plan that provides information needed to plan, conduct, and evaluate unit training, one of the most important jobs of military leaders. It includes standardized training objectives in the form of task summaries that can be used to train and evaluate Soldiers on critical tasks supporting unit missions during wartime.

Soldiers holding MOS 88N should have access to this publication. Trainers and first-line supervisors should actively plan for Soldier access, making it available in work areas, unit learning centers, and unit libraries. However, it is not intended for an individual copy to be provided to each MOS holder. The TSP is obtainable on-line from the Reimer Digital Library (RDL) at <http://www.adtdl.army.mil/atdls.htm>.

Tasks in this manual apply to the Active Army, the Army National Guard/Army National Guard of the United States, and the United States Army Reserve unless otherwise stated.

The proponent of this publication is United States Training and Doctrine Command (TRADOC). Submit comments and recommendations on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to: Department of the Army, US Army Combined Arms Support Command, G-3 Training and Doctrine, Transportation Training Division, ATTN: ATCL-TDM, 2221 Adams Avenue, Fort Lee, VA 23801.

Unless this publication states otherwise, masculine nouns and pronouns do not refer exclusively to men.

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## CHAPTER 1

### Introduction

#### 1-1. GENERAL.

- a. This Soldier Training Publication identifies the individual military occupational specialty (MOS) training requirement for Soldiers in MOS 88N. Commanders, trainers, and Soldiers should use it to plan, conduct, and evaluate individual training in units. This manual is the primary MOS reference to support the self-development and training of every Soldier. It standardizes performance steps, measures, and evaluation guidance for all individual critical tasks for skill levels 1, 2, 3, and 4.
- b. Use the manual with the Soldier's manuals for common tasks (Soldier Training Plans (STPs) 21-1-SMCT and 21-24-SMCT). Combined Arms Training Strategy (CATS), and FM 7-1 to establish effective training plans and programs that integrate Soldier, leader, and collective tasks.

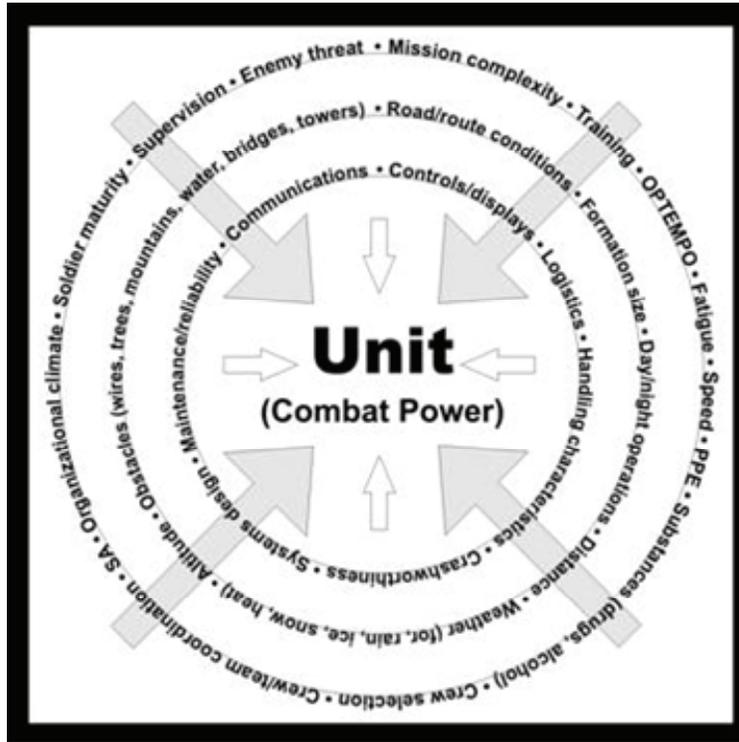
**1-2. TASK SUMMARIES.** Task summaries outline the wartime performance requirements of each critical task. They provide the Soldier and the trainer with the information necessary to prepare, conduct, and evaluate critical task training. As a minimum, task summaries include information you must know and the skills that you must perform to standard for each task. The format for the task summaries included in the Soldier's manual (SM) is as follows:

- a. **Task Title.** The task title identifies the action performed.
- b. **Task Number.** Each task is identified by a specific number sequence. This task number, along with the task title, will be included in any correspondence relating to the task.
- c. **Conditions.** The task conditions identify all the equipment tools, references, job aids, and supporting personnel that the Soldier needs to perform the task in wartime. This section identifies any environmental conditions that can alter task performances such as visibility, temperature, and wind. This section also identifies any specific cues or events—a chemical attack or identification of a threat vehicle—that trigger task performance.
- d. **Standards.** The task standards describe how well and to what level Soldiers must perform a task under wartime conditions. Standards are typically described in terms of accuracy, completeness, and speed.
- e. **Training and Evaluation Guide.** This section may contain all or part of the training information outline, evaluation preparation subsection, and evaluation guide. The training information outline includes detailed training information. The evaluation preparation subsection indicates necessary modifications to task performance to train and evaluate a task that cannot be trained to the wartime standard under wartime conditions. It also may include special training and evaluation preparation instructions to accommodate these modifications and any instructions that should be given to the Soldier before evaluation. The evaluation guide identifies the specific actions, known as performance measures, which the Soldier must do to successfully complete the task. These actions are listed in a Pass/Fail format for easy evaluation. Each evaluation guide contains a feedback statement that indicates the requirements (for example, number of performance measures passed) for receiving a GO on the evaluation.
- f. **References.** This section identifies references that provide more detailed and thorough explanations of task performance requirements than that given in the task summary description.

**NOTE:** Some task summaries include safety statements and notes. Safety statements (warning and caution) alert users to the possibility of immediate death, personal injury, or damage to equipment. Notes provide a small, extra support explanation or hint relative to the performance measures.

### 1-3. FORCE PROTECTION (COMPOSITE RISK MANAGEMENT).

a. Composite risk management (CRM) is the Army's primary decisionmaking process for identifying hazards and controlling risks across the full spectrum of Army missions, functions, operations, and activities. (See Figure 1.1)



**Figure 1-1. Composite risk management**

b. CRM is a decision-making process used to mitigate risks associated with all hazards that have the potential to injure or kill personnel, damage or destroy equipment, or otherwise impact mission effectiveness. In the past, the Army separated risk into two categories, tactical risk and accident risk. While these two areas of concern remain, the primary premise of CRM is that it does not matter where or how the loss occurs, the result is the same- decreased combat power or mission effectiveness. The guiding principles of CRM are as follows:

- Integrate CRM into all phases of missions and operations. Effective CRM requires that the process be integrated into all phases of mission or operational planning, preparation, execution, and recovery.

- Make risk decisions at the appropriate level. As a decision-making tool, CRM is only effective when the information is passed to the appropriate level of command for decision. Commanders are required to establish and publish approval authority for decision-making. This may be a separate policy, specifically addressed in regulatory guidance, or addressed in the commander's training guidance. Approval authority for risk decisionmaking is usually based on guidance from higher headquarters.

- Accept no unnecessary risk. Accept no level of risk unless the potential gain or benefit the potential loss. CRM is a decisionmaking tool to assist the commander, leader, or individual in identifying, assessing, and controlling risks in order to make informed decisions that balance risk costs (losses) against mission benefits (potential gains).

- Apply the process cyclically and continuously. CRM is a continuous process applied across the full spectrum of Army training and operations, individual and collective day-to-day activities and events, and base operations functions. It is a cyclic process that is used to continuously identify and assess hazards, develop and implement controls, and evaluate outcomes.

c. Do not be risk averse. Identify and control the hazards and complete the mission.

d. Safety demands total chain of command involved in planning, preparing, executing, and evaluating training. The chain of command responsibilities include the following:

(1) Commanders responsibilities are the following:

Ensure risk decisions are made at the appropriate level.

Seek optimum, not adequate, performance.

Specify the risk they will accept to accomplish the mission.

Select risk reductions provided by the staff.

Accept or reject residual risk, based on the benefit to be derived.

Train and motivate leaders at all levels to effectively use risk management concepts.

(2) Staff responsibilities are the following:

Assists the commander in assessing risks and develops risk reduction options for training.

Integrates risk controls in plans, orders, METL standards, and performance

Eliminates unnecessary safety restrictions which diminish training effectiveness.

Assesses safety performance during training.

Evaluates safety performance during an AAR.

(3) Subordinate leaders' responsibilities are the following:

Apply effective risk management concepts and methods consistently to operations they lead.

Report risk issues beyond their control or authority to their superiors.

(4) Individual Soldier's responsibilities are the following:

Report unsafe conditions, and act to correct the situation when possible.

Establish a buddy system to keep safety watch on one another.

Take responsibility for personal safety.

Work as team members.

Modify their risk behavior.

e. Risk management is a five-step cyclic process that is easily integrated into the decisionmaking process outlined in FM 5-0. The five steps are identifying hazards, assessing hazards, developing controls and making risk decisions, implementing controls, and supervising and evaluating.

(1) **Identify Hazards.** Identify hazards to the force. Consider all aspects of current and future situations, the environment, and know historical problems.

(2) **Assess Hazards.** Assess hazards using the risk assessment matrix in figure 1-2. Assess the impact of each hazard in terms of potential loss and cost based on probability and severity and then find the block where the two intersect to determine the risk level. For example, if the hazard probability is *LIKELY* and the severity is *MARGINAL* then the risk level is *MODERATE*.

RISK ASSESSMENT MATRIX						
		Probability				
Severity		Frequent A	Likely B	Occasional C	Seldom D	Unlikely E
Catastrophic	I	E	E	H	H	M
Critical	II	E	H	H	M	L
Marginal	III	H	M	M	L	L
Negligible	IV	M	L	L	L	L
		E – Extremely High	H – High	M – Moderate	L – Low	

Figure 1-2. Risk assessment matrix

(3) **Develop Controls and Make Risk Decisions.** Develop controls that eliminate the hazard or reduce its risk. As control measures are developed, risks are reevaluated until all risks are reduced to a level where benefits outweigh potential costs. Accept no unnecessary risks and make any residual risk decisions at the proper level of command.

(4) **Implement Controls.** Put controls in place that eliminate the hazards or reduce their risk.

(5) **Supervise and Evaluate.** Enforce standards and controls. Evaluate the effectiveness of controls and adjust/update as necessary.

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**NOTE:** Three risk management training support packages are available to train Composite Risk Management at individual Soldier, tactical, and operational levels of risk decision making. To obtain these training support packages, access the Army Training Support Center's Reimer Digital Library at <http://www.adtdl.army.mil>. AKO login is required, and the TSP's may be searched through the keyword "risk." You may also contact the US Army Training and Doctrine Command, ATTN: ATCS-S, 1 Bernard Road, Bldg 84, Fort Monroe, Virginia 23651-1048, or contact the United States Army Combat Readiness/Safety Center (USACRC), ATTN: CSSC-T, 4905 5th Ave, Fort Rucker, AL 36362-5363.

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f. Each Soldier is responsible for performing individual tasks that the first-line supervisor identifies based on the unit's mission essential task list (METL). The Soldier must perform the task to the standards listed in the SM. If a Soldier has a question about how to do a task or which tasks in this manual he/she must perform, he/she must ask the first-line supervisor for clarification. The first-line supervisor knows how to perform each task or can direct the Soldier to the appropriate training materials.

**1-4 SELF-DEVELOPMENT.**

a. Self-development is one of the key components of the leader development program. It is a planned progressive and sequential program followed by leaders to enhance and sustain their military competencies. It consists of individual study, research, professional reading, practice, and self-assessment. Under the self-development concept, the Soldier or noncommissioned officer (NCO) has the responsibility to attain proficiency and remain current in all phases of the MOS. The SM is the primary source for the NCO to use in maintaining MOS proficiency.

b. Another important resource for self-development is the Army Correspondence Course Program, which can be accessed through the Internet at <http://www.atsc.army.mil/accp/aipdnew.asp>. For assistance, contact the Army Training Help Desk (ATHD), Department of the Army, Army Institute for Professional Development (AIPD), US Army Training Support Center (ATSC), Newport News, VA 23628-0001; (757) 878-3322 or 3335; <https://athd.army.mil>.

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## CHAPTER 2

### Training Guide

2-1. **General.** The MOS Training Plan (MTP) identifies the essential components of a unit training plan for individual training. Units have different training needs and requirements based on differences in environment, location, equipment, dispersion, and similar factors. Therefore, the MTP should be used as a guide for conducting unit training and not a rigid standard. The MTP consists of two parts. Each part is designed to assist the commander in preparing a unit training plan which satisfies integration, cross training, training up, and sustainment training requirements for soldiers in this MOS.

Part One of the MTP shows the relationship of an MOS skill level between duty position and critical tasks. These critical tasks are grouped by task commonality into subject areas.

Section I lists subject area numbers and titles used throughout the MTP. These subject areas are used to define the training requirements for each duty position within an MOS.

Section II identifies the total training requirement for each duty position within an MOS and provides a recommendation for cross training and train-up/merger training.

**Duty Position Column.** This column lists the duty positions of the MOS, by skill level, which have different training requirements.

**Subject Area Column.** This column lists, by numerical key (see Section I), the subject areas a soldier must be proficient in to perform in that duty position.

**Cross-Train Column.** This column lists the recommended duty position for which soldiers should be cross-trained.

**Train-Up/Merger Column.** This column lists the corresponding duty position for the next higher skill level or MOSC the soldier will merge into on promotion.

Part Two lists, by general subject areas, the critical tasks to be trained in an MOS and the type of training required (resident, integration, or sustainment).

**Subject Area Column.** This column lists the subject area number and title in the same order as Section I, Part One of the MTP.

**Task Number Column.** This column lists the task numbers for all tasks included in the subject area.

**Title Column.** This column lists the task title for each task in the subject area.

**Training Location Column.** This column identifies the training location where the task is first trained to soldier training publications standards. If the task is first trained to standard in the unit, the word "Unit" will be in this column. If the task is first trained to standard in the training base, it will identify, by brevity code (ANCOC, BNCOC, etc.), the resident course where the task was taught. Figure 2-1 contains a list of training locations and their corresponding brevity codes.

<b>AIT</b>	Advanced Individual Training
<b>UNIT</b>	Trained in the Unit
<b>ALC</b>	Advanced Leader's Course
<b>SLC</b>	Senior Leader's Course
<b>DL</b>	Distributed/Distance Learning

**Figure 2-1. Training Locations**

**Sustainment Training Frequency Column.** This column indicates the recommended frequency at which the tasks should be trained to ensure soldiers maintain task proficiency. Figure 2-2 identifies the frequency codes used in this column.

<b>BA</b> - Biannually
<b>AN</b> - Annually
<b>SA</b> - Semiannually
<b>QT</b> - Quarterly
<b>MO</b> - Monthly
<b>BW</b> - Biweekly
<b>WK</b> - Weekly

**Figure 2-2. Sustainment Training Frequency Codes**

**Sustainment Training Skill Level Column.** This column lists the skill levels of the MOS for which soldiers must receive sustainment training to ensure they maintain proficiency to soldier’s manual standards.

2-2. Subject Area Codes.

**Skill Level 1**

- 1 Cargo Movements and Documentation - Air / Surface / Ocean
- 2 Automated Movement Management
- 3 Cargo Tracking

**Skill Level 2**

- 4 Cargo Movements and Documentation - Air / Surface / Ocean
- 5 Automated Movement Management
- 6 Cargo Tracking

**Skill Level 3**

- 7 Transportation Management and Planning
- 8 Automated Movement Management
- 9 Cargo Tracking

**Skill Level 4**

- 10 Transportation Management and Planning
- 11 Cargo Tracking

2-3. Duty Position Training Requirements.

**Table 2-1. Duty position training requirements**

<b>Skill Level</b>	<b>Duty Position</b>	<b>Subject Areas</b>	<b>Cross Train</b>	<b>Train-up/ Merger</b>
1	Transportation Management Coordinator Movement Specialist	1-2	N/A	Transportation Management NCO
2	Transportation Management NCO	2	N/A	Movements NCO
3	Transportation Management Supervisor	3	N/A	Staff Movements NCO
4	Transportation Logistics NCO	4	N/A	Senior Movements NCO Chief Movements Supervisor Operations Sergeant

2-4. Critical Tasks List.

**MOS TRAINING PLAN  
88N14**

<b>CRITICAL TASKS</b>				
Task Number	Title	Training Location	Sust Tng Freq	Sust Tng SL
<b>Skill Level 1</b>				
<b><i>Subject Area 1. Cargo Movements and Documentation - Air / Surface / Ocean</i></b>				
551-88N-1101	Construct a 463L Cargo Pallet	AIT	SA	1-2
551-88N-1103	Prepare Labels for Shipment	AIT	SA	1-2
551-88N-1104	Coordinate Incoming Retrograde Movements	AIT	AN	1-2
551-88N-1105	Process a Convoy Clearance	AIT	AN	1-2
551-88N-1106	Process Special Hauling Permit	AIT	AN	1-2
551-88N-1107	Identify Vehicles by Model and Nomenclature	AIT	QT	1-2
551-88N-1108	Identify Classes of Supply	AIT	QT	1-2
551-88N-1109	Document Retrograde Equipment	AIT	SA	1-2
551-88N-1110	Prepare Transportation Control Movement Document (TCMD) DD Form 1384	AIT	BM	1-2
551-88N-1111	Record Cargo on Required Documentation	AIT	BW	1-2
551-88N-1112	Prepare Manifest for Selected Mode of Transport	AIT	BM	1-2
551-88N-1114	Prepare Cargo for Air Terminal Clearance	AIT	BM	1-2
551-88N-1115	Coordinate Route Movement	AIT	WK	1-2
551-88N-1116	Coordinate Route Freight	AIT	WK	1-2
551-88N-1117	Inspect Cargo Shipments	AIT	BW	1-2
551-88N-1118	Process Cargo Shipments	AIT	BW	1-2
551-88N-1119	Conduct Rail Operations	AIT	AN	1-2
551-88N-1124	Perform Container Management Operations	AIT	BW	1-2
551-88N-1126	Conduct Center of Balance Operations	AIT	QT	1-2
<b><i>Subject Area 2. Automated Movement Management</i></b>				
551-88N-1113	Operate Transportation Coordinators Automated Information for Movements System (TC-AIMS) II	AIT	WK	1-2
551-88N-1120	Operate Global Transportation Network (GTN)	AIT	MO	1-2
551-88N-1121	Operate the Automated Air Load Planning System (AALPS)	AIT	MO	1-2
551-88N-1122	Operate Battle Command Sustainment Support System (BCS3)	AIT	WK	1-2
551-88N-1123	Operate Single Mobility System (SMS)	AIT	WK	1-2
<b><i>Subject Area 3. Cargo Tracking</i></b>				
551-88N-1100	Operate In-Transit Visibility (ITV) Systems	AIT	QT	1-2
551-88N-1102	Operate the Movement Tracking System	AIT	QT	1-2
551-88N-1125	Operate Force XXI Battle Command Brigade and Below (FBCB2)	AIT	WK	1-2
551-88N-1127	Maintain Cargo Accountability	AIT	BM	1-2

551-88N-1128	Maintain Container Accountability	AIT	WK	1-2
<b>Skill Level 2</b>				
<b>Subject Area 4. Cargo Movements and Documentation - Air / Surface / Ocean</b>				
551-88N-2100	Verify Cargo Data on Required Documentation	UNIT	WK	2
551-88N-2101	Determine Disposition of Cargo	UNIT	WK	2
551-88N-2102	Prepare Request to Expedite Shipment	UNIT	BM	2
551-88N-2103	Prepare a Transportation Discrepancy Report	UNIT	BM	2
551-88N-2104	Determine Appropriate Mode of Transportation	UNIT	WK	2
551-88N-2106	Supervise Preparation of Vehicles, Personnel and Equipment For Air Movement	UNIT	QT	2
551-88N-2107	Verify Vehicle and Equipment Loads	UNIT	MO	2
551-88N-2108	Operate a Highway Regulation Point	UNIT	SA	2
551-88N-2109	Conduct Highway Movement Operations	UNIT	QT	2
551-88N-2110	Conduct Rail Movement Operations	UNIT	QT	2
551-88N-2111	Conduct Water Movement Operations	UNIT	QT	2
551-88N-2113	Prepare Unit Move	UNIT	QT	2
551-88N-2114	Validate Cargo at a Node	UNIT	BA	2
551-88N-2115	Coordinate Passenger Movement Requirements	UNIT	QT	2
<b>Subject Area 5. Automated Movement Management</b>				
551-88N-2105	Supervise Transportation Coordinator Automated Movement Management Systems (TC-AIMS) II Operations	UNIT	WK	2
551-88N-2116	Supervise Transportation Automation Systems Data Input	UNIT	WK	2
<b>Subject Area 6. Cargo Tracking</b>				
551-88N-2112	Track Container Accountability	UNIT	BM	2
551-88N-2117	Manage In-Transit Visibility Systems	UNIT	WK	2
<b>Skill Level 3</b>				
<b>Subject Area 7. Transportation Management and Planning</b>				
551-88N-3100	Supervise Load Planning	ALC	MO	3
551-88N-3101	Schedule Cargo for Shipment	ALC	MO	3
551-88N-3102	Prepare a Special Assignment Airlift Mission Request	ALC	QT	3
551-88N-3103	Plan a Unit Move	ALC	MO	3
551-88N-3104	Coordinate a Unit Move	ALC	MO	3
551-88N-3105	Brief Unit on Reception, Staging Onward Movement Integration (RSO&I) Process	ALC	QT	3
551-88N-3106	Allocate Common-user Transportation Assets	ALC	BM	3
551-88N-3108	Validate Special Hauling Permit	ALC	QT	3
551-88N-3109	Request Railcars	ALC	SA	3
551-88N-3111	Supervise Loading of Cargo	ALC	WK	3
551-88N-3112	Determine Mode of Non-programmed Movement	ALC	MO	3
551-88N-3114	Coordinate Onward Movement from Terminal Area	ALC	QT	3
551-88N-3115	Coordinate Movement with Mode Operators	ALC	SA	3
551-88N-3116	Supervise Rail Operations	ALC	SA	3
551-88N-3117	Coordinate Movement by Rail	ALC	SA	3

551-88N-3118	Supervise Water Terminal Operations	ALC	AN	3
551-88N-3119	Supervise Transportation Movement Request (TMR) Procedure	ALC	WK	3
551-88N-3121	Coordinate Hazardous Materials/Munitions Shipments	ALC	MO	3
551-88N-3122	Develop Joint Deployment Planning	ALC	SA	3
551-88N-3123	Supervise an Arrival/Departure Airfield Control Group (A/DACG) Operations	ALC	SA	3
551-88N-3124	Integrate Tactical Movement In Theater	ALC	AN	3
551-88N-3130	Coordinate Highway Regulation Operations	ALC	QT	3
551-88N-3131	Coordinate Incoming Retrograde Movements	ALC	QT	3
551-88N-3133	Interpret the Joint Transportation Network	ALC	QT	3
<b>Subject Area 8. Automated Movement Management</b>				
551-88N-3107	Analyze Movements Using Time Phased Force Deployment Data	ALC	SA	3
551-88N-3120	Supervise Transportation Automation Systems Operations	ALC	WK	3
551-88N-3126	Analyze Time Phase Force Deployment Data (TPFDD) Requirements in Joint Operation Planning and Execution System (JOPES)	ALC	QT	3
551-88N-3127	Coordinate a Unit Move in Transportation Coordinators-Automated Information for Movements System (TC-AIMS) II	ALC	QT	3
551-88N-3128	Employ the Global Combat Support System (GCSS) Portal	ALC	QT	3
551-88N-3129	Perform JFAST (Joint Flow and Analysis System for Transportation Procedures) as a Movement Planner	ALC	QT	3
<b>Subject Area 9. Cargo Tracking</b>				
551-88N-3110	Supervise Container Accountability	ALC	MO	3
551-88N-3113	Establish an Asset Tracking System	ALC	SA	3
551-88N-3125	Supervise Battle Command Sustainment Support System (BCS3) Operators on Movement Tracking Procedures	ALC	MO	3
551-88N-3132	Manage the use of In-Transit Visibility (ITV) to locate Cargo	ALC	WK	3
<b>Skill Level 4</b>				
<b>Subject Area 10. Transportation Management and Planning</b>				
551-88N-4100	Analyze the Distribution Systems Transport Capabilities	SLC	MO	4
551-88N-4101	Coordinate Non-Supportable Movement Requests	SLC	MO	4
551-88N-4103	Validate Unit Movement Plans	SLC	WK	4
551-88N-4104	Prepare Theater Operations Plan	SLC	SA	4
551-88N-4105	Validate Movements Using Time Phase Force Deployment Data	SLC	SA	4
551-88N-4106	Supervise Mode Operations for Distribution Management	SLC	WK	4
551-88N-4107	Manage Retrograde Operations	SLC	BM	4
551-88N-4109	Inspect Shipping Documents	SLC	WK	4
551-88N-4110	Coordinate Host Nation Support	DL	QT	4
551-88N-4112	Develop a Flow Plan for Distribution Node	DL	SA	4
551-88N-4113	Develop a Layout Plan for Distribution Node	DL	SA	4

551-88N-4114	Manage Air Movement Request Procedure	DL	QT	4
551-88N-4115	Manage Transportation Movement Request (TMR) Process	DL	WK	4
551-88N-4116	Manage Movement of Classified Material	DL	SA	4
551-88N-4117	Manage Highway Regulation Operations	DL	QT	4
<b>Subject Area 11. Cargo Tracking</b>				
551-88N-4102	Manage Container Accountability	SLC	BW	4
551-88N-4108	Manage In-Transit Visibility (ITV) Systems Operations	SLC	WK	4

## CHAPTER 3

### MOS/Skill Level Tasks

#### Skill Level 1

Subject Area 1: Cargo Movements and Documentation – Air / Surface / Ocean

#### Construct a 463L Cargo Pallet 551-88N-1101

**Conditions:** In an operational environment, given a serviceable 463L pallet, dunnage, completed risk assessment, safety clothing, safety briefing, cargo, DTR 4500.9-R, Part II, and TC 4-13.17.

**Standards:** Construct a 463L pallet with cargo for acceptance via airlift by aerial port personnel IAW DTR 4500.9-R, Part II, and TC 4-13.17.

#### Performance Steps

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**Note:** Unserviceable 463L pallets should be reported to the unit pallet and net managers.

---

#### 1. Load cargo on a 463L pallet.

---

**Note:** Never push or slide a pallet across concrete floors or ramp surfaces. Always lift before moving to avoid damage to pallet.

---

- a. Lay out three-point dunnage to prevent damage and warping according to one of the following dunnage methods:
  1. Arrange wooden 4"X 4" X 84" boards to form three rows of support.
  2. Arrange a minimum of nine sandbags to provide two outer and one center line of support.
- b. Palletize cargo from the heaviest to the lightest items (see figure 3-1 and follow these guidelines):

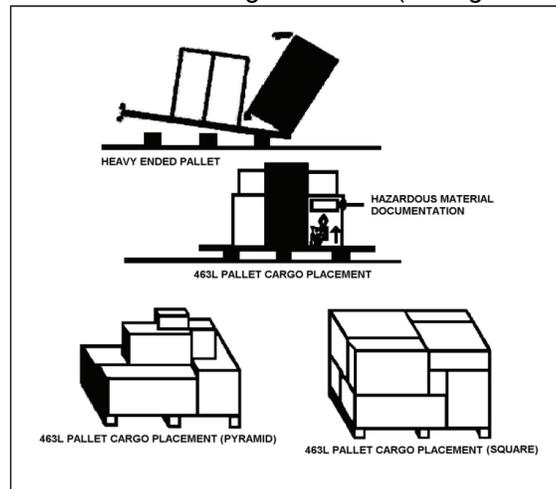


Figure 3-1  
Cargo Placement

1. Place all dense, boxed, or crated cargo on the pallet first.
2. Distribute large/heavy items evenly out from the center.

3. Build load in a square or pyramid shape for stability.
4. Place containers marked "This Side Up" upright.
5. Place labeled cargo with their labels facing out.
6. Place crushable/light density cargo on top of boxed and crated cargo.

---

**Note:** Use a pallet template or measuring stick to ensure the height restrictions are not exceeded (maximum height is 96").

---

2. Secure cargo to the pallet.

---

**Note:** A set of large 463L pallet nets has a maximum capacity of 10,000 pounds at 8 Gs when properly installed. Use two sets of side nets when more than 5,500 pounds of cargo is loaded on the pallet.

---

- a. Cover the pallet of cargo with plastic pallet cover before netting the cargo to the pallet.
- b. Lay out a complete set of nets (see figure 3-2).
- c. Lay out the two side nets and the top net as a set, then fold the nets and secure the three nets together.
- d. Attach the top net to the side nets by hooks and rings. The two side nets are attached to the rings on the pallets and go around the side of the load and a top net goes over the top of the cargo.
- e. Begin with the left ringside of the 463L pallet and work from left to right. Attach hook #1 on the side of the net to ring #1 on the pallet (see figure 3-3).

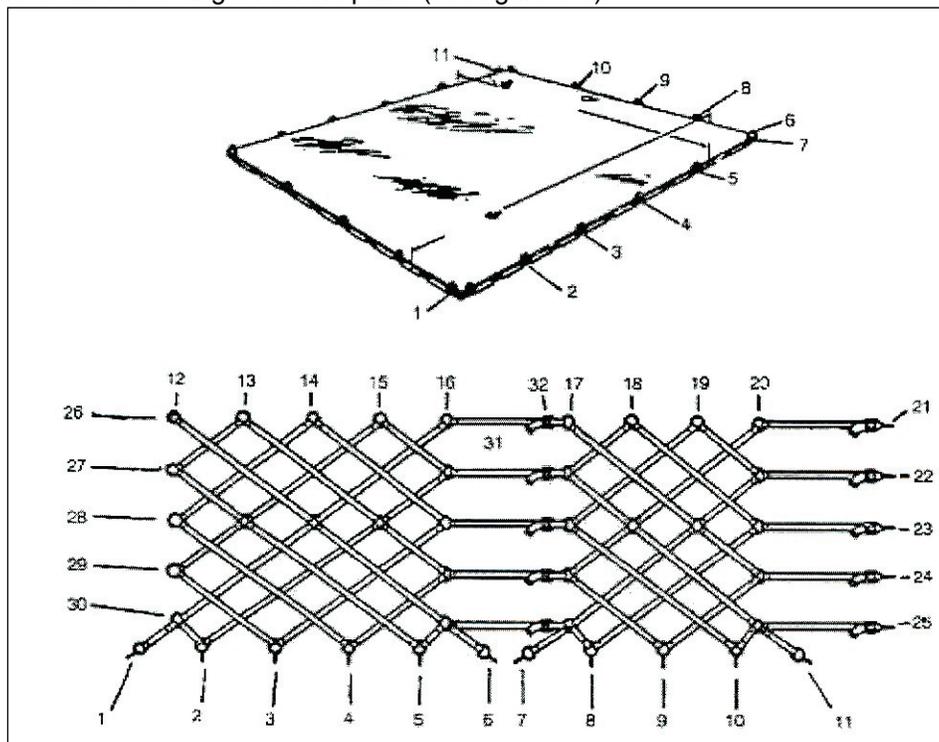


Figure 3-2  
Net Hookup Sequence

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**Note:** The side net hooks are connected inward to the 463L pallet. The top net is connected to the rings on the side net with hook facing out.

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- f. Attach both side nets and attach straps, then lift straps over the corner of the cargo.
- g. After the side nets are attached and adjusted, place the top net over the pallet.

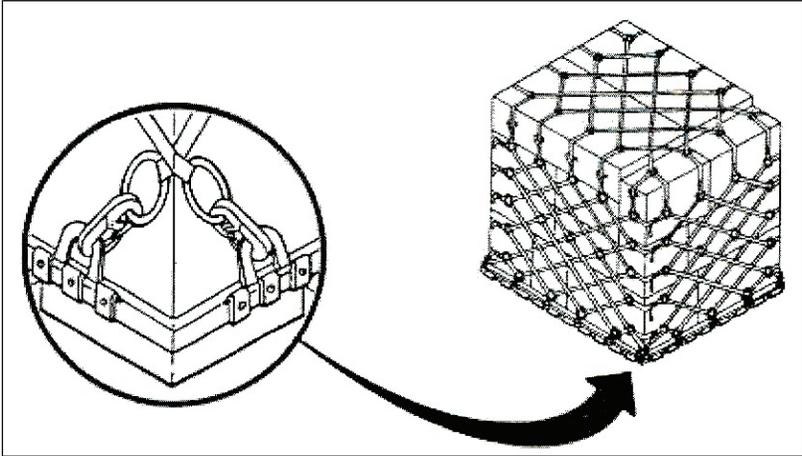


Figure 3-3  
Hook Orientation

- h. Secure the ends of the straps, tuck them in to ensure they will not become caught in the rail system when loading the pallet aboard the aircraft or in storage.

**Performance Measures**

- 1. Loaded cargo on a 463L pallet.
- 2. Secured cargo to the pallet.

<u>GO</u>	<u>NO-GO</u>
—	—
—	—

**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.

**References**

**Required**  
DTR 4500.9-R, Part II  
TC 4-13.17

**Related**

**Prepare Labels for Shipment****551-88N-1103**

**Conditions:** In an operational environment, given a DD Form 1387 MSL (Military Shipment Label) and DD Form 1387-2 (Special Handling Data/Certification), shipment cargo information, MIL-STD-129, and DTR 4500.9-R.

**Special Condition:** All military shipments, including vehicles and equipment, are marked with a military shipping label. Previously, labels were prepared manually but are now done through an information management system. While the manually prepared version of the label looks slightly different from those prepared with an information management system, the information is displayed in the same numbered blocks. All transportation information management systems can produce a bar-coded MSL, and special printers are used to print labels. However, Deployment and Sustainment Support Tool (DS2T) can also print labels on any card stock with most laser jet printers.

**Standards:** Prepare a manual DD Form 1387 and DD Form 1387-2 without errors for shipment IAW MIL-STD-129 and DTR 4500.9-R.

**Performance Steps**

1. Create a MSL (DD Form 1387). (See figure 3-4.)

---

Note: Human readable unit of measure will be provided in US standard terms (e.g., pieces, inches, feet, pounds for measured items) and the data values will be rounded up to the nearest whole number with leading zeros suppressed.

---

- a. Block 1 Title: TCN Data: 17 characters (Code 39 standard characters A to Z, 0 to 9, and \$) and Code 39 bar code. Do not use the extended Code 39 character set (i.e., full ASCII). Referred to DTR 4500.9-R, Part II, for instructions for non-hazardous, classified/protected material.
- b. Block 2 Title: Transportation Account Code (TAC) Data: Four characters leave blank if neither apply.
  1. TAC is applicable to shipments moving by the DTS.
  2. For metered mail, attach the stick-on metered postage to or near this block.
  3. For permit mail, enter the Service/Agency mail authorization, for example First Class Mail Postage and Fees Paid Defense Logistics Agency Permit No G-53.
- c. Block 3 Title: From Data: Three lines of 35 characters, the consignor DODAAC/CAGE and in-the-clear address. For mail, include the ZIP code.
- d. Block 4 Title: Type Service Data: Clear text not limited but may be coded as no more than 10 characters in the 2D symbol. In-the-clear text (e.g., Frt LTL, Air Express, Express Mail, TGBL UB, DPM HHG). Will be blank for Unit Move.
- e. Block 5 Title: Ship To/POE Data: Three characters and/or five lines of 35 characters, Ship To in-the-clear address or the three-digit air/water POE code and its in-the-clear address. For mail, include the ZIP code. For overseas mail, include the Postal Concentration Center code.
- f. Block 6 Title: Trans Priority Data: One digit bold text 3/4 inches tall. Will be blank for unit move.
- g. Block 7 Title: POD Data: Three characters, three-digit air/water POD code or blank. Blank for classified unit move. In-the-clear location name may be included.
- h. Block 8 Title: Project Data: Three characters, the three-character project code or blank.
- i. Block 9 Title: Ultimate Consignee/Mark for Data: Code 39 bar code and five lines of 35 characters. The ultimate consignee or mark for consignee in-the-clear address and DODAAC or MAPAC (see Appendix E) linear bar code using 1/2-inch high Code 39 format. Blank for classified unit move.
- j. Block 10 Title: Weight Data: Digits not limited as clear text but may be coded as no more than five characters plus an optional two character unit of measure suffix in the 2D symbol.

---

Note: Actual gross weight (numeric value of this piece) with unit of measure. Round to next whole digit and do not zero fill.

---

- k. Block 11 Title: RDD Data: Three characters; three-digit code or blank for classified Unit Move.
- l. Block 12 Title: Cube Data: Digits not limited as clear text but may be coded as no more than four characters plus an optional two-character unit of measure suffix in the 2D symbol.

---

**Note:** Cube (numeric value of this piece) with unit of measure. Round to next whole digit and do not zero fill.

---

- m. Block 13 Title: Charges Data: Blank.
- n. Block 14 Title: Date Shipped Data: Clear text not limited but must be coded as four characters (YDDD) in the 2D symbol.

---

Note: In-the-clear date (for example YDDD, YYYYDDD, or DD-MMM-YYYY). Will be blank for Unit Move. Do not use the date shipped code from appendix RR.

---

- o. Block 15 Title: FMS Case Number Data: Three characters extracted from supply/shipping documents or blank.
- p. Block 16 Title: Piece Number Data: Code 39 bar code and digits not limited as clear text but may be coded as no more than four characters in the 2D symbol.

---

Note: Piece number (numeric value assigned to this piece) of the cargo documented by the TCN for this shipment unit or partial shipment unit and a linear bar code using 1/2-inch high Code 39 format. Do not zero fill. A split shipment will not be renumbered. Piece number may be expressed as "Piece Number of Total Pieces" to save space on the label only the Piece number has a Code 39 bar code; the word "of" and the total number of pieces are not shown in the Code 39 bar code.

---

- q. Block 17 Title: Total Pieces Data: Digits not limited as clear text but may be coded as no more than four characters in the 2D symbol.

1 TRANSPORTATION CONTROL NUMBER  W26DDJ54320111XXX		2 POSTAGE DATA	
3 FROM W45QFS FT STOCKTON ATTN: ANGL-TR-SH ATTN: ANGL-R-SH FT STOCKTON TX 76789-5000		4 TYPE SERVICE	
5. <b>SHIP TO</b> <b>/ POE</b> FT EUSTIS ATTN: ATZF-NT FT EUSTIS NEWPORT NEWS VA 23604-5300		6 TRANSP PRIORITY	
7 POD		8 PROJECT KMK	
9 ULTIMATE CONSIGNEE OR MARK FOR  W26DDJ FT EUSTIS ATTN: ATZF-NT FT EUSTIS NEWPORT NEWS VA 23604-5300		10 WT THIS PC 10	11 RDD 12/19/98
		12 CU THIS PC 8	13 CHARGES 784.99
		14 DATE 12/19/98	15 FMS CASE
		16 PIECE NO.  9	
		17 TOTAL PIECES of 10	

FORM APPROVED OMB NO 0704-0188

Figure 3-4  
DD Form 1387 Military Shipment Label

**Note:** Total number (numeric value) of pieces documented by the TCN for this shipment unit or partial shipment unit. Do not zero fill. A split shipment will not be renumbered. Total pieces may be expressed as "Piece Number of Total Pieces" to save space on the label the Total pieces value is not shown in the Piece Number Code 39 bar code.

2. Prepare a DD Form 1387-2, Special Hauling Data/Certification. (See figure 3-5)
  - a. Block 1 Title: Item Nomenclature: Enter item nomenclature.
  - b. Block 2 Title: Net Quantity per Package: Enter the gross weight of the package.
  - c. Block 3 Title: Transportation Control Number: TCN this package.
  - d. Block 4 Title: Consignment Gross Weight: Total gross weight of each pallet/package shipped under the same TCN.
  - e. Block 5 Title: Destination: Address of consignee, in-the-clear.
  - f. Block 6 Title: Supplemental Information: For sensitive and other cargo requiring transportation protective service or other special services while in-transit, enter appropriate requirements.
  - g. Block 7 Title: DTR Reference: Cite DTR Chapter 205, Para I.2.
  - h. Block 8 Title: Handling Instructions: Enter any special handling instructions.
  - i. Block 9 Title: Address of Shipper: Complete in-the-clear address of shipping activity.
  - j. Block 10 Title: Typed Name, Signature, and Date.

**SPECIAL HANDLING DATA/CERTIFICATION**

1. ITEM NOMENCLATURE Motor Vehicle Flammable Liquid Label None Cargo Aircraft Only	2. NET QUANTITY PER PACKAGE 12 Gal	3. TRANSPORTATION CONTROL NO. WK888740730001XXX
	4. CONSIGNMENT GROSS WEIGHT 3,600	5. DESTINATION Fort Carson, CO
6. SUPPLEMENTAL INFORMATION Fuel in tank--gasoline w/truck Battery, wet, filled with acid, corrosive material, 2 qt		
This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and in proper condition for transportation according to the applicable regulations of the Dept of Transportation. THIS IS A U.S. DEPARTMENT OF DEFENSE SHIPMENT! (Complete applicable blocks below)		
7. DTR REFERENCE		
8. HANDLING INSTRUCTIONS		
9. ADDRESS OF SHIPPER Charleston, AFB, South Carolina		10. TYPED NAME, SIGNATURE AND DATE SFC Billy Bob Brown, 1 April 2010 <i>Billy Bob Brown</i>

DD FORM 1387-2, NOV 2004 PREVIOUS EDITION IS OBSOLETE. Form Approved OMB No. 0704-0188  
Adobe Professional 7.0

Figure 3-5  
DD Form 1387-2 Special Handling Data/Certification

3. Attach labels to the cargo.
  - a. 463L Pallets
    1. Place labels on two adjacent sides of the shipment unit. Under net or in protective sleeve, attached to net.
  - b. Containers/Seavans/Conexxes:
    1. Place one label on the right door as seen from the outside opening and the other label on the adjacent side or in another location where it can be readily seen from the ground.
  - c. Vehicles/Trailers/Helos
    1. Place one label on the front of the vehicle, either on the left side of the bumper or corresponding location for vehicles without bumpers. Place the other label on the left side door or comparable location.

**Evaluation Preparation:** Provide the Soldier a blank DD Form 1387, a blank DD Form 1387-2, MIL-STD-199, DTR 4500.9-R, cargo shipment information, and associated cargo documentation.

<b>Performance Measures</b>	<b>GO</b>	<b>NO-GO</b>
1. Prepared a DD Form 1387 MSL.	___	___
2. Prepared a DD Form 1387-2 Special Hauling Data/Certification.	___	___
3. Attached labels to the cargo.	___	___

**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.

**References**

<b>Required</b>	<b>Related</b>
DD Form 1387	
DD Form 1387-2	
DTR 4500.9-R, Part II	
MIL-STD-129	

## Coordinate Incoming Retrograde Movements

**551-88N-1104**

**Conditions:** In an operational environment, given retrograde cargo, transportation movement data plan; corresponding transportation shipping documents; FM 4-01.30; DTR 4500.9-R, Part II; and FM 3-35.

**Standards:** Coordinate movement of retrograde cargo IAW transportation movement data and ensure it is processed IAW transportation shipping documents, local policy, and regulations.

### Performance Steps

1. Verify incoming retrograde movements with movement data.
2. Determine final destination of incoming retrograde shipment with movement data and correct TMR if necessary.
3. Request for movement of shipment for the next transportation mode of travel.
  - a. Process shipments reaching final destination by coordinating with cosigner to accept shipment.
  - b. Process shipments requiring onward movement by air through the A/DACG MCT.
  - c. Process shipments requiring onward movement by surface through the MCT and/or ITO.
4. Conduct closure report on retrograde movement.
  - a. Send positive inbound clearance to ultimate destination POC.
  - b. Send closure report to origin MCT/ITO.

### Evaluation Preparation:

#### Performance Measures

	<u>GO</u>	<u>NO-GO</u>
1. Verified incoming retrograde movements with movement data.	—	—
2. Determined final destination of incoming retrograde shipment with movement data and corrected TMR if necessary.	—	—
3. Requested for movement of shipment for the next transportation mode of travel.	—	—
4. Conducted closure report on retrograde movement.	—	—

**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.

### References

Required	Related
DTR 4500.9-R, Part II	
FM 3-35	
FM 4-01.30	

**Process a Convoy Clearance**  
**551-88N-1105**

**Conditions:** In an operational environment, given a completed DD Form 1265 (Request for Convoy Clearance) for an Organization's convoy, FORSCOM Reg 55-1, AR 55-162, and FM 55-30.

**Standards:** Process a convoy clearance by reviewing a completed DD Form 1265 with 100 percent accuracy. Submit the request through the appropriate channels for approval IAW regulatory guidance and local policy, and return to originating organization upon approval/disapproval.

**Performance Steps**

1. Review DD Form 1265 (see figures 3-6 and 3-7) for—
  - a. Block 1 Title: Convoy number: Provided by Installation UMC or State DMC.
  - b. Block 2 Title: UIC: Organization requesting the convoy clearance Unit Identification Code (UIC).
  - c. Block 3 Title: Date: Date form is prepared (YYYYMMDD).
  - d. Block 4 Title: Organization: Organization's home unit.
  - e. Block 5 Title: Station: Organization's Station, include city and state.
  - f. Block 6 Title: Convoy Commander: Name and rank of the convoy commander of the requesting unit.
  - g. Block 7 Title: Personnel Strength: sub-block 7a: Officer: Total number of officers to accompany the convoy sub-block 7b: Total number of enlisted to accompany the convoy.
  - h. Block 8 Title: Point Of Origin: departure of convoy.
  - i. Block 9 Title: Destination: final arrival point of convoy.
  - j. Block 10 Title: Date and Time.
    1. a: Date and time of departure.
    2. b: Date and item of arrival.
  - k. Block 11 Title: Rate of March: Estimated miles to be covered per hour.
  - l. Block 12 Title: Number of each type of vehicle and description. Total number of vehicles, including towed equipment, which exceed the maximum height, width, length, or weight restrictions as established by laws in states through which the convoy will move and description of vehicles.
  - m. Block 13 Title: Total Number of Vehicles: Number of vehicles in the convoy to include oversize, overweight and escorting vehicles.
  - n. Block 14 Title: Number of Oversize/Overweight vehicles: Number of vehicles including towed equipment, which exceed the maximum height, width, length, or weight restrictions as established by laws in states through which the convoy will travel.
  - o. Block 15a Title: No. of Serials: Number of serials in the convoy or N/A, for not applicable.
  - p. Block 15b Title: Time Interval: Time interval between serials or N/A for not applicable.
  - q. Block 16a Title: No. of March Units: Number of march units in the convoy, a march unit consists of not more than 20 vehicles.
  - r. Block 17 Title: Proposed Routing: A list of all interstates, US highways, state roads, and streets to be traversed during convoy movement, including routes utilized to and from rest area, fuel, stops, and remain overnight (RON) sites. Entries must be made in chronological order of the convoy route.
  - s. Block 18 Title: ETA and ETD at choke points: Programmed convoy routes through possible congested areas (detailed accuracy required). All estimated times of departure are times at which the last vehicle in the convoy will pass the specified location. All estimated times of arrival (ETA) are times at which the first vehicle in the convoy will arrive at the specified location. The first entry is the ETD from the origin; no ETA is required. The last entry is the destination with both ETA of the first vehicle and ETD of the last vehicle. All times are expressed in local time unless the convoy will cross a time zone, in which case the time zone is also indicated for each time (CST, MST, CST).
    1. Block a. Location: Specific locations of state lines, road junctions, bridges, tunnels, and halt sites.

2. Block b. ETA: Estimate time of arrival at location.
3. Block c. Date: Date of arrival (YYYYMMDD).
4. Block d. ETD: Time of departure from location.
5. Block e. Date: Enter date of departure (YYYYMMDD).
- t. Block 19 Title: Brief General Description of Cargo: Enter the type of cargo being transported. Use generic description for security cargo.
- u. Block 20 Title: Are Explosive to be Transported: Appropriate block is checked.
  1. If Block 20 is checked yes, enter corresponding information in blocks 20.a, 20.b, 20.c, 20.d, information can be obtained from Hazmat Certification Documents.
  2. If Block 20 is checked no, enter N/A in blocks 20.a, 20.b, 20.c, 20.d.
- v. Block 21 Title: Statement why explosive cannot be transported commercially c: If block 20 is checked yes, justification must be entered to comply with all applicable regulation or directives why military transportation is required.
- w. Block 22 Title: Logistical Support Required at Overnight Halt Sites. Check the appropriate block
  1. If Block 22 is checked yes enter corresponding information in blocks 22.a, 22.b, 22.c, 22.d, 22.e, 22.f.,22.g information can be obtained from convoy commander or organization truck master.
  2. If Block 22 is checked no, enter N/A in blocks 22.a, 22.b, 22.c, 22.d, 22.e, 22.f, 22.g.
- x. Block 23 Title: Remarks: Information as requested by local command
- y. Block 24 Title: Requesting Agency: Requesting Agency, spell out any abbreviations
- z. Block 25 Title: Blank
- aa. Block 26 Title: Requested By: Enter requesting individual's information for blocks 26.a, 26.b, 26.c, 26.d, 26.e.
- ab. Block 27 Title: Approved by: Blank

REQUEST FOR CONVOY CLEARANCE		1. CONVOY NUMBER	2. UIC WFSPAA	3. DATE (YYYYMMDD) 2001/08/18
SECTION I - GENERAL				
4. ORGANIZATION 316th Trans Co (Lt/Mdm Trk)		5. STATION Bldg 1234, Fort Story, VA 23459		6. CONVOY COMMANDER John J. Jones 2LT
7. PERSONNEL STRENGTH		8. POINT OF ORIGIN		9. DESTINATION
a. OFFICER 1	b. ENLISTED 47	Fort Story, VA		Port of Charleston, SC
10. DATE AND TIME		a. DEPARTURE 08/28/01 0700	b. ARRIVAL 08/28/01 1641	11. RATE OF MARCH 45 MPH, 50 max catch-up
SECTION II - CONVOY COMPOSITION				
12. NUMBER OF EACH TYPE OF VEHICLE AND DESCRIPTION (Include towed equipment)				
19 ea M923 Trk Cgo D/S 5 Ton				
2 ea M998 Trk Util Cgo/Tpr Carr				
1 ea M96A2 Truck Tractor 6x6 towing 1 ea M870A1 Str Low Bed 40 Ton				
13. TOTAL NUMBER OF VEHICLES	14. NUMBER OF OVERSIZE/OVERWEIGHT VEHICLES	15. NO. OF SERIALS	b. TIME INTERVAL	16. NO. OF MARCH UNITS
22	1	NA	NA	3
SECTION III - ROUTE DATA				
17. PROPOSED ROUTING (Indicate US Routes, State Routes, etc.)				
Ft Story to I 264 W, US 58 W, I 95 S, I 26 E, US 17 S to Port of Charleston				
18. ETA AND ETD AT STATE LINES, MAJOR ROAD JUNCTIONS, MAJOR BRIDGES AND TUNNELS, METROPOLITAN AREAS AND OVERNIGHT HALT SITES (Continue on a separate sheet if additional space is required)				
a. LOCATION	b. ETA	c. DATE (YYYYMMDD)	d. ETD	e. DATE (YYYYMMDD)
SP (I 264 W / US 58 W) [Fort Story]	0700	2001/08/28	0723	2001/08/28
CP1 ( US 58 W / I 95 S [Emporia, VA])	0800		0828	
CP2 (I 95 S / VA - NC State Line)	1015		1038	
CP3 (I 95 S / US 421 [Dunn, NC])	1215		1338	
CP4 (I 95 S / NC - SC State Line)	1400		1423	
CP5 (I 95 S / I 26 E [Manning SC])	1600		1623	
RP (I 26 E / US 17 S [Charleston SC])	1618		1641	
SECTION IV - LOGISTICAL DATA				
19. BRIEF GENERAL DESCRIPTION OF CARGO (Brief general description; i.e., organizational impediments, etc.) (Within security limitations)				
List general description of cargo.				
Examples:				
• Troops with or without weapons		• Any sensitive documents		
• Tanker filled or empty		• Hazardous Cargo		

DD FORM 1265, SEP 1998 (EG) PREVIOUS EDITION IS OBSOLETE. Designed using Perform Pro, WAGDIOR, Sep 98

Figure 3-6  
DD Form 1265, Request for Convoy Clearance, Front

20. ARE EXPLOSIVES TO BE TRANSPORTED?		<input checked="" type="checkbox"/> YES		<input type="checkbox"/> NO (If YES, describe below)	
a. CLASS	b. AMOUNT	c. DESCRIPTION		d. VEHICLES TO BE USED	
1.3C	60 lbs	Cartridges, for small arms, blank		(1) NO. 1	(2) TYPE 1 1/2 ton Trk
21. STATEMENT WHY EXPLOSIVES CANNOT BE TRANSPORTED COMMERCIALY (Movements involving explosives and/or other dangerous articles are required to comply with all applicable regulations or directives)					
Time constraints do not allow commercial shipping					
22. LOGISTICAL SUPPORT REQUIRED AT OVERNIGHT HALT SITES? <input type="checkbox"/> YES <input type="checkbox"/> NO					
(If YES, complete the following (Use separate sheet if additional space is required))					
a. DATE (YYYYMMDD)	b. INSTALLATION	c. GAS (gals)	d. OIL (gals)	e. RATIONS	f. BILLETS
Block 22: Logistical Support Required at Overnight Halt Sites? Yes or No					
If yes, complete the following: a: DATE (YYYYMMDD) b: Installation c: Gas (gals) d: Oil (gals) e: Rations f: Billets g: Other					
23. REMARKS					
This block is to be used to inform the chain of command of any unit's convoy requirements.					
- Planned location of fuel and meal halts.					
- Types of radios					
- Specific support requirements.					
- List each oversized/over weight vehicle (truck or truck trailer combinations) with load description.					
Note: Enter name, rank, telephone and fax number of convoy point of contact (POC) during normal duty hours.					
24. REQUESTING AGENCY			25. APPROVING AGENCY		
316th Trans Co			<div style="border: 2px solid black; padding: 5px; text-align: center;">                     Approved through                      DMC (SMCC) in                      convoy's state of                      origin or ITO/ JMC                 </div>		
26. REQUESTED BY			27. APPROVED BY		
a. NAME (Last, First, Middle (initial)) Chestnut Charles C.			a. NAME (Last, First, Middle (initial))		
b. GRADE ILT	c. TITLE Unit Movement Officer		b. GRADE	c. TITLE	
d. SIGNATURE <i>Charles C. Chestnut</i>	e. DATE (YYYYMMDD) 2001/08/18		d. SIGNATURE	e. DATE (YYYYMMDD)	
INSTRUCTIONS: In cases where bona-fide emergencies exist, the information contained on DD Form 1265 and DD Form 1266 may be transmitted to the appropriate headquarters by telephone or electronic transmission. In this event, reference will be made to item numbers in the sequence in which they appear on the form. Items which do not apply will be so indicated.					
DD FORM 1265 (BACK), SEP 1998					

Figure 3-7  
DD Form 1265, Request for Convoy Clearance, Back

2. Submit DD Form 1265 to approving agency.
3. Return approved/disapproved DD Form 1265 to organization requesting clearance.

**Evaluation Preparation:** Setup: Provide the Soldier with a blank DD Form 1265 and FORSCOM Regulation 55-1 (Unit Movement Planning).

**Brief Soldier:** Tell Soldier to review all data on the DD Form 1265 and discuss the transmittal requirement.

**Performance Measures**

1. Reviewed DD Form 1265 (Request for Convoy Clearance) for correct information.
2. Submitted completed DD 1265 to the proper approving agency.
3. Completed the process by returning DD 1265 to organization requesting approval.

<b>GO</b>	<b>NO-GO</b>
_____	_____
_____	_____
_____	_____

**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.

**References****Required**

AR 55-162

DD Form 1265

FM 55-30

FORSCOM Reg 55-1

**Related**

**Process Special Hauling Permit**  
**551-88N-1106**

**Conditions:** In an operational environment, given a blank DD Form 1266 (Request Special Hauling Permit), completed DD Form 1265 (Request for Convoy Clearance), movement documentation, map of proposed route, equipment summary, personnel roster, FORSCOM Reg 55-1, FM 3-35, and TB 55-46-1.

**Standards:** Process a special hauling permit by filling out a DD Form 1266, ensure it is correctly filled out with 100 percent accuracy, based on information provided from the completed DD Form 1265, movement documentation, map of proposed route, equipment summary, personnel roster, and local policy IAW regulatory guidance and publications.

**Performance Steps**

1. Review movement request for accuracy (locates size, composition, type of cargo, and planned itinerary).
2. Enter the following information on DD Form 1266 (Request for Special Hauling Permit): (See figures 3-8 and 3-9.)
  - a. Block 1 Title: Convoy number: Provided by Installation UMC or State DMC.
  - b. Block 2 Title: UIC: Organization requesting the convoy clearance Unit Identification Code (UIC).
  - c. Block 3 Title: Date: Enter date form is prepared (YYYYMMDD).
  - d. Block 4 Title: Organization: Organization's home unit.
  - e. Block 5 Title: Station: Organization's station, include city and state.
  - f. Block 6 Title: Date of movement: 6a. Starting: enter starting date of movement (YYYYMMDD)  
6b. Completion: enter completion date of movement (YYYYMMDD).
  - g. Block 7 Title: Point of origin: departure point of convoy for this special hauling permit.
  - h. Block 8 Title: Destination: final arrival point of convoy for this special hauling permit.
  - i. Block 9 Title Arrival at state lines.
    - (1) 9a Date: Enter date arriving at state lines (YYYYMMDD).
    - (2) 9b Time: Enter time arriving at state lines.
    - (3) 9c. State Line: Enter the corresponding two state line crossing abbreviation.
  - j. Block 10 Title: Proposed routing: List all interstates, US highways, state roads, and streets to be traversed during convoy movement, including routes utilized to and from rest area, fuel, stops, and remain overnight (RON) sites. Entries must be made in chronological order of the convoy route.
  - k. Block 11 Title: Escort Requirements: Enter any escort requirements needed, include state for which escorts are needed or N/A for not applicable.
  - l. Block 12 Title: Vehicle: Non-Fillable.
    1. Block 12b: Title: Type: Enter the tonnage classification as per TB 55-46-1.
    2. Block 12c: Title: No. of Vehicles: A separate DD Form 1266 must be prepared for each type of equipment and/or load: Two identical pieces of equipment with different loads must have different DD Form 1266's.
    3. Block 12d: Title: Registration Number: Enter equipment USA number, if more than one piece of identical equipment and identical load, enter "SEE BLOCK 15" and enter the appropriate USA number for the equipment in block 15.
    4. Block 12e: Title: Height: Compute overall height; entries are in units of inches.
    5. Block 12f: Title: Width: Compute overall width; entries are in units of inches.
    6. Block 12g: Title: Length: Compute overall length; entries are in units of inches.
    7. Block 12h: Title: Weight: Compute overall weight; entries are in units of pounds.
  - m. Block 13: Title Load: Enter height, width, length, weight for load only in corresponding blocks.
  - n. Block 14: Title: Overall: All entries in inches and pounds.
    1. Block 14 (e) should reflect the height of the load plus the height of the truck or trailer. This total can be obtained by either measuring the load height or adding it to the bed height of the truck or trailer, or by measuring to the highest point of the loaded truck/trailer.
    2. Block 14 (f) The overall width will be there greater of the prime mover or trailer width unless

the load width in block 13(f) is greater. If block 13(f) is greater, enter in block 14 (f) and enter the amount of overhang in blocks 16c and d.

3. Block 14 (g) Overall length is the combined length of the prime mover and trailer, if appropriate, plus any cargo overhang. The overall length is not the total of blocks 12(s) and 12(4), because the coupling overhang must be subtracted. The amount of coupling overhang may be determined by reference to the appropriate TM or by subtracting the distance from the center of the fifth wheel to the rear extremity of the tractor, plus the distance from the center of the kingpin to the forward extremity of the semitrailer from the combined overall length of the tractor plus the semitrailer.

4. Block 14 (h) Total weight of the prime mover plus trailer, plus cargo, as appropriate.

- o. Block 15 Title: Description of Load: Total number of vehicles, including towed equipment, which exceed the maximum height, width, length, or weight restrictions as established by laws in states through which the convoy will move and description of vehicles.
- p. Block 16: Title: Load overhang: All entries in inches, for blocks a through d enter the amount of load overhangs in inches or N/A for not applicable.
- q. Block 17 Title: Number of axles: Enter the number(s) in circle(s) to show the appropriate number of axles.
- r. Block 18 Title Number of tires: Number of tires per axle and total tires.
- s. Block 19 Title: Tire width: Enter the tire width (width of tire times (x) the number of tires per axle) and total tire width in item 16.
- t. Block 20: Title: Tire sizes: Enter tire size(s) per axle and total.
- u. Block 21: Title: Axle load: Enter actual weight of individual axle and total (vehicle data plate, TM for vehicle, or by actual weighing).
- v. Block 22: Title: Axle load: If loaded, enter loaded axle weight.
- w. Block 23: Title: Axle spacing: Enter the spacing from the center of first axle to the center of the second, to the center of the third, and so forth.
- x. Block 24: Remarks: Enter any remarks as appropriate.
- y. Block 25: Title: Movement by highway is: An X in the appropriate block.
- z. Block 26: Title Requesting agency: enter the name of requesting agency.
- aa. Block 27 Title Approving agency: Leave blank.
- ab. Block 28: Title Requested by: Enter name, grade, and title of the requester for blocks 28 (a) (b) (c).
  - 1. Date of the request in block 28 (e) in (YYYYMMDD) format.
  - 2. Signature of the requester in Block 28 (d).
- ac. Block 29 Title Approved by: Leave blank.

<b>REQUEST FOR SPECIAL HAULING PERMIT</b>				<b>1. CONVOY NUMBER</b> TBD	<b>2. UIC</b> UNIT ID CODE	<b>3. DATE (YYYYMMDD)</b> 20100825	
<b>SECTION I - GENERAL</b>							
<b>4. ORGANIZATION</b> 508TH TRANS CO (MED TRK)			<b>5. STATION</b> FORT EUSTIS, VIRGINIA 23801		<b>6. DATE OF MOVEMENT (YYYYMMDD)</b>		
					<b>a. STARTING</b> 20100901	<b>b. COMPLETION</b> 20100902	
<b>7. POINT OF ORIGIN</b> FORT EUSTIS, VIRGINIA				<b>8. DESTINATION</b> FORT DRUM, NEW YORK			
<b>9. ARRIVAL AT STATE LINES</b>				<b>10. ROUTING (Stipulate US Routes, State Routes, etc.)</b>			
<b>a. DATE (YYYYMMDD)</b>	<b>b. TIME</b>	<b>c. STATE LINE</b>		IS 64, VA 168, VA 33, IS 64, IS 95, IS 495E, US 1, IS 695, IS 83, IS 81, US 11			
20100901	1300	VA/MD					
20100901	1500	MD/PA					
20100901	2345	PA/NY					
<b>11. ESCORT REQUIREMENTS</b>							
<b>SECTION II - VEHICLE AND LOAD DATA</b>							
<b>DESCRIPTION</b> <b>a.</b>	<b>TYPE</b> <i>(2-ton, etc.)</i> <b>b.</b>	<b>NO. OF VEHICLES</b> <b>c.</b>	<b>REGISTRATION NUMBER</b> <b>d.</b>	<b>HEIGHT</b> <b>e.</b>	<b>WIDTH</b> <b>f.</b>	<b>LENGTH</b> <b>g.</b>	<b>WEIGHT</b> <b>h.</b>
<b>12. VEHICLE</b>							
(1) TRUCK							(Empty)
(2) TRUCK-TRACTOR	10 TON	1	9B9999	112	122	289	(Empty) 29,658
(3) TRAILER							(Empty)
(4) SEMI-TRAILER	25 TON	1	8R8888	67	115	419	(Empty) 16,285
(5) OTHER <i>(Specify)</i>							(Empty)
<b>13. LOAD</b>				123	133	226	49,250
<b>14. OVERALL (Vehicle and load)</b>				158	133	648	95,193
<b>15. DESCRIPTION OF LOAD (Brief general description: Organization impediments, etc.) (Within security limitations)</b>							
<b>SAMPLE</b>							
<b>16. LOAD OVERHANG</b>							
<b>a. FRONT</b>	<b>b. REAR</b>		<b>c. LEFT SIDE</b>		<b>d. RIGHT SIDE</b>		

DD FORM 1266, SEP 1998

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Figure 3-8  
DD Form 1266, Request for Special Hauling Permit - Front

17. NUMBER OF AXLES	1 A	2 B	C	D	E	F	G	H	
	AXLE 1 a.	AXLE 2 b.	AXLE 3 c.	AXLE 4 d.	AXLE 5 e.	AXLE 6 f.	AXLE 7 g.	AXLE 8 h.	TOTAL i.
18. NUMBER OF TIRES	2	4	4	4	4				18
19. TIRE WIDTH (Inches)	28	56	56	56	56				252
20. TIRE SIZES	24	24	24	24	24				
21. AXLE LOAD (Empty)	12,650	10,992	10,992	5,655	5,655				45,944
22. AXLE LOAD (Loaded)	15,230	20,943	20,943	19,039	19,039				95,194
23. AXLE SPACING (See Item 17 for Identification)	A SPACING 151	B SPACING 60	C SPACING 185	D SPACING 42	E SPACING	F SPACING	G SPACING	H SPACING	
<b>SAMPLE</b>									
24. REMARKS									
25. MOVEMENT BY HIGHWAY IS <input type="checkbox"/> ESSENTIAL TO NATIONAL DEFENSE <input type="checkbox"/> IN THE INTEREST OF NATIONAL DEFENSE									
26. REQUESTING AGENCY 508TH TRANS CO (MED TRK)					27. APPROVING AGENCY				
28. REQUESTED BY a. NAME (Last, First, Middle Initial) CHESTNUT, CHARLES C., MAJ, TC Commanding b. GRADE c. TITLE d. SIGNATURE e. DATE (YYYYMMDD) 20100825					29. APPROVED BY a. NAME (Last, First, Middle Initial) b. GRADE c. TITLE d. SIGNATURE e. DATE (YYYYMMDD)				
<p style="text-align: center;"><b>INSTRUCTIONS</b></p> <p><b>GENERAL:</b> DD Form 1266, "Request for Special Hauling Permit" will be used to obtain special hauling permits for the movement of over-size/overweight vehicles over public highways when accompanying a convoy or when traveling separately. This form, in duplicate and accompanied by letter of transmittal, will be forwarded through the local transportation officer so as to reach the appropriate headquarters not less than ten (10) working days prior to the starting date of the movement. Letters of transmittal will contain complete itinerary and explanation of the movement. One (1) letter of transmittal is sufficient when several DD Forms 1265 and 1266 involving one (1) movement are forwarded to the appropriate headquarters. In cases where bona-fide emergencies exist, the information contained in this form and DD Form 1265 may be transmitted to the appropriate headquarters by telephone or electronic transmission. In this event, reference will be made to item numbers in the sequence in which they appear on the forms. Items which do not apply will be so indicated.</p> <p><b>SPECIFIC:</b> Item 12.a, b., c., and d. - Complete nomenclature of vehicles involved. More than one unit may be included, provided units are identical in equipment, load characteristics, routing and movement date. Total number of units shall be indicated prominently. Item 12.e. - Note all units other than standard highway vehicles; road equipment, guns, etc. Item 12.d. - Indicate the registration number for each unit or combination of units. Use additional page if required. Item 17 - Indicate appropriate number of axles by inserting number in proper circles. Block out circles not applicable. Item 24 - For movement through the District of Columbia, include name of manufacturer of equipment.</p>									

DD FORM 1266 (BACK), SEP 1998

Reset

Figure 3-9  
DD Form 1266, Request for Special Hauling Permit- Back

3. Submit DD Form 1266 to approving agency.
4. Send approved/disapproved DD Form 1266 to requestor.

**Evaluation Preparation:** Setup: Provide the Soldier with a completed DD Form 1265, blank DD Form 1266, AR 55-162, FM 55-30, FM 4-01.30, and TB 55-46-1.

Brief Soldier: Tell Soldier to enter all data on the DD Form 1266 and state the transmittal requirement.

<b>Performance Measures</b>	<b>GO</b>	<b>NO-GO</b>
1. Reviewed the movement request for accuracy (located the size, composition, type of cargo, and planned itinerary).	_____	_____
2. Submitted DD Form 1266 to approving agency.	_____	_____
3. Sent approved/disapproved DD Form 1266 to requestor.	_____	_____

**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.

**References**

**Required**

AR 55-162  
DD Form 1266  
FM 3-35  
FM 55-30  
FORSCOM Reg 55-1  
TB 55-46-1

**Related**

**Identify Vehicles by Model and Nomenclature**  
**551-88N-1107**

**Conditions:** In an operational environment, shown different types of tactical wheeled military vehicles and trailers and TB 55 46-1.

**Standards:** Identify tactical wheeled military vehicles and or trailers by model and nomenclature with 100 percent accuracy IAW TB 55 46-1.

**Performance Steps**

- 1. Identify type of military vehicles by model. (See figures 3-10 through 3-14.)

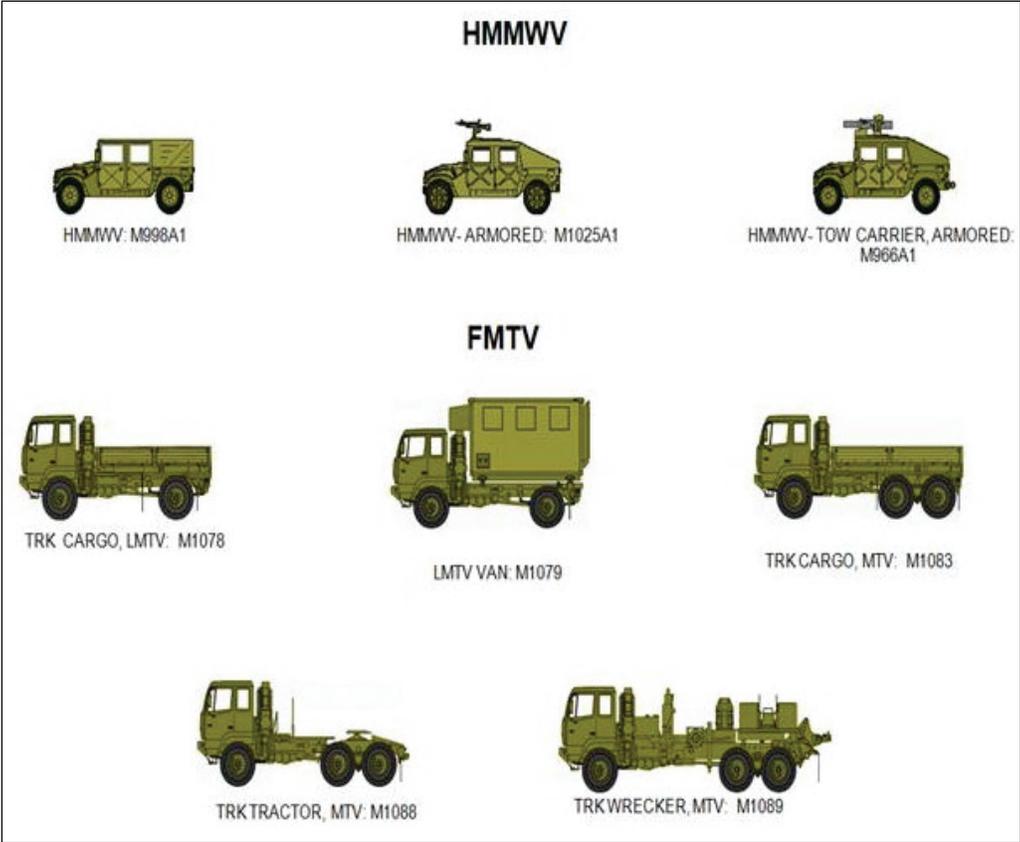


Figure 3-10  
Sample of Vehicles

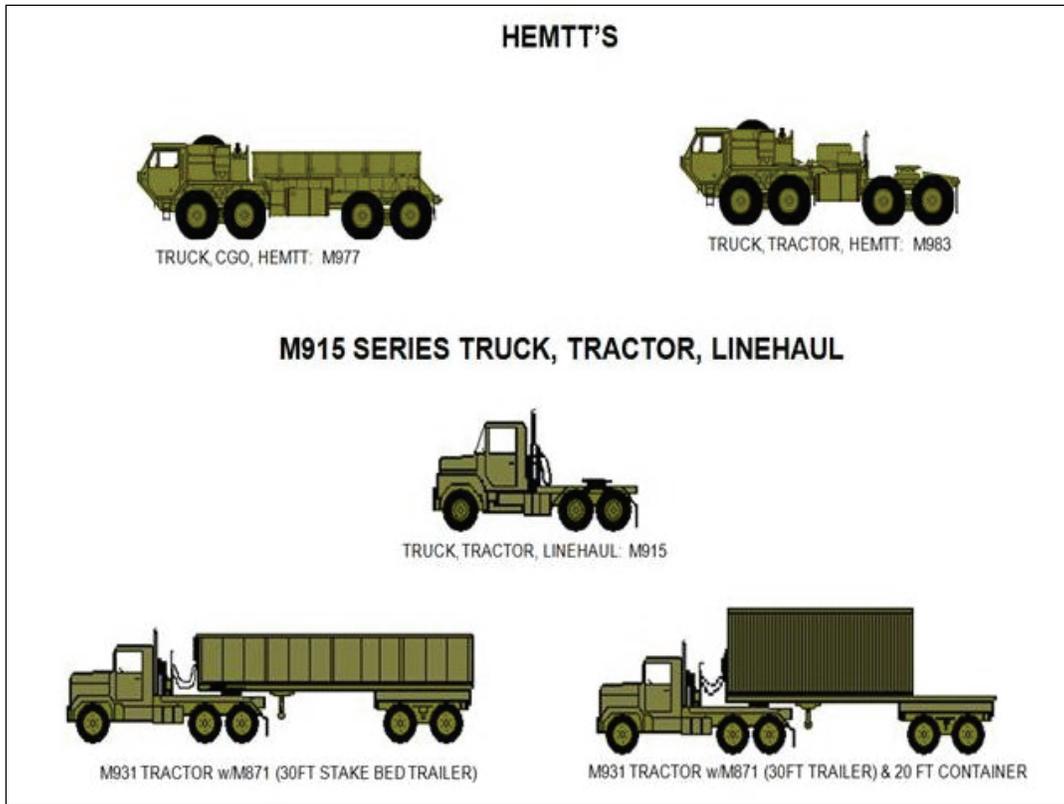


Figure 3-11  
Sample of Vehicles

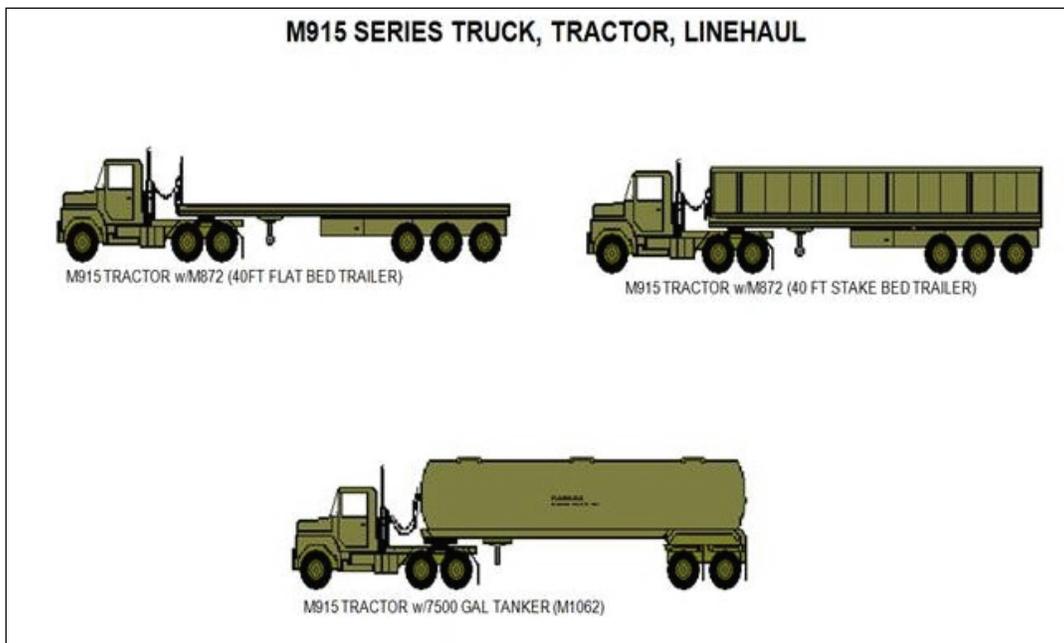


Figure 3-12  
Sample of Vehicles

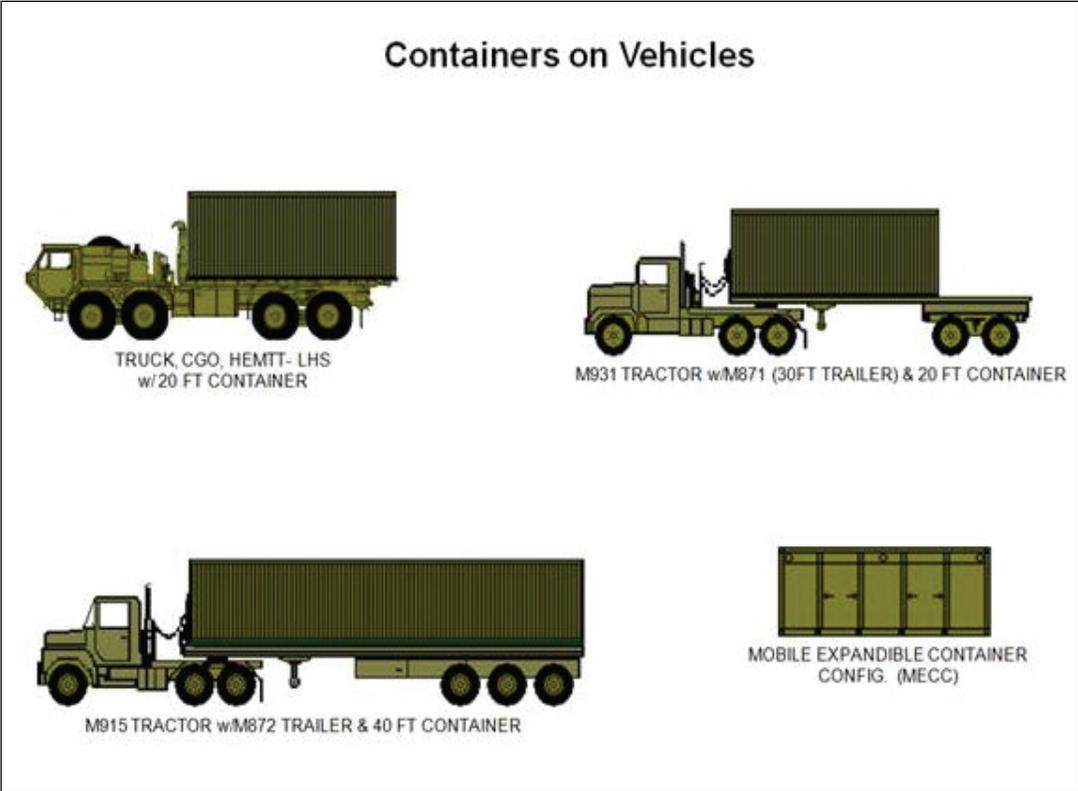


Figure 3-13  
Sample of Vehicles

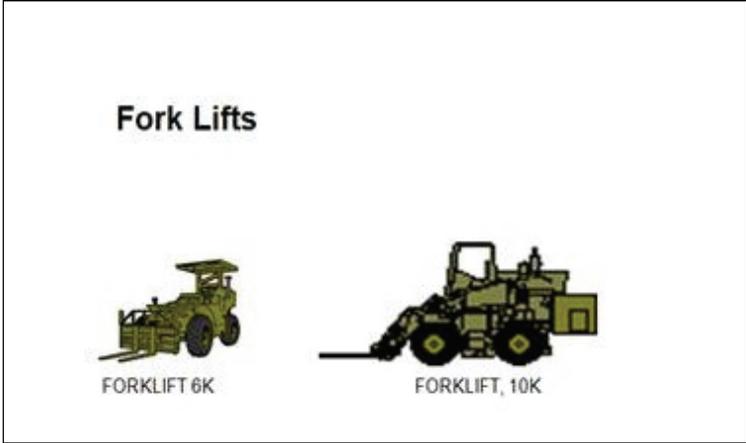


Figure 3-14  
Sample of Vehicles

- a. M915
- b. M1120A2
- c. M1083
- d. M1088
- e. M1074
- f. M871
- g. M872
- h. M1062

2. Identify type of military vehicles by nomenclature.
  - a. Truck Tractor, Linehaul.
  - b. HEMTT.
  - c. FMTV.
  - d. Tractor truck.
  - e. PLS.
  - f. 30' trailer.
  - g. 40' trailer.
  - h. Tanker.

**Performance Measures**

1. Identified type of military vehicles by model.
2. Identified type of military vehicles by nomenclature.

GO      NO-GO

\_\_\_\_      \_\_\_\_  
\_\_\_\_      \_\_\_\_

**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.

**References**

**Required**  
TB 55-46-1

**Related**

## Identify Classes of Supply

### 551-88N-1108

**Conditions:** In an operational environment, given transportation shipping documents, supply documents and/or physical supply items to be shipped, AR 710-2, and FM 4-0.

**Standards:** Identify supply items without error, into their proper classes of supply IAW AR 710-2 and FM 4-0.

### Performance Steps

1. Identify the ten classes of supply by the item description on shipping documents. (See figure 3-15.)
  - a. Class 1 – Subsistence including free health and welfare items.
  - b. Class 2 – Clothing, individual equipment, tentage, tool sets and tool kits, hand tools, administrative, and housekeeping supplies and equipment (including maps). This includes items of equipment, other than major items, prescribed in authorization/allowance tables and items of supply (not including repair parts).
  - c. Class 3 – POL, petroleum and solid fuels, including bulk and packaged fuels, lubricating oils and lubricants, petroleum specialty products; solid fuels; coal; and related products.
  - d. Class 4 – Construction materials, to include installed equipment, and all fortification barrier materials.
  - e. Class 5 – Ammunition, of all types (including chemical, radiological, and special weapons), bombs, explosives, mines, fuses, detonators, pyrotechnics, missiles, rockets, propellants, and other associated items.
  - f. Class 6 – Personal demand items (nonmilitary sales items).
  - g. Class 7 – Major items: A final combination of end products which is ready for its intended use: (principal item) for example, launchers, tanks, mobile machine shops, vehicles.
  - h. Class 8 – Medical material, including medical peculiar repair parts.
  - i. Class 9 – Repair parts and components, including kits, assemblies and subassemblies, repairable and non-repairable, required for maintenance support of all equipment.
  - j. Class 10 – Material to support nonmilitary programs, such as agricultural and economic development, not included in classes 1 through 9.

CLASSES OF SUPPLY		
CLASS	DESCRIPTION	SYMBOL
I	Rations	
II	Expendables	
III	POL	
IV	Barrier material	
V	Ammunition	
VI	Sundry	
VII	Major end items	
VIII	Medical	
IX	Repair parts	
X	Material to support nonmilitary programs	

Figure 3-15  
Sample of Classes of Supply

2. Verify items are properly classified IAW AR 710-2 and FM 4-0.

**Evaluation Preparation:**

**Performance Measures**

1. Identified the classes of supply accurately.
2. Verified the classes of supply.

<u>GO</u>	<u>NO-GO</u>
—	—
—	—

**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.

**References**

**Required**  
AR 710-2  
FM 4-0

**Related**

**Document Retrograde Equipment  
551-88N-1109**

**Conditions:** In an operational environment, given transportation documents, retrograde cargo, movement data plan, DTR 4500.9-R, Part II; CFR 49; MIL-STD-129; FM 4-01.30; AR 56-4; and AR 700-15.

---

**Special Condition:** Risk Management: The risk management process per FM 101-5 will be utilized by commanders throughout the entire retrograde process to ensure that the needs for the mission accomplishment, safety of personnel, and proper handling of the contaminated equipment are balanced. This should include—

- a. Health Risk Assessments to the degree applicable to the operational environment.
- b. Safety Risk Assessments in conjunction with mission, enemy terrain, troops, time (METT-T) and civilian considerations.
- c. Guidance in this regulation and DA Pam 700-48.

---

**Standards:** Document retrograde equipment without error using the appropriate transportation documentation for transport to its destination, ensuring all special handling and requirements are met for mode(s) of transport.

**Performance Steps**

1. Inspect retrograde equipment.
  - a. Determine type of cargo to be documented.
  - b. Determine special handling requirements.
    1. HAZMAT and/or contaminated equipment will require special handling and additional documentation.
    2. Sensitive and/or classified equipment will require armed escorts.
  - c. Repackage equipment if needed.
  - d. Remark and or label equipment if needed.
2. Assess movement data for scheduling transportation of equipment.
  - a. Determine RDD, POE, POD, and consignor and consignee.
  - b. Schedule cargo for movement
    1. Coordinate for highway movement with appropriate highway clearance agency.
    2. Coordinate for air movement with appropriate air clearance agency (ACA).
    3. Coordinate for sea movement with appropriate maritime clearance agency.
3. Verify special handling requirements with transportation mode operators.
  - a. Documentation for special handling is prepared if required.
  - b. Drivers are qualified to transport special handling cargo.
4. Update transportation documentation with transportation movement information.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Inspected retrograde equipment.	___	___
2. Scheduled retrograde equipment for movement with appropriate agency.	___	___
3. Verified special handling requirements.	___	___
4. Updated transportation documentation.	___	___

**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.

**References**

**Required**

AR 56-4

AR 700-15

CFR 49

DTR 4500.9-R, Part II

FM 4-01.30

FM 4-01.30

MIL-STD-129

**Related**

**Prepare Transportation Control Movement Document (TCMD) DD Form 1384  
551-88N-1110**

**Conditions:** In an operational environment, given various loads of cargo, movement data, blank DD Form 1384 (Transportation Control and Movement Document [TCMD]) and DTR 4500.9-R, Part II.

**Standards:** Prepare DD Form 1384 with 100 percent accuracy and distribute the form IAW DTR 4500.9-R-1, Part II, and local regulatory guidance.

**Performance Steps**

1. Enter the following information in the primary data from DTR 4500.9-R for blocks 1 through 24 of DD Form 1384 (TCMD). (See figure 3-16.)
  - a. Document identifier code (DIC) in block 1.
  - b. Trailer, van, or container number in block 2.
  - c. DOD activity address code (DODAAC) of the shipping activity (consignor) in block 3.
  - d. Commodity and special handling code in block 4.
  - e. Air dimension code when shipment is by air in block 5.
  - f. Port of embarkation (POE) or the aerial port of embarkation (APOE) identifier code in block 6.
  - g. Port of debarkation (POD) or the aerial port of debarkation (APOD) identifier code in block 7.
  - h. Mode/method of shipment code in block 8.
  - i. Type pack code in block 9.
  - j. Transportation control number (TCN) in block 10.
  - k. DODAAC code of the ultimate consignee in block 11.
  - l. Transportation priority in block 12.
  - m. Required delivery date (RDD) in block 13.
  - n. Project code in block 14.
  - o. Day the shipment is to be moved to POE/APOE in block 15.
  - p. Estimated time of arrival (ETA) code to identify number of days in transit from consignor to POE/APOE in block 16.
  - q. Transportation account code (TAC) to which the shipment will be charged in block 17.
  - r. Carrier name in block 18.
  - s. Flight-TRK-voyage document number in block 19.
  - t. Air cargo or voyage manifest reference code in block 20.
  - u. Any applicable remarks in block 21.
  - v. Total number of pieces of shipment in block 22.
  - w. Total gross weight of shipment in block 23.
  - x. Total cubic feet of the shipment in block 24.
  
2. Enter the following excess dimension trailer entries for blocks 32 through 44 when applicable on TCMD.
  - a. Instructions for obtaining, selecting, and/or constructing the various trailer data entries on TCMD are in appendix M, DTR 4500.9-R.
    1. Not in a consolidated container.
    2. In consolidation container.
    3. Outsized.
    4. HAZMAT.
      - a. Ammunition or explosives.
      - b. All other HAZMAT.
    5. A Government vehicle, trailer, wheeled gun, or aircraft.
    6. Personal property.
      - a. Consigned to civil address.
      - b. Unaccompanied baggage belonging to temporary duty (TDY) United States Air Force (USAF) personnel.
    7. Through the Defense Courier Service.
    8. A roll on/roll off (RO/RO) trailer (containing cargo).

- 9. A loaded 463-L pallet for channel air.
- 10. A seavan/milvan (containing cargo).
  - a. With stop-offs en route.
- 11. A Container Express (CONEX) unitized pallet, or other consolidation container, other than a seavan, milvan, or RO/RO.
- 12. An empty seavan, milvan, or conex.
- 13. Anything requiring additional information not listed above.
  - a. DIC for the shipment unit prime data in block 32.
  - b. TCN in block 40. Not the same as block 10.
  - c. Excess dimension of the shipment unit in block 43.
  - d. 4-position (if necessary, precede by zeroes) total number of pieces shipped under each TCN in block 44(a).
  - e. 5-position (if necessary, precede by zeros) total gross weight in pounds of the shipment unit in block 44(b).
  - f. 4-position (if necessary, precede by zeros) total cubic feet of the shipment unit in block 44(c).

TRANSPORTATION CONTROL AND MOVEMENT DOCUMENT																	PAGE NO.					
1. DOC ID TE1		2. TRLR CTR		3. CONSIGNOR W45QQ9			4. COMMODITY SPECIAL HANDLING 4 1			5. AIR DIM		6. POE SUU		7. POD OKO								
8. MODE A		9. PACK CO		10. TRANSPORTATION CONTROL NO. BJACF39310E501XZX			11. CONSIGNEE BJAC00			12. PRI	13. RDD 021	14. PROJ	15. DATE SHPD		16. ETA	17. TR ACCT						
18. CARRIER				19. FLIGHT-TRUCK-VOY-DOC NO.			20. REF	21. REMARKS YOSHII DEPOT JGSD F JAPAN				22. PIECES 1		23. WEIGHT 2553	24. CUBE 140							
a. Transship Point			b. Date Rec		c. Bay Whse	d. Date Shpd	e. Mode Carrier		f. Flight-Truck-Voy Doc No.			g. Ref	h. Stow Loc	i. Split	j. Cond	k. Signature-Remarks						
25.																						
26.																						
27.																						
28. CONSIGNEE BJAC00				29. DATE RECEIVED/OFFERED (Sign)			30. CONDITION		31. REMARKS NOMEN: CHU-SAM PSN: ROCKET													
32. DOC ID	33. TRAILER-CONTAINER	34. CONSIGNOR COMM ABBR OTHER		35. COMMODITY SPECIAL HANDLING		36. VOY NO Air Dim a. POE b.		37. POD	38. MODE	39. TYPE PACK	40. TRANSPORTATION CONTROL NUMBER		41. CONSIGNEE	42. PRI	43. REMARKS AND/OR					44. ADDITIONAL REMARKS OR		
TE1		W45QQ9		SUU					CO		BJACF39310E501XZX		BJAC00	3	00202L031W039H					Pieces a.	Weight b.	Cube c.
CLASSIFIED																						
NEW: 684.27																						
ROUND CNT: 1																						
NSN: NNSN EX-NO. : IHC 06-229																						
ROCKETS, 1.1E, UN0181, PGII																						
SN: 0002 DODIC: VKD2J / LOT: NY-1-1																						
FMS CASE NO. JA-B-XGM																						
<b>SAMPLE</b>																						

Figure 3-16  
DD Form 1384 Transportation Control Movement Document

- 3. Distribute the DD Form 1384 IAW regulatory guidance and local policy.
  - a. TCMD submission for air shipment.
    - 1. As a shipper, you will submit the original ATCMD to ACA for shipment moving by Air Mobility Command (AMC).
    - 2. Means of transmission can be done by Defense Data Network (DDN), Electronic Transfer Message (ETM), Telephone/Defense Switch Network (DSN)/Fax, World Wide

Web (WWW) and Transportation Coordinator Automated Information Movement System (TC-AIMS II).

- b. TCMD submission for surface shipment.
  - 1. As a shipper you will submit the original ATCMD to Water Clearance Agency (WCA)/Ocean Cargo Clearance Agency (OCCA).
  - 2. Means of transmission can be done by DDN, ETM, Telephone/Defense Switch Network (DSN)/Fax or World Wide Web (WWW), and TC-AMIS II.

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**Note:** The TRANSSHIPPER is usually a consolidation and containerization point (CCP) APOE, WPOE, APOD, water port of debarkation (WPOD), and central receiving supply point (CRSP).

---

**Evaluation Preparation:** Setup: Provide the Soldier with a blank DD Form 1384, applicable references and identifying information about a cargo shipment, and an automated system.

**Brief Soldier:** Tell the Soldier to enter all required data on the DD Form 1384 and state distribution or transmittal requirement to supervisor.

<b>Performance Measures</b>	<u><b>GO</b></u>	<u><b>NO-GO</b></u>
1. Entered the primary data from DTR 4500.9-R for blocks 1 through 24 on TCMD.	—	—
2. Entered the following excess dimension trailer entries for blocks 32 through 44 when applicable on TCMD.	—	—
3. Distributed the TCMD IAW DTR 4500.9-R.	—	—

**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.

<b>References</b>	<b>Related</b>
<b>Required</b> DTR 4500.9-R, Part II	

## Record Cargo on Required Documentation 551-88N-1111

**Conditions:** In an operational environment, record cargo information on tally sheets, given DD Form 1384 (Transportation Control and Movement Document [TCMD]); DD Form 1907 (Signature and Tally Record); inventory sheets; automated printouts; ITV equipment; or locally produced forms IAW DTR 4500.9-R, Part II, and TC 4-13.17.

**Standards:** Record all information with 100 percent accuracy on tally sheets, DD Form 1384 (TCMD), DD Form 1907 (Signature and Tally Record), inventory sheets, automated printouts, ITV equipment, or locally produced forms. IAW DTR 4500.9-R, Part II, and TC4-13.17.

### Performance Steps

1. Record correct data on documentation using one of the following methods:
  - a. ITV equipment (i.e., scanners, readers, or intregators).
  - b. Use the package method to tally individually numbered pieces of cargo when the TCMD indicates more than one piece of cargo was shipped under the same TCN, but each piece of cargo has its own label. The checker will—

SIGNATURE AND TALLY RECORD <small>(See DoD 4500.9-R for guidance)</small> <small>(Use of equivalent carrier-furnished signature and tally record is acceptable.)</small>		<small>OMB No. 0702-0027 OMB approval expires Jun 30, 2012</small>		
<small>The public reporting burden for this collection of information is estimated to average 3 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 1155 Defense Pentagon, Washington, DC 20301-1155 (0702-0027). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.</small>				
<b>PLEASE DO NOT RETURN YOUR FORM TO THE ABOVE ORGANIZATION. RETURN COMPLETED FORM AS DIRECTED IN THE DISTRIBUTION INSTRUCTIONS BELOW.</b>				
<b>DISTRIBUTION INSTRUCTIONS</b>				
(1) The SHIPPER will print two copies, retain one copy and give one to the Origin Carrier. (2) The ORIGIN CARRIER will deliver one copy with original signatures to the Destination Carrier. (3) The DESTINATION CARRIER will attach one copy (reflecting all original signatures) and Standard Form 1113, Public Voucher for Transportation Charges, to the original Commercial Bill of Lading and forward for payment. Reproduced completed copy of DD Form 1907 will be delivered to the Consignee and one will be retained. (4) The CONSIGNEE will ensure Destination Carrier surrenders a reproduced copy of completed form with all signatures.				
<b>SECTION I - TO BE COMPLETED BY THE SHIPPER</b>				
1a. SHIPPER NAME CHIEF AMMUNITION BRANCH	b. ORIGIN ATTN: ATZC-ISL-SA BLDG 9903 W81HL0			
2. PROTECTIVE SERVICE REQUESTED DDP DUAL DRIVER SNS SATELLITE MONITORING	3. COMMERCIAL BILL OF LADING NUMBER W45QQ900152			
4a. CONSIGNEE NAME AMMO SUPPLY POINT	b. DESTINATION BLDG 920 CAISSON HILL FORT RILEY, KS66442 (W86N9U)			
5. PERMIT NUMBER (if any)	6. TRANSPORTATION CONTROL NUMBER W81YWB00111921CXX			
7. ROUTING SLT EXPRESS WAY	8. WEIGHT 26090.0 LB	9. CUBE 704.0		
10. SPECIAL INSTRUCTIONS			11. DATE SHIPMENT TENDERED TO CARRIER (YYYYMMDD) 20100216	
12. NAME OF CARRIER SLTW	13. NUMBER OF PIECES 13			
14. TYPE OF PACKAGE(S) (For unsealed loads only) OR CONVEYANCE IDENTIFICATION AND SEAL NUMBERS (For sealed loads only) SLTW-1	15. FREIGHT CLASSIFICATION DESCRIPTION AMMO EXPL/FWKS/CHEM MUN NOTBN/NOICLASS-I, DIV 1.1, OR 1.2			
<b>SECTION II - TO BE COMPLETED BY EACH PERSON ACCEPTING CUSTODY OF CLASSIFIED OR PROTECTED MATERIAL REQUIRING THE USE OF TRANSPORTATION PROTECTIVE SERVICE DURING TRANSIT</b>				
<b>16. CUSTODY RECORD</b>				
PRINT NAME OF PERSON AND COMPANY REPRESENTED a.	STATION INTERCHANGE POINT DESTINATION b.	SIGNATURE OF PERSON ACCEPTING CUSTODY c.	TIME ACCEPTED d.	DATE ACCEPTED (YYYYMMDD) e.
SAMPLE				

Figure 3-17  
DD Form 1907, Signature and Tally Record - Front



- d. Use the block method when items of the same commodity are being loaded or unloaded in uniform drafts consisting of an equal number of pieces.
  - 1. The cargo checker must determine the number of pieces in each draft, which is recorded in parentheses in the left margin of the tally sheet.
  - 2. The checker enters a tally mark adjacent to the number as each draft is transferred.
  - 3. The checker will record four vertical marks and one diagonal mark to record five items to ease the quick determination of the total number of drafts handled (see TC 4-13.17).
- e. Use the straight method to tally general cargo with different amounts in each draft.
  - 1. The cargo checker cannot use the other three methods, but must use the straight tally method.
  - 2. The checker must make an individual count of each piece in each draft and enters this count on the tally sheet.
- 2. Check the consignee's address on the tally sheet against the address marking on the cargo (individual pieces) to ensure both are the same.
- 3. Check the cargo while it is being tallied for damages, shortages, and overages.
- 4. Record discrepancies, damages, overages, and shortages on tally sheet, TCMD, computer printout and/or locally produced form.
  - a. If a piece is damaged or missing, the checker draws a circle around the appropriate piece number and identifies it as short or damaged.
  - b. If the shipment has a marking or shipping error, and two pieces may have the same number, mark one of the pieces excess.

**Evaluation Preparation:** Setup: Provide the Soldier with a tally sheet (TCMD, computer printout or locally produced form), and cargo with shipping documentation.

**Brief Soldier:** Tell the Soldier to tally all cargo using the most suitable tally method. Inform the Soldier that any method that is quick but provides an accurate and legible cargo count may be used. Tell Soldier to record all entries on the tally sheet or other tally documents, determine if there are shortages or overages, and document damages and discrepancies.

**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.

**References**

**Required**

- DD Form 1384
- DD Form 1907
- DTR 4500.9-R, Part II
- TC 4-13.17

**Related**

**Prepare Manifest for Selected Mode of Transport**  
**551-88N-1112**

**Conditions:** In an operational environment, given cargo of various description, a blank DD Form 1385 (Cargo Manifest) or automated record, and DTR 4500.9-R, Part II.

**Standards:** Prepare manifest for selected mode of transport for all cargo being shipped with the proper documentation. Ensure that all hazardous, oversized, or overweight cargo is clearly identified, labeled, and processed without error for shipping IAW the DTR 4500.9-R, Part II.

**Performance Steps**

1. Enter the following information on the air header (see figure 3-19):
  - a. DOC ID block: TAA.
  - b. CARRIER block: Carrier abbreviation.
  - c. A/C NO. block: Aircraft tail number.
  - d. A/C MODEL block: Aircraft model and series number for example, 41B 005B (for a C%) and 0080 (for DC 8).
  - e. DEST CODE block: APOD identification code.
  - f. REF block: Manifest reference code.
  - g. DESTINATION block: Name of destination arrival port.
  - h. MISSION DATA block: Mission number assigned by aircraft controlling agency.
  - i. MANIFEST ID STA block: APOE identification code.
  - j. MANIFEST ID FY block: Last digit of fiscal year of movement.
  - k. MANIFEST ID TY block: Type of manifest; for example, M for Mail or C for Cargo.
  - l. MANIFEST ID NO block: Manifest number.
  
2. Enter the following information on the shipment unit prime data:
  - a. DCO ID block: T-A or T-D.
  - b. VEHICLE TRAILER OR CNTNR NUMBER block: Pallet number on which shipment is loaded.
  - c. CMMDTY DESCRIP block: Registry number for non-palletized mail or the consignor DODAAC for all other shipments.
  - d. COM CODE block: GMT hour/day code shipment leaves APOE.
  - e. CARGO EXC block: Air commodity and special handling codes.
  - f. AIR DM block: Air dimension code.
  - g. TRNS PT block: APOE code.
  - h. PORT OF DISCH block: APOD code.
  - i. TYPE PACK block: Mode/method.
  - j. TYPE PACK block: Manifest reference code from TAA card.
  - k. TRANSPORTATION CONTROL NUMBER (TCN) block:
  - l. ACTIVITY ADDRESS block: DODAAC of ultimate consignee.
  - m. PRIORITY block: Transportation priority.
  - n. RDD block: Required delivery date.
  - o. PROJ block: Project code, if any.
  - p. STOW LOC block: Hour/day code shipment arrived at APOE.
  - q. TAC block: Transportation account code.
  - r. PIECES block: Number of pieces in shipment unit.
  - s. WEIGHT block: Weight of shipment unit.
  - t. CUBE block: Cube of shipment unit.



**Prepare Cargo for Air Terminal Clearance**  
**551-88N-1114**

**Conditions:** In an operational environment, you are given cargo completed DD Form 1384 (Transportation Control and Movement Document [TCMD]), TM 38-250, unit SOP, and DTR 4500.9-R, Part II.

**Standards:** Prepare cargo for air terminal clearance without error, using DD form 1384 to arrange for movement and with the appropriate agencies IAW DTR 4500-9-R, Part II.

Evaluation Preparation: Given TCMD and applicable references.

**Performance Steps**

1. Submits TCMD to the ACA.
  - a. If the ACA clears the request, no action is required.
  - b. If the ACA challenges the movement request, the requesting unit must justify the airlift requirement.
2. Coordinate special requirements with supporting units.
  - a. HAZMAT cargo.
  - b. Weapons and/or sensitive cargo.
  - c. Oversize/overweight cargo.
3. Notify the destination agency of cargo special requirements for receipt of cargo.
4. Inform supervisor of any discrepancies or issues with preparation and movement of unit's equipment and cargo.

**Evaluation Preparation:**

Brief Soldier: Tell the Soldier to submit request for validation, and state any requirements and additional coordinating instructions to the supervisor.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO-GO</u></b>
1. Submitted the TCMD to the ACA.	—	—
2. Coordinated special requirements with supporting units.	—	—
3. Notified destination agency of special requirements for the receipt of cargo shipment.	—	—
4. Informed supervisor of any discrepancies or issues with preparation and movement of unit's equipment and cargo.	—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
DTR 4500.9-R, Part II	

## Coordinate Route Movement

### 551-88N-1115

**Conditions:** In an operational environment, given movement planning data, route data, unit SOP and FM 4-01.30, Soldiers will perform this task under supervision.

**Standards:** Coordinate a route movement to obtain maximum effective use of the area's road and maximizes restrictions on military use of roads that meet military requirements IAW FM 4-01.30.

#### Performance Steps

1. Allocate convoy route movement by using one of the following methods according to commander's guidance.
  - a. Uses the balance principle by:
    1. Matching the vehicle characteristics with the route characteristics.
    2. Ensuring the vehicle traffic does not exceed the most limiting feature of a route.
  - b. Uses the separation principle by:
    1. Allocating the road space to ensure military movements does not conflict with each other.
    2. Allocating the road space to ensure military movements does not conflict with pedestrian movements.
    3. Allocating the road space to ensure military movements does not conflict with civilian traffic.
  - c. Uses the distribution principle by:
    1. Allocating as many routes as possible to reduce the potential for congestion.
    2. Enhancing the useful life of roads and bridges (sustaining capability).
    3. Preventing deterioration of road surfaces (due to overuse).

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NOTE: Distribution also promotes passive defense by distributing and separating traffic.

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2. Prioritizes by assigning the highest priority to routes that provide the minimum time-distance.

**Evaluation Preparation:** Brief Soldier: Tell the Soldier to determine the best traffic routing for coordinating or directing the movements on MSRs or ASRs by considering the four principles (balance, separation, distribution, and prioritize) that govern routing and assign the highest priority traffic routes that minimize restrictions, to separate civilian traffic (vehicular or pedestrian) from military movement.

#### Performance Measures

1. Allocated convoy route movement by using one of the following methods.
2. Prioritized by assigning the highest priority to routes that provided the minimum time-distance.

<u>GO</u>	<u>NO-GO</u>
—	—
—	—

**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.

#### References

**Required**  
FM 4-01.30

**Related**

**Coordinate Route Freight  
551-88N-1116**

**Conditions:** In an operational environment, given cargo of various descriptions, cargo documentation (CBL, TCMD, MSL, Cargo Manifests) related to the shipments, TMR, FM 4-01.30, FM 55-1 and DTR 4500.9-R, Part II. You will perform this task under supervision.

**Standards:** Coordinate route freight for all inbound and outbound shipments without error IAW local SOPs, FM 4-01.30, FM 55-1, and DOD Reg. 4500.9 R, Part II.

**Performance Steps**

1. Review documentation of shipment(s).
  - a. Verify origin or shipper of shipment.
  - b. Verify destination of shipment.
2. Generate necessary shipping documents.
  - a. Verify dimensions and weight and create automated or hard-copy TCMD.
  - b. Prepare MSLs to affix to cargo.
  - c. Write RF Tags and affix to shipment.
3. Prepare shipment for onward movement.

---

Note: Determine mode and schedule shipment based on command priority and priority of shipment.

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4. Schedule shipment IAW local SOPs.
  - a. Review asset forecast and movement program for available assets.
  - b. Task appropriate mode operator with mission and log on tracking matrix.
5. Notify consignee of new shipping arrangement and estimated time of arrival (ETA) at destination.
6. Verify shipment has been cleared with destination MCT.
7. Perform real-time tracking using in-transit visibility.
8. Notify supervisor of any discrepancies.

**Evaluation Preparation:** Setup: Provide Soldier with identifying information about the shipment, shipping documents, local SOP, FM 4.01-30, FM 55-1, and DOD 4500.9, Part II.

Brief Soldier: Explain task to Soldier and requirements to receive a "GO" on this task.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO-GO</u></b>
1. Reviewed documentation of shipment(s).	_____	_____
2. Generated shipping documents (as needed) on shipment.	_____	_____
3. Prepared shipment for onward movement.	_____	_____
4. Scheduled shipment IAW local SOPs.	_____	_____
5. Notified consignee is informed of new shipping arrangement and ETA at destination.	_____	_____
6. Verified shipment has been cleared with destination MCT.	_____	_____
7. Performed real-time tracking using in-transit visibility.	_____	_____
8. Notified supervisor for any discrepancies.	_____	_____

**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.

**References**

**Required**

DTR 4500.9-R, Part II

FM 4-01.30

FM 55-1

**Related**

**Inspect Cargo Shipments**  
**551-88N-1117**

**Conditions:** In an operational environment, given cargo shipment, transportation movement data, DTR 4500.9-R-DTR, Part II, and MIL-STD-129.

**Special Condition:** This task may be performed under hazardous conditions or in a chemically contaminated environment. All safety precautions should be taken into consideration to minimize associated risks.

**Standards:** Inspect cargo shipments with 100% accuracy to ensure cargo is properly packaged, labeled, and loaded IAW movement data, DTR 4500.9-R-DTR, Part II and MIL-STD-129.

**Performance Steps**

1. Inspect the cargo for proper packing without opening the package or damaging its contents (HAZMAT leakage must be addressed immediately to supervisor).
2. Inspect the labeling and marking for accuracy.
3. Inspect the cargo loaded on the transport equipment to ensure that it has been properly secured.
4. Inspect the condition of the seals on the container.
5. Report inspection discrepancies to the supervisor.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Inspected the retrograde cargo for proper packing without opening the package or damaging its contents (HAZMAT leakage addressed to supervisor).	___	___
2. Inspected the labeling and marking for accuracy.	___	___
3. Inspected the cargo loaded on the transported equipment to ensure that it has been properly secured.	___	___
4. Inspected the condition of the seals on the container.	___	___
5. Reported inspection discrepancies to the supervisor.	___	___

**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.

**References**

<b>Required</b>	<b>Related</b>
DTR 4500.9-R, Part II	

**Process Cargo Shipments**

**551-88N-1118**

**Conditions:** In an operational environment, given cargo, associated shipping documents, movement data, transportation assets, TB 55-46-1, and FM 55-30.

**Standards:** Process cargo shipments with 100 percent accuracy for movement within your area of operations, IAW required regulations and movement data.

**Performance Steps**

1. Check cargo documentation to determine—
  - a. Type of cargo.
  - b. Weight of cargo.
  - c. Serial number or Identification number.
2. Verify cargo is scheduled to move is on movement data.
3. Visually verify cargo is loaded on transport assets.
4. Report cargo shipment as departed your area of operations on movement data when it's departed.
5. Reports discrepancies to supervisor.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Checked cargo documentation.	—	—
2. Verified cargo is scheduled for movement is on movement data.	—	—
3. Visually verified cargo was loaded on transport assets.	—	—
4. Reported cargo shipment has departed your area of operations on movement data.	—	—
5. Reported discrepancies to supervisor.	—	—

**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.

**References**

**Required**  
 FM 55-30  
 TB 55-46-1

**Related**

## Conduct Rail Operations

**551-88N-1119**

**Conditions:** In an operational environment, given rail load plan, safety risk assessment, bracing, blocking, and tie-down equipment, TM 55-2200-001-12, TC 4-013.1, FM 4-01.41, and FM 4-01.30.

**Standards:** Conduct rail operations with 100 percent accuracy IAW rail load plan, TM 55-2200-001-12, TC 4-13.17, FM 4-01.30, and FM 4-01.41.

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Note: Instruct guides not to walk backwards on the railcars at anytime.

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### Performance Steps

1. Check spanners are secured in place in order to bridge the distance between rail cars.
2. Verify that guides are stationed on the ramp and each side of the rail car near the spanners.
3. Check vehicles arriving at the ramp are compared with the sequence given on the load plan.
4. Check that all vehicles are loaded from the rearmost car and moved forward to their assigned places.
5. Verify that hand brakes are set on wheeled vehicles and levers are wired and blocked for tracked vehicles hand brake will not be set on, but levers must be wired or locked in the disengaged position.
4. Confirm personnel disconnect trailers, if required, and lower the landing legs on semitrailers and support wheels on small trailers.
5. Validate vehicles are loaded according to rail load plan and report discrepancies to supervisor.

### Performance Measures

	<u>GO</u>	<u>NO-GO</u>
1. Checked spanners were secured in place in order to bridge the distance between rail cars.	—	—
2. Verified that guides were stationed on the ramp and each side of the rail car near the spanners.	—	—
3. Checked vehicles arriving at the ramp were compared with the sequence given on the load plan.	—	—
4. Checked that all vehicles were loaded from the rearmost car and moved forward to their assigned places.	—	—
5. Verified that hand brakes were set on wheeled vehicles and levers were wired and blocked.	—	—
6. Confirmed personnel disconnected trailers, if required, and lowered the landing legs on semitrailers and support wheels on small trailers.	—	—
7. Validated vehicles were loaded according to rail load plan and reported discrepancies to supervisor.	—	—

**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.

**References**

**Required**

FM 4-01.30

FM 4-01.41

TC 4-13.17

TM 55-2200-001-12

FM 4-01.41

**Related**

**Perform Container Management Operations  
551-88N-1124**

**Conditions:** In an operational environment, given container inventory sheets, unit SOP, FM 4-01.30, and FM 55-80.

**Standards:** Perform container management operations by accurately tracking and providing the status of the containers and container-related assets, including container chassis and PLS flat racks by location, type, arrival, departure, destination, and availability for issue/use IAW unit SOP, FM 4-01.30, and FM 55-80.

**Performance Steps**

1. Provide inbound forecast data of containers.
2. Provide disposition instructions to the transportation system.
3. Monitor arrival, unstuffing, and pickup.
4. Maintain container and detention records of customer’s containers.
5. Process reconsignment actions.
6. Monitor retrograde operations.
7. Report unforecasted containers.
8. Submit daily required reports.
9. Report empty containers.
10. Continue coordination with customers for receipt, unstuffing, stuffing, and release of containers.
11. Report unserviceable/damaged containers or cargo damage.
12. Notify supervisor when a container arrives at the wrong consignee.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Provided inbound forecast data of containers.	___	___
2. Provided disposition instructions to the transportation system.	___	___
3. Monitored arrival, unstuffing, and pickup.	___	___
4. Maintained container and detention records of customer’s containers.	___	___
5. Processed reconsignment actions.	___	___
6. Monitored retrograde operations.	___	___
7. Reported unforecasted containers.	___	___
8. Submitted daily required reports.	___	___
9. Reported empty containers.	___	___
10. Continued coordination with customers.	___	___
11. Reported unserviceable/damaged containers or cargo damage.	___	___
12. Notified supervisor when a container arrives at the wrong consignee.	___	___

**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.

**References**

**Required**

FM 4-01.30

FM 55-80

**Related**

## Conduct Center of Balance Operations

551-88N-1126

**Conditions:** In an operational environment, given a completed risk assessment, a safety briefing, safety clothing and protective equipment, a wheeled vehicle with operator, masking tape, black marker, calculator, pencil, note pad, clipboard, tape measure, a two portable calibrated scales, TC 4-13.17, and TB 55-46-1.

**Standards:** Conduct center of balance operations without error for vehicles being deployed IAW TC 4-13.17 and TB 55 46-1.

### Performance Steps

1. Identify the reference points required to conduct center of balance operations for wheeled vehicles in preparation for air load planning.

---

Note: Moment is the calculated product when multiplying the axle weight by the distance of that axle from the RDL.

---

- a. RDL = Reference datum line - The forward front edge (FFE) of the vehicle.
- b. GW = Gross weight - Total weight of the vehicle measured in pounds.
- c. W-1 = Weight-1 - Total weight of the front axle measured in pounds.
- d. W-2 = Weight-2 - Total weight of the rear axle for two axle vehicles measured in pounds.
- e. D-1 = Distance-1 - The distance from the RDL to the center of the front axle measured in inches.
- f. D-2 = Distance-2 - The distance from the RDL to the center of the rear axle measured in inches.

---

Note: For Vehicles with multiple axles, subsequent numbering will be used; i.e., D-3, D-4 corresponding with W-3 and W-4.

---

2. Record all correct weights and lengths using standard measurements. Weighs up to the nearest pound and measures lengths to the closest whole inch.
  - a. Place scales directly in front of wheels corresponding to the measuring axle. Have driver drive vehicle as so wheels are on scales. Add weight from both scales and this combined weight becomes W-1. Repeat for subsequent axles using subsequent numbering.
  - b. All lengths will be taken from the RDL. Measure the distance from RDL to first axle using the center of the axle as the ending measuring point, and annotate as D-1. Repeat for subsequent axles using subsequent numbering.
3. Compute center of balance for wheeled vehicles.
  - a. Add all weight to obtain gross weight  $GW=W1+W2$ .
  - b. Determine moment by multiplying W1 with D1, and repeat with subsequent distance and weight for each axle, finally add all products to obtain moment.
  - c. Divide the moment by gross weight to obtain a final product, rounding to the nearest whole inch, resulting in the center of balance  $(W1 \times D1) + (W2+D2)/GW$ .
4. Mark vehicle using tape with the appropriate labels.
  - a. Axles weights for each axle.
  - b. Center of balance will be marked in a letter T shape with GW on the horizontal strip and C/B on the vertical strip. (See figure 3-20 below.)

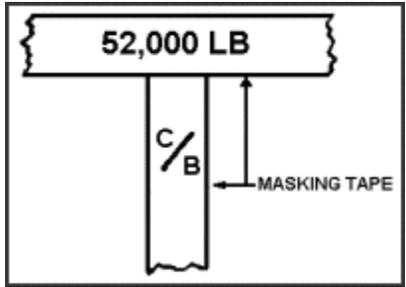


Figure 3-20  
Center of Balance Marking

**Performance Measures**

1. Identified reference points for center of balance operations.
2. Recorded all correct weights and lengths.
3. Computed center of balance.
4. Marked vehicle with measurements and center of balance.

<u>GO</u>	<u>NO-GO</u>
—	—
—	—
—	—
—	—

**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.

**References**

**Required**

DTR 4500.9-R, PART III  
TC 4-13.17

**Related**

Subject Area 2: Automated Movement Management

**Operate Transportation Coordinators Automated Information for Movements System (TC-AIMS) II  
551-88N-1113**

**Conditions:** In an operational environment, assigned as a movement control specialist, given operations orders, applicable references, and a TC-AIMS II system to support deployment operations.

**Standards:** Operate the use of the TC-AIMS II System correctly building and translating raw data into reports IAW TC-AIMS-II user guide and applicable references to support deployment operations.

**Performance Steps**

1. Log on to TCAIMS.
2. Manage the organizational process in conducting asset management BPA overview, personnel sub process and import/export user defined reference data tables.
3. Review, correct and validate OEL data after receiving the manage equipment overview.
4. Generate, review and correct reports using OEL data.
5. Review, correct and validate OPR data after receiving the manage personnel overview.
6. Generate, review and correct reports using OPR data.
7. Manage backup and restoration procedures and maintain reference data.
8. Manage the process in movement planning BPA overview, Movement plans, creating mobile and secondary loads, convoy planning, load transportation conveyances (MP Loader), and interface with JFRG II.
9. Manage movement coordination BPA overview.
10. Review preference tab.
11. Create a support request.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Logged onto TCAIMS.	—	—
2. Managed the organizational process in conducting asset management BPA overview, personnel sub process and import/export user defined reference data tables.	—	—
3. Reviewed, corrected and validated OEL data after receiving the Manage Equipment overview.	—	—
4. Generated, reviewed and corrected reports with the OEL data.	—	—
5. Reviewed, corrected and validated OPR data with the manage personnel overview.	—	—
6. Generated, reviewed and corrected reports with the OPR data.	—	—
7. Managed backup and restoration procedures and maintained reference data.	—	—
8. Managed the process in movement planning BPA overview, movement plans, creating mobile and secondary loads, convoy planning, load Transportation Conveyances (MP Loader), and interfaced with JFRG II.	—	—
9. Managed movement coordination BPA overview.	—	—
10. Reviewed preference tab.	—	—
11. Created a support request.	—	—
12. Created, edited and viewed support tasks.	—	—
13. Created a SAAM request.	—	—

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
14. Located assets and developed calendar of events.	—	—
15. Copied plan, document conveyances legs, and create TCNs. Processed asset manifests, mission status, chalk summary PAX listing, troop commander's briefing, and PAX briefing checklist.	—	—
16. Created transportation movement documents.	—	—
17. Exported to GATES, GTN.	—	—
18. Processed the Due-In Log, Status and Departure Report.	—	—
19. Planned a convoy by creating nodes, legs, and routes. Assigned convoy points and assigned assets to march units and march serials. Estimated travel time and identified logistic requirements/requests.	—	—
20. Completed auto load and swap assets features. Exported to AALPS.	—	—
21. Created movement planning reports.	—	—

**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.

**References**

**Required**

- FM 3-35
- FM 4-01.30

**Related**

**Operate Global Transportation Network (GTN)**  
**551-88N-1120**

**Conditions:** In an operational environment, given an OPORD to track personnel and equipment through use of GTN.

**Standards:** Operate the GTN by successfully tracking cargo, passenger, and unit moves from port of embarkation (POE) to POD using the GTN IAW applicable regulatory guidance.

**Performance Steps**

1. Log into the Global Transportation Network. (See figure 3-21.)

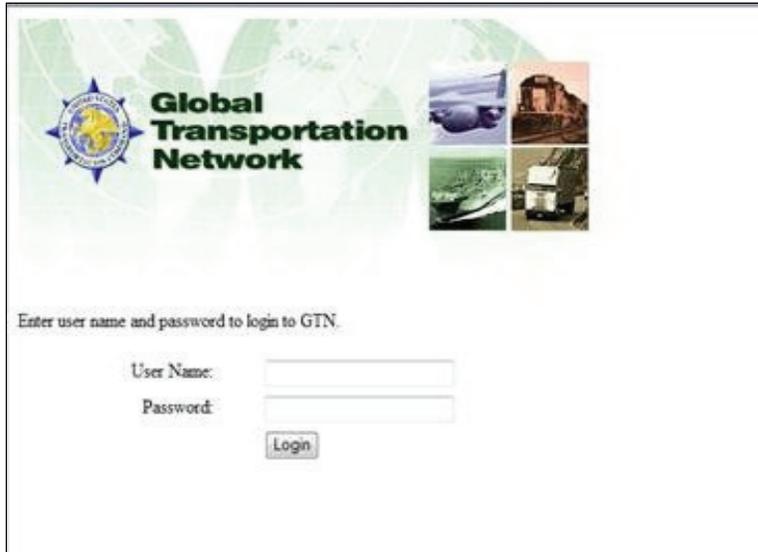


Figure 3-21  
Global Transportation Network (GTN) Log On

2. Click on the query tab.
3. Track cargo and personnel utilizing the quick query function.
  - a. Select query by TCN number.
  - b. Enter TCN number.
  - c. Eelect query by passenger name.
  - d. Enter passenger name.
4. Click on Cargo or Passenger tab on the left side of the menu.
5. Select Mode.
6. Enter TCN or passengers name along with other query information to narrow search.
7. Click on submit and send results to requesting authorities.
8. Report current and historical location of cargo and/or passenger data to requesting unit or supervisor.

**Evaluation Preparation:** The GTN is a secure website and must have a GTN account to log on.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Logged into the Global Transportation Network.	—	—
2. Clicked on the query tab.	—	—
3. Tracked cargo and personnel utilizing the quick query function.	—	—
4. Clicked on Cargo or Passenger tab on the left side of the menu.	—	—
5. Selected mode.	—	—
6. Entered TCN or passengers name along with other query information to narrow search.	—	—
7. Soldier submitted results to requesting authorities.	—	—
8. Reported location of cargo or passenger.	—	—

**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.

## Operate the Automated Air Load Planning System (AALPS)

**551-88N-1121**

**Conditions:** In an operational environment, given the Automated Air Load Planning System (AALPS) and the EUM.

**Standards:** Operate the AALPS by creating an aircraft load plan without error for supporting units IAW with DTR 4500.9-R, PART II; FM3-35; and TB 55-46-1.

### Performance Steps

1. Select the Equipment Characteristic File (ECF) tab and complete the following:
  - a. Select equipment for supporting unit's deployment list.
  - b. View and print item.
  - c. Save equipment information in a report.
2. Select the Equipment List File (ELF) tab and complete the following:
  - a. Create equipment file.
  - b. Edit equipment file.
  - c. View equipment file.
  - d. Delete equipment list files.
  - e. Enter equipment into force options or force packages.
3. Select Deployment Equipment List (DEL) tab and complete the following:
  - a. Import a deployment equipment list.
  - b. Create a deployment equipment list.
  - c. Manage a deployment equipment list.
  - d. Edit a deployment equipment list.
  - e. Create a new item.
4. Select the Auto Load Planner (ALP) tab and complete the following:
  - a. Create a deployment list of equipment and personnel.
  - b. Produce an airlift estimate.
  - c. Print reports.
5. Select the Load Planning Editor (LPE) tab and complete the following:
  - a. Create a load plan deployment.
  - b. Create actual load plans.
  - c. Modify an existing load plan.
  - d. Save a template load.
6. Print aircraft load plans and submit to supervisor for review.

### Performance Measures

- |  | <u>GO</u> | <u>NO-GO</u> |
|--|-----------|--------------|
| 1. Selected the Equipment Characteristic File (ECF) tab and completed the following: | —         | —            |
| 2. Selected the Equipment List File (ELF) tab and completed the following:           | —         | —            |
| 3. Selected the Deployment Equipment List (DEL) tab and completed the following:     | —         | —            |
| 4. Selected the Auto Load Planner (ALP) tab and completed the following:             | —         | —            |
| 5. Selected the Load Planning Editor (LPE) tab and completed the following:          | —         | —            |
| 6. Printed aircraft load plans and submitted to supervisor for review.               | —         | —            |

**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.

**References**

**Required**

AALPS

DTR 4500.9-R, Part II

FM 3-35

TB 55-46-1

**Related**

## Operate Battle Command Sustainment Support System (BCS3)

551-88N-1122

**Conditions:** In an operational environment, given the BCS3 system, the BCS3 EUM, and movement data, assist transportation staff to support movement using the BCS3 system.

**Standards:** Operate BCS3 achieving commander's mission IAW movement data and information provided to support deploying and redeploying unit movements.

### Performance Steps

1. Identify the hardware, startup procedures, windows environment, gateway configuration, BCS3 map windows environment, and map windows environment (button/palette).
2. Define map operations and functions.
  - a. Create filters (incident and proximity reports). (See figure 3-22.)

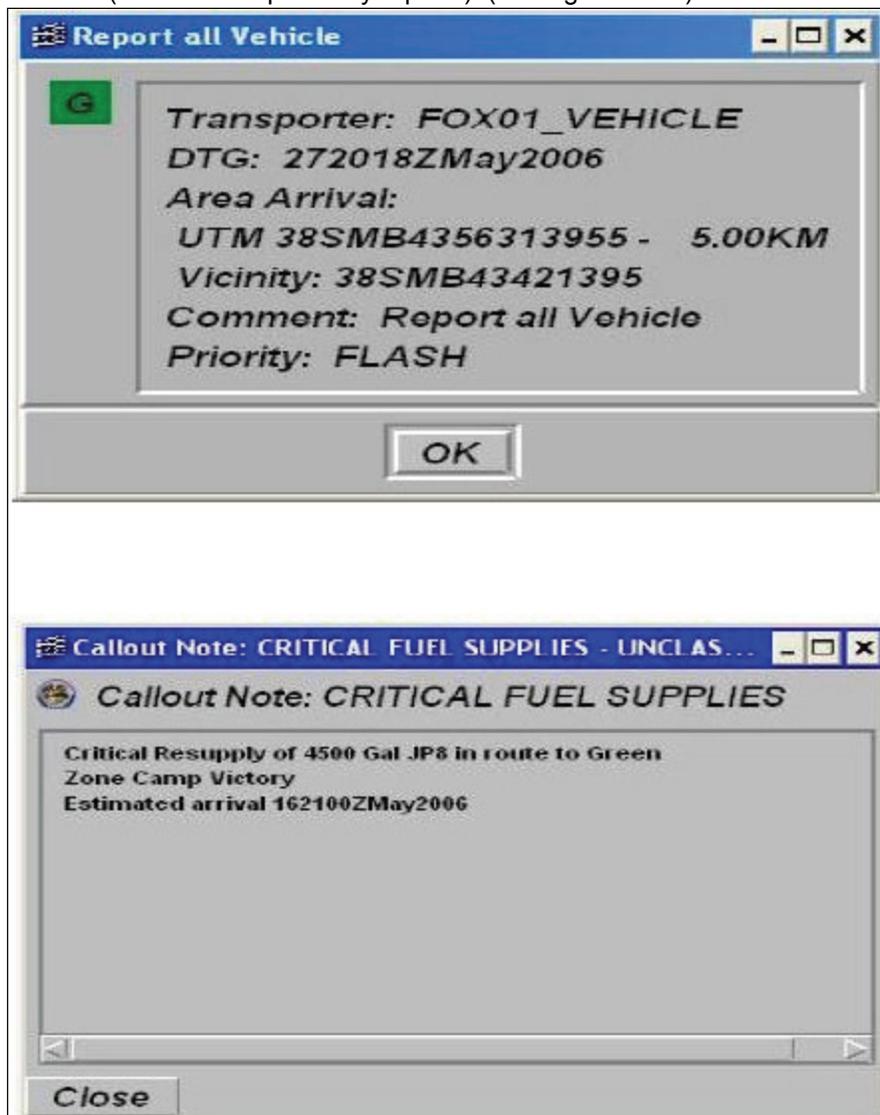


Figure 3-22

b. Create Ops View (Unit, Nodes, Routes, Increments, Transporter, etc). (See figure 3-23.)



Figure 3-23

- c. Create march credits (check points, paths, MSR, etc).
  - d. Utilize the BCS3 mapping tools (load maps, configure maps, and create logistical overlays).
  - e. Identify map functionality.
3. Perform In-transit visibility functions.
- a. Identify in-transit data source and data flow. (See figure 3-24.)

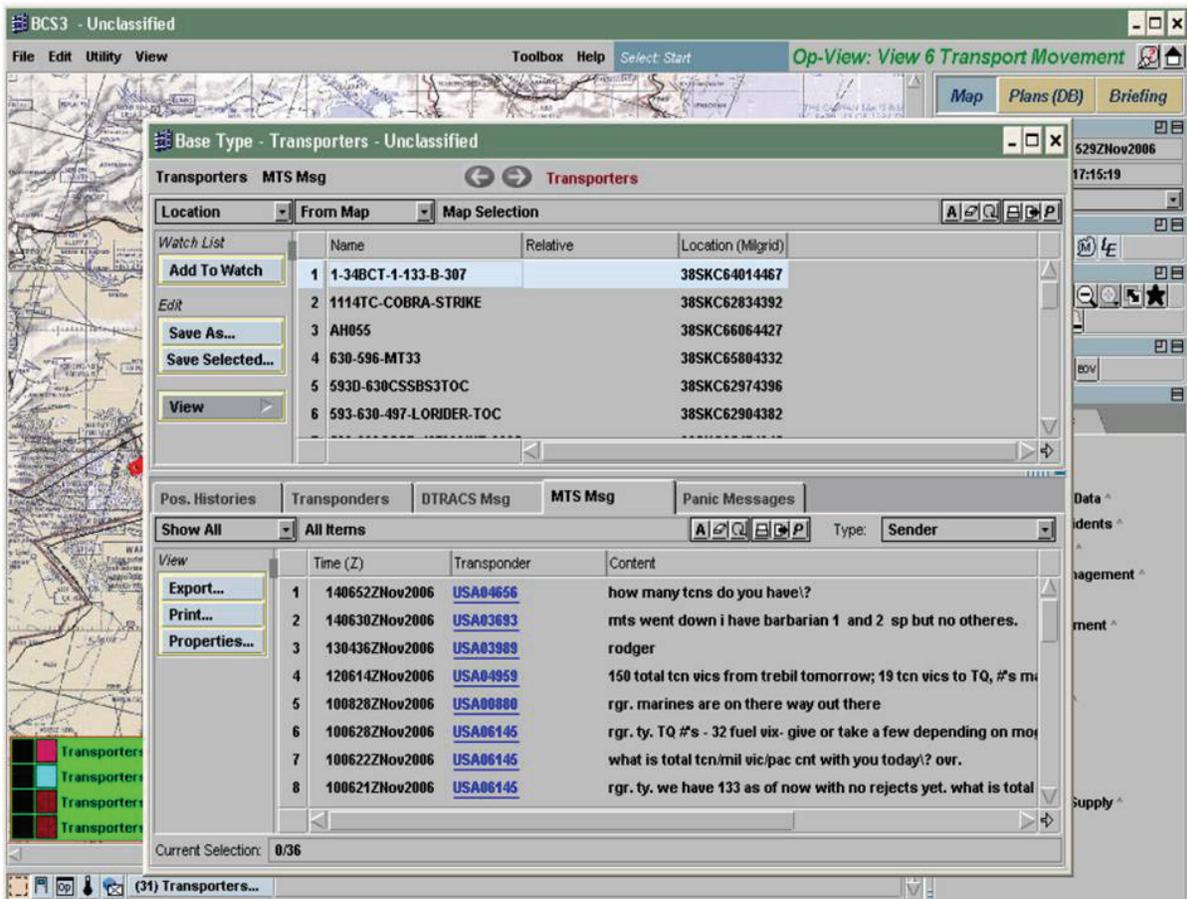


Figure 3-24

- b. Identify the types of files received from ITV.
- c. Perform ITV data filter operation (i.e., convoys, containers and assets). (See figure 3-25).

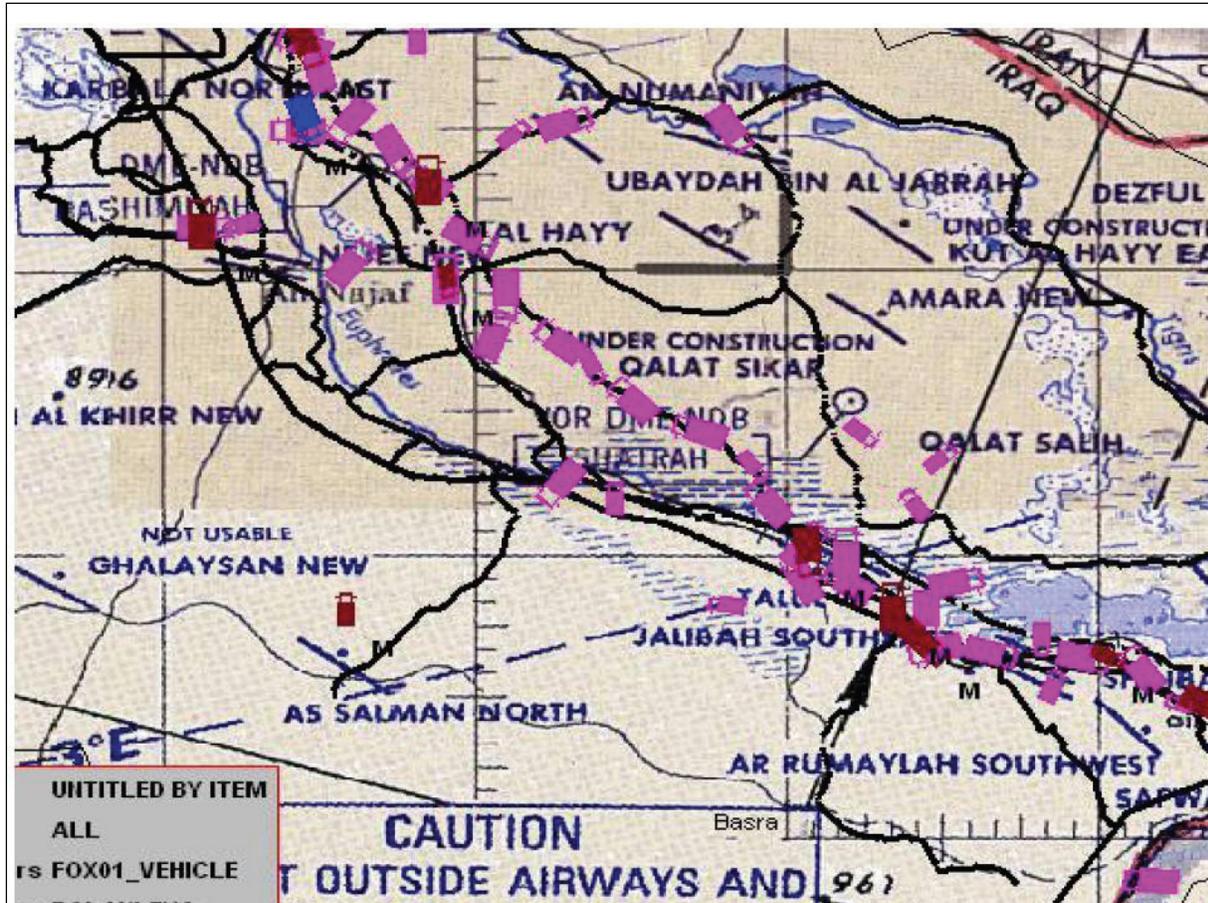


Figure 3-25

4. Perform log data exchange via MTS.
5. Perform import/export data. (See figure 3-26)

Base Type - Transporters - Unclassified

Transporters Mounts

Location From Map Map Selection

Watch List

Name	Relative	Location (Milgrid)
1 BALAKLEYA		15RUP95592851

Edit

Save As... Save Selected... View

Pos. Histories DTRACS Msg Mounts MTS Msg Panic Messages

Show All All Items

Name	Item	Item Lin.	Item Lin Index	Total Weight (Stons)	Total Volume (cu ft)	Personnel (#)	Personnel Weight (Stons)	Equipment Weight (Stons)	Equipment Volume (cu ft)	Supply Weight (Stons)
1 AWAAMA0\$0F00010XX	MILVAN	C13825	01	2.4	1274.7	0	0.0	0.0	0.0	0.0
2 AWABSD0\$0D00020XX	M1038 WVN	T61562	01	2.6	837.0	0	0.0	0.0	0.0	0.0
3 AWABSD0\$0D00030XX	M1038 WVN	T61562	01	2.6	837.0	0	0.0	0.0	0.0	0.0
4 AWABSD0\$0D00040XX	M966	T05096	01	3.6	770.8	0	0.0	0.0	0.0	0.0
5 AWABSD0\$0D00050XX	M966	T05096	01	3.6	770.8	0	0.0	0.0	0.0	0.0
6 AWABSD0\$0D00060XX	M966	T05096	01	3.6	770.8	0	0.0	0.0	0.0	0.0
7 AWABSD0\$0D00070XX	M966	T05096	01	3.6	770.8	0	0.0	0.0	0.0	0.0
8 AWABSD0\$0D00080XX	M1038 WVN	T61562	01	2.6	837.0	0	0.0	0.0	0.0	0.0
9 AWABSD0\$0D00090XX	M966	T05096	01	3.6	770.8	0	0.0	0.0	0.0	0.0
10 AWABSD0\$0D00100XX	M966	T05096	01	3.6	770.8	0	0.0	0.0	0.0	0.0
11 AWABSD0\$0D00110XX	M966	T05096	01	3.6	770.8	0	0.0	0.0	0.0	0.0
12 AWABSD0\$0D00120XX	M966	T05096	01	3.6	770.8	0	0.0	0.0	0.0	0.0
13 AWABSD0\$0D00130XX	M966	T05096	01	3.6	770.8	0	0.0	0.0	0.0	0.0
14 AWABSD0\$0D00140XX	M966	T05096	01	3.6	770.8	0	0.0	0.0	0.0	0.0
				3944.1	865623.3	0.0	0.0	0.0	0.0	0.0

Figure 3-26

6. Identify combat power reports. (See figure 3-27.)

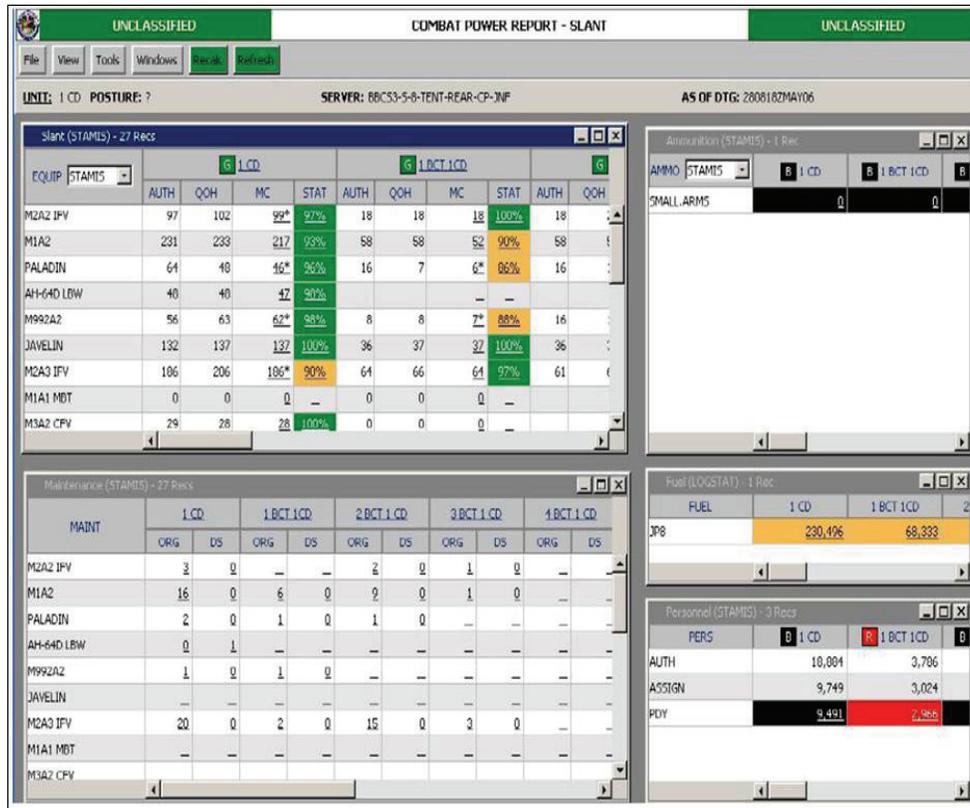


Figure 3-27

**Performance Measures**

1. Identified the hardware, startup procedures, windows environment, gateway configuration, BCS3 map windows environment, and map windows environment (button/palette).
2. Defined map operations and functions.
3. Performed in-transit visibility functions.
4. Performed log data exchange via MTS.
5. Performed import/export data.
6. Identified combat power reports.

<u>GO</u>	<u>NO-GO</u>
___	___
___	___
___	___
___	___
___	___
___	___

**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.

**References**

- Required**
- BCS3 Sys Admin
- BCS3 User

**Related**

## Operate Single Mobility System (SMS) 551-88N-1123

**Conditions:** In an operational environment, given access to SMS, movement data, SMS User Manual, SMS Pocket Guide, and FM 3-35.

**Standards:** Operate SMS to successfully track aircraft or ship movement with 100 percent accuracy IAW applicable references.

### Performance Steps

1. Log into SMS using CAC card. (See figure 3-28.)
  - a. Select mission filter under airlift tools or select liner vessel schedules under surface.
  - b. Input the mission ID for the aircraft into the AMC mission ID field or input ship name. (See figure 3-29.)

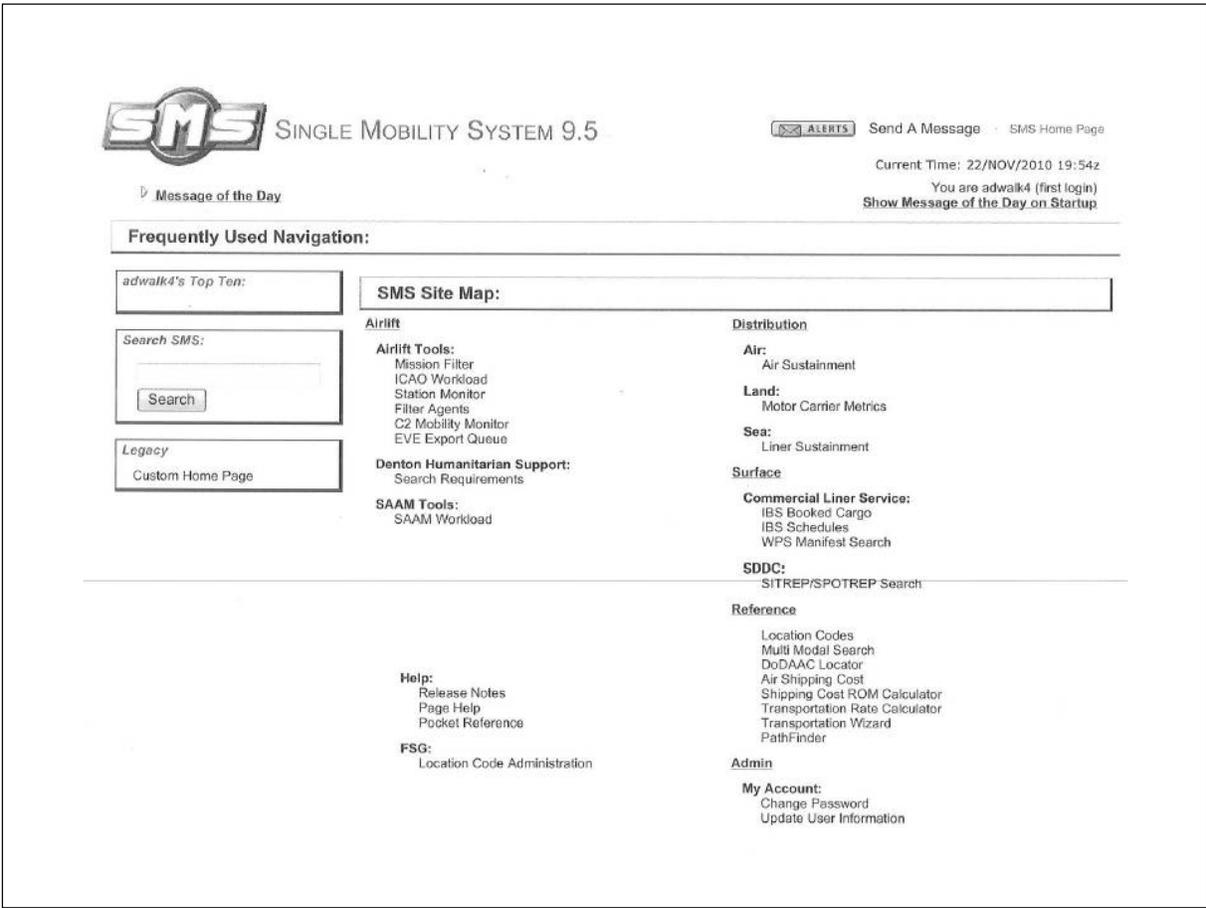


Figure 3-28  
Sample of Single Mobility System (SMS) Log in Screen



**MISSION FILTER**

Options: SMS Home Page | Mission Filter | Air Shipping Cost | C2 Mobility Monitor | User Preferences | Location Codes | ICAO Worldload | Station Monitor | Position/Deposition Leg Locator | Filter Agents | Page Help

Views: Trader | AFRC Trader | Concise | Map | 10 Day View | Create a View

ALERTS Send A Message SMS Home Page

Current time: 22/NOV/2010 20:04z

You are: **adwalk4** Import another user's filter! Go To Missions Clear Filter

**Quick Search**

AMC Mission ID (multi)	Msn Activity on:(dd/mm/yyyy) Today is 22/NOV/2010	AMC Man Type	ICAO (multi)	ULN (multi)
Free Text Search	From Date: <input type="text"/>	AIREV AIREVAC AIRSHO AIRSHOW AR	1: <input type="text"/> Followed by	<input type="text"/>
Wildcards not allowed	To Date: <input type="text"/>		2: <input type="text"/>	

Enter multiple values separated by spaces or commas... Use \* for wildcard searching.  
**NOTE: If you don't get expected results, use a wildcard & try again!**

**Advanced Search**

<p><b>Identifiers</b></p> <table border="0" style="width: 100%;"> <tr> <td>Unit (multi)</td> <td>Squadron</td> <td>JOSAC Mission ID (multi)</td> <td>Dips Required:</td> </tr> <tr> <td>Call Sign:</td> <td>Tail Number:</td> <td>Acty/CC Last Name:</td> <td>Dips Approved:</td> </tr> <tr> <td>JCS Priority</td> <td>AC MDS</td> <td>Man In Eke</td> <td>NAP</td> </tr> <tr> <td>1A1</td> <td>Com*(all)</td> <td>ADV</td> <td>1</td> </tr> <tr> <td>1A2</td> <td>A010(all)</td> <td>CLC</td> <td>10</td> </tr> <tr> <td>1A3</td> <td>A010</td> <td>CNX</td> <td>11</td> </tr> <tr> <td>1B1</td> <td>A010A</td> <td>DDV</td> <td>12</td> </tr> </table> <p>JOSAC Man Type:                  Flown No Request                  Scheduled</p>	Unit (multi)	Squadron	JOSAC Mission ID (multi)	Dips Required:	Call Sign:	Tail Number:	Acty/CC Last Name:	Dips Approved:	JCS Priority	AC MDS	Man In Eke	NAP	1A1	Com*(all)	ADV	1	1A2	A010(all)	CLC	10	1A3	A010	CNX	11	1B1	A010A	DDV	12	<p><b>Location</b></p> <table border="0" style="width: 100%;"> <tr> <td>First Dep. ICAO (multi)</td> <td>Current ICAO (multi)</td> </tr> <tr> <td>Last Arrival ICAO (multi)</td> <td>Itinerary Stop (multi)</td> </tr> <tr> <td>Region</td> <td>Current Region</td> </tr> <tr> <td>AFRICOM CENTCOM CONUS-EC CONUS-NC</td> <td>AFRICOM CENTCOM CONUS-EC CONUS-NC</td> </tr> </table> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>Find all missions going through ICAOs within</p> <p>100 miles of</p> <p>No wildcards allowed.</p> </div>	First Dep. ICAO (multi)	Current ICAO (multi)	Last Arrival ICAO (multi)	Itinerary Stop (multi)	Region	Current Region	AFRICOM CENTCOM CONUS-EC CONUS-NC	AFRICOM CENTCOM CONUS-EC CONUS-NC
Unit (multi)	Squadron	JOSAC Mission ID (multi)	Dips Required:																																		
Call Sign:	Tail Number:	Acty/CC Last Name:	Dips Approved:																																		
JCS Priority	AC MDS	Man In Eke	NAP																																		
1A1	Com*(all)	ADV	1																																		
1A2	A010(all)	CLC	10																																		
1A3	A010	CNX	11																																		
1B1	A010A	DDV	12																																		
First Dep. ICAO (multi)	Current ICAO (multi)																																				
Last Arrival ICAO (multi)	Itinerary Stop (multi)																																				
Region	Current Region																																				
AFRICOM CENTCOM CONUS-EC CONUS-NC	AFRICOM CENTCOM CONUS-EC CONUS-NC																																				

<p><b>Date</b></p> <p>Today is 22/NOV/2010</p> <p>First Departure Date: (dd/mm/yyyy) <input type="text"/></p> <p>Last Arrival Date: (dd/mm/yyyy) <input type="text"/></p> <p>Relative dates may be expressed as <b>today</b> for today, <b>today-1</b> for yesterday, <b>today+2</b> for day after tomorrow</p>	<p><b>Delays</b></p> <p>Delay (Hours):</p> <p>Delay Code Groups</p> <p>Delay Code Value (multi)</p> <p>0-2 Aeromedical Evacuation AMC Medical Support</p> <p>2-4 Aeromedical Evacuation Non-AMC Medical Support</p> <p>4-6 Air Freight</p> <p>6-12 Aircrew</p>
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<p><b>Requirements</b></p> <p>AFRC Req ID: (multi)</p> <p>Opp NRA:</p> <p>Cargo TCN (multi):</p> <p>Reg Type:</p> <p>AFRC - Counterdrug</p> <p>AFRC - Deploy</p> <p>AFRC - Redeploy</p> <p>JOSAC</p> <p>Trading Status:</p> <p>Normal For Sale</p> <p>Bid For Concur</p> <p>Commodity Code (multi)</p> <p>Not executing within 7 days:</p>	<p><b>CMS Missions</b></p> <p>CMS Mission Id: (Multi)</p> <p>Coalition:</p> <p>Country:</p>
--	---

Go To Missions Clear Filter

Mission View:	Filter List:			
concise	--- select a filter ---	Apply Filter	Create/Edit Filter	

Figure 3-29  
Single Mobility System (SMS) Filter

2. Report the current location and itinerary of the aircraft or vessel. (See figure 3-30.)

**SMS SITREP/SPOTREP/FORCEREP SEARCH**  [Send A Message](#) [SMS Home Page](#)  
 Current time:22/NOV/2010 20:08z

Please enter a combination of id, keywords, unit, start date and end date.

**Choose search type**

SITREP  
 SPOTREP  
 FORCEREP

**SPOTREP, SITREP, or FORCEREP id**  
 Wildcards are accepted.  
 (\* to match many characters,  
 ? to match single characters)

**Keywords**

**Unit** All

**Beginning date**  
 (format: DD/Mon/YYYY i.e. 01/Jan/2003  
 or TODAY, TODAY+n, or TODAY-n i.e.  
 TODAY+5)

**Ending date**  
 (format: DD/Mon/YYYY i.e. 01/Jan/2003  
 or TODAY, TODAY+n, or TODAY-n i.e.  
 TODAY+5)

**Filter** None

**Keyword search help**  
 Below are some simple query examples

Query Example	Explanation
apple	Find all items that contain the term 'apple'
green & smoke	Find all items that contain both 'green' and 'smoke'
green   channel	Find all items that contain any of the words 'green' or 'channel'
enduring freedom	Find all items that match the phrase 'enduring freedom'.
green ~ smoke	Find all items that contain the term 'green' but not the term 'smoke'.

Figure 3-30  
 Single Mobility System (SMS) Report

**Performance Measures**

1. Logged into SMS using CAC card.
2. Reported the current location and itinerary of the aircraft or vessel.

GO      NO-GO  
 \_\_\_\_\_  
 \_\_\_\_\_

**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.

**References**

- Required**  
 FM 3-35  
 JP 3-35  
 SMS-PG  
 SMS-UM

**Related**

## Subject Area 3: Cargo Tracking

**Operate In-Transit Visibility (ITV) Systems****551-88N-1100**

**Conditions:** In an operational environment, given a computer with access to the Transportation Information Systems; RF-ITV handbook; FM 4-01.30; and one of the following, radio frequency tag number, TCN, or pallet identification number.

**Standards:** Operate the RF-ITV system and accurately report the location of cargo within 10 minutes or commander/supervisor's time limit.

**Performance Steps**

1. Identify the source tracking number for the shipment on the GTN.
  - a. The TCN (prime transportation control number) is a 17-position entry. Positions 1 through 6 are the consignor DODAAC. Positions 7 through 10 are the four-position Julian date of when the request was created. Positions 11 through 14 are the serial number, and positions 15 through 17 are all Xs. (See figure 3-31.)

<b><u>Transportation Control Number for CARGO SHIPMENTS</u></b>	
POSITION IN TCN	EXPLANATION
1-6	DODAAC (6 digit ship to code)
7-10	4 digit Julian date (i.e. 6001)
11	X
12-14	Serial number, 3 digits, (i.e. 001-999) in sequence, no duplication on date shown
15	X
16	Partial ship code (if applicable) or X
17	Split ship code (if applicable) or X

Figure 3-31  
Constructing a Transportation Control Number

- b. RFID Tag IDs contain at least 6 numbers.
  - c. Standard document number contains 14 digits.
2. Access the ITV system.
  - a. Enter one or more RFID Tag IDs, TCNs, or document number(s) to view the last known location of the shipment(s). View shipment contents (commodity report) and/or tag event history (detailed report). (See figure 3-32.)

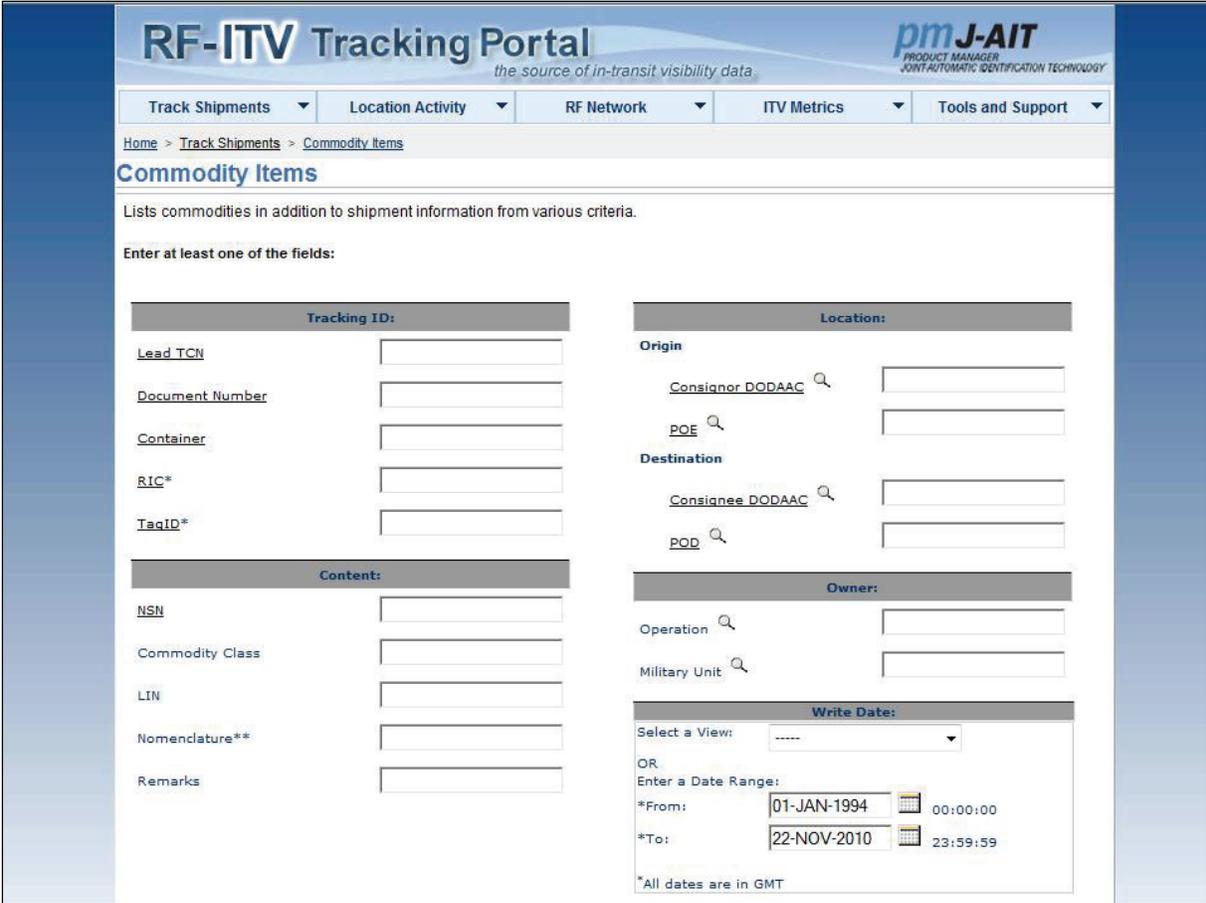


Figure 3-32  
Location of Shipment Using ITV Server

- 3. Report the location of the shipments. (See figure 3-33.)
  - a. Choose from result sets that provide summary report only, summary and detailed report, and commodity report information. Also, an archived data search is available.

RF-ITV Tracking Portal

PRODUCT MANAGER  
JOINT AUTOMATIC IDENTIFICATION TECHNOLOGY

Track Shipments ▾
Location Activity ▾
RF Network ▾
ITV Metrics ▾
Tools and Support ▾

Home > Track Shipments > Commodity Items

### Commodity Items

Lists commodities in addition to shipment information from various criteria.

Unclassified - For Official Use Only (FOUO)

Current Date & Time: 22-NOV-2010 16:29:30 GMT

Click to import the data to Excel.

Displaying results 201-300 of 459098 found [Show All Records](#)

Results: [First](#) [<< Prev](#) [1-100](#) [101-200](#) [201-300](#) [301-400](#) [401-500](#) [501-600](#) [601-700](#) [701-800](#) [801-900](#) [901-1000](#) [Next](#)

Document Number	TCN	POE	POD	Consignee (To)	NSN	Unit Of Issue	Quantity	Nomenclature	LIN	RIC	COND	Write Date	Tag ID	S
18E05L8325RW01	SW312383440047XXX	1MA	PN1	W91175	7520002816175	EA	00024	RUBBER STA		GSA		19-JAN-09 07:19:00	5946901	N
18E05L9328T019	18E05L9328T019XXX	83K	84T	W91175	7510014256768	RO	00100	TAPE,PRESS			A	30-NOV-09 10:58:59	5886520	N
18E05N0158T000	18E05N0158T000XXX	83K	84S	W91W42	7510014256768	RO	00100	TAPE,PRESS			A	12-JUN-10 21:01:59	5944239	N
18E05N0179T003	18E05N0179T003XXX	83K	84S	W91W42	7510014256768	RO	00100	TAPE,PRESS			A	04-JUL-10 09:27:59	5648625	N
18E05N0223T010	18E05N0223T010XXX	601	SDA	W91W42	7510014256768	RO	00100	TAPE,PRESS			A	21-SEP-10 15:11:59	6485623	N
18E05N0266T012	18E05N0266T012XXX	83K	84S	W91W42	7510014256768	RO	00100	TAPE,PRESS			A	05-OCT-10 09:23:59	5949097	N
18E05N0296T013	18E05N0296T013XXX	83K	84S	W91W42	7510014256768	RO	00100	TAPE,PRESS			A	17-NOV-10 08:01:59	5953636	N
18E05N0296T013	18E05N0296T013XXX	601	SDA	18E05N	7510014256768	RO	00100	TAPE,PRESS			A	26-OCT-10 12:43:59	4939864	N
18E05V9225T007	18E05V9225T007XXX	83K	84S	W91Y27	0000S2TRNSHIP	EA	00001	TRANSSHIP			A	04-MAR-10 01:25:59	5944966	N
18E0600158T034	18E0600158T034XXX	83K	86A	W91X8J	8135013862322	RO	00005	PLASTIC SH			A	11-JUN-10 11:25:59	5946813	N
18E0600252T040	18E0600252T040XXX	83K	86A	W91X8J	8135013862322	RO	00005	PLASTIC SH			A	21-SEP-10 07:35:59	5630232	N
18E06091733005	18E06091733005XXX	83K	86A	FB5860	1270S2TRNSHIP	EA	00001	TRANSSHIP			A	01-JUN-10 06:16:59	5901779	N
18E0640112T029	SW310901150152XXX	83K	84S	W91W42	7510014256768	RO	00100	TAPE,PRESS			A	28-APR-10 06:15:59	5989538	N
18E0640112T035	SW310901150152XXX	83K	84S	W91W42	8415014920178	BX	00006	GLOVES,DIS			A	28-APR-10 06:15:59	5989538	N
18E0640158T037	SW310901610252XXX	83K	84S	W91W42	7510014256768	RO	00100	TAPE,PRESS			A	12-JUN-10 21:01:59	5944239	N
18E0640158T038	SW310901610252XXX	83K	84S	W91W42	7520002402411	EA	00010	DISPENSER,			A	12-JUN-10 21:01:59	5944239	N
18E0640166T046	18E0640166T046XXX	83K	84S	W91W42	7510014256768	RO	00100	TAPE,PRESS			A	22-JUN-10 20:35:59	5974211	N
18E0640179T048	18E0640179T048XXX	83K	84S	W91W42	7510014256768	RO	00100	TAPE,PRESS			A	04-JUL-10 09:27:59	5648625	N
18E0640232T059	18E0640232T059XXX	83K	84S	W91W42	7510014256768	RO	00100	TAPE,PRESS			A	05-OCT-10 09:56:59	6616973	N
18E0640266T071	18E0640266T071XXX	83K	84S	W91W42	7510014256768	RO	00100	TAPE,PRESS			A	05-OCT-10 09:23:59	5949097	N
18E0640296T084	18E0640296T084XXX	83K	84S	W91W42	7510014256768	RO	00100	TAPE,PRESS			A	17-NOV-10 08:01:59	5953636	N
18E0640296T084	18E0640296T084XXX	601	SDA	18E064	7510014256768	RO	00100	TAPE,PRESS			A	26-OCT-10 12:43:59	6903303	N

Figure 3-33  
Searching using ITV Server

**Performance Measures**

1. Identified the type of tracking number of the shipment(s).
2. Accessed the ITV system.
3. Reported the location of the shipment(s).

<u>GO</u>	<u>NO-GO</u>
_____	_____
_____	_____
_____	_____

**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.

**References**

- Required**
- AIT -Guide II
  - FM 4-01.30
  - RFITV Guide
  - SMS-PG
  - SMS-UM

**Related**

## Operate the Movement Tracking System

551-88N-1102

**Conditions:** In an operational environment, given a tactical wheeled vehicle, equipped with a mounted MTS mobile unit, DAAB 15-99-D-0014; mission traffic information; and target vehicle(s) with which to communicate.

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**Special Conditions:** The target MTS with which to send message traffic to may either be another MTS mobile unit or an MTS control station, set up to monitor and provide traffic data.

---

**Standards:** Initialize the MTS mobile unit (to include PLGR if installed using Legacy System), enter the tactical net, send and receive digital message(s), exit the net, and power down the unit.

### Performance Steps

1. Conduct V2 configuration power on procedures.

### WARNINGS

**A DRIVER SHOULD NEVER OPERATE MTS EQUIPMENT WHILE THE VEHICLE IS MOVING. ONLY A PASSENGER SHOULD OPERATE THE COMPONENTS IN A MOVING VEHICLE. DRIVER OPERATION OF THE MTS COMPUTER IN A MOVING VEHICLE COULD CAUSE AN ACCIDENT INJURING THE DRIVER AND PASSENGER(S) AS WELL AS DAMAGING THE VEHICLE.**

**USE OF ENGINEER TAPE (OR SOME OTHER MEDIUM) TO MARK THE EQUIPMENT'S LOCATION IS ADVISED IF THE EQUIPMENT APPEARS TO AFFECT A SOLDIER'S NORMAL INTERACTION WITH THE VEHICLE.**

**THE RUGGEDIZED COMPUTER (V2) HAS A SMALL 10.5" SCREEN AND KEYBOARD. THE SCREEN CAN CAUSE EYESTRAIN IF USED FOR EXTENDED PERIODS WITHOUT BREAKS. SOLDIERS SHOULD ONLY USE THE SYSTEM WHEN NECESSARY. THE FUNCTION OF THE COMPUTER IS TO SEND OPERATIONAL MESSAGES OR VIEW MAPS AND NOT FOR PLAYING GAMES OR SENDING PERSONAL MESSAGES.**

**THE TERM "LOW VOLTAGE" CAN BE MISLEADING. VOLTAGE MEASURES AS LOW AS 50 VOLTS MAY CAUSE DEATH UNDER CERTAIN CONDITIONS. FAILURE TO POWER THE CONTROL STATION FROM A GROUNDED 110/220 AC OUTLET MAY RESULT IN SERIOUS INJURY (SEE SECTION ON CONTROL STATION INSTALLATION). NEVER TOUCH AN EXPOSED WIRE. IF A PIECE OF EQUIPMENT APPEARS DAMAGED, DO NOT TOUCH IT. INFORM YOUR SYSTEM ADMINISTRATOR, SUSTAINMENT AUTOMATION MAINTENANCE OFFICER (CSSAMO), OR A COMTECH FIELD SERVICE REPRESENTATIVE (FSR) IMMEDIATELY. A FSR WILL NEED TO REPAIR/REPLACE THE SYSTEM.**

**BE CAREFUL NOT TO HAVE FINGERS UNDER THE BRACKET WHILE ATTACHING TO THE MOUNT. HOLD TRANSCEIVER ON THE SIDES WITH FINGERS SPREAD AS IF YOU WERE HOLDING A HOT DINNER PLATE.**

**A. POWER ON THE V2 CONTROL BOX. FLIP THE POWER SWITCH TO ON IN ORDER TO POWER UP THE UNIT. THE LED LIGHT ON THE CONTROL BOX WILL ILLUMINATE GREEN. THE LEDS ON THE SATELLITE TRANSCEIVER, IF CONNECTED, WILL ALSO ILLUMINATE.**

**B. POWER ON THE RUGGEDIZED COMPUTER.**

**(1) THE COMPUTER WILL POWER ON WHEN THE CONTROL BOX SWITCH IS ON. WAIT FOR THE COMPUTER TO LOAD/INITIALIZE SOFTWARE.**

**(2) WHEN PROMPTED, PRESS CTRL-ALT-DEL TO LOGIN. IF THE SYSTEM DOES NOT HAVE A KEYBOARD, USERS WILL FOLLOW THIS FUNCTION ON THE VIRTUAL KEYBOARD LOADED ON THE TABLET.**

**(3) A SECURITY WINDOW SIMILAR TO THE ONE BELOW WILL APPEAR. READ OVER THE TEXT IN THE WINDOW, AND CLICK OK WITH AGREEMENT TO THE TERMS.**

**(4) ENTER USERNAME AND PASSWORD, AND THEN CLICK OK. THE WINDOWS DESKTOP CONTAINS THE MTS MESSENGER AND TRACERLINK ICONS. MTS MESSENGER WILL AUTOMATICALLY START. IF IT DOES NOT, START THE MTS MESSENGER SOFTWARE MANUALLY BY DOUBLE CLICKING ON THE MTS MESSENGER ICON.**

2. Start MTS Messenger.



Figure 3-34

Notes: Multiple instances of the MTS Messenger application should not be open at the same time. The following error message will display if the user opens MTS Messenger while it is already open and running. The user should click OK. This will close the second instance of MTS Messenger. (See figure 3-34.)

The computer should open MTS Messenger automatically. However, if Messenger does not start, and a Comtech Mobile Datacom field service representative (FSR) is not available, follow the steps listed below.

- a. To start MTS Messenger double-click the MTS Messenger icon located on the desktop.
- b. Enter the bumper number (logging into the network). The bumper number can be up to 32 characters long, including letters, numbers, spaces, and dashes (-). (See figure 3-35.)



Figure 3-35

- c. If connected to a MT 2012 transceiver, the system will automatically find the COM ports. If connected to a MT 2011 transceiver, users will be asked to select the Terminal COM Port. V2 users select COM 3 (J4). (See figure 3-36.)



Figure 3-36

- d. V2 users select COM 1 (J3). After successfully starting MTS Messenger, the standard display screen also known as the command reference will appear.
- e. Eall status blocks are displayed at bottom of screen.
- f. Wait for network registration. The bumper number and transceiver ID will appear in status block 4 at the bottom when network registration completes.

Note: The MTS Messenger status blocks, found on the bottom of the display screen, are numbered from left to right starting with block one (1).

1. Status block one (1) displays the communication between the transceiver and the computer. When the number in this queue reaches 40, restart MTS Messenger to clear the queue.
2. Status block two (2) contains the incoming messages queue, which displays the number of unread messages.
3. Status block three (3) contains MIL GPS status. A FOM (figure of merit) displays as "MILGPS: 1 to 5 degrees when the SAASM receives a valid GPS Fix. If the crypto keys are cleared or zeroed, a unit will still receive commercial grade GPS position, but ERROR will appear. To check FOM, simply go to the standard command reference through the Help menu. A FOM of five (5) or below will allow the MTS to report the unit's position. If using a MT2011 transceiver, GPS status: PLGR 1 – 5 displays.
4. Status block four (4) contains the bumper number (BN) and the transceiver ID (XCVR). The BN will appear after the network registration response from the ground station has been received, about 5 to 10 minutes.
5. Status block five (5) contains the time in universal time code (UTC).

- g. Ensure that all three programs; MTS Messenger, TracerLink,, and Map Viewer are running on the laptop for the MTS to function.

3. Read messages. (See figure 3-37.)

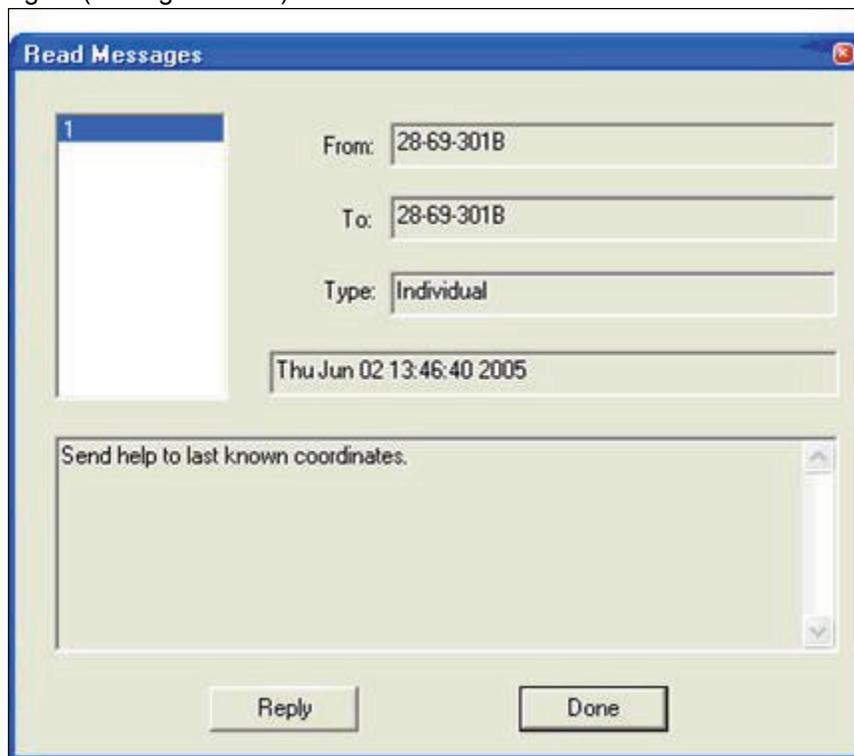


Figure 3-37



Figure 3-38

---

Note: When the incoming messages queue indicator in status block two (2) contains unread messages, the bottom bar will turn YELLOW until all messages are read. If the bottom bar turns RED, a distress signal has been sent out by another unit and is in the message queue.

a. Select Read Messages, then Read Current, Press F1, or press ALT and R sequentially to read messages. (See figure 3-38.)

b. In the Read Messages screen, click the message number you wish to read. It will default to the most recent message received. The text of the message will appear in the Message Text Field. Click the Reply button to return a message to the sender or the Done button to go back to the main window. Use the up and down arrow keys to move between messages. Note: If you have not received messages, (for example, right after you started MTS Messenger) and you selected Read Messages, Read Current via the pull down menu, pressing F1, or by pressing the ALT and R keys sequentially, this dialog box will display.

---

#### 4. Send messages.

##### a. To an individual unit.

1. Select the send messages pull down menu or use the F2 or F3 function keys on the keyboard.
2. Send message to control station (CS) select send message - to CS or press F2.
3. Send a message to a mobile unit select send message - to mobile or press F3 Send message to a control station.
4. Choose recipient for your message by choosing a unit from select unit list. Before you type a message, check the unit status field. This field will let you know if the intended recipient is online or off line. The unit location field will indicate the position of unit.
5. Type the message into the message text field.
6. Press send once the message is complete. Press cancel button to return to the main window without sending. Press recall button to load the last sent message into the message box. Press clear to clear. (See figure 3-39.)
7. Go to read messages - review sent messages to see if the recipient received the message (does not mean they have read it).

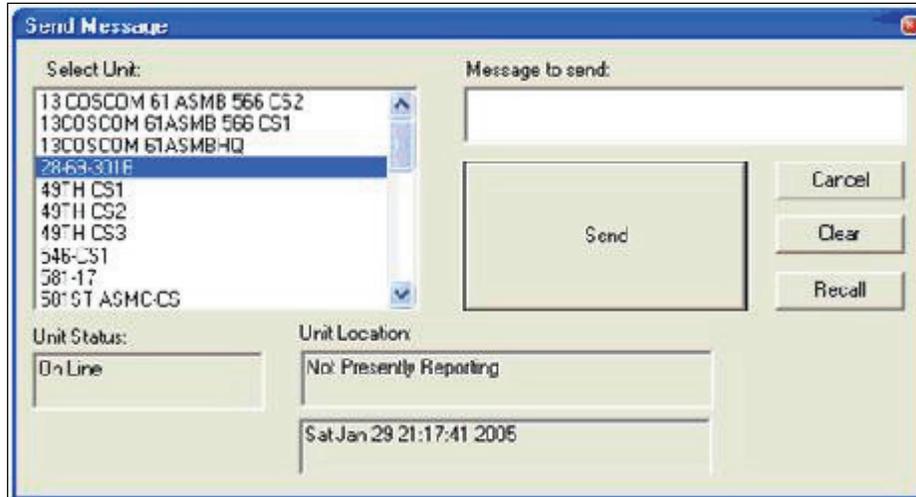


Figure 3-39

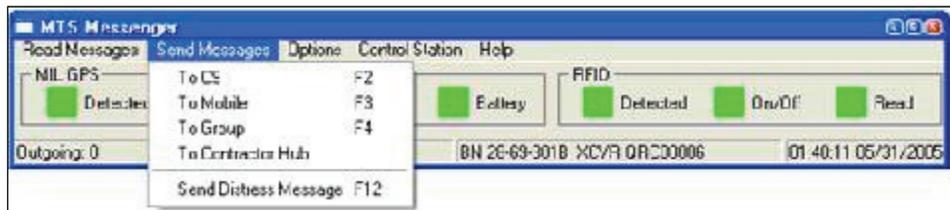


Figure 3-40

- b. Send a message to all members of a control group. (See figure 3-40.)
  1. Select send messages - to group, or press F4 to send a message to all members of the control group, except the sender. Mobile units will only see one control group, while control stations might be members of several control groups.
  2. Enter the text in the message text field and press the send button. Pressing the recall button will load the message box with the text from the last message sent. To close the window without sending a message, press the cancel button. To erase any text in the message text field, press the clear button. (See figure 3-41.)
  3. After sending message, go to read messages - review sent messages to see if any group members received the message.

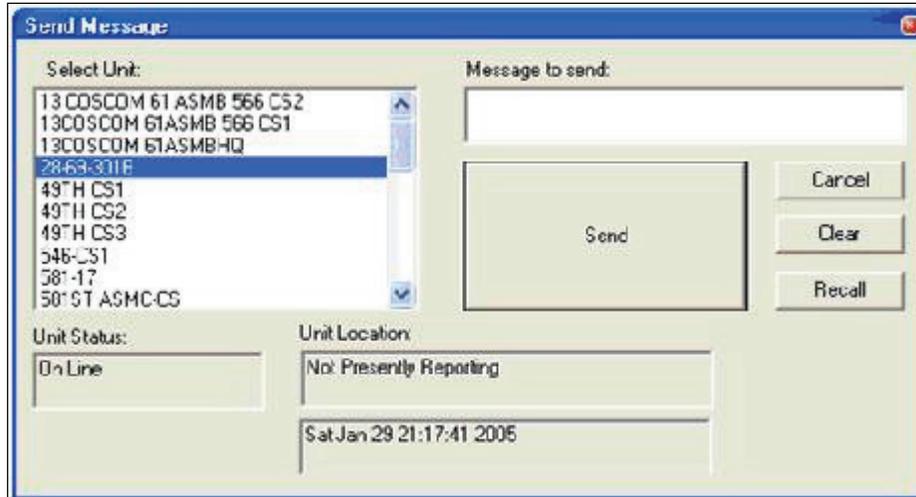


Figure 3-41

5. Start TracerLink program. (See figure 3-42.)
  - a. Double-click on the TracerLink icon located on the desktop to start the TracerLink application. TracerLink connects to the MTS Messenger program over a TCP/IP socket to receive position data.

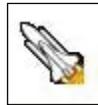


Figure 3-42

---

NOTE: In order for TracerLink to function, MTS Messenger must be running.

---

- b. Identify the following program controls and indicators. (See figures 3-43 and 3-44.)
  1. Symbols.
    - a. Mobile Unit. Round symbols represent mobile units. A square lug on top of the symbol indicates the unit is turned on and transmitting. No lug on top indicates the unit is turned off.
    - b. Control Station. Square symbols represent control stations. A square lug on top of the symbol indicates the unit is turned on and transmitting. No lug on top indicates the unit is turned off.

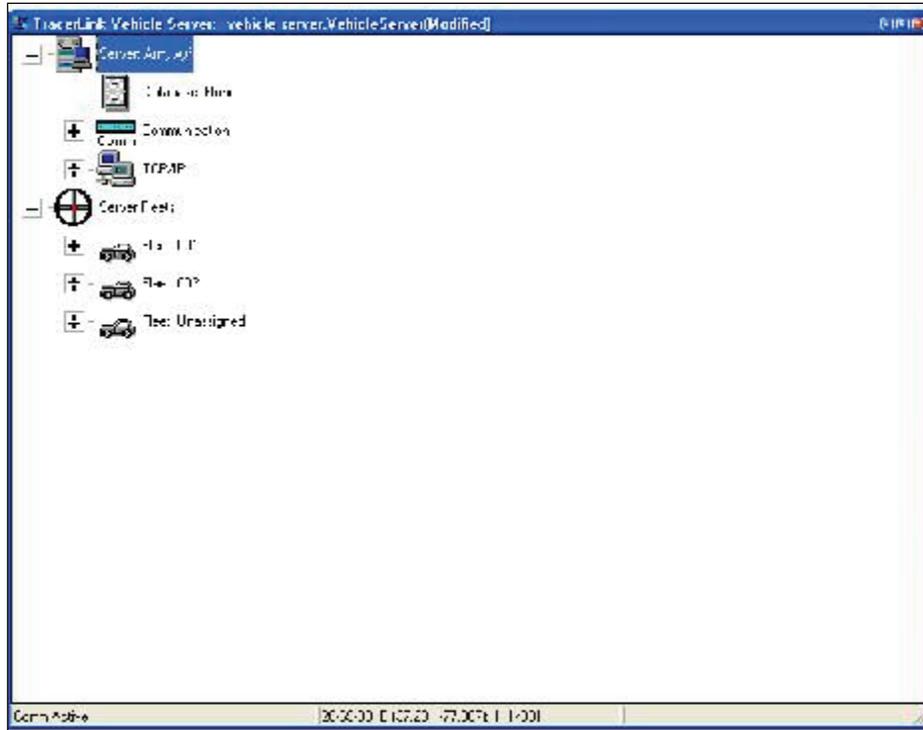


Figure 3-43

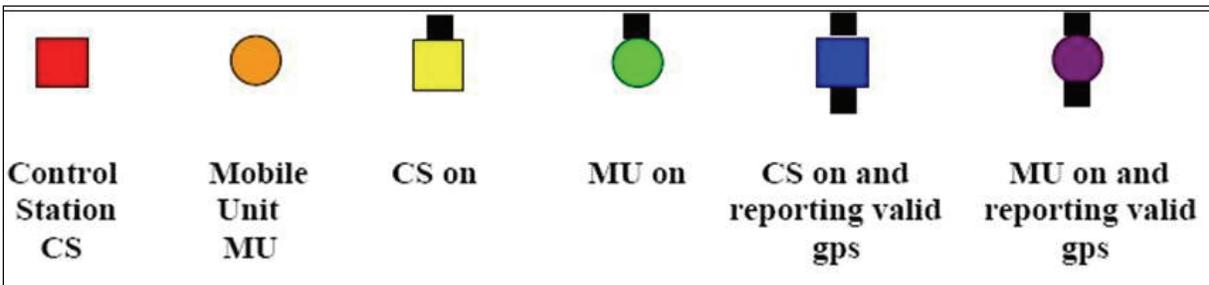


Figure 3-44

NOTE: A square lug at the bottom of a symbol indicates the vehicle is reporting valid GPS. If a unit is powered on, but it not reporting valid GPS, then the location of the icon on the screen reflects the last known position of the vehicle, and may not reflect the current position of the vehicle.

2. Right Click Pop Up Menu. Simply right click with the mouse on the Map Viewer.

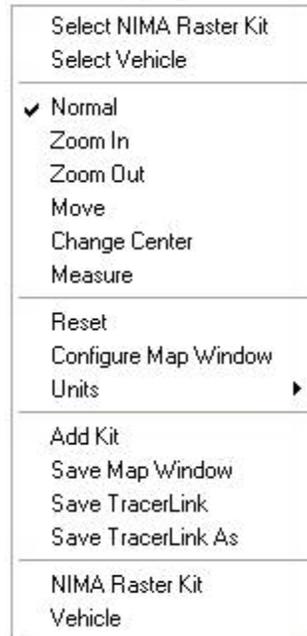


Figure 3-45

3. Zoom the Map. (See figure 3-45.) To zoom, right click on the map to show the popup menu. Select Zoom In or Zoom Out. Click on the map at the point you wish to become the center of the map. The map will zoom with the point clicked becoming the new center of the map.
4. Change Center. Right click the mouse over the map to pop up the menu, select Change Center. Click on the map and the map will move with the point clicked becoming the new center of the map.
5. Pan a Map (Move). (See figure 3-46.) Right click the mouse over the map to pop up the menu, select Move. The cursor becomes a hand. Click on the map and hold down the left mouse button, then drag the map to the desired position. When you release the mouse, the map will redraw in the new position.

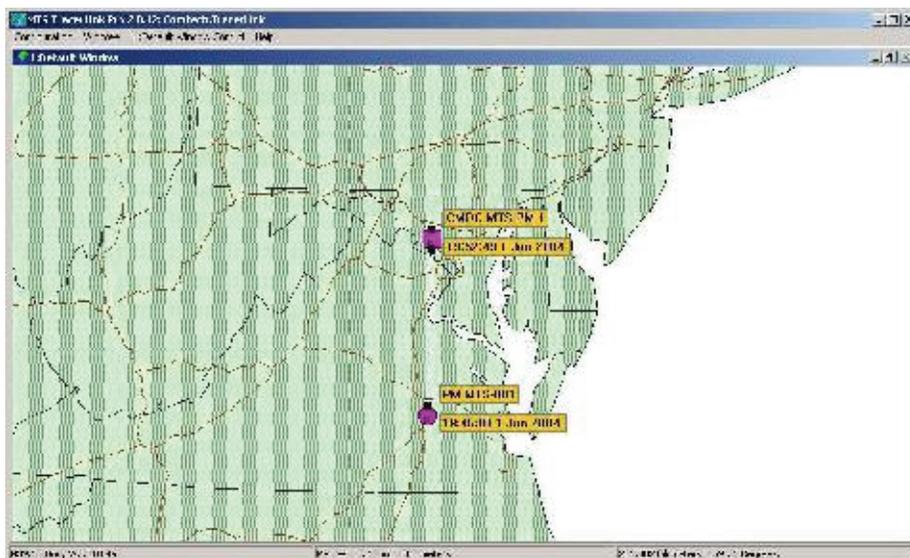


Figure 3-46

6. Measure Distance on a Map. Right click on the map and then select Measure. Click and drag the cursor from point A to point B on the map. Before releasing the button, look at the scale display at the bottom of the map window. It displays the distance in kilometers, nautical miles, or statute miles. Once you release the mouse, the distance measurement will disappear.
  7. Reset Map to Initial View. Right click on the map and select Reset.
  8. Units-Changing Units of Measure. Right click on the map and select Unit. Select whether you want the map in Kilometers, Nautical Miles, or Statute Miles.
- c. Navigate through the Server Vehicle Kit Control Window. Use the Server Vehicle Kit Control Window to trace a vehicle's route, hide a vehicle, or display a vehicle that was previously hidden, or hide/display a vehicle's name and last position report time.

1. Display the Server Kit Control Window. (See figure 3-47.)

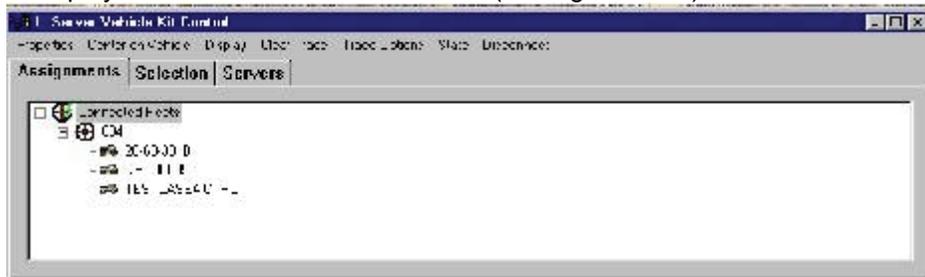


Figure 3-47

- a. Method One. Right click the mouse and choose Select Vehicle on the popup menu. This will change your cursor into a hand with a pointed finger. Left click on the map (with the hand) whether over a vehicle's icon or over a bare spot. If you clicked over a vehicle's icon, the vehicle kit window will display the clicked vehicle(s) in the pane. If you clicked over a bare spot the window will be empty.
  - b. Method Two. Slowly slide the cursor off the screen to the right side of the map. When you approach the edge of the map the Kit Bar will appear.
2. Display information in the Server Kit Control Window.

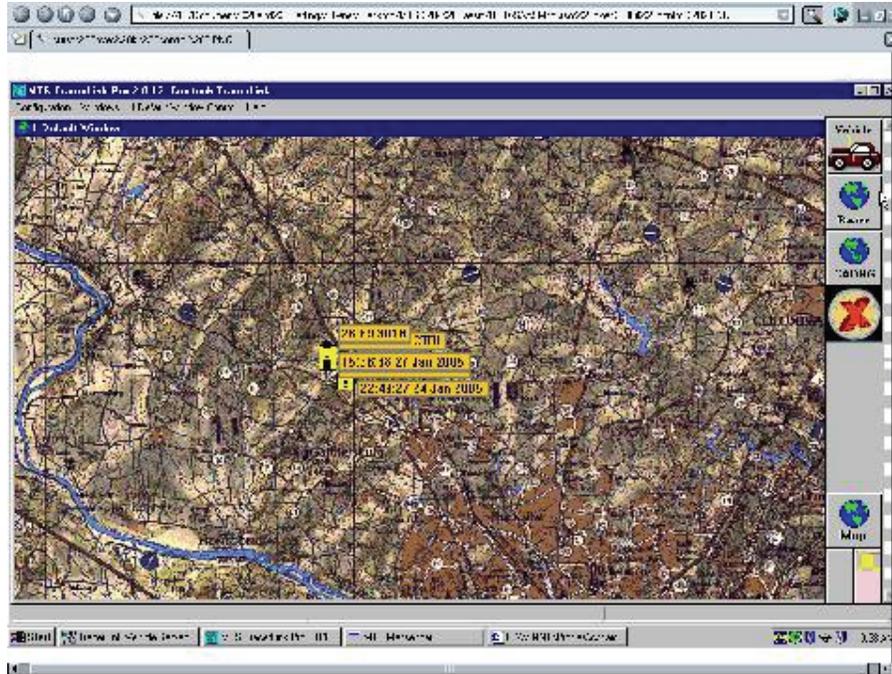


Figure 3-48

- a. The Assignments Tab. Click on the Assignment Tab to display vehicle information in a hierarchical fleet view.
- b. The Selection Tab. Click on the Selection Tab to display vehicle information listed by vehicle.
- c. Enable autotrack function. (See figure 3-48.)
  1. Right click on the map to get the popup menu.
  2. Choose the Select Vehicle option from the pop up window.
  3. Click on the vehicle you wish to track. The Server Vehicle Kit Control window will open with the Selection tab containing a list of vehicles.
  4. Right click on the vehicle you wish to track, select State - Track.

---

Note: If the vehicle you are tracking is off the map, use the Assignments tab instead of the Selection tab to make the change.

---

- d. Enable trace function.
  1. Right click on the map to get the popup menu.
  2. Choose the Select Vehicle option from the popup menu.
  3. Click on the vehicle you wish to trace. The Server Vehicle Kit Control window will open with the Selection tab containing a list of vehicles.
  4. Right click on the vehicle you wish to trace, and then select Display - Trace.
- e. Hiding/Show and individual vehicle's name.
  1. Right click on the map to get the popup menu.
  2. Choose Select Vehicle.
  3. Click on the vehicle you wish to name (un-name). The Server Vehicle Kit Control window will pop up listing the vehicles.
  4. To turn the name on, right click on the name in the Server Vehicle Kit Control window and select Display - Name.
- f. Hide/Show entire control groups.
  1. Right click on the map to get the popup menu.
  2. Choose Select Vehicle.
  3. Click on the map so that the Server Vehicle Kit Control window pops up.

4. Select Assignments tab. The various control groups will be listed with expandable plus boxes next to each one.
  5. Right click on a Control Group (such as 001, 002, 003, and so forth) and select All Vehicles - Hide. If a control group is already hidden, to show it, simply select All Vehicles - Show.
  - g. Display/Hide report time labels for an Individual vehicle.
    1. Right click on the map to get the popup menu.
    2. Choose Select Vehicle.
    3. Click on the map with the mouse so that the Server Vehicle Kit Control window pops up.
    4. Select the Assignments tab.
    5. Right click on a vehicle, and select Display - Time. If the time was not previously displayed, it will be. If the time was previously displayed, it will be turned off.
  - h. Display/Hide report time labels for an entire control group.
    1. Right click on the map to get the popup menu.
    2. Choose Select Vehicle.
    3. Click on the mouse so that the Server Vehicle Kit Control window pops up.
    4. Select the Assignments tab.
    5. Right click on the fleet name and select All Vehicle -Time - Display or All Vehicles - Time - Hide.
  - i. Center the map on a vehicle.
    1. Right click on the map to get the popup menu.
    2. Choose select vehicle.
    3. Click on the map with the mouse so that the Server Vehicle Kit Control window pops up.
    4. Select the Assignments tab.
    5. Open the control group, right click on the vehicle you wish to find and select Center on Vehicle.
6. Perform power off procedures.

**CAUTION:** Improper shut down of system may result in data loss.

- a. Close all applications (MTS Messenger, TracerLink Vehicle Server, TracerLink Map Viewer).
- b. Press CTRL and ESC keys at the same time or click the Start button in bottom left corner of the screen.
- c. Press the U key or select the Shut Down option.
- d. Press ENTER or select Shut Down and then click OK.
- e. The Magnus tablet will automatically power off. Once this occurs, flip the toggle switch on the power box to off. This discontinues power going to the transceiver.
- f. If using the Legacy System and have the PLGR ON, press OFF and wait for the timer, or press the OFF button two times to power down immediately.

**CAUTIONS**

Failure to turn off the Power ON/OFF button on the Control Box will allow the terminal to continue operation and drain the emergency battery.

Improper shutdown of system may result in data loss.

**Evaluation Preparation:** Setup: Ensure that MTS mobile unit is installed in the vehicle to be used and target MTS platforms are ready and powered up to receive message traffic. Provide information to the student for use in sending and receiving message traffic communication purposes.

**Brief Soldier:** You are required to ensure that all connections involved in the proper installation of the MTS mobile unit have been made and the unit is securely mounted. You will then be required to perform a power on procedure followed by starting and operating the software for the system and finally, you will perform the power off procedures. All procedures must be performed in sequence, if applicable. All procedures and communication with other elements will be performed without injury to personnel or damage to equipment.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO-GO</u></b>
1. Conducted V2 configuration power on procedures.	—	—
2. Started MTS messenger.	—	—
3. Read messages.	—	—
4. Sent messages.	—	—
5. Started TracerLink program.	—	—
6. Performed power off procedures.	—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
DAAB 15-99-D-0014	

**Operate Force XXI Battle Command Brigade and Below (FBCB2)  
551-88N-1125**

**Conditions:** In an operational environment, given an FBCB2 system, TB 11-7010-326-10, and command directives.

**Standards:** Operate the FBCB2 IAW TB 11-7010-326-10 manual and mission directives.

**Performance Steps**

1. Perform start up procedures in correct order of sequence. (See figure 3-49.)

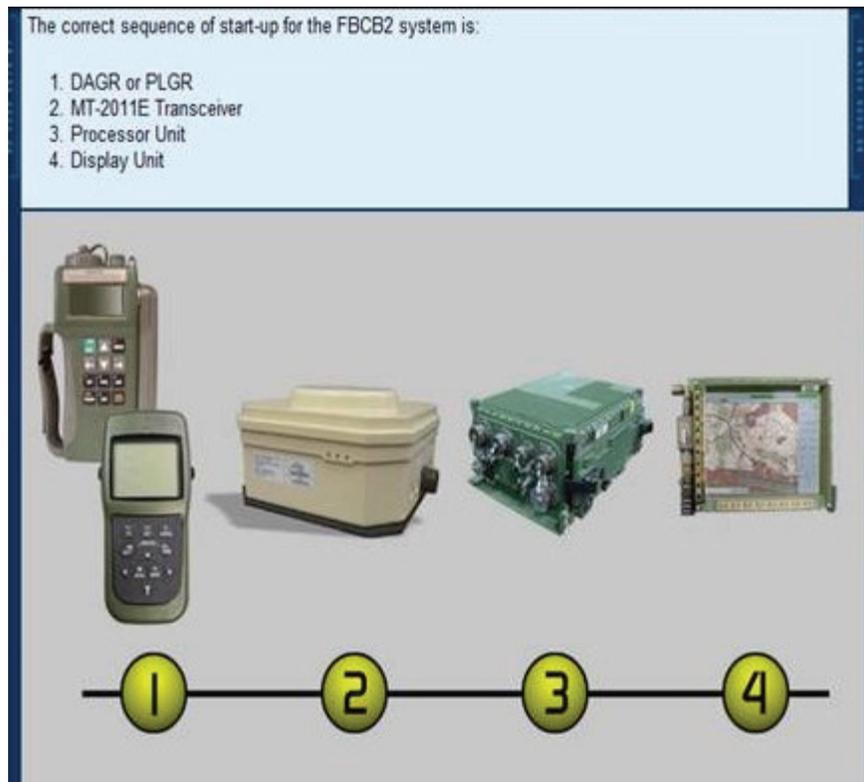


Figure 3-49

---

**NOTE:** Starting up the FBCB2 system requires a specific sequence. Remember that performance of the FBCB2 system will be degraded if all components are not initialized and started in the proper sequence.

- a. Turn on the DAGR or PLGR.
  - b. Turn on MT 2011E transceiver.
  - c. Power on the processor unit.
  - d. Power on the display unit.
-

2. Perform PMCS before operating the FBCB2.

---

NOTE: System is not mission-capable if wires or cables are damaged in any way. Cables must be properly mated to their connection; no red band should be visible on them. Mounting hardware must be secured fully.

---

- a. Inspect the display unit for cracks or other severe damages to the touch screen. (See figure 3-50.)



Figure 3-50

- b. Clean the display unit as necessary.  
c. Hand tighten ground strap thumbscrew. (See figure 3-51.)

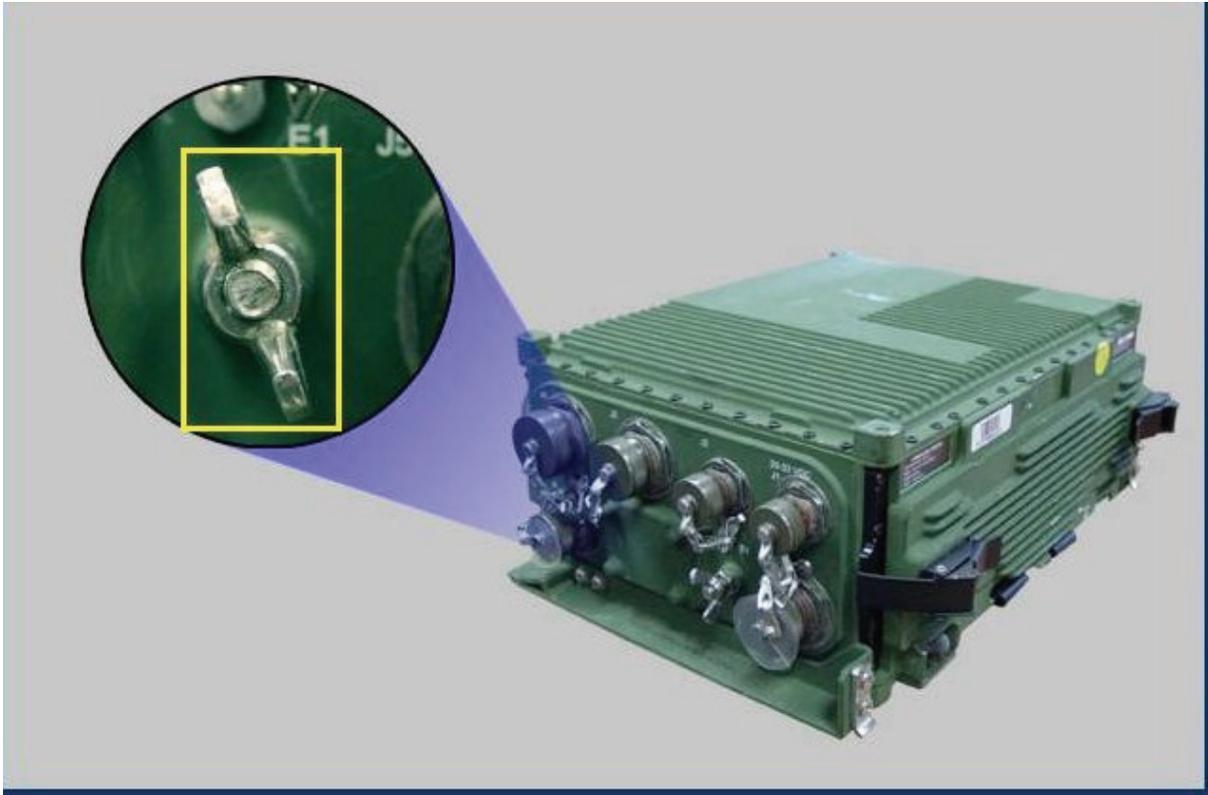


Figure 3-51

d. Inspect keyboard for inoperable, missing, or sticking keys. (See figure 3-52.)

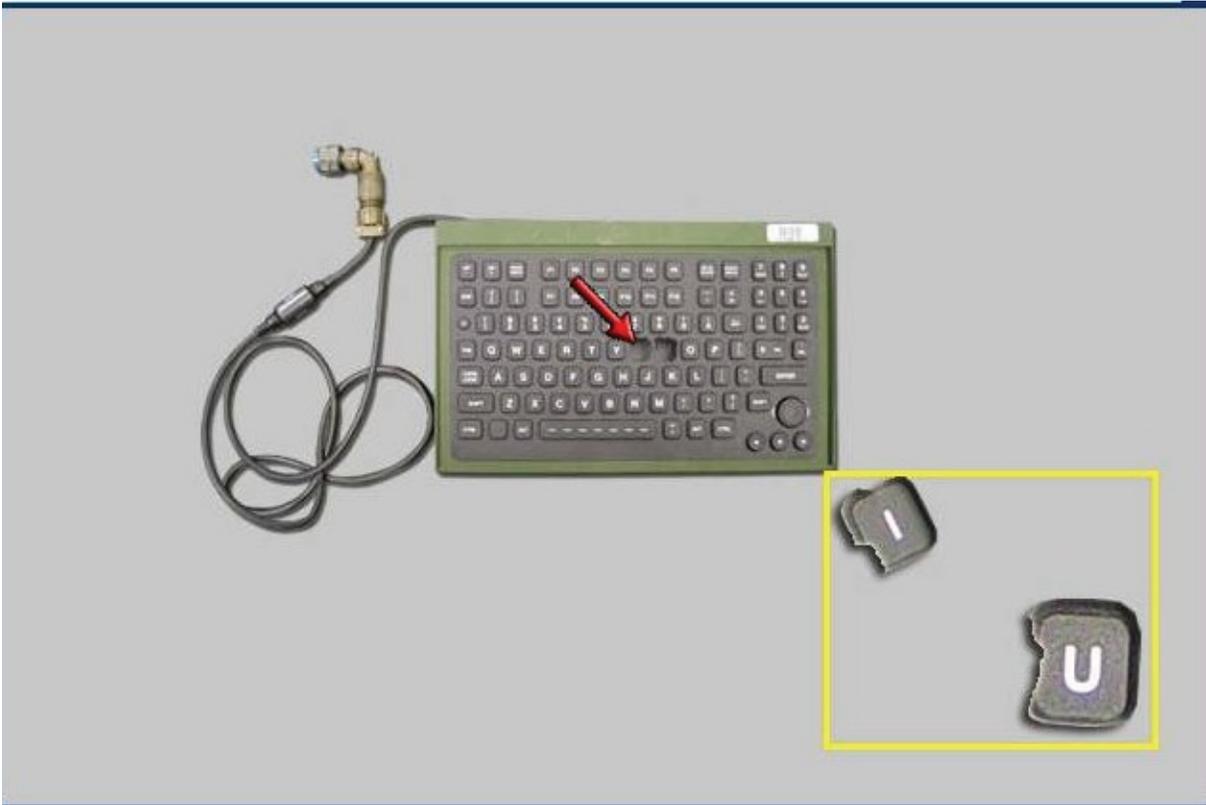


Figure 3-52

- e. Check cables, connectors, and mounting hardware for any damages. (See figure 3-53.)



Figure 3-53

- 3. Perform PMCS during operation of FBCB2.

---

NOTE: Equipment is not fully mission-capable if any RED LED remains continuously lit when operating.

---

- a. Verify the correct unit and role is displayed. (See figure 3-54.)

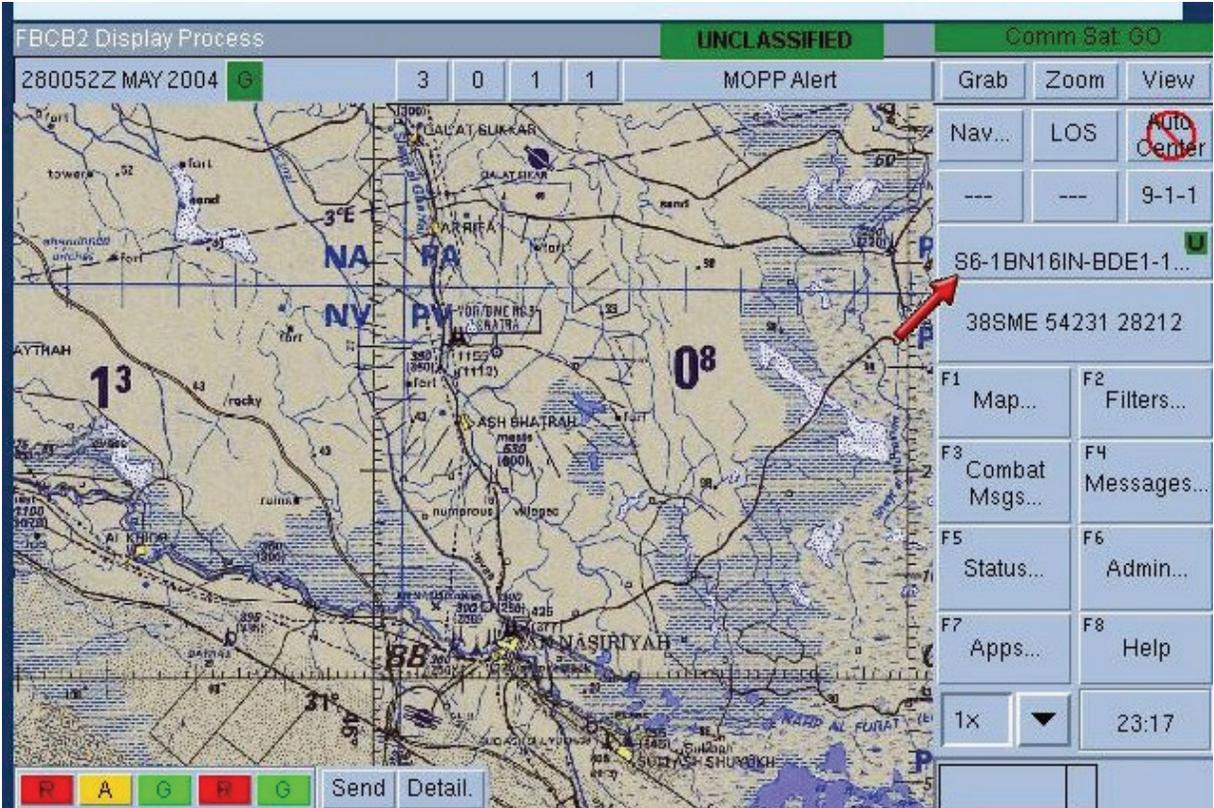


Figure 3-54

- b. Verify GREEN LED's are illuminated for PWR (POWER), DISP (DISPLAY), and CPU (PROCESSOR UNIT) or D(DISPLAY UNIT) controls and indicator panel. (See figure 3-55.)

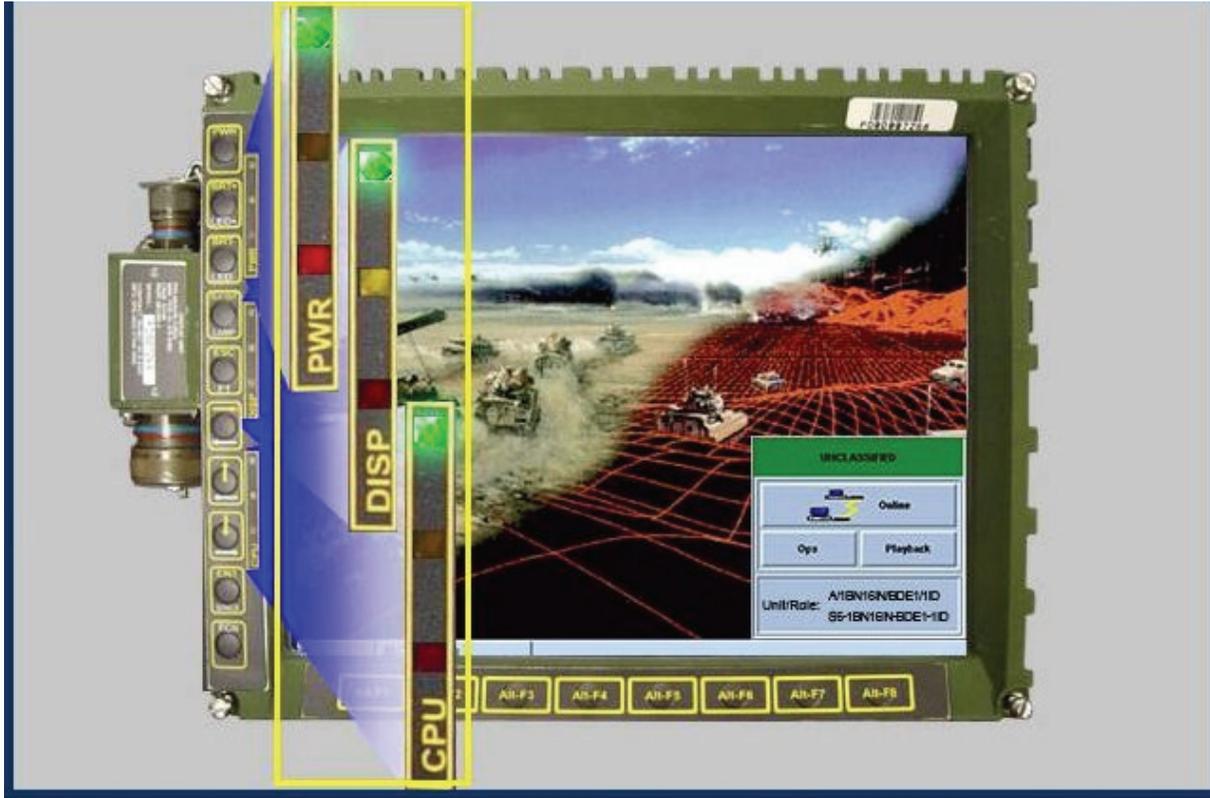


Figure 3-55

4. Perform PMCS after operation the FBCB2.
  - a. Check cables, connectors, and mounting hardware for any damages. (See figure 3-56.)

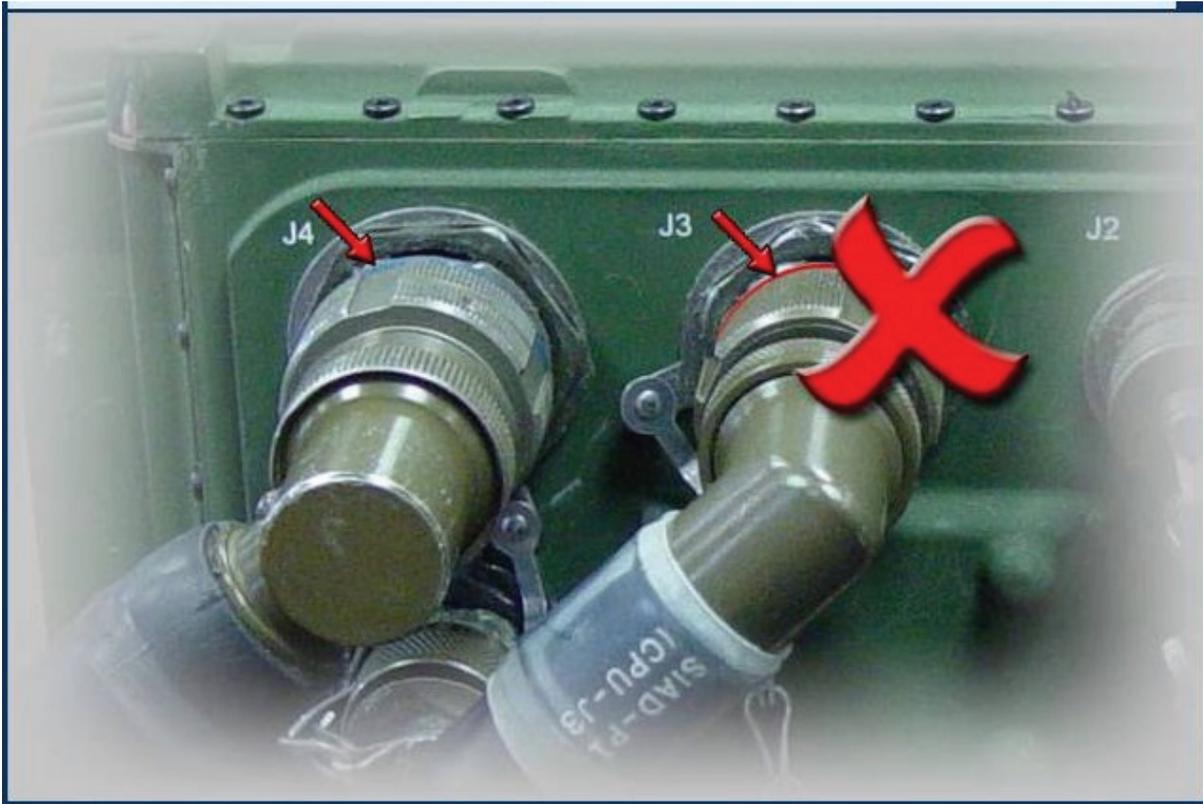


Figure 3-56

- b. Check the processor unit for any obstruction, bad seal, broken, missing, or loose capture fasteners. (See figure 3-57.)



Figure 3-57

c. Inspect the MT 2011E transceiver for cracks, and evidence of damage,



Figure 3-58

d. Verify MT 2011E transceiver is securely mounted to the bracket. (See figure 3-58.)

5. Prepare and send the following combat messages. (See figure 3-59.)
  - a. SPOT report.

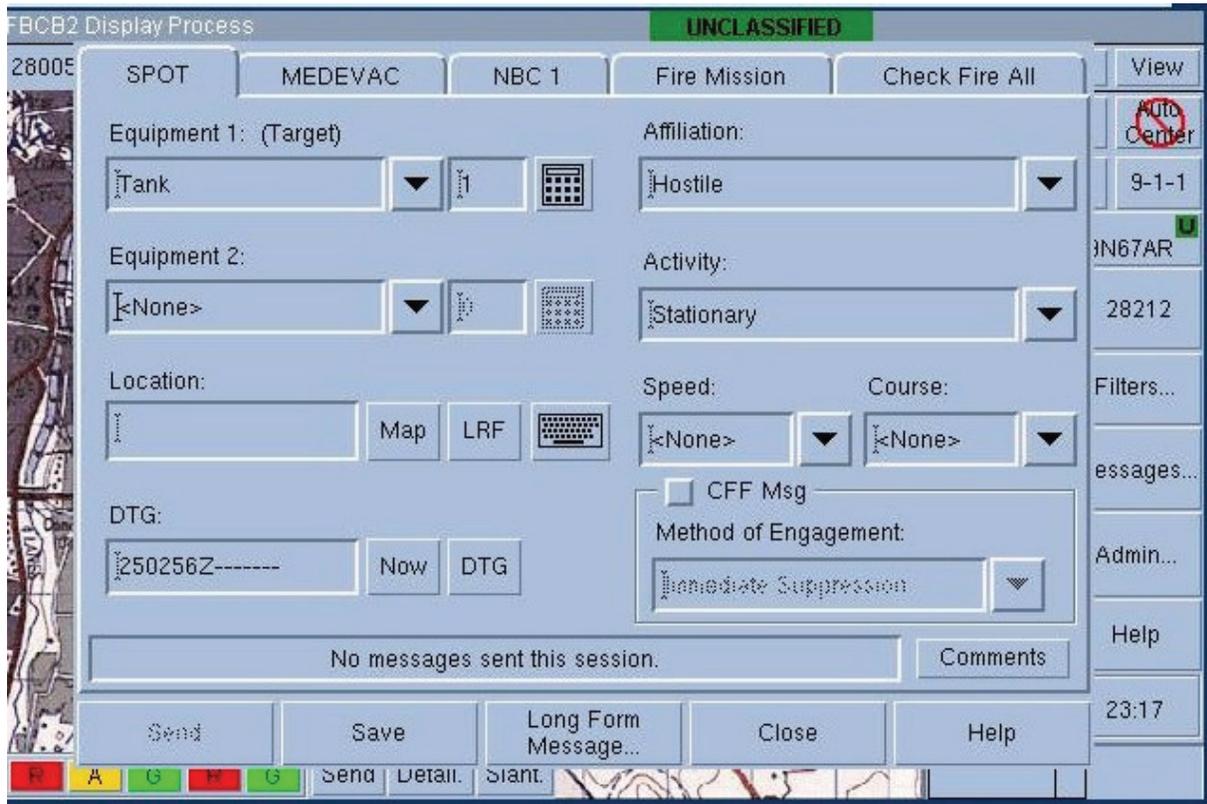


Figure 3-59

b. MEDEVAC report. (See figure 3-60.)

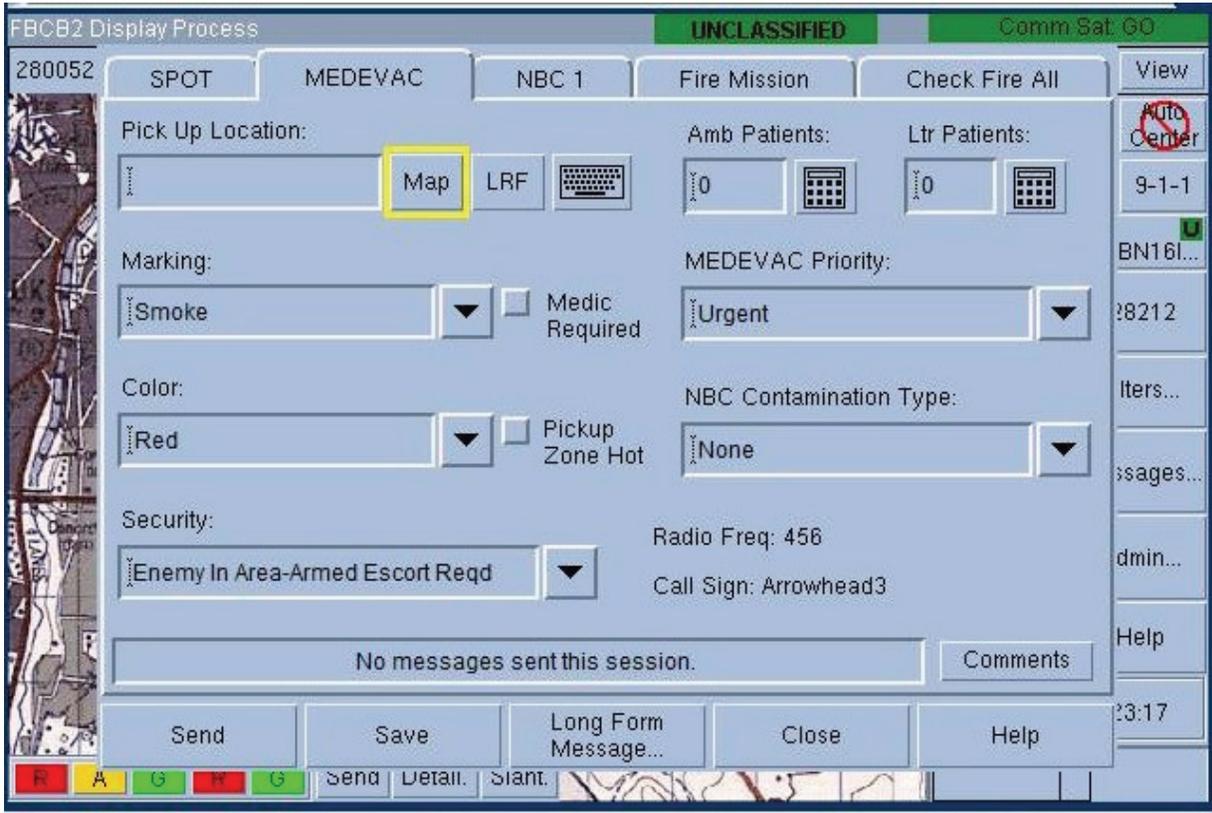


Figure 3-60

c. NBC-1 or UXO (unidentified explosive ordnance) report. (See figure 3-61.)

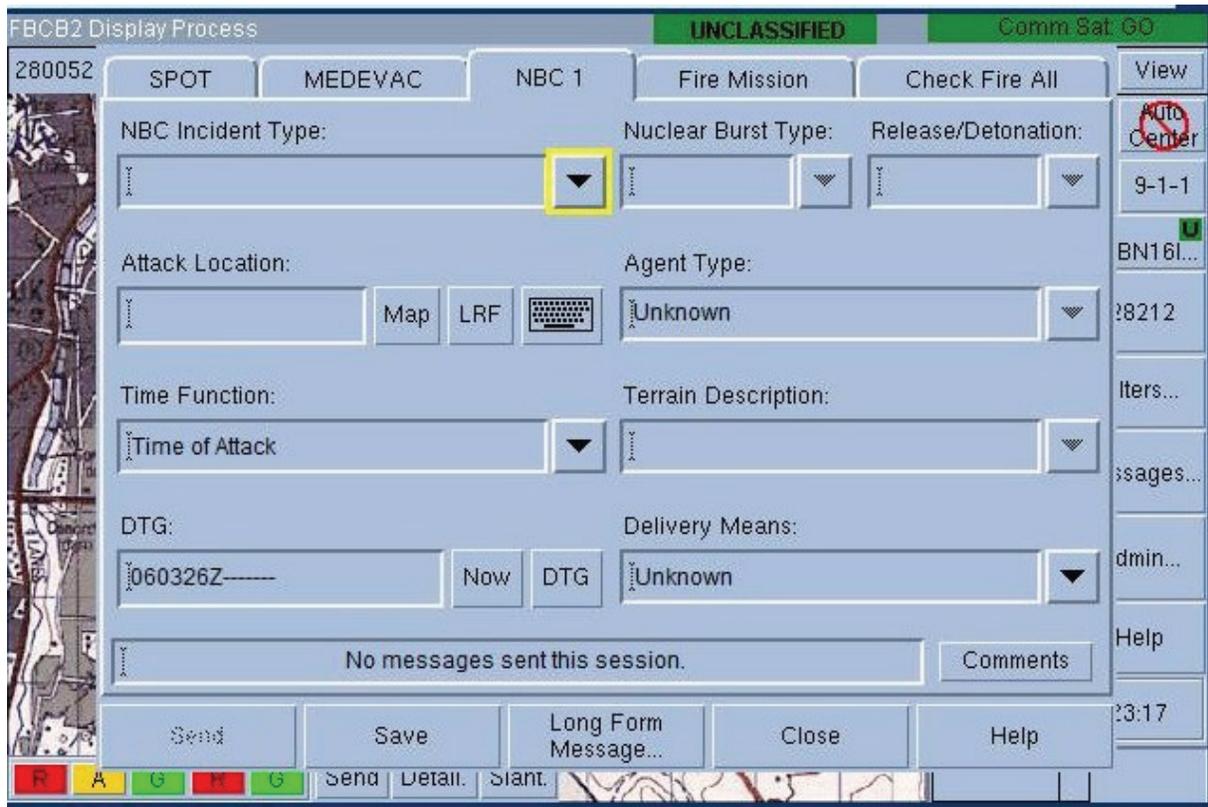


Figure 3-61

d. Fire mission report. (See figure 3-62.)

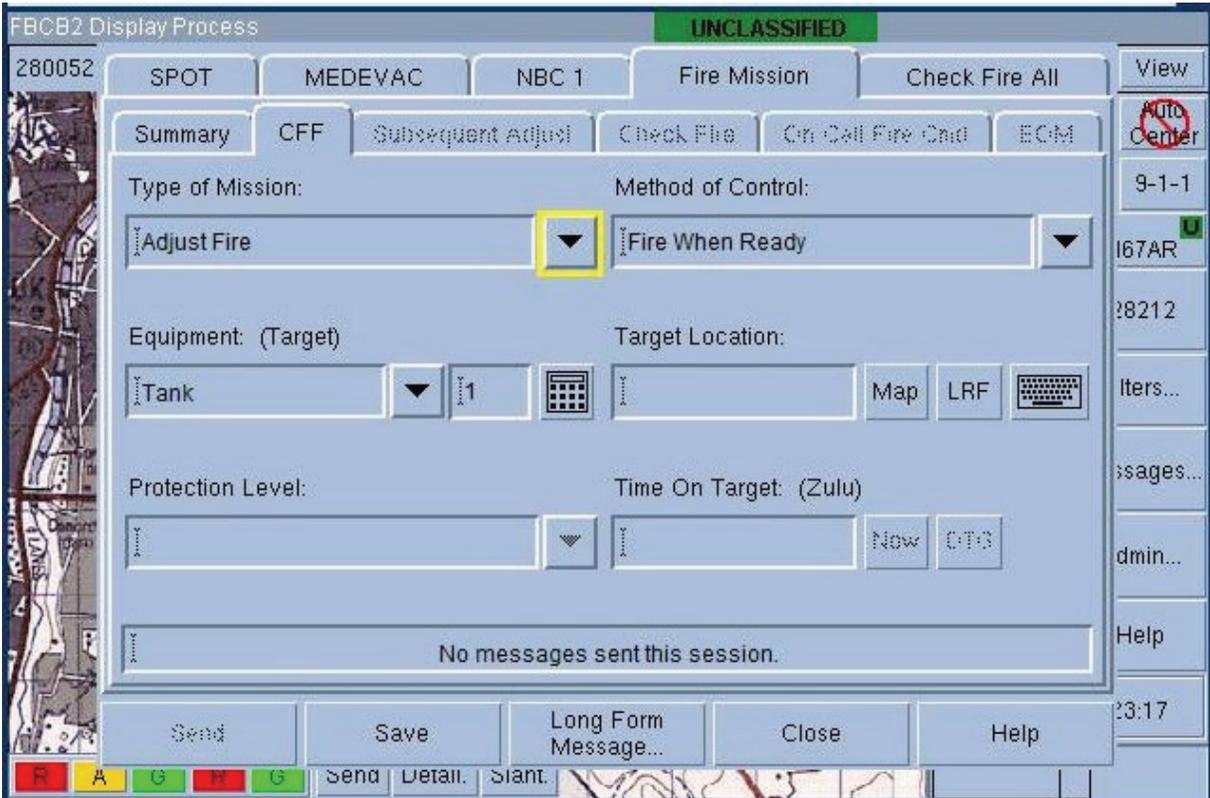


Figure 3-62

6. Perform shut down procedures in correct order of sequence. (See figure 3-63.)

The correct sequence of shut down for the FBCB2 system is:

1. Screen (Display Unit)
2. CPU (AN/UYK-128 Processor Unit)
3. Antenna (MT-2011)
4. DAGR or PLGR

Figure 3-63

---

NOTE: The FBCB2 computer must be shut down first, before the MT 2011 Transceiver and DAGR/PLGR. DO NOT shut down power to the computer without following software shut down procedures. Failure to comply may cause the loss of program data.

---

- a. Power down display unit.
- b. Power down processor unit.
- c. Turn off MT 2011E Transceiver.
- d. Turn off DAGR or PLGR.

**Performance Measures**

1. Performed start up procedures in correct order of sequence.
2. Performed PMCS before operating the FBCB2.
3. Performed PMCS during operation of FBCB2.
4. Performed PMCS after operating the FBCB2.

<u>GO</u>	<u>NO-GO</u>
—	—
—	—

**Performance Measures**

- 5. Prepared and sent the following Combat messages.
- 6. Performed shut down procedures in correct order of sequence.

<u>GO</u>	<u>NO-GO</u>
—	—
—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
TB 11-7010-326-10	
TB 11-7010-326-10-1	
TB 11-7010-326-10-3	

## Maintain Cargo Accountability

**551-88N-1127**

**Conditions:** In an operational environment, given movement data; unit SOP; DTR 4500.9-R, Part II; FM 4-01.30; FM 55-80; and a unit created equipment/cargo in and outbound spreadsheet.

**Standards:** Maintain all cargo and equipment daily arrivals and departures with 100 percent cargo accountability. Ensure all reports are updated IAW unit SOP; DTR 4500.9-R, Part II; FM 4-01.30; and FM 55-80.

### Performance Steps

1. Check the equipment yard daily for departures or arrivals of transport equipment and cargo.
2. Record arrival or departure of all equipment and cargo.
3. Update daily yard check accountability report.
4. Identify abnormal delays to supervisor.
5. Report any abnormal delays to supervisor.

**Evaluation Preparation:** Setup: Provide the Soldier with applicable references and shipping documentation.

**Brief Soldier:** Tell the Soldier to maintain cargo accountability, record all transport equipment arrivals and departures, and prepare and maintain a daily yard check report.

### Performance Measures

	<u>GO</u>	<u>NO-GO</u>
1. Checked equipment yard daily for departures or arrivals of equipment and cargo.	—	—
2. Recorded arrival or departure of all transported equipment and cargo.	—	—
3. Updated daily yard check accountability report.	—	—
4. Identified abnormal delays to supervisor.	—	—
5. Reported abnormal delays to supervisor.	—	—

**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.

### References

#### Required

DTR 4500.9-R, Part II  
 FM 4-01.30  
 FM 55-80

#### Related

**Maintain Container Accountability****551-88N-1128**

**Conditions:** In an operational environment, given containers, movement data, inventory report forms, FM 55-80, and FORSCOM Reg 55-1.

**Special Conditions:** This task is conducted at a water terminal and requires advance notice of a ship's cargo manifest to facilitate efficient movement of inbound containers.

**Standards:** Maintain 100 percent container accountability of all container movement information (delayed, missed movement, or failed to arrive) to the consignee and appropriate agencies.

**Performance Steps**

1. Review forecast of inbound/outbound containers.
2. Identify inventory containers.
  - a. Outbound.
  - b. Inbound.
  - c. Retrograde.
  - d. Frustrated.
  - e. Hazardous / Classified.
3. Create a container report. (See figure 3-64.)
  - a. Enter Prefix - (The first four letters of the container serial numbers.)
  - b. Enter Serial Number - (The six numbers prior to the check digit.) For instance, serial number of USAG 116932-9 as 116932)
  - c. Enter Check Digit - Last digit of serial number.
  - d. Enter Status- Last report, R-Receipt S-Shipped.
  - e. Enter Last Date- Date of change in status.
  - f. Enter Owner DODAAC - (Organization, FORSCOM, AIDPMO, or unit owned.)
  - g. Enter Destination-(Destination location.)
  - h. Enter Condition Code.
  - i. Enter Due Inspection- Date of last CSC inspection.
  - j. Enter Remarks.

<b>Installation: Fort Hood</b>									
Report Date: 1 Oct 1997									
<u>PREFIX</u>	<u>SERIAL NUMBER</u>	<u>CHECK DIGIT</u>	<u>STATUS</u>	<u>LAST DATE</u>	<u>OWNER DODAAC</u>	<u>DEST</u>	<u>COND CODE</u>	<u>CSC INSP</u>	<u>REMARKS</u>
Example USAA	6932	9	R	06/26/97	W25G1R		B	01/31/97	

Prepared by: Mr/Ms. J. Doe

**Explanation:**

**Prefix:** First four letters of container serial number.  
**Serial Number:** Six numbers prior to the check digit. For instance, report a container with serial number of USAG 116932-9 as 6932 prior to the check digit of 9.  
**Check Digit:** Last digit of serial number.  
**Status:** Since last report                    *R* - Receipt  
*S* - Shipped  
**Last Date:** Date of change in status.  
**Owner DODAAC:** Use DODAAC of organization which lists the container on its property book. Use installation DODAAC for FORSCOM containers. Use DODAAC provided by the AIDPMO for common-user containers. Use unit DODAAC for unit owned containers.  
**Dest:** Use when container has been shipped to another destination. Write destination location.  
**Cond Code:** Current condition code of container. Use the following codes:  
 B                           Operational and CSC certified  
 D                           Operational but requires CSC inspection  
 E                           Requires minor repairs (below \$750)  
 F                           Requires major repairs (\$750 to MEL)  
 H                           Uneconomically reparable  
**Due Insp:** Date of last CSC inspection  
**Remarks:** Available for Installation comment.

Figure 3-64  
Container Report

- Report information to supervisor.

**Evaluation Preparation:** Setup: Provide the Soldier with necessary documentation to complete task to standard.

**Brief Soldier:** Tell the Soldier to enter all required data on punch cards and state the distribution requirement to the supervisor.

<b>Performance Measures</b>	<b>GO</b>	<b>NO-GO</b>
1. Reviewed forecast of inbound/outbound containers.	_____	_____
2. Identified and inventoried containers.	_____	_____
3. Created a container report.	_____	_____
4. Reported information to supervisor.	_____	_____

**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.

**References**

<b>Required</b>	<b>Related</b>
FM 55-80	
FORSCOM Reg 55-1	

Skill Level 2

Subject Area 4: Cargo Movements and Documentation - Air / Surface / Ocean

**Verify Cargo Data on Required Documentation**  
**551-88N-2100**

**Conditions:** In an operational environment, given a TMR; a TCMD DD 1384 (Transportation Control Movement Document); a commercial bill of lading; FM 4-01.30; Defense Transportation Regulation, Part III; FM 55-30; and FORSCOM Regulations 55-1 and 55-2.

**Standards:** Verify each document, without error, including the TMR, TCMD DD 1384, and a commercial bill of lading. Track the flow of information for each completed document.

**Performance Steps**

1. Verify each document in a unit movement book. (See figures 3-65 and 3-66.)
  - a. ATMR.

Delivery Locations											
Dest Stop-Off	Dest DODAAC	Dest MCE Cd	Dest Unit Designation	Dest Unit POC	Dest POC Phone No	Dest City	Dest Installation	Dest Street Address/Bldg No	Dest Grid Coord		
A											
B											
Z											

Destination Cargo												
Dest Stop-Off	Dest DODAAC	Dest Cndrv Desc	Dest Water Cndrv Cd	Dest Type Cgo Cd	Dest Water Spec Hdl Cd	Dest Air Cndrv Cd	Dest Air Spec Hdl Cd	Dest NSN	Dest HAZMAT PSN	Dest Compatibility Group Cd	Dest UN Class Cd/Division No	Dest Supply Class Cd
A												
B												
Z												

Dest TCN	Dest Pos	Dest Wt	Dest Cu	Dest Lgth	Dest Width	Dest Ht	Dest Container No	Dest Compatibility Container No	Dest Pallet Designator
Total Stop									
Total Stop									
Total Stop									
Total									

Destination Passengers						
Dest Stop-Off	Dest DODAAC	Dest Pass Type Cd	Dest Pass Qty	Dest Pass Bag Pos	Dest Pass Bag Wt	Dest Pass Bag Cu
A						
			Total Stop			
B						
			Total Stop			
Z						
			Total Stop			
			Total			

Intermodal Assets						
Intermodal Asset Cd	Intermodal Asset Cd Desc	No of Assets	Consolidated Container No	Pallet Designator	Intermodal Asset Serial No	Intermodal Asset Owner Cd

Container Information							
Type Shipment	Van No	Container Owner Cd	Container TCN	Container No	Container Size	Ocean Carrier Cd	Container Dest DODAAC

Movement Release Remarks

SAMPLE

Figure 3-65  
Transportation Movement Request (Front)

**Transportation Movement Release (TMR)**  
**TMR General Information and Associated Documentation**

TMR No:	<input type="text"/>	GEL/CEL No:	<input type="text"/>
Movement Request Control No:	<input type="text"/>	Export Traffic Release No:	<input type="text"/>
Requestor Organization:	<input type="text"/>	Freight Warrant No:	<input type="text"/>
Requestor FOC:	<input type="text"/>	Exercise Name:	<input type="text"/>
Requestor Phone No:	<input type="text"/>	Project Cd:	<input type="text"/>
Prime TCN:	<input type="text"/>	Transportation Priority Cd:	<input type="text"/>
RDD:	<input type="text"/>	Fund Cite:	<input type="text"/>
DTG TMR Sent to Mode:	<input type="text"/>	PIC Date:	<input type="text"/>
DTG TMR Created:	<input type="text"/>	PIC Required:	<input type="text"/>
ACA No:	<input type="text"/>	PIC FOC:	<input type="text"/>
Movement Credit No:	<input type="text"/>	PIC FOC Phone No:	<input type="text"/>

**Requested Spot, Load, and Pull Information**

Requested Spot Date:	<input type="text"/>	Requested Load Time:	<input type="text"/>
Requested Spot Time:	<input type="text"/>	Requested Pull Date:	<input type="text"/>
Requested Load Date:	<input type="text"/>	Requested Pull Time:	<input type="text"/>

**Mode Information**

Mode Meth Cd	Mode Unit Cd	Commercial Carrier Cd	Type Asset Cd	No of Assets

**Origin Pick-up Locations**

Origin DODAAC	Origin MCE Cd	Origin Unit Designation	Origin Unit FOC	Origin FOC Phone No	Origin City	Origin Installation	Origin Street Address/ Bldg No	Origin Grid Coord

**Origin Cargo**

Origin Caddy Desc	Origin Water Caddy Cd	Origin Type Cgo Cd	Origin Water Spec Hdl Cd	Origin Air Caddy Cd	Origin Air Spec Hdl Cd	Origin NSN	Origin HAZMAT PSN	Origin Compatibility Geomp Cd	Origin UN Class Cd/Division No	Origin Supply Class Cd

Origin TCN	Origin Fes	Origin Wt	Origin Cu	Origin Lgh	Origin Width	Origin Ht	Origin Container No	Origin Compatibility Container No	Origin Pallet Designator
Total									

**Origin Passengers**

Origin Pass Type Cd	Origin Pass Qty	Origin Pass Bag Fes	Origin Pass Bag Wt	Origin Pass Bag Cu
Total				

SAMPLE

Figure 3-66  
 Transportation Movement Request (Back)

b. A transportation control movement document. (See figure 3-67.)



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.
SPLC (Dest.) 588234250		ORIGIN (Name, address and ZIP code) CHIEF AMMUNITION BRANCH ATTN: ATZC-ISL-SA BLDG 9903 915-569-9570/9171 JAMES SALAS Mc GREGOR RANGE, NM 88081 US W81HL0		SPLC (Orig.) 779547000	
CONSIGNEE (Name, address and ZIP code of installation) AMMO SUPPLY POINT BLDG 920 CAISSON HILL FT RILEY, KS 66442-5936 US W55NU9100I				SHIPPER (Name, address and ZIP code) TRANSPORTATION OFFICER HQSARMY AIR DEFENSE ARTILLERY CEN ATTN: ATZC-ISL-TM BLDG 2638 FORT BLISS, TX 79916-0058 US W45QQ9	
APPROPRIATION CHARGEABLE AEMQ				BILL CHARGES TO (Dept/agency, bureau/office mailing address and ZIP code) PowerTrack, U.S. Bank EP-MN-L27C 200 South Sixth Street Minneapolis, MN 55402	
VIA (Route shipment when advantageous to the Government)				FWTRTK	
MARKS AND ANNOTATIONS E161129899 DDP Dual Driver EXC Exclusive Use SNS Satellite Monitoring				RICHARD EYESTONE TP: 3 DD:2010-02-18 5461129722 785-239-4102 (103) For in-transit emergencies involving DOD general hazardous material shipments (excluding explosive) SEE DESCRIPTION OF ARTICLES	
TOTAL PKGS.		DESCRIPTION OF ARTICLES (Use carrier's classification or tariff description if possible; otherwise use clear nontechnical description)		QUANTITY * (Pounds, Gallons or Barrels)	
NO	KIND	HM		FOR USE OF BILLING CARRIER ONLY	
			CLASSIFICATION ITEM NO. Page 1 of 3 06430901 AMMO EXPL FWKS-CHEM MUN NOIBN/NOICLASS 1, DIVS 11, OR 12, CAR  IN CASE OF EMERGENCY CALL FOR EXPLOSIVES: 703-697-0218/0219 FOR EXPLOSIVE HAZMAT: 800-351-5061  Mtsge 1098 TOT WT: 24690LB CU: 708 NEW 6941.61 LB SEE CONTINUATION SHEET FOR DETAILS	24690.0 LB	
13	PLT				
TARIFF/SPECIAL RATE AUTHORITY SLTW:005174-00				PICKUP SERVICE FURNISHED VEHICLE FULLY LOADED	SHIPPER'S INITIALS RG
STOP SHIPMENT AT				FURNISH INFORMATION ON CAR/TRUCKLOAD/CONTAINER SHIPMENTS	
INITIALS & NO.		SEAL NUMBERS		LENGTH/CUBE	MARKED CAPACITY
SLTW:1		APPLIED BY SH		ORDERED AV3	FURNISHED AV3
CARRIER'S PICKUP DATE 2010-02-16		SIGNATURE OF AGENT		PER	CARRIER WAY/FREIGHT BILL NO. AND DATE 1
MODE B	ESTIMATE 2,583.59	NO CLS/TL 1	TYPE RATE	PSC DDP-SNS	REASON 13 22.29
ISSUING OFFICER AND OFFICE (issuing officer name, office and complete address) JERALD B. BUNYAN TRANSPORTATION OFFICE TRANSPORTATION OFFICER HQSARMY 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				DELIVERED THIS CONSIGNMENT COMPLETE & IN APPARENT GOOD ORDER EXCEPT AS MAY BE INDICATED	
DATED				SHORTAGE <input type="checkbox"/> DAMAGED <input type="checkbox"/>	
				NAME OF BILLING CARRIER	
				SIGNATURE OF AGENT	
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, CONIGNED, 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					

Figure 3-68  
Commercial Bill of Lading

2. Identify and track the flow of information for each completed form.

**Performance Measures**

1. Verified each document contained in a unit movement book.
2. Identified and tracked the flow of information for each completed form.

<b>GO</b>	<b>NO-GO</b>
_____	_____
_____	_____

**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.

**References**

**Required**  
Commercial Bill of Lading

**Related**

DD Form 1384  
DTR 4500.9-R, Part III  
FM 4-01.30  
FM 55-30  
FORSCOM Reg 55-1  
FORSCOM Reg 55-2  
TMR

**Determine Disposition of Cargo**

**551-88N-2101**

In an operational environment, given a TMR, movement requirements, movement data, transportation availability modes, and FMs 55-1 and 4-01.30.

**Standards:** Process all cargo without error IAW movement requirements, transportation capabilities, and FMs 55-1 and 4-01.30.

**Performance Steps**

1. Determine disposition of equipment/cargo.
  - a. Verify TMR to ensure cargo destination is correct.
  - b. Verify cargo is on movement data plan.
  - c. Contact origin or destination POC for additional verification of disposition.
2. Recommend course of action for disposition of cargo.
  - a. Select mode for movement.
  - b. Coordinate for additional handling requirements for upload and download of cargo.
3. Request assets needed to accomplish cargo movement.
  - a. Assign cargo for movement.
  - b. Update movement data once cargo is approved for movement.

**Performance Measures**

1. Determined disposition of equipment/cargo using information of TMR.
2. Recommended course of action for disposition of cargo.
3. Requested assets needed to accomplish cargo movement.

<u>GO</u>	<u>NO-GO</u>
—	—
—	—
—	—

**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.

**References**

**Required**  
 FM 4-01.30  
 FM 55-1

**Related**

**Prepare Request to Expedite Shipment  
551-88N-2102**

**Conditions:** In an operational environment, given transportation request; DTR 4500-9, Part II; and FM 4-01.30.

**Standards:** Prepare request to expedite shipment to move after arriving in theater to its final destination IAW DTR 4500-9, Part II, and FM 4-01.30.

**Performance Steps**

1. Call the cargo forward from the staging area.
  - a. Determine the method of shipment by (surface or air).
    1. Motor.
    2. Rail.
    3. Air Freight.
  - b. Consideration must include, but should not be limited to, the following:
    1. Required delivery date (RDD).
    2. Nature of the material.
    3. Weight and cube of shipment.
    4. Distance to be shipped.
    5. The cost of transportation alternatives between the shipper and destination.
    6. The shipper, trans-shipper and destination to handle shipment by a particular mode.
2. Assign TMR, numbers for cargo movement at the POD.
3. Prepare for the clearance of cargo from the POD terminals.
4. Check to make sure cargo moves from the POD according to established priorities.
5. Review the shipment documentation to ensure the shipment is routed correctly.
6. Maintain liaison with other elements performing terminal functions (consignees and consignors).
7. Verify the shipment schedule, and promptly notify concerned personnel of any delays which will cause shipment to miss the estimated time of arrival (ETA).

**Evaluation Preparation:** Setup: Provide the Soldier with identifying information about the cargo shipment, regulations and local policy/guidance.

**Brief Soldier:** Tell the Soldier to expedite clearance of cargo from the terminal and state the transmittal requirement to the supervisor.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Called the cargo forward from the staging area.	—	—
2. Assigned transportation movement release numbers for cargo movement at the POD.	—	—
3. Prepared for the clearance of cargo from the POD terminals.	—	—
4. Checked to make sure cargo moves from the POD according to established priorities.	—	—
5. Reviewed the shipment documentation to ensure the shipment is routed correctly.	—	—
6. Maintained liaison with other elements performing terminal functions (consignees and consignors).	—	—
7. Verified the shipment schedule, and promptly notified concerned personnel of any delays which will cause shipment to miss the estimated time of arrival (ETA).	—	—

**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.

**References**

**Required**

DTR 4500.9-R, Part II  
FM 4-01.30

**Related**

## Prepare a Transportation Discrepancy Report

**551-88N-2103**

**Conditions:** In an operational environment, given shipment document, a blank DD Form 361 (Transportation Discrepancy Report [TDR]), and DTR 4500.9-R, this task will be performed under supervision.

**Standards:** Prepare a DD Form 361 without error for the loss and damage of shipments IAW DTR 4500.9-R.

### Performance Steps

1. Enter Julian date TDR is prepared. (Block 1) (See figure 3-69.)
2. Enter report number. (Block 2)

---

Note: This number is made up of the reporting activity's Department of Defense Activity Address Code (DODAAC) followed by the last two digits of the year the report was created and a four digit sequential number.

---

3. Enter the name and address, including the ZIP Code, of the office to which the request for information (RFI), miscellaneous, or astray freight TDR will be mailed. (Block 3)
4. Enter the name and address, including ZIP Code, of the reporting activity. (Block 4)
5. Enter the CONSIGNOR: name and address, including ZIP Code, of the activity that directed the shipment. (Block 5)
6. Enter the CONSIGNEE: name and address, including ZIP Code, of the activity that is receiving the shipment. (Block 6)
7. Enter the SHIPPER: name and address, including ZIP Code, of the activity making the shipment for the consignor. (Block 7)
8. Enter the CARRIER'S complete name and SCAC. (Block 8)
9. Enter the CARRIER'S PRO/FREIGHT BILL NO: the number from the carrier's delivery receipt. (Block 9)
10. Enter the BILL OF LADING NO.TYPE: the number and indicate the type. (Block 10)
11. Enter the correct MODE OF SHIPMENT CODE. (Block 11)
12. Enter the Julian date the carrier signed for the shipment. (Block 12)
13. Enter the Julian date on which the consignee signed for the shipment. (Block 13)
14. Enter the Julian date on which the discrepancy was discovered. (Block 14)
15. Enter the Julian date on which the commercial carrier was first notified. (Block 15)
16. Enter the name and telephone number of the carrier's agent contacted. (Block 16)
17. Place an "X" in the proper block and show the seal number. (Block 17)
18. Show the transportation control number assigned to identify the material. (Block 18)
19. Enter the item name (COMMODITY DESCRIPTION) and NSN or part number. Include the member's/employee's name and grade on personal property shipments. (Block 19)
20. Enter the TYPE PACK CODE. (Block 20)
21. Show the number of pieces reported as DISCREPANT for each line entry. (Block 21)
22. Enter the TYPE and CAUSE CODE. (Block 22)
23. Show the two-letter abbreviated (UNIT OF ISSUE) under which the material was issued. (Block 23)
24. Show the total number of UNITS BILLED/SHIPPED that were shown on the billing or shipping document. (Block 24)
25. Enter the number of UNITS OF ISSUE that were found to have discrepancies. (Block 25)
26. Show the total WEIGHT for each discrepant line entry. (Block 26)
27. Enter the REPLACEMENT value. (Block 27)
28. Enter the REMARKS. (Block 28)

Note: Request information needed to the investigation of the discrepancies.

- 29. Enter the Name of Preparer, Email Address, Telephone and FAX Number. (Block 29a - 29d)
- 30. Enter any Reply. (Block 30)
- 31. Enter Name of Respondent, Email Address, Telephone and FAX Number. (Block 31a - 31e)

TRANSPORTATION DISCREPANCY REPORT (TDR)		1. DATE 110	2. REPORT NUMBER		OMB No. 0702-0124 OMB approval expires Feb 28, 2009				
<small>The public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Service Directorate (0702-0154). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. PLEASE DO NOT RETURN YOUR FORM TO THE ABOVE ORGANIZATION. RETURN COMPLETED FORM TO: SDDC, ATTN: MTRC-OPCL, 661 SHEPPARD PLACE, FORT EUSTIS, VA 23084.</small>									
PART I									
<input type="checkbox"/> REQUEST FOR INFORMATION (RFI)		<input type="checkbox"/> MISCELLANEOUS PROBLEMS		<input type="checkbox"/> ASTRAY FREIGHT					
3. TO		4. REPORTING ACTIVITY 598TH US ARMY TRANSPORTATION TERMINAL APO AE 09143 WK3FOY							
5. CONSIGNOR (Origin) FLEET AND INDUSTRIAL SUPPLY CENTER NORFOLK, VA 23511-5000		N45631		6. CONSIGNEE (Destination) CDR. EUROPEAN DISTRIBUTION AAFES - EUROPE APO AE 09143					
7. SHIPPER SAME AS BLOCK 5		N45631		8. CARRIER'S NAME (SCAC) SL INDEPENDENCE A4929 W15QL1 4020 V0331N2					
9. CARRIER'S PROFFREIGHT BILL NO. N/A		10. BILL OF LADING NO./TYPE N/A							
11. MODE CODE Z	12. DATE CARRIER SIGNED FOR SHIPMENT	13. DATE CONSIGNEE RECEIVED SHIPMENT	14. DATE DISCREPANCY DISCOVERED 116	15. DATE CARRIER NOTIFIED	16. CARRIER REPRESENTATIVE CONTACTED MR. HARRY SMITH TELEPHONE NO. (215) 465-0960				
17. SEAL NUMBERS AND CONDITION <input checked="" type="checkbox"/> INTACT <input type="checkbox"/> BROKEN/MISSING (Include details)									
TRANSPORTATION CONTROL NO. 18	COMMODITY DESCRIPTION AND/OR NATIONAL STOCK NO. (NSN) 19	TYPE OF PACK 20	QUANTITY DIS-CREPANT (Pieces) 21	TYPE AND CAUSE CODE 22	UNIT OF ISSUE 23	UNITS BILLED/SHIPPED 24	DISCREPANT UNITS 25	WEIGHT 26	VALUE OR COST OF REPAIRS 27
HX8AAUTOAT	POTATO CHIPS 8940-00-A27	CD	17	SK					
HX8AAUTOAT	TORTILLA CHIPS 8940-00-A27	CD	4	SK					
28. REMARKS (See preparation instructions of covering regulation for suggested information) SHIPMENT WAS LOADED ON ABC TRUCKING NO. 01234, 20 APR 10, BLOCKED AND BRACED WITH TWO-FOOT 4X4'S NAILED TO THE TRAILER FLOOR ON ALL FOUR SIDES OF THE BOX									
29a. NAME OF PREPARER (Type or print) RONDA A. FORTSON				29b. EMAIL ADDRESS TRANSPORTATION OFFICER					
29c. TELEPHONE NO. (703) 428-2294			29d. FACSIMILE NUMBER						
30. REPLY									
31a. NAME OF RESPONDENT (Type or print)						31b. TELEPHONE NO.			
31c. EMAIL ADDRESS			31d. FACSIMILE NUMBER			31e. DATE			
DD FORM 361, JUN 2006 REPLACES STANDARD FORM 361 (3-84) WHICH IS OBSOLETE. <span style="float: right;">Reset Adobe Professional 7.0</span>									

Figure 3-69

- 32. Enter name and address including ZIP Code of the finance center or claim office or contract administration office to which the TDR package is to be mailed. (Block 32) (See figure 3-70.)

PART II - (FOR CLAIMS PURPOSES)

---

32. TO:

---

33. EXCEPTION NOTED ON CARRIER'S DELIVERY RECEIPT? (If "NO," explain in Remarks)

YES       NO

---

<p>34. INSPECTION DATA</p> <p><input type="checkbox"/> CARRIER INSPECTED <i>(Report attached)</i></p> <p><input type="checkbox"/> ORAL WAIVER <i>(Provide name, site, and date in Remarks)</i></p>	<p><input type="checkbox"/> INSPECTION WAIVED <i>(Waiver attached)</i></p> <p><input type="checkbox"/> GOVERNMENT INSPECTED <i>(Report attached)</i></p>
--	--

---

<p>35. DISPOSITION DATA</p> <p><input type="checkbox"/> REJECTED <i>(Receipt attached)</i></p> <p><input type="checkbox"/> OTHER <i>(Explain in Remarks)</i></p>	<p><input type="checkbox"/> REPAIRED AT GOVERNMENT EXPENSE <i>(Bill attached)</i></p>
--	---

---

36. REMARKS (See preparation instructions of covering regulation for suggested information)

SAMPLE

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37. ATTACHMENTS

<input type="checkbox"/> CY BOL	<input type="checkbox"/> DD FORM 1348-1
<input type="checkbox"/> CY CARRIER'S TENDER	<input type="checkbox"/> CY DD FORM 250
<input type="checkbox"/> CY CARRIER'S DELIVERY RECEIPT	<input type="checkbox"/> ACTUAL REPAIR COST COMMODITY
<input type="checkbox"/> PHOTOGRAPH	<input type="checkbox"/> OTHER _____
<input type="checkbox"/> CARRIER'S INSPECTION REPORT	<input type="checkbox"/> OTHER _____

---

38. ACCOUNTING CLASSIFICATION

---

DD FORM 361 (BACK), JUN 2006 Reset

Figure 3-70  
DD Form 361, Transportation Discrepancy Report (Pg 2)

- 33. Place an "X" in the proper Block and complete required remarks for Blocks 33 to 37.
- 34. Enter the accounting classification. (Block 38).

<b>Performance Measures</b>	<b>GO</b>	<b>NO-GO</b>
1. Entered Julian date TDR is prepared. (Block 1)	—	—
2. Entered Report Number. (Block 2)	—	—
3. Entered the name and address, including the ZIP Code, of the office to which the request for information (RFI), miscellaneous or astray freight TDR will be mailed. (Block 3)	—	—
4. Entered name and address, including ZIP Code, of the reporting activity. (Block 4)	—	—
5. Entered the CONSIGNOR: name and address, including ZIP Code, of the activity that directed the shipment. (Block 5)	—	—
6. Entered the CONSIGNEE: name and address, including ZIP Code, of the activity that is receiving the shipment. (Block 6)	—	—
7. Entered the SHIPPER: name and address, including ZIP Code, of the activity making the shipment for the consignor. (Block 7)	—	—
8. Entered the CARRIER'S complete name and SCAC. (Block 8)	—	—

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO-GO</u></b>
9. Entered CARRIER'S PRO/FREIGHT BILL NO: number from the carrier's delivery receipt. (Block 9)	___	___
10. Entered BILL OF LADING NO./TYPE: the number and indicate type. (Block 10)	___	___
11. Entered the correct MODE OF SHIPMENT CODE. (Block 11)	___	___
12. Entered the Julian date the carrier signed for the shipment. (Block 12)	___	___
13. Entered Julian date on which the consignee signed for the shipment. (Block 13)	___	___
14. Entered the Julian date on which the discrepancy was discovered. (Block 14)	___	___
15. Entered the Julian date on which the commercial carrier was first notified. (Block 15)	___	___
16. Entered the name and telephone number of the carrier's agent contacted. (Block 16)	___	___
17. Placed an "X" in the proper block and show the seal number. (Block 17)	___	___
18. Showed the transportation control number assigned to identify the material. (Block 18)	___	___
19. Entered the item name (COMMODITY DESCRIPTION) and NSN or part number. Include the member's/employee's name and grade on personal property shipments. (Block 19)	___	___
20. Entered the TYPE PACK CODE. (Block 20)	___	___
21. Showed number of pieces reported as discrepant for each line entry. (Block 21)	___	___
22. Entered the TYPE and CAUSE CODE. (Block 22)	___	___
23. Showed the two-letter abbreviated (UNIT OF ISSUE) under which the material was issued. (Block 23)	___	___
24. Showed the total number of UNITS BILLED/SHIPPED that were shown on the billing or shipping document. (Block 24)	___	___
25. Entered the number of UNITS OF ISSUE that were found to have discrepancies. (Block 25)	___	___
26. Showed the total weight for each DISCREPANT line entry. (Block 26)	___	___
27. Entered the REPLACEMENT value. (Block 27)	___	___
28. Entered the REMARKS. (Block 28)	___	___
29. Entered the Name of Preparer, Email Address, Telephone and FAX Number. (Block 29a - 29d)	___	___
30. Entered any Reply. (Block 30)	___	___
31. Entered Name of Respondent, Email Address, Telephone and FAX Number. (Block 31a - 31e)	___	___
32. Entered name and address, including ZIP Code, of the finance center or claim office or contract administration office to which the TDR package is to be mailed. (Block 32)	___	___
33. Placed "X" in proper Block and completed required remarks. (Blocks 33 to 37)	___	___
34. Entered the accounting classification. (Block 38)	___	___

**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.

### References

#### Required

DD Form 361  
DTR 4500.9-R

#### Related

**Determine Appropriate Mode of Transportation**  
**551-88N-2104**

**Conditions:** In an operational environment, given various cargo for shipping; shipping documents; authority to task component shipping agencies and offices; unit SOP; and DTR 4500.9-R, Part II.

**Standards:** Determine appropriate mode of transportation that will comply with mission requirements and/or commander’s guidance IAW DTR 4500.9-R, Part II.

**Performance Steps**

- 1. Determine the transportation priority code.

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Note: The shipper must ensure that the shipment complies with the various modal requirements. Mode of transport can affect the packaging, quantity per package, labeling, and/or segregation of HAZMAT.

---

- 2. Confirm dimensions of equipment.
- 3. Verify security requirements.
- 4. Determine if there are any political considerations.
- 5. Select most efficient mode to complete movement.
- 6. Inform requesting unit of changes to mode (if necessary).
- 7. Allocate all available assets to fulfill known requirements.

**Performance Measures**

- 1. Determined the transportation priority code.
- 2. Confirmed dimensions of equipment.
- 3. Verified security requirements.
- 4. Determined if there were any political considerations.
- 5. Selected the most efficient mode to complete movement.
- 6. Informed requesting unit of changes to mode (if necessary).
- 7. Allocated all available assets to fulfill known requirements.

<u>GO</u>	<u>NO-GO</u>
—	—
—	—
—	—
—	—
—	—
—	—
—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
DTR 4500.9-R, Part II	

## Supervise Preparation of Vehicles, Personnel and Equipment For Air Movement 551-88N-2106

**Conditions:** In an operational environment, given 463L pallets, equipment, personnel, and FM 4-01.30.

**Standards:** Ensure that all cargo, equipment, and personnel are processed for onward movement by aircraft IAW FM 4-01.30.

### Performance Steps

1. Verify that cargo and equipment meet the air movement standards (i.e., cleanliness, maintenance, fuel levels, and configuration).
2. Verify secondary loads are secured.
3. Confirm all manifests are created and accurate.
4. Verify all equipment is properly stored in marshalling area.
5. Confirm the Soldier Readiness Program is being conducted.
6. Supervise the loading of equipment, cargo, and personnel. (See figure 3-71)

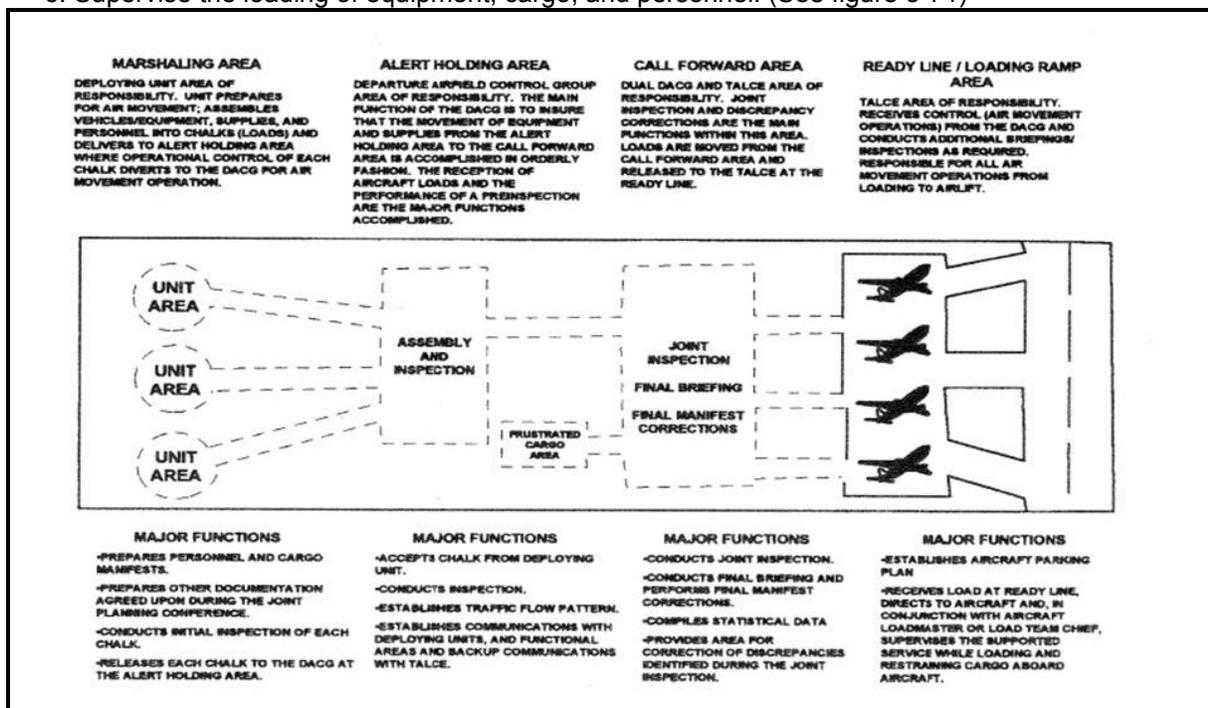


Figure 3-71  
Arrival/Departure Airfield Control Group (A/DACG) Process

- a. Coordinate with the A/DACG.
- b. Prepare personnel/cargo manifest.
- c. Brief chalk commanders.
- d. Check vehicles, cargo, and secondary loads.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Verified that cargo and equipment meet the air movement standards (i.e., cleanliness, maintenance, fuel levels, and configuration).	—	—
2. Verified secondary loads are secured.	—	—
3. Verified center of balance has been calculated for equipment and cargo.	—	—
4. Confirmed all documentation for cargo and equipment is complete and accurate. .	—	—
5. Verified all HAZMAT has appropriate HAZDEC's.	—	—
6. Confirmed all manifests have been created and are accurate.	—	—
7. Verified all equipment is properly stored in marshalling area.	—	—
8. Confirmed the Soldier Readiness Program has been conducted.	—	—
9. Supervise the loading of equipment, cargo, and personnel.	—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
FM 4-01.30	
FM 55-60	
TC 4-13.17	

### Verify Vehicle and Equipment Loads 551-88N-2107

**Conditions:** In an operational environment, given DD Form 836 (Dangerous Goods Shipping Paper/Declaration and Emergency Response Information of Hazardous Materials Transported by Government Vehicles/Containers/Vessels) (Hazardous Good Shipping Declaration), DA Form 7598 (Vehicle Load Card), FM 55-30, and DTR 4500.9-R, Part II.

**Standards:** Verify documentation for all vehicle and equipment loads ensuring accurate information is IAW FM 55-30 and DTR Reg 4500.9-R, Part II.

**Performance Steps**

1. Checks the compatibility of the cargo load.
2. Verify the Vehicle Load Card (DA Form 7598) is complete against the actual cargo aboard the transport equipment. (See figures 3-72 and 3-73.)

VEHICLE LOAD CARD						
For use of this form, see STP 10-92F15-SM-TG; the proponent agency is TRADOC.						
UNIT A/C HHD, 18 <sup>TH</sup> PERS GP	VEH LIN NO HQ 1	NOMEN/MOD NO M998	SEC/PLT ASGD	SHIPMENT UNIT NO	DATE COMPLETED	
LENGTH OF VEH OPERATIONAL    REDUCED		WIDTH OF VEH OPERATIONAL    REDUCED		HEIGHT OF VEH OPERATIONAL    REDUCED		VEH EMPTY WT 5280
CARGO AREA LENGTH    WIDTH    HEIGHT			CARGO AREA CUBIC FT OPERATIONAL    REDUCED			
NOT COMPLETED FOR HS TO NS CUBIC IS    INCHES FROM			TEST LOAD VERIFIED BY		DATE	
CARGO COMPARTMENT VIEW						
CARGO LOC NO	CARGO DESCRIPTION & TYPE PACK	NO OF ITEMS	PC CUBIC FT	TOTAL CUBIC FT	PC WT	TOTAL WT
1	FOOTLOCKER	1				50 LBS
2	FOOTLOCKER	1				50 LBS
3	FOOTLOCKER	1				50 LBS
4	FOOTLOCKER	1				50 LBS
5	COPIER MACHINE	1				70 LBS
6	RADIO	1				30 LBS
7	TACTICAL FAX MACHINE	1				85 LBS
8	FIRE EXTINGUISHER	1				5 LBS
9	DUFFLE BAGS	4				200 LBS
10	ALICE PACKS	4				140 LBS
LOAD PLUS VEHICLE WT 7035LBS			TDA/MTOE PARA AND LIN NO OF DRIVER			
DA FORM 7598, JUN 2006			5-1/2 X 8-1/2		APD V1.00	

Figure 3-72  
DA Form 7598, Vehicle Load Card (Front)



HAZMAT // HAZMAT // HAZMAT // HAZMAT // HAZMAT // HAZMAT									
DANGEROUS GOODS SHIPPING PAPER/DECLARATION AND EMERGENCY RESPONSE INFORMATION FOR HAZARDOUS MATERIALS TRANSPORTED BY GOVERNMENT VEHICLES									
1.a. NOMENCLATURE: TRK, CGO, 2 1/2 TON				d. CONTAINER SEAL NO.: 0912831					
b. MODEL NO.: M1078				e. SERIAL NO.: 1122234					
c. BUMPER NO.: HQ 112				f. TCN NUMBER: AWGMLRD1900100XXX					
2. SHIPPER NAME/ADDRESS/TELEPHONE NO./DATE OF PREPARATION								3. PAGE _____ OF _____ PAGES	
4. CARGO (To be completed by the unit or shipper Transportation Office (TO))									
UNID NUMBER a.	PROPER SHIPPING NAME (Include RQ, Technical Names, Additional information per 49 CFR172.203, as required.) b.	HAZARD CLASS/ DIVISION c.	SUBSIDIARY HAZARD d.	PACKING GROUP (PG) e.	PACKAGES NUMBER f.	PACKAGES KIND g.	TOTAL NET QUANTITY h.	TOTAL AMMO (NEW) i.	
0328	CARTRIDGE FOR WEAPON WINERT PROJECTIVE	(08) 1.2C		II	8	BOXES	1 BOX @ 2 RND5	363.64 KGS	
<b>SAMPLE</b>									
5. CONSIGNEE NAME 8TH MAINT BN, HANAU GERMANY									
6. REMARKS EMERGENCY RESPONSE GUIDE 46, GUIDE 50									
7.a. COPY OF EMERGENCY RESPONSE GUIDE NUMBER(S)									
b. EMERGENCY NOTIFICATION. In all cases of accident, breakdown or fire, promptly call emergency assistance telephone number(s) in Item 7c below and then shipper and/or consignee in Item 2 above, in that order.									
c. 24-HOUR EMERGENCY ASSISTANCE TELEPHONE NUMBERS:									
DOD NON-EXPLOSIVE HAZMAT: 1-800-851-8061		DOD HAZ CLASS 1 (EXPLOSIVES) ONLY: (703) 697-0218 or 0219 (COLLECT) OR DSN 227-0218 (WATCH OFFICER)		CHEMICAL/BIOLOGICAL WARFARE MATERIAL DUTY HOURS: DSN 584-3044, 584-7211, 584-6455. Comm. (410) 436-3044, (410) 436-7211, (410) 436-6455 AFTER DUTY HOURS: DSN 584-2148, Comm. (410) 436-2148 (ASK FOR TEU 53)		SECURE HOLDING: Non-AA&E: 1-800-524-0331 AA&E: 1-800-826-0794 OIL AND CHEMICAL SPILLS: NATIONAL RESPONSE CENTER (NRC) AND TERRORIST HOTLINE: 1-800-424-8802 AT SEA: 202-267-2675 (COLLECT)		DOD RADIOACTIVE MATERIALS: ARMY: (703) 697-0218 (COLLECT) USAF: (202) 767-4011 (COLLECT) USNMC: Use 24-hour emergency response phone number provided by USNMC activity initiating shipment. DLA: 1-800-851-8061 (AT SEA: (804) 279-3131)	
8. SHIPPER'S CERTIFICATION This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the regulations of the Department of Transportation.									
a. TYPE OR PRINT NAME OF SHIPPER CERTIFIER GARY HOUTS				c. SIGNATURE(S) OF VEHICLE OPERATOR(S)					
b. SIGNATURE OF SHIPPER CERTIFIER AND DATE									
DD FORM 836, DEC 2007 PREVIOUS EDITION IS OBSOLETE. <span style="float: right;">Reset Adobe Professional 7.0</span>									
HAZMAT // HAZMAT // HAZMAT // HAZMAT // HAZMAT // HAZMAT									

Figure 3-74  
DD Form 836, Hazardous Good Shipping Declaration

7. Verify the seals on the cargo and equipment.
8. Report all discrepancies to the individual responsible for loading the equipment.

**Performance Measures**

1. Checked the compatibility of the cargo loaded.
2. Verified the Vehicle Load Card (DA Form 7598) is complete against the actual cargo aboard the vehicle.
3. Confirmed the spaces of the assets are adequately being used.
4. Cross-checked the blocking and bracing to ensure it is adequate for the weight and size of the cargo.
5. Confirmed that all loads are distributed as evenly as possible over the bed to maintain weight distribution
6. Examine HAZMAT goods for proper placement of warning signs and/or placards.
7. Verified the seals on the cargo and equipment.
8. Reported all discrepancies to the individual responsible for loading the equipment.

**GO NO-GO**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**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.

**References**

**Required, Related**

DA FORM 7598

DD FORM 836

DTR 4500.9-R

FM 55-30

**Operate a Highway Regulation Point  
551-88N-2108**

**Conditions:** In an operational environment, given a highway regulation plan, traffic circulation plan, and FM 4-01.30.

**Standards:** Operate a highway regulation point with no traffic or cargo issues IAW FM 4-01.30.

**Performance Steps**

1. Review the highway regulation plan. (See figure 3-75.)

EXAMPLE HIGHWAY REGULATION PLAN

1. PURPOSE. The Highway Regulation Plan is used to inform all units within the theater of operations of the policies and procedures governing convoy or oversize/overweight vehicle movements.

2. SCOPE

- a. Highway Regulation Plan should be developed for all OPLANs or exercises and be included within the Transportation Annex of the applicable OPLAN or exercise directive.
- b. It is the responsibility of all organizations with a wartime Highway Regulation mission to develop Highway Regulation Plans. Responsible organizations include DTOs, MCBs, and TCEs.
- c. Whenever two or more regulating agencies operate in the same theater of operation, coordination to standardize policies and procedures must be accomplished. Development of the Traffic Circulation Plan must also be coordinated to ensure mutual uses MSR are given one name throughout the theater to avoid confusion. Movement priority codes and other policies and procedures must be standardized.

3. RECOMMENDED FORMAT AND INFORMATION FOR THE HIGHWAY REGULATION PLAN

ANNEX \_\_\_\_ HIGHWAY REGULATION PLAN TO OPERATION \_\_\_\_

Reference: Maps, Traffic Circulation Plan, and other relevant documents.  
Time zone used throughout the order  
Dates: Julian for COP system (movement request dates)

1. SITUATION

Include information affecting movement.

2. MISSION

Include provisions of effective highway regulation, reporting, support of operations, and coordination of movement and maneuver. Identify responsible organizations (who control routes).

3. EXECUTION

- a. Concept of movements. Briefly state the Highway Regulation concept and coordination of movements and maneuver and battlefield circulation control.
- b. Tasks to subordinate units.
  - (1) Units perform route reconnaissance or get information from TCP pertaining to theater route network.
  - (2) Units responsible for abiding by all policies and procedures listed in the plan.
- c. Coordination of use of MSRs.

Figure 3-75  
Sample of Highway Regulation Plan

(1) Request procedures.

- (a) Convoy Request Form or oversize/overweight request form. Put example(s) at appendix. Identify required data (mandatory). Hazardous cargo and oversize/overweight information must be put in remarks. Round trip, use request form with stopover time.
- (b) Submit to. Identify locations units will submit convoy movement requests or oversize/overweight. Telephone procedures/telephone numbers, FAX, walk in locations, MCT, system modem numbers, and so on. Hours of operation.
- (c) Submit when. How many days before movement peace/war, emergency procedures, and authorization.
- (d) Convoy movement priorities. Use numbers 1: highest priority and so on. Coordinate with all clearance activities to use same number system.
- (e) Minimum number of vehicles that constitute a convoy.
- (f) Infiltration rules (less vehicles than a convoy). Ensure infiltrating vehicles yield to convoys at intersection and do not hinder convoy movement.
- (g) Special movement consideration information must be entered in remarks on the request for movement form.

(2) Route utilization information. Discuss MSR listed in TCP. Explain controlled versus MSR (open).

- (a) MSR listed on TCP is open route, any unit can use. No clearance required. First come, first serve. Minimum speed on MSR and any restrictions. Direction of travel.
- (b) Controlled route. Listed in TCP (same as dispatch route). Convoy request must be submitted and a clearance issued prior to movement. Minimum speed for controlled routes and any restrictions. Direction of travel.
- (c) Supervised route. Identify route(s) rules and procedures.
- (d) Prohibited route. Identify which route in TCP or not on TCP is prohibited.
- (e) Reserved route (identify who can use and duration).
- (f) Lightlines.
- (g) Hardening of vehicles.

4. SERVICE SUPPORT

- a. Provide logistical support request procedures. Rest, refueling, and so forth. The TCP (text version) identifies convoy halt locations, facilities, and services available to include units

Figure 3-75  
Sample of Highway Regulation Plan (Cont)

<p>responsible for providing service.</p> <p>b. Maintenance and recovery procedures. Vehicle breakdown procedures.</p> <p>c. Medical evacuation procedures.</p> <p>d. Halts.</p> <p>5. PROCEDURES. (Note: Should be same information as in system parameter table.)</p> <p>a. Planning factors (convoy).</p> <ul style="list-style-type: none"><li>- Distance between vehicles.</li><li>- Time gap between march units/serials.</li><li>- Time gap between convoys.</li><li>- Oversize/overweight criteria. Procedures to submit request for clearance.</li><li>- Vehicles per march unit.</li><li>- March units per serial.</li><li>- Blackout procedures/light lines.</li><li>- Hardening of vehicles.</li><li>- Convoy/hazardous cargo marking/flags.</li><li>- Delay in meeting SP time procedures.</li></ul> <p>b. Planning factors (route information). Refer to TCP for location and type routes, halt locations and services, traffic control point locations, critical point locations, and restrictions.</p> <p>6. ENFORCEMENT. Include command actions that will be taken in the event units do not follow policies and procedures. Stress the requirement that units must have approved march table/movement order prior to using controlled routes. Identify who will monitor and control movements.</p> <p>7. COMMAND AND SIGNAL.</p> <p>a. Command. Identify communications reporting locations and procedures with Highway Regulation and police officials.</p> <p>b. Signal. Describe reporting requirements, method of communication, and radio frequencies.</p> <p>APPENDIXES:</p> <p>Traffic Circulation Plan (text copy attached and system disk distributed to system users) Convoy Request Form and Oversize/Overweight (same form)</p>
--

Figure 3-75  
Sample of Highway Regulation Plan (Cont)

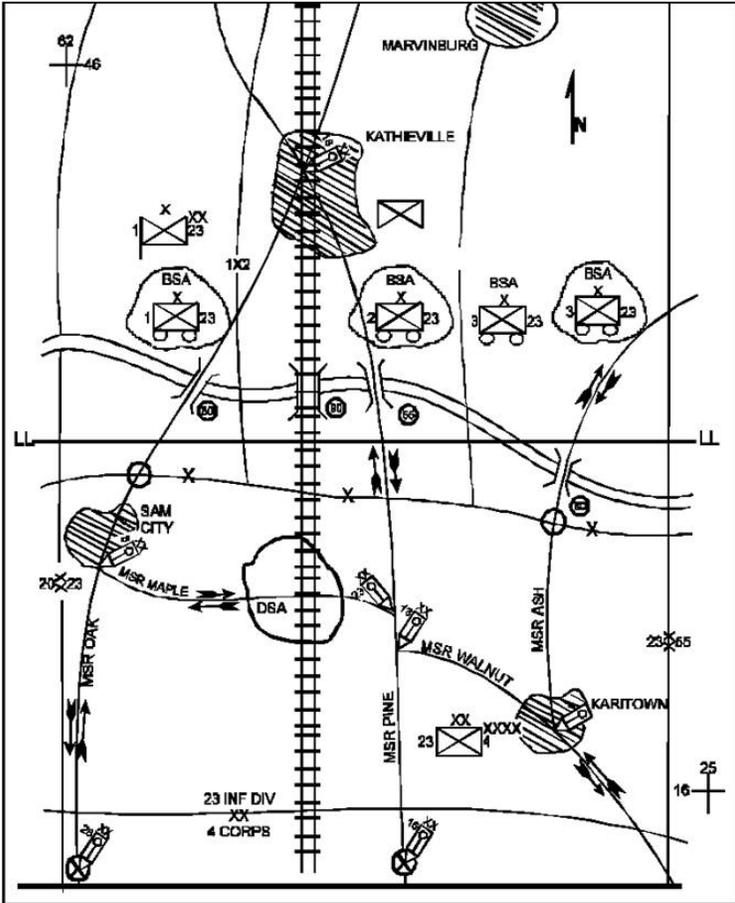


Figure 3-76  
Traffic Circular Plan

2. Review traffic circulation plan. (See figure 3-76.)
3. Observe progress of transportation movements along MSR's.

**Performance Measures**

1. Reviewed highway regulation plan.
2. Reviewed traffic circulation plan.
3. Observed progress of transportation movements along MSR's.
4. Assessed progress of transportation movements along MSR's.
5. Reported progress of transportation movements along MSR's.
6. Adjusted movement schedules as necessary for authorized traffic.
7. Implemented changes in unit moves or vehicle/convoy routing, if necessary.
8. Diverted cargo and resolve movement problems.
9. Provide first destination reporting points.
10. Updated traffic circulation plan as needed.

GO	NO-GO
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**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.

**References**

**Required**

FM 4-01.30

Highway Regulation Plan

Traffic Circular Plan

**Related**

## Conduct Highway Movement Operations 551-88N-2109

**Conditions:** In an operational environment (MCO) and given an area map with overlay, OPLAN/OPORD, intelligence annex, and FM 55-30 and FM 4-01.30.

**Standards:** Conduct highway movement operations to provide for all required assets and adequate security without conflicts in assets or route utilization IAW FM 55-30 and FM 4-01.30.

### Performance Steps

1. Determine mode and quantity of assets needed to meet movement requirements.
2. Evaluate available main supply routes (MSRs). (See figure 3-77.)

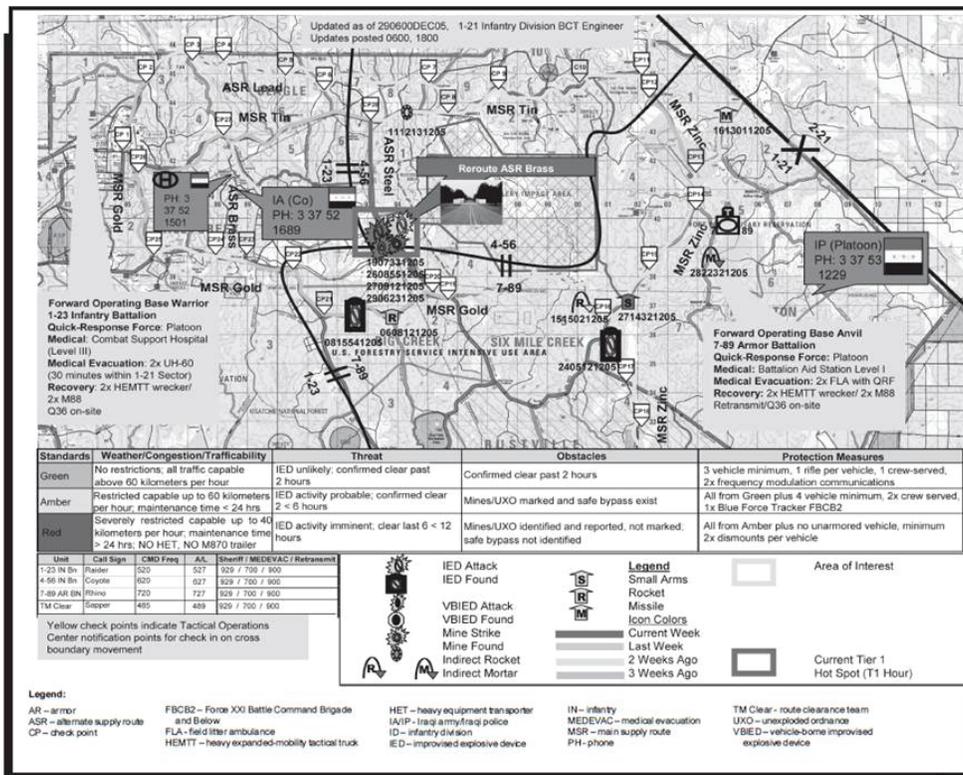


Figure 3-77

Main Supply Routes Overlay

3. Select MSRs based upon movement requirements.
4. Determine support assets required for movement.
5. Determine security requirements.
6. Resolve motor transport movement conflicts within the area of operations.

7. Request support from subordinate units.
8. Coordinate additional support with support units/host nations.
9. Process road clearance request.
10. Process clearance for oversize loads.
11. Coordinate convoy plan with subordinate and supporting units.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Determined mode and quantity of assets needed to meet movement requirements.	—	—
2. Evaluated available MSRs.	—	—
3. Selected MSRs based upon movement requirements.	—	—
4. Determined support assets required for movement.	—	—
5. Determined security requirements.	—	—
6. Resolved motor transport operations conflicts within the area of operation.	—	—
7. Requested support from subordinate units.	—	—
8. Coordinated additional support with support units/host nation.	—	—
9. Processed road clearance request.	—	—
10. Processed clearance for oversize loads.	—	—
11. Coordinated convoy plan with subordinate and supporting units.	—	—

**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.

**References**

**Required**  
 FM 4-01.30  
 FM 55-30

**Related**

**Conduct Rail Movement Operations  
551-88N-2110**

**Conditions:** In an operational environment, given a completed risk assessment, wheeled and tracked vehicles, railcars, load plan, Association of American Railroads (AAR) interchange rules, TM 55-2200-001-12, and TC 4-13.17.

**Standards:** Conduct rail loading operations without errors or casualties, IAW AAR interchange rules, TM 55-2200-001-12, and TC 4-13.17.

**Performance Steps**

1. Verify vehicles arriving at the ramp with the sequence given on the load plan.
2. Secure spanners in place in order to bridge the distance between rail cars.
3. Load vehicles from the rearmost car and move forward to their assigned places.
4. Check to see that guides are stationed on ramp and each side of the rail car near the spanners.

---

NOTE: Instruct guides not to walk backwards on the railcars.

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5. Monitor flatcar that the vehicles are being driven onto.
6. Check to see that vehicles are positioned in their allocated spaces on the railcar IAW the load plan.
7. Check to see that hand brakes are set on wheeled vehicles and levers are wired and blocked.

---

Note: The hand brake will not be set on tracked vehicles, but levers will be wired or locked in the disengaged position.

---

8. Check to see that personnel disconnect trailers, if required, and lower the landing legs on semitrailers and support wheels on small trailers.
9. Verify that procedures employed in securing vehicles are in compliance with AAR Interchange rules.
10. Check to see that lashings are not tightened completely until all blocks and chocks are nailed in place.
11. Check to see that all loads on railcars are within clearance limits.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Verified vehicles arriving at the ramp with the sequence given on the load plan.	___	___
2. Secured spanners are in place in order to bridge the distance between rail cars.	___	___
3. Loaded from the rearmost car and moved forward to their assigned places.	___	___
4. Checked guides were stationed on ramp and each side of the rail car near the spanners.	___	___
5. Monitored flatcar that the vehicles were being driven onto.	___	___
6. Checked vehicles were positioned in their allocated spaces on the railcar IAW the load plan.	___	___
7. Checked hand brakes were set on wheeled vehicles and levers were wired and blocked.	___	___
8. Checked personnel disconnected trailers, if required, and lowered the landing legs on semitrailers and support wheels on small trailers.	___	___
9. Verified that procedures employed in securing vehicles were in compliance with AAR interchange rules.	___	___

**Performance Measures**

- |   | <u>GO</u> | <u>NO-GO</u> |
|---|-----------|--------------|
| 10. Checked that lashings were not tightened completely until all blocks and chocks were nailed in place. | ___       | ___          |
| 11. Checked that all loads on railcars were within clearance limits.                                      | ___       | ___          |

**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.

**References**

**Required**

- AAR Interchange Rules
- TC 4-13.17
- TM 55-2200-001-12

**Related**

**Conduct Water Movement Operations**  
**551-88N-2111**

**Conditions:** In an operational environment, given a marine terminal operations SOP, an OPORD, cargo and passenger documentation, ITV data, ITV systems, unit SOP, FM 4-01.30, FM 55-1, and FM 55-60.

**Standards:** Conduct water movement operations to satisfy movement timeline for and cargo to designated locations as required by the OPORD and IAW FM 4-01.30, FM 55-1, and FM 55-60.

**Performance Steps**

1. Review transportation documentation for incoming/outgoing cargo and personnel.
2. Monitor marine terminal throughput capacity.
3. Determine operational/support requirements for marine terminal clearance.
  - a. MHE support.
  - b. Transportation truck support.
  - c. Escort support.
  - d. Security support.
4. Establish priorities of discharge/upload.
  - a. Expedite clearance of frustrated/hazardous/classified/sensitive cargo.
  - b. Expedite priority cargo identified by unit commander.
5. Monitor status of marine terminal equipment and facilities.
6. Coordinate routine support for marine terminal operations.
  - a. Maintenance.
  - b. Billeting.
  - c. Messing.
  - d. Medical.
  - e. Communications/ADP/ITV support.
  - f. Security.
7. Coordinate additional support for surge and retrograde operations as needed.
  - a. Contracting.
  - b. Civilian/host nation support.
  - c. Maintenance.
8. Adjust the marine terminal traffic control plan as needed.

**Performance Measures**

	<u><b>GO</b></u>	<u><b>NO-GO</b></u>
1. Reviewed transportation documentation for incoming/outgoing cargo and personnel.	—	—
2. Monitored marine terminal throughput capacity.	—	—
3. Determined operational/support requirements for marine terminal clearance.	—	—
4. Established priorities of discharge/upload.	—	—
5. Monitored status of marine terminal equipment and facilities.	—	—
6. Coordinated routine support for marine terminal operations.	—	—
7. Coordinated additional support for surge and retrograde operations as needed.	—	—
8. Adjusted the marine terminal traffic control plan as needed.	—	—

**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.

**References**

**Required**  
FM 4-01.30  
FM 55-1  
FM 55-60

**Related**

## Prepare Unit Move

### 551-88N-2113

**Conditions:** In an operational environment, given a command directive, access to the unit SOP, movement data, FM 3-35, and FM 4.-01.30.

**Standards:** Prepare a unit movement for approval by commander, supervisor, or transportation agency for the movement of equipment and/or personnel IAW FM 5-0, FORSCOM Regulations 55-1 and 55-2, and TB 55 46-1.

### Performance Steps

1. Identify what needs to be moved.
  - a. Personnel.
  - b. Equipment.
  - c. Supplies.
2. Prepare what needs to be moved by air.
  - a. Advance party personnel.
  - b. Main body personnel.
  - c. Baggage to accompany troops (TAT).
  - d. Equipment.
3. Prepare hazardous, sensitive, and classified equipment/material.
  - a. Advance party personnel.
  - b. Identify TAT ammo quantities.
  - c. Vehicles.
4. Prepare bulk cargo.
  - a. Develop a packing list for all consolidated cargo loaded in vehicles, containers, and 463L pallets.
  - b. Determine packing list distribution.
  - c. Determine blocking, bracing, packing, crating, and tiedown (BBPCT) requirements.
5. Prepare for water movement.
  - a. Roadable vehicles.
  - b. Track vehicles.
  - c. Rotary wing aircraft.
  - d. Containers.
6. Verify vehicle load lists.
  - a. Advance party personnel.
  - b. Reduce vehicles according to the mode of transportation and type of movement.
  - c. Test planned loads.
  - d. Weigh and record planned loads.
  - e. Identify transportation requirements exceeding the unit's organic lift capability.
7. Determine how the personnel and equipment will move to the aerial/sea. (A/SPOD).
  - a. Roadable vehicles.
  - b. Track vehicles.
  - c. Rotary wing aircraft.
  - d. Containers.
8. Prepare the unit movement plan.
  - a. Determine administrative, logistical, and coordinating requirements for the plan.
  - b. Transportation for drivers from A/SPOE back to the unit.
  - c. Petroleum, oil, and lubricants (POL).
9. Maintain a movement plan.

**Evaluation Preparation:** Evaluate this task during an FTX or a unit training exercise. Inform the Soldier that the evaluation is measured on the ability to perform all the functions listed.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO-GO</u></b>
1. Identified what needed to be moved.	_____	_____
2. Prepared what needs to be moved by air.	_____	_____
3. Prepared hazardous, sensitive, and classified equipment and material.	_____	_____
4. Prepared bulk cargo.	_____	_____
5. Prepared for water movement.	_____	_____
6. Verified vehicle load lists.	_____	_____
7. Determined how personnel and equipment will move to the A/SPOD.	_____	_____
8. Prepared the unit movement plan.	_____	_____
9. Maintained movement plan.	_____	_____

**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.

**References**

**Required**

- FM 5-0
- FORSCOM Reg 55-1
- FORSCOM Reg 55-2
- TB 55-46-1

**Related**

**Validate Cargo at a Node**  
**551-88N-2114**

**Conditions:** In an operational environment, given a transshipment node, unit cargo information, request from units, and DTR 4500.9-R, Part II.

**Standards:** Validate cargo at nodes IAW scheduled movement timelines to meet RDD of cargo and DTR 4500.9-R, Part II.

**Performance Steps**

- 1. Receive inbound shipping documents.
- 2. Verify inbound shipments by TCNs on containers and equipments.
- 3. Validate shipment receipt with unit.
- 4. Report shipment arrival to higher HQ.
- 5. Report frustrated cargo to higher HQ.
- 6. Prepare documents for onward movement.
- 7. Update daily activity report.

**Performance Measures**

- 1. Received inbound shipping documents inbound shipments.
- 2. Verified inbound shipments by TCNs on containers and equipments.
- 3. Validated shipment receipt with unit.
- 4. Reported shipment arrival to higher HQ.
- 5. Reported frustrated cargo to higher HQ.
- 6. Prepared documents for onward movement.
- 7. Updated daily activity report.

<u>GO</u>	<u>NO-GO</u>
—	—
—	—
—	—
—	—
—	—
—	—
—	—

**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.

**References**

**Required**  
DTR 4500.9-R, Part II

**Related**

**Coordinate Passenger Movement Requirements  
551-88N-2115**

**Conditions:** In an operational environment, given a passenger movement request; authority to task component shipping agencies and offices; unit SOP; DTR 4500.9-R, Part I; and FM 4-01.30.

**Standards:** Coordinate passenger movement requirements with component shipping agencies and offices for validation by supervisor or commander and DTR 4500.9-R, Part I.

**Performance Steps**

1. Determine optimum mode of transportation to move personnel.
  - a. Number of personnel.
  - b. Movement date.
  - c. Baggage requirements.
2. Identify available assets or shortfalls.
3. Coordinate external movement support if necessary.
4. Request appropriate life support to meet mission requirements.
5. Coordinate movement with US, host nation, civil and/or military authorities.
6. Maintain timetable or air movement graphs for status of mission.
7. Notify requesting unit of movement requirements.
  - a. Mode of transport.
  - b. Required documentation.
8. Inform headquarters and other agencies of movement as required by unit SOP.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Determined optimum mode of transportation to move personnel.	___	___
a. Number of personnel.		
b. Movement date.		
c. Baggage requirements.		
2. Identified available assets or shortfalls.	___	___
3. Coordinated external movement support if necessary.	___	___
4. Requested appropriate life support to meet mission requirements.	___	___
5. Coordinated movement with US, host nation, civil, and military authorities.	___	___
6. Maintained timetable or movement graphs for status of mission.	___	___
7. Notified requesting unit of movement requirements.	___	___
a. Mode of transport.		
b. Required documentation.		
8. Informed headquarters and other applicable elements of movement.	___	___

**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.

**References**

<b>Required</b>	<b>Related</b>
FM 4-01.30	

Subject Area 5: Automated Movement Management

**Supervise Transportation Coordinator Automated Movement Management Systems (TC-AIMS) II Operations  
551-88N-2105**

**Conditions:** In an operational environment, given a TCAIMS II System, unit movement data, unit deployment orders, TC-AIMS EUM, FM 3-35, and FM 4-01.30.

**Standards:** Supervise the data input into TC-AIMS II by verifying TC-AIMS II users are correctly using data IAW unit deployment orders, TC-AIMS EUM, FM 3-35, and FM 4-01.30.

**Performance Steps**

1. Verify the movement data is entered into TC-AIMS.
  - a. Verify OEL data is correct.
  - b. Update conflicting movement data.
2. Review OPR data upon receipt of the management personnel overview.
3. Generate reports with available OPR data.
4. Review reports for accuracy.
5. Update reports if necessary.
6. Manage backup and restoration procedures to maintain reference data.
7. Manage the movement coordination BPA overview.
8. Review movement requests are accurate according to the movement plan and unit deployment orders.
  - a. SAAM request for air movement.
  - b. Personnel request for air or ground movement.
  - c. Transportation movement documents for cargo movement.
9. Review data to prepare for export reports.
10. Verify the movement data is inputted correctly into TC-AIMS.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Verified the movement data was inputted correctly into TC-AIMS.	—	—
2. Reviewed OPR data upon receipt of the management personnel overview.	—	—
3. Generated reports with available OPR data.	—	—
4. Reviewed reports for accuracy.	—	—
5. Updated reports if necessary.	—	—
6. Managed movement coordination BPA overview.	—	—
7. Reviewed movement requests were accurate according to the movement plan.	—	—
8. Reviewed data to prepare for export reports.	—	—

**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.

**References**

**Required**  
TC-AIMS EUM

**Related**

**Supervise Transportation Automation Systems Data Input**

**551-88N-2116**

**Conditions:** In an operational environment, as a movement NCO, given all end users manual and access to tactical automation systems for Force XXI Battle Command System Brigade and Below [FBCB2], Movement Tracking System (MTS), Blue Force Tracker (BFT), and Battle Command Sustainment and Support System (BCS3) to complete your mission.

**Standards:** Supervise the transportation automation systems data input by effectively performing the basic functions on the given Tactical Automation System. Complete the assigned mission without damaging the Tactical Automation Systems IAW the end users manual for Force XXI Battle Command System Brigade and Below (FBCB2), Movement Tracking System (MTS), Blue Force Tracker (BFT), and Battle Command Sustainment and Support System (BCS3).

**Performance Steps**

1. Manage the employment of the MTS.
  - a. Conduct V2 configuration power on procedures.
  - b. Start MTS Messenger.
  - c. Read messages.
  - d. Send messages.
  - e. Start TracerLink program.
  - f. Perform power off procedures.
2. Manage the performance of basic operations with FBCB2.
  - a. Identify battle command operations main screen.
  - b. Employ map functions.
  - c. Employ administrative functions.
  - d. Perform message management.
  - e. Prepare/send combat messages.
  - f. Employ application functions.
  - g. Employ overlay functions.
3. Manage the employment of FBCB2.
  - a. Perform before-operation preventive maintenance checks and services (PMCS).
  - b. Perform start-up procedures.
  - c. Perform shut-down procedures.
  - d. Perform after-operation PMCS.
4. Manage the employment of BCS3 capabilities.
  - a. Review the common operating picture in support of logistical operations.
  - b. Oversee flexible logistics reporting process and forecast logistic support on the battlefield.
  - c. Recommend convoy operations support package that may include managing networks, convoy movement request, convoy tracking, and proximity alerts.
5. Manage the operation of the Worldwide Port System (WPS).
  - a. Monitor the cargo management and accountability data input.
  - b. Provide guidance on cargo in-transit visibility to water port and regional commanders.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Managed the employment of the (MTS).	—	—
2. Managed the performance of basic operations with FBCB2.	—	—
3. Managed the employment of the FBCB2 system.	—	—
4. Managed the Identification of BCS3 capabilities.	—	—
5. Managed the operation of the Worldwide Port System (WPS).	—	—

**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.

**References**

**Required**

BCS3 Sys Admin

BCS3 User

MTS PLUS EUM REV B

TM 11-7010-326-10

**Related**

## Subject Area 6: Cargo Tracking

**Track Container Accountability**  
**551-88N-2112**

**Conditions:** In an operational environment, given movement data, container inventory data, access to AIS, FM 55-80, and DTR 4500.9-R, Part II.

**Standards:** Track container accountability without error, utilizing Transportation Automated Information Systems (AIS) to provide information and monitor receipt distribution of containers to unit(s) as requested IAW FM 55-80 and DTR 4500.9-R, Part II.

**Performance Steps**

1. Locate a container using AIS.
2. Track the movement of the containers within the theater.
3. Provide inbound container information to consignees.
4. Notify consignees of the scheduled arrival of multistep containers and the need for priority discharge of these containers at intermediate stops.
5. Maintain accurate records on containers that are inbound and those that have arrived.
6. Report and process unscheduled container delivery.
7. Process sensitive items containers and for custom clearance operations.
8. Report and find missing containers.
9. Submit received information to the regional server.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Located a container using AIS.	—	—
2. Tracked the movement of the containers within the theater.	—	—
3. Provided inbound container information to consignees.	—	—
4. Notified consignees of the scheduled arrival of multistep containers and the need for priority discharge of these containers at intermediate stops.	—	—
5. Maintained accurate records on containers that are inbound and those that have arrived.	—	—
6. Reported and processed unscheduled container delivery.	—	—
7. Processed sensitive item containers for custom clearance operations.	—	—
8. Reported and found missing containers.	—	—
9. Submitted information to the regional server.	—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
DTR 4500.9-R, Part II	
FM 55-80	

**Manage In-Transit Visibility Systems**  
**551-88N-2117**

**Conditions:** In an operational environment, given an RF-AIT system DTR Reg 4500.9-R, Part II and Part VI; and FM 4-01.30.

**Standards:** Manage an RF-AIT by tracking all cargo using the ITV system with 100 percent accountability of shipments IAW DTR Reg. 4500.9-R, Part II and Part VI; and FM 4-01.30.

**Performance Steps**

1. Identify RF-AIT components. (See figure 3-78.)



Figure 3-78  
RF-ITV Components

- a. Identify the HHI 751-G.
  - b. Identify the ST 654 battery.
  - c. Identify the interrogator.
  - d. Identify the components of the portable deployment kit (PDK).
2. Inspect the system.
    - a. Check the battery installation.
    - b. Inspect the tag condition.
    - c. Inspect the hardware/components.
    - d. Conduct an operational test.
  3. Populate RF Tags.
    - a. Burn a new tag.
    - b. Validate pre-existing data.

4. Check tags are correctly attached to each vehicle or cargo item, as required. (See figure 3-79.)



Figure 3-79  
Tag Attached to Vehicle

5. Check RF-AIT components are employed correctly.

6. Activate system. (See figure 3-80.)



Figure 3-80  
RF-ITV Portal

7. Query RF-AIT systems.

8. Receive RF-AIT report.

**Performance Measures**

- 1. Identified RF-AIT components.
- 2. Inspected the systems.
- 3. Populated RF-AIT tags.

<u>GO</u>	<u>NO-GO</u>
—	—
—	—
—	—

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
4. Checked RF-AIT tags were correctly attached to each vehicle or cargo item, as required.	—	—
5. Checked RF-AIT components were employed correctly.	—	—
6. Activated system.	—	—
7. Queried RF-AIT systems.	—	—
8. Received RF-AIT report.	—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
DTR 4500.9-R, Part II	
DTR 4500.9-R, Part VI	
FM 4-01.30	

## Skill Level 3

## Subject Area 7: Transportation Management and Planning

**Supervise Load Planning****551-88N-3100**

**Conditions:** In an operational environment, given unit movement load plans, DA Form 7598 (Vehicle Load Card), DD Form 1750 (Packing List), FM 4-01.13, TB 55-46-1, and FORSCOM Reg 55-1.

**Standards:** Supervise the preparation of load plans for all assigned equipment for approved validation IAW FM 4-01.30, TB 55-46-1, and FORSCOM Reg 55-1.

**Performance Steps**

1. Observe Soldiers know and understand the vehicle load plan cycle.
  - a. Plan the load.
  - b. Test the load.
  - c. Inspect the load.
  - d. Document the load.
  
2. Verify load is planned properly.
  - a. Determine cargo to be transported with organic assets.
  - b. Determine cargo for external transport support.
  - c. MHE.
  - d. Loading considerations.
    1. Mode.
    2. Shipping configurations.
  
3. Verify Soldiers test the load.
  - a. Annually or biannually.
  - b. Balance.
  - c. Loading considerations.
    1. Shifting equipment.
    2. Multi-stops.
    3. Boxes and containers.
  - d. Proper vehicle selection.
  - e. Load placement.
  - f. Containers.
    1. Types.
    2. Inspections.
    3. Considerations.
    4. Stuffing.
    5. Load Placement.
    6. Record Weight.
    7. Inspections.
  
4. Verify Soldiers inspect load.
  - a. Securing loads in vehicles and containers.
  - b. Cargo protection.
  - c. Record dimensions and weight.
  
5. Verify Soldiers understand special cargo considerations.
  - a. HAZMAT.
  - b. Sensitive.

- c. Classified.
- d. Pilferable.

- 6. Verify Soldier documents the load.
  - a. DA Form 7598. (See figures 3-81 and 3-82.)

**VEHICLE LOAD CARD**  
For use of this form, see STP 10-92F15-SM-TG; the proponent agency is TRADOC.

UNIT/AC HHD, 18 <sup>TH</sup> PERS GP		VEH LN NO HQ 1	NOMEN/MOD NO M998	SEC/PLT ASSG	SHIPMENT UNIT NO	DATE COMPILED
LENGTH OF VEH OPERATIONAL		WIDTH OF VEH OPERATIONAL		HEIGHT OF VEH OPERATIONAL		VEH EMPTY WT 5280
REDUCED		REDUCED		REDUCED		
CARGO AREA LENGTH			CARGO AREA CUBIC FT			
WIDTH			OPERATIONAL			
HEIGHT			REDUCED			
NOT COMPUTED FOR HS TO MS CUBIC IS			TEST LOAD VERIFIED BY			DATE
INCHES FROM						
CARGO COMPARTMENT VIEW						
CARGO LOC NO	CARGO DESCRIPTION & TYPE PACK	NO OF ITEMS	PC CUBIC FT	TOTAL CUBIC FT	PC WT	TOTAL WT
1	FOOTLOCKER	1				50 LBS
2	FOOTLOCKER	1				50 LBS
3	FOOTLOCKER	1				50 LBS
4	FOOTLOCKER	1				50 LBS
5	COPIER MACHINE	1				70 LBS
6	RADIO	1				30 LBS
7	TACTICAL FAX MACHINE	1				85 LBS
8	FIRE EXTINGUISHER	1				5 LBS
9	DUFFLE BAGS	4				200 LBS
10	ALICE PACKS	4				140 LBS
LOAD PLUS VEHICLE WT 7035LBS			TDA/MTOE PARA AND LN NO OF DRIVER			

DA FORM 7598, JUN 2006 5-1/2 X 8-1/2 APD V1.05

Figure 3-81  
DD Form 7598, Vehicle Load Card (Front)



b. DD Form 1750. (See figure 3-83.)

PACKING LIST		PACKED BY Joe Smart	1. NO. BOXES 1	2a. REQUISITION NO. HQ1	
				2b. ORDER NO. Shipment Unit Number from DEL.	
3. END ITEM PERSONNEL ITEMS, DUFFLE BAGS AND FOOT LOCKERS			4. DATE		
			5. PAGE _____ OF _____ PAGES		
BOX NO. (a)	CONTENTS - STOCK NUMBER AND NOMENCLATURE (b)	UNIT OF ISSUE (c)	QUANTITIES REQUIRED		
			INITIAL OPERATION (d)	RUNNING SPARES (e)	TOTAL (f)
1	FOOT LOCKER	EA		50	50
2	FOOT LOCKER	EA		50	50
3	FOOT LOCKER	EA		50	50
4	FOOT LOCKER	EA		50	50
5	COPIER MACHINE	EA		70	70
6	RADIO	EA		30	30
7	FAX MACHINE	EA		85	85
8	FIRE EXTINGUISHER	EA		5	5
9	DUFFLE BAGS (4 x 200)	EA		800	800
10	RUCK SACK (4 X 140)	EA		560	560
	TOTAL WEIGHT _____			1650	1650
					0
					0
					0
					0
					0
					0
					0
6. THIS CERTIFIES THAT THE ITEMS LISTED HEREON ARE WITHIN THE SPECIFIED BOXES TYPED NAME AND TITLE JOE SMART, UNIT MOVEMENT NCO			SIGNATURE <i>Joe Smart</i>		

SAMPLE

Figure 3-83  
DD Form 1750, Packing List

**Evaluation Preparation:** Setup: Provide Soldier with a list of equipment, DA Form 7598, DD Form 1750, TB 55-46-1, and FORSCOM Reg 55-1.

**Brief Soldier:** Tell Soldier in preparation for deployment that a load plan must be prepared and validated.

**Performance Measures**

1. Verified Soldiers knew and understood the load plan cycle.
2. Verified load was properly planned.
3. Verified load tests.
4. Verified Soldiers inspected loads.
5. Verified Soldiers applied special cargo considerations.
6. Verified Soldiers documented the load.

<b>GO</b>	<b>NO-GO</b>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**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.

**References****Required**

DA Form 7598

DD Form 1750

FM 4-01.30

FORSCOM REG 55-1

TB 55-46-1

**Related**

### Schedule Cargo for Shipment

#### 551-88N-3101

**Conditions:** In an operational environment, given transportation movement release (TMR); DTR 4500.9-R, Part II; FM 55-1; and FM 4-01.30.

**Standards:** Schedule cargo for shipment, ensuring that cargo disposition instructions are achieved, and transmit cargo movement requirement instructions to the appropriate MCB IAW DTR 4500.9-R, Part II; FM 55-1; and FM 4-01.30.

#### Performance Steps

1. Review the cargo disposition instructions to identify material to be moved.
  - a. Checks shipping request form or TMR for type of cargo to be moved (i.e., general cargo, retrograde shipment, HAZMAT) and any "special instructions."
  - b. Reviews destination of shipment and checked if cargo could be consolidated with previously scheduled shipment to same destination.
  - c. Check the dimensions of the cargo to determine if any special handling or permits are required.
2. Determines the mode of transport.
  - a. Reviews the strategic lifts to determine what mode of transportation is available.
    1. Surface.
      - a. Sea - Military sealift command or commercial vessels.
      - b. Highway - Army truck units or commercial truck companies.
      - c. Rail – Government and commercial rail.
      - d. Pipeline - Quartermaster Corp operates for bulk POL and water shipments.
    2. Air.
  - b. Selects mode based on the priority or the shipment, (RDD), special restrictions, economy and efficiency, available resources, and security.
3. Checks asset availability.
  - a. Checks commitment sheet and truck availability forecast for available military assets.
    1. If none available, re-route shipment through support operations for external support through the Installation Transportation Office (ITO).
  - b. Refers to unit SOP on commercial asset for availability.
4. Coordinates cargo booking with appropriate transportation agency.
  - a. Passes commitment down to battalion.
  - b. Schedules pick-up with commercial carrier IAW unit SOP.
    1. Ensures the export traffic release was prepared and submitted to destination MCC.
5. Transmits cargo movement instructions to the appropriate MCC.

**Evaluation Preparation:** Evaluate this task during an FTX or a unit training exercise. Inform the Soldier that the evaluation is measured on the ability to perform all the functions listed.

#### Performance Measures

	<u>GO</u>	<u>NO-GO</u>
1. Reviewed the cargo disposition instructions and identified material to be moved.	—	—
2. Determined the mode of transport.	—	—
3. Checked asset availability.	—	—
4. Coordinated cargo booking with appropriate transportation agency.	—	—
5. Transmitted cargo movement instructions to the appropriate MCC.	—	—

**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.

**References****Required**

DTR 4500.9-R, Part II  
FM 4-01.30  
FM 55-1

**Related**

## Prepare a Special Assignment Airlift Mission Request 551-88N-3102

**Conditions:** In an operational environment, given a DD Form 1249 (SAAM OR JCS Exercise - Airlift Request); DTR 4500.9-R, Part II; and FM 4-01.30.

**Standards:** Prepare a (SAAM) without error IAW DTR 4500.9-R, Part II, then submit to higher headquarters for approval.

### Performance Steps

1. Enter message identification and organization or location initiating request.

SAAM OR JCS EXERCISE - AIRLIFT REQUEST									
<small>AUTHORITY: 10 U.S.C. 8012                      PRINCIPAL PURPOSE(S): Your home phone number is required in order that contact can be made during off-duty hours.                      ROUTINE USES: Your home phone number will be used to obtain information regarding the mission or to advise you of unexpected changes to previous arrangements.                      DISCLOSURE IS VOLUNTARY: The requirement for your home phone number is voluntary. IMPACT IF NOT FURNISHED: The airlift mission could be delayed and additional cost incurred.</small>									
OVERALL SECURITY CLASSIFICATION			DATE (YYMMDD)		NAME OF VALIDATOR (Last, First, MI.)			OFFICE SYMBOL	
UNCLASS			090923		DOYLE, WILLICE				
SAAM NUMBER		PRIORITY		UNIT PROJECT NAME OR NICKNAME					
		2A2		TRANSFER OF AH-64D					
EXERCISE NAME				PRIORITY		UNIT			
LATERAL TRANSFER				2A2		21ST CAB FORT HOOD, TX			
ONLOAD TO OFFLOAD									
R	LINE	NUMBER	POE	POD	PAX	BAG	CGO.ST	CUBE	
U			FT Hood, Robert Gray AAF	Osan Airbase					
U			Osan Airbase	FT Hood, Robert Gray AAF					
TIMING									
R	LINE	NUMBER	AVAILABILITY	PICKUP	EAD	LAD			
			092000NOV09	092000NOV09	102000ZNOV09	112000ZNOV09			
AIRCRAFT MISSION REQUIREMENTS									
R	LINE	NUMBER	NO. TYPE ACFT	CONFIGURATION	MISSION SUPPORT REQUIREMENTS				
U		2	C-17A		PICK UP AND RETURN 3 EA				
COMMODITY DESCRIPTION - ONE									
R	LINE	NUMBER	DESCRIPTION	QTY	WEIGHT	CUBE	DIMENSIONS	NEW	RS
U	01	1	AH-64D	3	13,760	6,783	603x120x162		
U	02	1	AH-64D	3	13,760	6,783	603x120x162		
COMMODITY HAZARDOUS - TWO									
R	LINE	NUMBER	HAZARDOUS PARA	HAZARDOUS SHIPPING NAME					
U	01	6	A.13.5.4	Fuel, aviation, engine internal A13 5.4, 9, FPC 3700L in tanks--1863//					
U	02	6	A.5.4	Articles Explosive N.O.S. 1.4S, 0333 0.0009LBS., 000408KGNEW					
U	03	6	A.5.4	Articles Explosive N.O.S. 1.4C, 0332, 01842LBS., 008359KGNEW					
U	04	12	2.2.2.3	Fire Extinguisher, 2.2, 1044, A 6.7, 54.43 kg					
CONTACTS									
R	TYPE	LOCATION		NAME	DUTY PHONE	HOME PHONE			
U	POC	Camp Humphries, Korea		CW4 Wade Fox		011-82-31-690-8337			
U	POC	Fort Hood, Texas		CW3 Walter Sanchez	DSN 738-2331				
BILLING INSTRUCTIONS									
TAC: ATCE SDT funding has been provided to 21 CAV/FORSCOM, EUSA by HQDA G-4 for Strat Air Shipment. Per Mr. Dean A. Frisoli, Team Leader, Trans. Financial Policy (SDT), Traffic Management Specialist/ YA-03 (GS-2130-14), HQDA, DCS-G-4, Transportation Division, (703) 614-4027.									
REMARKS									
CONTINUATION OF COMMODITY HAZARDOUS									
U	05	6	A.12.4	Battery, wet non spillable, 8, 2800, A12.4, 54.43KG					
<small>The purpose of the mission is to Lateral Transfer AH-64D from Fort Hood to Korea and return for the purpose of Reset Operations in Comms. Movement from Robert Gray Army Airfield to Osan Airbase and return. (CHALK 1 AND CHALK 2) Deliver from Fort Hood - Serial # Tail # 0607039, 0607030, 0805568, 0607031, 0805569, 0805570 pick up/deliver from Korea Serial# Tail # 98-05073, 99-05157, 00-05162, 00-05164, 00-05169, 01-05254. Earliest arrival no earlier than 09 NOV 09.</small>									
DD Form 1249, JUL 81			PREVIOUS EDITION IS OBSOLETE.				Reset		Adobe Professional 7.0

Figure 3-84  
DD Form 1249, SAAM Request

2. Enter the data set title, type of request (SAAM or JCS), SAAM number, airlift priority, unit identifier, and project name. (See figure 3-84.)

3. Enter (ON/OFF) data, security classification, reference number for each on/off load for each portion of the SAAM or JCS exercise, port of embarkation or ICAO code, POD or ICAO code, available to load date in GMT as Zulu time, pick up date in GMT as Zulu time, latest arrival date in GMT as Zulu time, number of passengers to be on/offloaded at each location, total weight of baggage in short tons, total weight of cargo in short tons, total cubic feet, and any comments about the onload/offload.

4. Enter mission request data, security classification, and reference number for each movement requirement, number of aircraft requested, and type of aircraft requested, aircraft configuration, and mission support requirements.

5. Enter load data; security classification; reference number for each load description; an identifier for each load description; cargo commodity description; quantity of pallets, vehicles, or pieces of nonpalletized cargo; individual weight of all nonpalletized cargo or vehicles or total cubic feet of pallets, length, width, height; and security classification of the cargo.

6. Enter HAZCOM data; security classification; reference number for each hazardous commodity description; an identifier for each commodity description; proper shipping name of all hazardous items; and packaging paragraph for hazardous items IAW Air Force Joint Manual (AFJM) 24-204, Technical Manual (TM) 38-250, Preparing Hazardous Material for Military Air Shipments.

7. Enter contacts data, security classification, type of contact, location, full name of contact, office phone number, and home phone number.

8. Enter billing data, enter customer identification code, and transportation account code or appropriate chargeable.

---

Note: If message originates from a SAAM validator, billing information is mandatory. Enter "/" if optional fields are not used.

---

9. Enter remarks data.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Entered message identification, and organization or location initiating request	—	—
2. Entered the data set title, type of request (SAAM or JCS), SAAM number, airlift priority, unit identifier, and project name.	—	—
3. Entered (ONOFF) data, security classification, reference number for each on/off load for each portion of the SAAM or JCS exercise, port of embarkation or ICAO code, POD or ICAO code, available to load date in GMT as Zulu time, pick up date in GMT as Zulu time, latest arrival date in GMT as Zulu time, number of passengers to be on/offloaded at each location, total weight of baggage in short tons, total weight of cargo in short tons, total cubic feet, and any comments about the onload/offload.	—	—
4. Entered mission request data, security classification, and reference number for each movement requirement, number of aircraft requested, and type of aircraft requested, aircraft configuration, and mission support requirements.	—	—
5. Entered load data; security classification; reference number for each load description; an identifier for each load description; cargo commodity description; quantity of pallets, vehicles, or pieces of nonpalletized cargo; individual weight of all nonpalletized cargo or vehicles or total cubic feet of pallets, length, width, height; and security classification of the cargo.	—	—
6. Entered HAZCOM data; security classification; reference number for each hazardous commodity description; an identifier for each commodity description; proper shipping name of all hazardous items; and packaging paragraph for hazardous items IAW Air Force Joint Manual (AFJM) 24-204, Technical Manual (TM) 38-250, Preparing Hazardous Material for Military Air Shipments.	—	—
7. Entered contacts data, security classification, type of contact, location, full name of contact, office phone number, and home phone number.	—	—
8. Entered billing data, enter customer identification code, and transportation account code or appropriate chargeable.	—	—
9. Entered remarks data.	—	—

**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.

**References**

**Required**

DD Form 1249

DTR 4500.9-R, Part II

FM 4-01.30

**Related**

**Plan a Unit Move**  
**551-88N-3103**

**Conditions:** In an operational environment, given DA Form 5748-R, Shipment Unit Packing List and Load Diagram; DD Form 1750, Packing List; unit's deployment list; unit's deployment SOP; guidance from your company commander and battalion unit movement coordinator; FM 4-01.30; and FORSCOM Reg 55-1.

**Standards:** Prepare the unit's move for possible deployment to support a unit contingency with guidance from your company commander and battalion unit movement coordinator IAW FM 4-01.30 and FORSCOM Reg 55-1, and currently used load plans. Address all aspects of the unit move included in the plan. The company commander approves the proposed plan.

**Performance Steps**

1. Review existing unit load plans.
  - a. Any updates or changes in unit TOE (such as personnel, vehicles, or equipment).
  - b. Changes in unit task organization.
  - c. Confer with all platoon leaders in the company for changes and/or updates to their existing platoon vehicle load plans.
2. Identify what needs to be moved.
  - a. Identify personnel to be moved either as passengers or as vehicle operators or supporting/attached personnel.
  - b. Equipment to be moved, to include—
    1. Oversized/overweight/outsized or hazardous cargo/equipment.
    2. Any equipment/cargo/ammunition that must be drawn prior to movement.
    3. Any equipment/cargo/ammunition that must be cross-leveled within the company prior to movement.
    4. Containers or containerized cargo.
    5. Equipment to accompany troops (TAT).
    6. Any equipment classified as "due-in" that will be received prior to movement.
3. Set the following cargo categories with guidance from the BN unit movement coordinator.

---

Note: This is to assist unit movement planning personnel in consolidating items for movement and develop loading plans for individual vehicles.

---

- a. Classified, hazardous, or sensitive items which require special security and handling or movement procedures.
  - b. Organizational equipment to be loaded in cargo carrying organic vehicles.
  - c. Organizational equipment to move by rail or commercial truck modes.
  - d. Organizational equipment to move by command controlled or borrowed assets.
  - e. Movement flow of advance, main body, and rear elements.
4. Integrate into the unit load plans a plan to maximize cargo space of organic cargo vehicles.
    - a. Vehicle rated load capacity will not be exceeded on vehicles with highway and cross-country ratings use only cross-country ratings. The highway rating is no longer valid.
    - b. Vehicle loads will not extend above or beyond the vehicle's normal operational limitations. The loading teams will properly stow and secure cargo for movement.
    - c. Vehicles for rail or highway commercial movement will be loaded as follows:
      1. Secondary cargo will be loaded and secured only in cargo carrying or van-type vehicles.
      2. Cargo will be blocked and braced to prevent movement.
      3. The unit must check with DMC/ITO to see if vehicle reductions in route clearance are required.
      4. Basic Issue Items (BII) for vehicles should be boxed and shipped or secured inside vehicles.

Note: The shipping unit or activity is responsible for loading and tiedown of supplies and equipment onto their vehicles. Units will request aid through appropriate command channels.

5. Document, using the following forms, the unit load plans.
  - a. DA Form 5748-R (Shipment Unit Packing List and Load Diagram). Used for developing and recording organic vehicle cargo plans and included in the unit's movement plan. (See figures 3-85 and 3-86.)

SHIPMENT UNIT PACKING LIST AND LOAD DIAGRAM				PAGE	
For use of this form, see FM 55-65, the proponent agency is TRADOC.				OF	
1 DEPLOYING UNIT A Co., 1st IN WABCAI		2 LIC OR BUMPER NO A41		3 TCR OR SEAL NUMBER AWABCAI0012345XX	
4 SHIPMENT UNIT DESCRIPTION M82A2, TRK, CGO STON X48794.36				5 DATE PACKED	
6 LENGTH 241	7 WIDTH 96	8 HEIGHT 121	12 LOCATION OF CG		
9 CURC 2135	10 EMPTY WEIGHT 29900	11 LOADED WEIGHT 27984			
13. PACKING LIST					
CARGO LOC NO a	CONTENTS (Description and Movement/Item) b	TYPE PKG. c	PKG. QTY. d	PKG. WEIGHT e	TOTAL PKG WEIGHT
1	TENT, GP MED	PLT	1	250	250
2	POLES & MISC EQUIPMENT	BX	1	50	50
3	LIGHT SET, ILLUM	BX	2	50	100
4	GEN SET, 3KW	3EA	2	3162	6324
BBM	120 ft 4 X 4 100 ft 2 X 4 7 lb 2 X 4 4 CGU-1 CGO Straps				250
14. CERTIFICATION. This certifies that items listed hereon are contained within the specified packages.					
a TYPED NAME SMITH, JOHN A.		b GRADE SGT	TITLE SQUAD LEADER		
d SIGNATURE				DATE	
DA FORM 5748-R, MAR 89					

Figure 3-85  
DA Form 5748-R, Shipment Unit Packing List and Load Diagram (Front)

15. LOAD DIAGRAM (Sketch cargo storage in space below).

FRONT

16 REMARKS

Tent is banded to warehouse pallet  
Poles are banded together  
Generator sets have been drained and cleaned

**SAMPLE**

REVERSE OF DA FORM 5748-R, MAR 89

Figure 3-86  
DA Form 5748-R, Shipment Unit Packing and Load Diagram (Back)



<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO-GO</u></b>
4. Integrated into the unit load plans a plan to maximize cargo space of organic cargo vehicles.	—	—
5. Documented the unit load plans.	—	—
6. Ensured all vehicle-loading plans are physically tested. Coordinated with all platoon leaders to ensure the vehicles were actually loaded and the test verified on the load card. If load changed, the test was repeated and the load card revalidated.	—	—
7. Submitted proposed unit load plans to BN unit movement coordinator and company commander for approval.	—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
DA Form 5748-R	
DD Form 1750	
FM 4-01.30	
FORSCOM Reg 55-1	

**Coordinate a Unit Move**

**551-88N-3104**

**Conditions:** In an operational environment, given unit SOP, FORSCOM Regulation 55-1, and all unit movement directives.

**Standards:** Coordinate a unit move to deliver vehicles and equipment to arrive at the POD with no loss of vehicles or equipment IAW FORSCOM Regulation 55-1.

**Performance Steps**

1. Brief unit on preparing unit movement documents.
2. Verify amount of strategic lift assets required.
  - a. Assist in designating loading sites.
  - b. Coordinate times to start and complete unit loading.
3. Obtain deployment documents from marshalling area loading site and check for accuracy and completeness.
4. Assist in identifying and obtaining BBPCT materials from installation DPW/DOL or through procurement channels.
5. Coordinate MHE requirements between units and MHE sources (commercial or military).
6. Coordinate movement documents for commercial lift of passengers and enroute support with the unit and ITO passenger sections.
7. Coordinate military movements with civilian administrative and law enforcement agencies to secure assistance for movement control.
8. Monitor movements and provide assistance, as required under AR 5-9, to units in or traveling in the installation support area.
9. Ensure all unit equipment is properly marked prior to movement via any mode.
10. Support unit movements at railheads, commercial truck load sites, and airfields.
11. Maintain communications with the SPOE to ensure convoy, commercial truck, and rail departure/arrival times are known.

**Evaluation Preparation:** Setup: Evaluate this task during a FTX or a unit training exercise.

**Brief Soldier:** Inform the Soldier that the evaluation is measured on the ability to perform all the functions listed.

**Performance Measures**

	<u><b>GO</b></u>	<u><b>NO-GO</b></u>
1. Briefed unit on preparing unit movement documents.	—	—
2. Verified amount of strategic lift assets required.	—	—
3. Obtained deployment documents from marshalling area loading site.	—	—
4. Assisted in identifying and obtaining BBPCT materials.	—	—
5. Coordinated MHE requirements between units and MHE sources.	—	—
6. Coordinated movement documents for commercial lift of passengers and enroute support with the unit and ITO passenger sections.	—	—

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO-GO</u></b>
7. Coordinated military movements with civilian administrative and law enforcement agencies to secure assistance for movement control.	—	—
8. Monitored movements and provided assistance, as required under AR 5-9, to units in or traveling in the installation support area.	—	—
9. Ensured all unit equipment was properly marked prior to movement via any mode.	—	—
10. Supported unit movements at railheads, commercial truck load sites, and airfields.	—	—
11. Maintained communications with the SPOE to ensure convoy, commercial truck, and rail departure/arrival times are known.	—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
FORSCOM Reg 55-1	

**Brief Unit on Reception, Staging Onward Movement Integration (RSO&I) Process  
551-88N-3105**

**Conditions:** In an operational environment, given reception, staging onward movement integration (RSO&I) process, commander's guidance, and FM 3-35.

**Standards:** Brief unit on reception, staging, onward movement & integration (RSO&I) plan. Discuss all prospective modes of transportation and support in a given area of responsibility IAW FM 3-35.

**Performance Steps**

1. Brief unit to determine dates, mode of deployment and onward movement. (See figure 3-88.)

STRATEGIC PLANNING TIMELINE	DEPART CONUS DATE	ARRIVE APOD/SPOD DATE	ARRIVE HOLDING AREA DATE	ARRIVE SPOD DATE	DEPART SPOD DATE	ARRIVE MA DATE	PRESTOCK POINTS DATE	STAGING AREA DATE	ARRIVE FINAL DESTINATION
	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS
INCREMENT 1									
INCREMENT 2									
INCREMENT 3									
STRATEGIC PLANNING SEQUENCE	DETERMINE REQUIREMENTS	DETERMINE CAPABILITIES	BALANCE REQUIREMENTS & CAPABILITIES		DETERMINE CRITICAL POINTS		COORDINATE AMONG PLANNERS		
	For each increment, for each leg. Requirement equals total lift required minus unit's lift capability.	Availability for a given time period. Examine alternate modes and routing. Consider military, civilian, and host nation.	Include all workloads to include loading and off-loading. Identify short-falls. Develop alternatives.		Identify bottlenecks or choke points. Apply intelligence generated by US or host nation sources.		Ensure inclusion of supply and maintenance planners and host nation. Involve all commands and territorial authorities along route.		

Figure 3-88

Sample of Reception, Staging, Onward Movement and Integration (RSO&I) Process

2. Brief unit on locations of key facilities.
  - a. Aerial ports of debarkation (APOD).
  - b. Sea ports of debarkation (SPOD).
  - c. Marshalling areas and staging areas.
  - d. Railheads.
  - e. Terminals.
  - f. Trailer transfer points.
3. Brief unit to area movement control teams (MCT) locations based on the mission.
  - a. Port MCTs.
  - b. Area MCTs.
  - c. Branch MCTs (BMCT).
  - d. AACG/DACG.
  - e. Movement regulating teams.
  - f. Cargo documentation teams.
  - g. Headquarters elements.
4. Brief unit to coordinate support for each operational location.
  - a. Life support.
  - b. Transportation support (local and line haul).
  - c. MHE.

**Performance Steps**

- d. Maintenance.
  - e. Communications.
  - f. Security.
  - g. Medical.
5. Brief unit to select main and alternate supply routes.
    - a. Most direct route.
    - b. Road and bridge weight capacity.
    - c. Bridge and tunnel clearance capacity.
    - d. Political considerations.
    - e. Shared routes.
    - f. Security.
    - g. Highway regulation.
    - h. Border crossings.
  6. Brief unit to determine geographic areas of responsibility.
    - a. Port MCT.
    - b. Area MCT.
    - c. Movement regulating team.
    - d. Corps rear boundaries.
    - e. Host nation/third nation boundaries.
    - f. Border crossings.
  7. Brief unit to coordinate with host nation/third nation for support and movement regulation as needed.
    - a. Transportation support.
    - b. Highway.
    - c. Rail.
    - d. Intra-theater air.
    - e. Inland waterway.
    - f. Facilities.
    - g. MHE.
    - h. Civil/military police escort.
    - i. Civil/military traffic regulation.
    - j. Contract support.
    - k. Communications.
  8. Brief unit to coordinate projected movement requirements with receiving movement control teams.
    - a. Corps rear movement control elements.
    - b. US area MCTs and highway regulation teams in transit.
  9. Brief unit to determine in-transit visibility requirements.
    - a. TC-AIMS II.
    - b. RF-AIT.
  10. Brief unit to prepare a plan in OPORD format.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Briefed unit and determined dates, mode of deployment and onward movement.	—	—
2. Briefed unit on locations of key facilities.	—	—
3. Briefed unit to area movement control teams (MCT) to key locations based on the mission.	—	—
4. Briefed unit to coordinate support for each operational location.	—	—
5. Briefed unit to select main and alternate supply routes.	—	—
6. Briefed unit to determine geographic areas of responsibility.	—	—
7. Briefed unit to coordinate with Host Nation/Third Nation for support and movement regulation as needed.	—	—

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
8. Briefed unit to coordinate projected movement requirements with receiving movement control elements.	_____	_____
9. Briefed unit to determine in-transit visibility requirements.	_____	_____
10. Brief unit to prepare a plan in OPORD format.	_____	_____

**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.

**References**

**Required**  
FM 3-35

**Related**

**Allocate Common-user Transportation Assets**  
**551-88N-3106**

**Conditions:** In an operational environment, given a movement request, unit SOP, FM 4-01.30, and FM 55-1.

**Standards:** Allocate common-user transportation assets within your AOR, ensuring that the movement request for support is tracked and monitored IAW unit SOP, FM 4-01.30, and FM 55-1.

**Performance Steps**

- 1. Coordinate move with requester and mode operator for transportation assets.
- 2. Deconflict requirements.
- 3. Forward commitment to mode operator/responsible agency.
- 4. Update and track vehicle commitment matrix/log.
- 5. Request closure information.
- 6. Provide feedback as needed.

**Evaluation Preparation:** Provide the Soldier with FMs 55-1 and 4.01.30, amplifying information on the availability of transport resources, and vehicle commitment chart, and pen or pencil. Brief Soldiers: Tell the Soldier to state the correct procedures to the evaluator for allocating and tasking common-user transportation assets.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Coordinated move with requestor and mode operator for transportation assets.	—	—
2. Deconflicted requirements.	—	—
3. Forwarded commitment to mode operator/responsible agency.	—	—
4. Updated and tracked vehicle commitment matrix/log.	—	—
5. Requested closure information.	—	—
6. Provided feedback as needed.	—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
FM 4-01.30	
FM 55-1	

### Validate Special Hauling Permit 551-88N-3108

**Conditions:** In an operational environment, given DD Form 1266 (Request for Special Hauling Permit), access to unit SOP, AR 55-162, FORSCOM Reg 55-1, and TB 55-46-1.

**Standards:** Validate the special hauling permit DD Form 1266 and/or DD Form 2777 (Mobilization Movement Control (MOBCON) Request for Convoy Clearance or Special Hauling Permit) for the movement IAW SOP, AR 55-162, FORSCOM Reg 55-1, and TB 55-46-1.

**Performance Steps**

1. Review DD Form 1266 and/or DD Form 2777 for accuracy and completeness. (See figures 3-89, 3-90, and 3-91.)

<b>REQUEST FOR SPECIAL HAULING PERMIT</b>		1. CONVOY NUMBER TBD	2. UIC UNIT ID CODE	3. DATE (YYYYMMDD) 20100825			
<b>SECTION I - GENERAL</b>							
4. ORGANIZATION 508TH TRANS CO (MED TRK)		5. STATION FORT EUSTIS, VIRGINIA 23801		6. DATE OF MOVEMENT (YYYYMMDD) a. STARTING 20100901 b. COMPLETION 20100902			
7. POINT OF ORIGIN FORT EUSTIS, VIRGINIA		8. DESTINATION FORT DRUM, NEW YORK					
9. ARRIVAL AT STATE LINES			10. ROUTING (Specify US Routes, State Routes, etc.)				
a. DATE (YYYYMMDD)	b. TIME	c. STATE LINE	IS 64, VA 168, VA 33, IS 64, IS 95, IS 495E, US 1, IS 695, IS 83, IS 81, US 11				
20100901	1300	VA MD					
20100901	1500	MD PA					
20100901	2345	PA NY					
11. ESCORT REQUIREMENTS							
<b>SECTION II - VEHICLE AND LOAD DATA</b>							
DESCRIPTION a.	TYPE (2-ton, etc.) b.	NO. OF VEHICLES c.	REGISTRATION NUMBER d.	HEIGHT e.	WIDTH f.	LENGTH g.	WEIGHT h.
12. VEHICLE							
(1) TRUCK							(Empty)
(2) TRUCK-TRACTOR	10 TON	1	9B9999	112	122	289	29, 658 (Empty)
(3) TRAILER							(Empty)
(4) SEMI-TRAILER	25 TON	1	8R8888	67	115	419	16,285 (Empty)
(5) OTHER (Specify)							(Empty)
13. LOAD				123	133	226	49, 250
14. OVERALL (Vehicle and load)				158	133	648	95,193
15. DESCRIPTION OF LOAD (Brief general description. Organization impediments, etc.) (Within security limitations)							
<b>SAMPLE</b>							
16. LOAD OVERHANG							
a. FRONT	b. REAR	c. LEFT SIDE	d. RIGHT SIDE				
DD FORM 1266, SEP 1998 <span style="float: right;">PREVIOUS EDITION IS OBSOLETE. <input type="button" value="Reset"/> Adobe Professional 7.0</span>							

Figure 3-89  
DD Form 1266, Special Hauling Permit Request (Front)

17. NUMBER OF AXLES	1	2								TOTAL
	A	B	C	D	E	F	G	H		
	AXLE 1 a	AXLE 2 b	AXLE 3 c	AXLE 4 d	AXLE 5 e	AXLE 6 f	AXLE 7 g	AXLE 8 h		
18. NUMBER OF TIRES	2	4	4	4	4					18
19. TIRE WIDTH (Inches)	28	56	56	56	56					252
20. TIRE SIZES	24	24	24	24	24					
21. AXLE LOAD (Empty)	12,650	10,992	10,992	5,655	5,655					45,944
22. AXLE LOAD (Loaded)	15,230	20,943	20,943	19,039	19,039					95,194
23. AXLE SPACING (See Item 17 for identification)	A SPACING	B SPACING	C SPACING	D SPACING	E SPACING	F SPACING	G SPACING	H SPACING		
	151	60	185	42						
24. REMARKS										
<b>SAMPLE</b>										
26. MOVEMENT BY HIGHWAY IS <input type="checkbox"/> ESSENTIAL TO NATIONAL DEFENSE <input type="checkbox"/> IN THE INTEREST OF NATIONAL DEFENSE										
28. REQUESTING AGENCY					27. APPROVING AGENCY					
508TH TRANS CO (MED TRK)										
28. REQUESTED BY					29. APPROVED BY					
a. NAME (Last, First, Middle Initial)					a. NAME (Last, First, Middle Initial)					
CHESTNUT, CHARLES C., MAJ, TC Commanding										
b. GRADE					b. GRADE					
c. TITLE					c. TITLE					
d. SIGNATURE					d. SIGNATURE					
e. DATE (YYYYMMDD)					e. DATE (YYYYMMDD)					
20100825										
INSTRUCTIONS										
<b>GENERAL:</b> DD Form 1266, "Request for Special Hauling Permit" will be used to obtain special hauling permits for the movement of over-size/overweight vehicles over public highways when accompanying a convoy or when traveling separately. This form, in duplicate and accompanied by letter of transmittal, will be forwarded through the local transportation officer so as to reach the appropriate headquarters not less than ten (10) working days prior to the starting date of the movement. Letters of transmittal will contain complete itinerary and explanation of the movement. One (1) letter of transmittal is sufficient when several DD Forms 1265 and 1266 involving one (1) movement are forwarded to the appropriate headquarters. In cases where bona-fide emergencies exist, the information contained in this form and DD Form 1265 may be transmitted to the appropriate headquarters by telephone or electronic transmission. In this event, reference will be made to item numbers in the sequence in which they appear on the forms. Items which do not apply will be so indicated.					<b>SPECIFIC:</b> Item 12.a, b., c., and d. - Complete nomenclature of vehicles involved. More than one unit may be included, provided units are identical in equipment, load characteristics, routing and movement date. Total number of units shall be indicated prominently. Item 12.e - Note all units other than standard highway vehicles; road equipment, guns, etc. Item 12.d - Indicate the registration number for each unit or combination of units. Use additional page if required. Item 17 - Indicate appropriate number of axles by inserting number in proper circles. Block out circles not applicable. Item 24 - For movement through the District of Columbia, include name of manufacturer of equipment.					
DD FORM 1266 (BACK), SEP 1998										
										Reset

Figure 3-90  
DD Form 1266, Special Hauling Permit Request (Back)

MOBILIZATION MOVEMENT CONTROL (MOBCON) REQUEST FOR CONVOY CLEARANCE OR SPECIAL HAULING PERMIT										1. DATE (YYYYMMDD)																	
2. UNIT				3. UIC		4. CONVOY COMMANDER																					
5.a. ADDRESS										6. TELEPHONE <small>(Include area code)</small>		7. FTM POINT OF CONTACT															
b. CITY			c. STATE		d. 9-DIGIT ZIP CODE																						
8. POINT OF ORIGIN				NODE		9. DESTINATION				NODE																	
10. DATE/TIME OF DEPARTURE				← COMPLETE ONLY ONE. → <small>(Do not complete both.)</small>				11. DATE/TIME OF ARRIVAL																			
12. NUMBER OF PERSONNEL IN CONVOY <small>(Minimum 2 per vehicle required)</small>						13. NUMBER AND TYPE VEHICLES AND DESCRIPTION																					
14. NUMBER OF OVERSIZE/OVERWEIGHT VEHICLES <small>(Complete Blocks a - g, below)</small>																											
15. VEHICLES										MAKE (1)		MODEL (2)		LENGTH (3)		WIDTH (4)		HEIGHT (5)		WEIGHT (6)							
a. PRIME MOVER (USA #s):																											
b. SEMI OR TRAILER																											
c. DESCRIPTION OF LOAD																											
d. TOTAL LENGTH, WIDTH, HEIGHT AND WEIGHT <small>(Prime mover + semi/trailer + load)</small>																											
e. AXLE WEIGHT <small>(Pounds)</small>										1		2		3		4		5		6		7		8		9	
f. AXLE SPACING <small>(Feet/Inches)</small>										1-2		2-3		3-4		4-5		5-6		6-7		7-8		8-9			
g. LOAD OVERHANG <small>(Feet/Inches)</small>										(1) FRONT			(2) REAR			(3) LEFT SIDE			(4) RIGHT SIDE								
16. CARGO DESCRIPTION/AMOUNT <small>(Including HAZMAT)</small>										FOR SMCC USE ONLY																	
										IN THE INTEREST OF NATIONAL DEFENSE						YES		NO									
										ESSENTIAL TO NATIONAL DEFENSE						YES		NO									
17. PROPOSED ROUTE										CERTIFIER SIGNATURE																	
										DATE RECEIVED						DATE CMO MAILED											
										CMC NUMBER						PROCESSED BY											
18. HALTS <small>(15 minutes after 1st hour and 10 minutes every 2 hours thereafter mandatory)</small>										C H S																	
TYPE a.		EXACT LOCATION b.						DURATION c.				NODE 10		NO. MARCH UNITS													
												MU INTERVAL		RATE OF MARCH													
												CLEAR TIME		TAIL TIME													
												CLEAR TIME		PERMIT(S) REQUIRED													
												NODE 50		ESCORTS REQUIRED													
												NODE 60															
19. REQUESTER																											
a. TYPED NAME <small>(Last, First, Middle Initial)</small>					b. RANK/GRADE		c. SIGNATURE					d. DATE <small>(YYYYMMDD)</small>															

DD FORM 2777, SEP 1998 Reset Adobe Professional 8.0

Figure 3-91

DD Form 2777, Mobilization Movement Control (MOBCON) Request for Convoy Clearance or Special Hauling Permit

- a. Verify the dimensions were accurate.
  - b. Confirm the correct approval process/agency.
  - c. Identify whether the route was for movement over a controlled route.
  - d. Review routes for tunnel and bridge restrictions.
2. Submit request to appropriate state and local agencies for CONUS moves.
  3. Coordinate with host nation and military police for movement through their area of responsibility for OCONUS moves.
  4. Receive the special hauling permit from appropriate agency.
    - a. Assign movement control authorization number to the requirement IAW local policy.
    - b. Verify route, states traveling through, and estimated crossing times of those state lines for CONUS moves.
    - c. Verify with host nation, and military movement control officials, for authorization to move through areas of responsibility for OCONUS moves.

- 5. Forwards permit to the customer through the Movement Control Center (MCC).
- 6. Request origin MCT submit closure report.

**Evaluation Preparation:** Provide the Soldier with completed DD Form 1266, TB 55-46-1, FORSCOM REG 55-1, and AR 55-162. Tell the Soldier to identify all errors on the DD Form 1266 and state the procedures to evaluate the request and secure permit to the evaluator.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO-GO</u></b>
1. Reviewed DD Form 1266 for accuracy and completeness.	—	—
2. Submitted request to appropriate state and local authorities.	—	—
3. Coordinated with host nation and military police for movement through area of responsibility.	—	—
4. Received special hauling permit from appropriate agency.	—	—
5. Forwarded the permit to the customer through the MCC.	—	—
6. Requested origin MCT submit closure report.	—	—

**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.

<b>References</b>	<b>Required</b>	<b>Related</b>
	AR 55-162	
	DD Form 1266	
	DD Form 2777	
	FORSCOM Reg 55-1	
	TB 55-46-1	

**Request Railcars**  
**551-88N-3109**

**Conditions:** In an operational environment, given a transportation request, rail load plans, FMs 55-1, 4-01.30, and 4-01.41.

**Standards:** Request railcars for movement by identifying the correct types and amounts needed IAW FMs 55-1, 4-01.30, and 4-01.41.

**Performance Steps**

1. Review the movement request and rail load plan for accuracy and completeness.
  - a. Origin, destination, total number of pieces.
  - b. Spot, load and pull dates.
  - c. Review load plan for accuracy on dimension and weight (to include secondary loads) for each vehicle planned to verify compatibility with asset requested.
  
2. Determine movement capabilities.
  - a. Check the number and type of government owned/contracted railcar available to fulfill requirement.
  - b. Check the number and type of host nation railcars available to fulfill requirement.
  
3. Balance requirement.
  - a. Verify the availability of required number and type of railcars.
  - b. Identify possible asset shortfalls to shipper, mode operator, and logistics staff.
  
4. Allocate railcars.
  - a. Allocate assets by command priority and transportation priority.
  - b. Coordinate adjustment for all remaining transportation shortfalls with shipper, receiver, material managers, mode operators and logistics staff.
  
5. Coordinate with mode operator and/or host nation.
  - a. Submit total number and type of railcars needed as well as spot, load and pull dates for requirement to mode operator.
  - b. Forward a copy of equipment list and load plan to mode operator.
  - c. Confirms with mode operator on requested railcars and provides any additional information needed.

**Evaluation Preparation:** Inform the Soldier that the evaluation is measured on the ability to perform all the functions listed. Tell the Soldier to identify all errors on the request for movement, to determine transport capability/availability with the mode operator, to allocate the use of railcars, and to state coordination and confirmation procedures to the evaluator.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Reviewed the movement request and rail load plan for accuracy and completeness.	___	___
2. Determined capabilities.	___	___
3. Balanced requirements.	___	___
4. Allocated railcars.	___	___
5. Coordinated with mode operator and/or host nation.	___	___

**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.

**References**

**Required**

- FM 4-01.30
- FM 4-01.41
- FM 55-1

**Related**

## Supervise Loading of Cargo

**551-88N-3111**

**Conditions:** In an operational environment, given cargo, load plans, shipping documents, unit SOP, and DTR 4500.9-R, Part II.

**Standards:** Supervise all documentation for completeness and accuracy of cargo being loaded onto transport assets IAW DTR 4500.9-R, Part II, and FM 4-01.30.

### Performance Steps

1. Validate the compatibility of the cargo load.
2. Verify cargo being loaded on an asset is the cargo on the documentation.
3. Confirm labels and/or markings are legible and visible.
4. Confirm that useable space is adequately utilized.

---

NOTE: When applicable, combine loads going to the same destination or traveling along the same route in order to maximize efficiency.

---

5. Verify that blocking and bracing is adequate for the weight and size of the cargo.
6. Confirm the condition of the seals being used on the equipment.
7. Verify reports on discrepancies found are brought up to the individual responsible for loading the transport equipment.

**Evaluation Preparation:** Brief Soldier: Tell the Soldier to inspect the loading of transport equipment for correct loading, marking, and documentation and to report discrepancies to the evaluator.

### Performance Measures

	<u>GO</u>	<u>NO-GO</u>
1. Validated the compatibility of the cargo load.	—	—
2. Verified cargo being loaded on an asset is the cargo on the documentation.	—	—
3. Confirmed labels and/or markings are legible and visible.	—	—
4. Confirmed that useable space was adequately utilized.	—	—
5. Verified that blocking and bracing was adequate for the weight and size of the cargo.	—	—
6. Confirmed the condition of the seals being used on the equipment.	—	—
7. Verified reports on discrepancies found were brought up to the individual responsible for loading the transport equipment.	—	—

**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.

### References

<b>Required</b>	<b>Related</b>
DTR 4500.9-R, Part II	

**Determine Mode of Non-programmed Movement  
551-88N-3112**

**Conditions:** In an operational environment, given a transportation request, OPORD, FM 3-35, copy of published movement program, FM 4-01.30, and FM 55-1.

**Standards:** Determine the available and optimum mode of transportation for a non-programmed move IAW FM 4-01.30 and FM 55-1 for units deploying and redeploying to support OPLAN.

**Performance Steps**

- 1. Review the transportation request for—
  - a. Accuracy and completeness.
  - b. Falls into the theater commander’s movement policies.
    - 1. If it does continue.
    - 2. If it does not, then approval from higher must be obtained.
  
- 2. Select appropriate mode of transport based on the following criteria:
  - a. Transportation priority.
  - b. RDD.
  - c. Type of cargo.
  - d. Special restrictions.
  - e. Economy and efficiency.
  - f. Security.

**Evaluation Preparation:** Provide the Soldier with a transportation request, copy of published movement program, and FMs 55-1 and 4-01.30.

<b>Performance Measures</b>	<u><b>GO</b></u>	<u><b>NO-GO</b></u>
1. Reviewed the transportation request.	_____	_____
2. Selected appropriate mode of transport based on the following criteria.	_____	_____

**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.

**References**

<b>Required</b>	<b>Related</b>
FM 4-01.30	
FM 55-1	



- b. Remove one copy of the DD Form 1384 for turn-in to the senior cargo checker.
- c. Give remaining copies of DD Form 1384 to the driver.

**Performance Measures**

- 1. Recorded onward movement of cargo.
- 2. Finalized procedures for movement of cargo.

<u>GO</u>	<u>NO-GO</u>
_____	_____
_____	_____

**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.

**References**

**Required**

- DD Form 1384
- DTR 4500.9-R, Part II
- FM 4-01.30
- FM 55-60

**Related**

**Coordinate Movement with Mode Operators**

**551-88N-3115**

**Conditions:** In an operational environment, given a movement request, TC 4-13.17, and FM 4-01.30.

**Standards:** Coordinate with the transportation mode operators', ensuring that the correct amount of assets needed to be used is IAW unit SOP and FM 4-01.30.

**Performance Steps**

1. Determine quantity of assets to include shortfalls.
2. Coordinate external assets if necessary.
3. Request required life support mission.
4. Coordinate movement with US and host nation, civil and military authorities.
5. Maintain movement timetables.
6. Inform headquarters and other applicable elements of movement.

**Performance Measures**

1. Determined quantity of assets to include shortfalls.
2. Coordinated external assets if necessary.
3. Requested required life support mission.
4. Coordinated movement with US and host nation, civil and military authorities.
5. Maintained movement timetables.
6. Informed headquarters and other applicable elements of movement.

<u>GO</u>	<u>NO-GO</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**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.

**References**

**Required**  
 FM 4-01.30  
 TC 4-13.17

**Related**

**Supervise Rail Operations**  
**551-88N-3116**

**Conditions:** In an operational environment, given vehicles, railcars, rail load plan, Rail ops risk assessment, unit SOP, TM 55-2200-001-12, and TC 4-13.17.

**Standards:** Supervise rail loading operations without any documentation errors or casualties IAW unit SOP, TM 55-2200-001-12, and TC 4-13.17.

**Performance Steps**

1. Brief safety procedures for rail operations.
2. Verify personnel are performing proper safety procedures.
3. Check vehicles arriving at the ramp are in the proper sequence IAW load plan.
4. Check spanners are secured in place.
5. Check vehicles are loaded from their assigned places.
6. Verify vehicles are positioned in their allocated spaces on the railcar IAW the load plan.
7. Check that all loads on railcars are within clearance limits.

**Performance Measures**

	<b><u>GO</u></b>	<b><u>NO-GO</u></b>
1. Briefed safety procedures for rail operations.	—	—
2. Verified personnel are performing proper safety procedures.	—	—
3. Checked vehicles arriving at the ramp were in the proper sequence IAW load plan.	—	—
4. Checked spanners were secured in place.	—	—
5. Check vehicles are loaded from their assigned places.	—	—
6. Verify vehicles are positioned in their allocated spaces on the railcar IAW the load plan.	—	—
7. Checked that all loads on railcars are within clearance limits.	—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
AAR Interchange Rules	
TC 4-13.17	
TM 55-2200-001-12	

**Coordinate Movement by Rail**

**551-88N-3117**

**Conditions:** In an operational environment, given a transportation request, movement order, capability report, rail load plans, FM 55-1, FM 4-01.30, and FM 4-01.41.

**Standards:** Coordinate cargo movement by rail, verifying all documents are complete and accurate IAW FM 55-1, FM 4-01.30, and FM 4-01.41.

**Performance Steps**

1. Coordinate loading times, departure times and destination with unit, ITO, FORSCOM, AMC, and SDDC.
2. Assist in identifying and obtaining BBPCT materials to move equipment to rail head to include secondary loads and container stuffing.
3. Ensure all unit equipment is properly prepared, marked, and documented prior to movement.
4. Assist in preparing movement documentation.
5. Provide liaison between the port and installation.
6. Advise units on proper packing and packaging of hazardous loads.

**Evaluation Preparation:** Inform the Soldier that the evaluation is measured on the ability to perform all the functions listed.

Tell the Soldier to identify all errors on the request for movement, to determine transport capability/availability with the mode operator, to allocate the use of railcars, and to state coordination and confirmation procedures to the evaluator.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Coordinated loading times, departure times and destination with unit, ITO, FORSCOM, AMC, and SDDC.	___	___
2. Assisted in identifying and obtaining BBPCT materials to move equipment to rail head to include secondary loads and container stuffing.	___	___
3. Ensured all unit equipment was properly prepared, marked, and documented prior to movement.	___	___
4. Assisted in preparing movement documentation.	___	___
5. Provided liaison between the port and installation.	___	___
6. Advised units on proper packing and packaging of hazardous loads.	___	___

**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.

**References**

<b>Required</b>	<b>Related</b>
FM 4-01.30	
FM 4-01.41	
FM 55-1	

**Supervise Water Terminal Operations****551-88N-3118**

**Conditions:** In an operational environment, given advance transportation control movement documents (ATCMD); TC-AIMS II System; WPS/GATES; organizational equipment lists (OEL) of deploying units; DD Form 1907 (Signature and Tally Record); DD Form 1385 (Cargo Manifest); DD Form 1386 (Ocean Cargo Manifest Recapitulation or Summary); DOD Regulation 4500.9-R, Part II; FM 55-60; FM 55-80; FM 4-01.30; and TC 4-13.17.

**Standards:** Supervise water terminal operations to execute water movement procedures without any delays or casualties IAW unit SOP; DOD Regulation 4500.9-R, Part II; FM 55-60; FM 55-80; FM 3-35; and TC 4-13.17.

**Performance Steps**

1. Review the staging plan.
2. Determine staging area square footage.
3. Define staging methods.
4. Evaluate cargo reception.
5. Verify tally of cargo is being conducted. (See figures 3-93 and 3-94.)
6. Confirm cargo is being scanned when entering vessels.

SIGNATURE AND TALLY RECORD (See DoD 4500.9-R for guidance) <i>(Use of equivalent carrier-furnished signature and tally record is acceptable.)</i>		OMB No. 0702-0027 OMB approval expires Jun 30, 2012		
<p>The public reporting burden for this collection of information is estimated to average 3 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 1155 Defense Pentagon, Washington, DC 20301-1155. (0702-0027). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.</p> <p><b>PLEASE DO NOT RETURN YOUR FORM TO THE ABOVE ORGANIZATION. RETURN COMPLETED FORM AS DIRECTED IN THE DISTRIBUTION INSTRUCTIONS BELOW.</b></p>				
DISTRIBUTION INSTRUCTIONS				
<p>(1) The SHIPPER will print two copies, retain one copy and give one to the Origin Carrier.                  (2) The ORIGIN CARRIER will deliver one copy with original signatures to the Destination Carrier.                  (3) The DESTINATION CARRIER will attach one copy (reflecting all original signatures) and Standard Form 1113, Public Voucher for Transportation Charges, to the original Commercial Bill of Lading and forward for payment. Reproduced completed copy of DD Form 1907 will be delivered to the Consignee and one will be retained.                  (4) The CONSIGNEE will ensure Destination Carrier surrenders a reproduced copy of completed form with all signatures.</p>				
SECTION I - TO BE COMPLETED BY THE SHIPPER				
1a. SHIPPER NAME CHIEF AMMUNITION BRANCH		b. ORIGIN ATTN: ATZC-ISL-SA BLDG 9903 W81HL0		
2. PROTECTIVE SERVICE REQUESTED DDP DUAL DRIVER SNS SATELLITE MONITORING		3. COMMERCIAL BILL OF LADING NUMBER W45QQ900152		
4a. CONSIGNEE NAME AMMO SUPPLY POINT		b. DESTINATION BLDG 920 CAISSON HILL FORT RILEY, KS66442 (W866NU9)		
5. PERMIT NUMBER (if any)		6. TRANSPORTATION CONTROL NUMBER W81YWB00111921CXX		
7. ROUTING SLT EXPRESS WAY		8. WEIGHT 26090.0 LB	9. CUBE 704.0	
10. SPECIAL INSTRUCTIONS			11. DATE SHIPMENT TENDERED TO CARRIER (YYYYMMDD) 20100216	
12. NAME OF CARRIER SLTW		13. NUMBER OF PIECES 13		
14. TYPE OF PACKAGE(S) (For unsealed loads only) OR CONVEYANCE IDENTIFICATION AND SEAL NUMBERS (For sealed loads only) SLTW-1		15. FREIGHT CLASSIFICATION DESCRIPTION AMMO EXPL/FWKS/CHEM MUN NOTBN/NOICLASS-I, DIV 1.1, OR 1.2		
SECTION II - TO BE COMPLETED BY EACH PERSON ACCEPTING CUSTODY OF CLASSIFIED OR PROTECTED MATERIAL REQUIRING THE USE OF TRANSPORTATION PROTECTIVE SERVICE DURING TRANSIT				
16. CUSTODY RECORD				
PRINT NAME OF PERSON AND COMPANY REPRESENTED a.	STATION INTERCHANGE POINT DESTINATION b.	SIGNATURE OF PERSON ACCEPTING CUSTODY c.	TIME ACCEPTED d.	DATE ACCEPTED (YYYYMMDD) e.
<b>SAMPLE</b>				

DD FORM 1907, OCT 2010 PREVIOUS EDITION IS OBSOLETE. Adobe Designer 5.0

Figure 3-93  
DD Form 1907, Signature and Tally Record (Front)



CARGO MANIFEST																					
AIRCRAFT DATA				ORIG CODE		REF		DESTINATION		MISSION DATA			ACCT OF		ALF OF		MANIFESTED		PAGE NO.		
AIR	CARRIER	AIRCRAFT	REG MODEL	ORIG CODE	REF	DESTINATION	MISSION DATA	ACCT OF	ALF OF	MANIFESTED	MANIFESTED	MANIFESTED	MANIFESTED	MANIFESTED	MANIFESTED	MANIFESTED	MANIFESTED	MANIFESTED	MANIFESTED		
SURFACE	POA	BASE	DATE	VOLUME	PORT	REF	VESSEL NAME	STATUS	CLASS	TRACKING	REMARKS	PRICE	WEIGHT	CUBIC	PRICE	WEIGHT	CUBIC	PRICE	WEIGHT	CUBIC	
TU	MATRS	714	28	1266	JFI	80X	AW560441821012XXX	AW560	4		SLBA 1940	25	500.00	240							
ITEMS HAVE BEEN LOADED:										ITEMS HAVE BEEN RECEIVED EXCEPT AS DROPPED NOTED ON REVERSE SIDE											
DATE					SIGNATURE OF LOADING AGENT					DATE					SIGNATURE OF RECEIVING AGENT						
10 MAR 80																					
DD FORM 1385, NOV 78														ADDITIONS EDITION OF 1 APR 80 (REV 80) (GPO)		Revised Professional 1 8					

SAMPLE

Figure 3-95  
DD Form 1385, Cargo Manifest

<input checked="" type="checkbox"/> RECAPITULATION <small>(Line a applicable)</small>		<input type="checkbox"/> SUMMARY <small>(Line b applicable)</small>		<b>OCEAN CARGO MANIFEST RECAPITULATION OR SUMMARY</b>				<input checked="" type="checkbox"/> ORIGINAL		<input type="checkbox"/> REVISED				
1. VESSEL NAME USS NEVERSAIL		2. STATUS 11	3. VOY DOC NO P1575	4. DATE (YYYYMMDD) 20100920	5. LOADING PORT CHARLESTON, SC		6. HEAVY LIFTS 1	7. OUTSIDE DIMENSION 8	8. PAGE NO 1	9. NO OF PAGES 1				
8. DESCRIPTION AND LOCATION OF HEAVY LIFTS AND OTHER SPECIAL DATA							9. TOTAL CARGO LOADED							
a.	(1) DESTINATION PORT	(2) DESCRIPTION	(3) LENGTH-WIDTH-HEIGHT	(4) SELF SUS	(5) NON S.S.	(6) YES	(7) COG	(8) STOW LOCATION	(9) LONG TONS	(10) DESTINATION PORT	(11) SVC	(12) LONG TONS	(13) MEASURE MENTIONS	(14) SQUARE FEET
b.	(1) DESTINATION PORT	(2) COMMODITY CATEGORY	(3) FOR MSC USE				(4) TRANS-PORTATION ACT CODE	(5) ON DECK	(6) NO OF UNITS POUNDS OR OTHER					
	IP2 Charleston, SC	Crate	420L, 120W, 120H	X		X	30DP	16	PN4 Ash Shwaybah	N	810			
10. I HEREBY CERTIFY THAT THE ARTICLES LISTED HEREON HAVE BEEN PLACED ABOARD IN APPARENT GOOD ORDER AND CONDITION.							11. I HEREBY ACKNOWLEDGE having received the cargo manifested hereon in apparent good order and condition for delivery as indicated, except as otherwise specifically noted.							
a. SIGNATURE		b. GRADE OR RANK	c. TITLE		MASTER OF VESSEL (Signature)									
12. NAME AND MAILING ADDRESS OF PREPARING ACTIVITY														

DD FORM 1386, APR 2006 PREVIOUS EDITION IS OBSOLETE Reset Adobe Professional 7.0

Figure 3-96  
DD Form 1386, Ocean Cargo Manifest

**Performance Measures**

1. Reviewed the staging plan.
2. Determined staging area square footage.
3. Defined staging methods.
4. Evaluated cargo reception.
5. Verified tally of cargo was being conducted.
6. Confirmed cargo was being scanned when entering vessels.
7. Staged cargo according to load plan.
8. Verified automation systems were receiving uploads.
9. Confirmed cargo list was prepared for ICODES.
10. Validated that all equipment has proper documentation and labels.

<b><u>GO</u></b>	<b><u>NO-GO</u></b>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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.

**References**

- Required**  
DD Form 1384  
DD Form 1385

**Related**

**References**

**Required**

DD Form 1386

DD Form 1907

DTR 4500.9-R, Part II

FM 55-60

FM 55-80

TC 4-13.17

**Related**

**Supervise Transportation Movement Request (TMR) Procedure  
551-88N-3119**

**Conditions:** In an operational environment, assigned as the movements supervisor in a movement control team (MCT). Given a movement request, a highway regulation plan, and FM 4-01.30.

**Standards:** Supervise TMR procedure in accordance with current highway regulation plan and FM 4-01.30.

**Performance Steps**

- 1. Receive request.
- 2. Process request.
  - a. Review movement request.
  - b. Determine assets required.
  - c. Coordinate transportation support.
    - 1. Task organic assets.
    - 2. Request host nation support (if needed).
  - d. Coordinate movement with US and host nation civil and military authorities.
- 3. Issue movement authorization.
  - a. Deconflict routes.
  - b. Review the routes for restrictions and limitations.
  - c. Schedule the move.
  - d. Assign movement authorization number to the requesting unit.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO-GO</u></b>
1. Received request.	—	—
2. Processed request.	—	—
3. Issued movement authorization.	—	—

**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.

**References**

<b>Required</b> FM 4-01.30	<b>Related</b>
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## Coordinate Hazardous Materials/Munitions Shipments

### 551-88N-3121

**Conditions:** In an operational environment, given military or commercial transportation assets, equipment, documentations DD Form 626 (Motor Vehicle Inspection [Transporting Hazardous Materials]), DD Form 836 (Dangerous Goods Shipping Paper/Declaration and Emergency Response Information of Hazardous Materials Transported by Government Vehicles/Containers/Vessels), international maritime dangerous goods (IMDG), Code of Federal Regulation (CFR) 49, TM 38-250, and DOD Reg 4500.9-R, Part II, TC 4-13.17, FM 55-30, and FM 55-60 for all cargo being shipped with hazardous and sensitive materials.

**Standards:** Coordinate hazardous materials or sensitive cargo and ensure that it is in compliance with government, state and local laws, regulations, policies, and IAW the Code of Federal Regulation (CFR) 49, TM 38-250, and DOD Reg 4500.9-R, Part II, TC 4-13.17, FM 55-30, and FM 55-60.

### Performance Steps

1. Review documentation to determine the amount of hazardous, classified, and sensitive cargo due into the unit. (See figure 3-97.)

General Categories of Hazardous Cargo (IMDG)	
IMDG Class	International Maritime Dangerous Goods (IMDG) Code
1	Explosives
1.1	Substances and articles which have a mass explosion hazard
1.2	Substances and articles which have a projection hazard but not a mass explosion hazard
1.3	Substances and articles which have a fire hazard and either a minor blast hazard or a minor projection hazard or both, but not a mass explosion hazard
1.4	Substances and articles which present no significant hazard
1.5	Very insensitive substances which have a mass explosion hazard
1.6	Extremely insensitive articles which do not have a mass explosion hazard
2	Gases: Compressed, Liquefied or Dissolved under Pressure
2.1	Flammable gases
2.2	Non-Flammable gases
2.3	Toxic gases
3	Flammable Liquids
4	Flammable Solids or Substances
4.1	Flammable Solids
4.2	Substances liable to spontaneous combustion
4.3	Substances which, in contact with water, emit flammable gases
5	Oxidizing Substances (agents) and Organic Peroxides
5.1	Oxidizing substances (agents) by yielding oxygen increase the risk and intensity of fire
5.2	Organic peroxides - most will burn rapidly and are sensitive to impact or friction
6	Toxic and Infectious Substances
6.1	Toxic substances
6.2	Infectious substances
7	Radioactive Substances
8	Corrosives
9	Miscellaneous dangerous substances and articles*
	* Marine pollutants which are not of an otherwise dangerous nature are listed in class 9
Classification Codes	
IMDG	International Maritime Dangerous Goods
IBC	Intermediate Bulk Container**
IGC	International Gas Carrier**
INF	Irradiated Nuclear Fuel**
	** Please contact the Monument office for additional information about IBC, IGC, and INF codes.
For more information visit: <a href="http://www.imo.org/">http://www.imo.org/</a>	

Figure 3-97  
Sample of International Maritime Dangerous Goods (IMDG)

2. Ensure security facilities and procedures are adequate for the volume of cargo and type of cargo.
3. Ensure personnel are properly trained/certified to handle or transport specific cargo.

4. Ensure that personnel handle and stow cargo IAW CFR 49 and local directives to prevent spillage, breakage, and shifting of cargo.
5. Adhere to cargo compatibility rules identified in CFR 49.
6. Ensure hazardous cargo containers are not damaged or leaking.
7. Ensure that shipper inspects vehicles using DD Form 626 before vehicles are loaded or unloaded. (See figures 3-98, 3-99, and 3-100.)

MOTOR VEHICLE INSPECTION (TRANSPORTING HAZARDOUS MATERIALS)										
<small>(Read instructions before completing this form.)</small>										
This form applies to all vehicles which must be marked or placarded in accordance with Title 49 CFR.					1. BILL OF LADING/TRANSPORTATION CONTROL NUMBER FE01030S					
SECTION I - DOCUMENTATION					ORIGIN a		DESTINATION b			
2. CARRIER/GOVERNMENT ORGANIZATION					Miller Motor Express					
3. DATE/TIME OF INSPECTION					1 Sept 2010 / 0800					
4. LOCATION OF INSPECTION					Fort Lee, VA					
5. OPERATOR(S) NAME(S)					Joe Kool					
6. OPERATOR(S) LICENSE NUMBER(S)					T61-787-1234					
7. MEDICAL EXAMINER'S CERTIFICATE*					31 Mar 2012					
8. <small>(X if satisfactory at origin)</small>										
a. MILITARY HAZMAT ENDORSEMENT			<input checked="" type="checkbox"/>		d. ERG OR EQUIVALENT COMMERCIAL:		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		9. CVSA DECAL DISPLAYED ON COMMERCIAL EQUIPMENT*	
b. VALID LEASE*			<input checked="" type="checkbox"/>		e. DRIVER'S VEHICLE INSPECTION REPORT*		<input checked="" type="checkbox"/>		a. TRUCK/TRACTOR	
c. ROUTE PLAN			<input checked="" type="checkbox"/>		f. COPY OF 49 CFR PART 397		<input checked="" type="checkbox"/>		b. TRAILER	
SECTION II - MECHANICAL INSPECTION										
All items shall be checked on empty equipment prior to loading. Items with an asterisk shall be checked on all incoming loaded equipment.										
10. TYPE OF VEHICLE(S) Tractor and Closed Semi-Trailer					11. VEHICLE NUMBER(S) T-146-197 / 19A-883					
12. PART INSPECTED <small>(X as applicable)</small>		ORIGIN (1)		DESTINATION (2)		ORIGIN (1)		DESTINATION (2)		COMMENTS (3)
		SAT	UNSAT	SAT	UNSAT	SAT	UNSAT	SAT	UNSAT	
a. SPARE ELECTRICAL FUSES		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	k. EXHAUST SYSTEM		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
b. HORN OPERATIVE		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	l. BRAKE SYSTEM*		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
c. STEERING SYSTEM		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	m. SUSPENSION		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
d. WINDSHIELD/WIPERS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	n. COUPLING DEVICES		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
e. MIRRORS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	o. CARGO SPACE		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
f. WARNING EQUIPMENT		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	p. LANDING GEAR*		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
g. FIRE EXTINGUISHER*		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	q. TIRES, WHEELS, RIMS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
h. ELECTRICAL WIRING		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	r. TAILGATE/DOORS*		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
i. LIGHTS AND REFLECTORS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	s. TARPULIN*		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
j. FUEL SYSTEM*		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	t. OTHER (Specify)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
13. INSPECTION RESULTS <small>(X one)</small>					ACCEPTED <input checked="" type="checkbox"/> REJECTED <input type="checkbox"/>					
(If rejected give reason under "Remarks". Equipment will be approved if deficiencies are corrected prior to loading.)										
14. SATELLITE MOTOR SURVEILLANCE SYSTEM: <small>(X one)</small>					ACCEPTED <input checked="" type="checkbox"/> REJECTED <input type="checkbox"/>					
15. REMARKS										
16. INSPECTOR SIGNATURE (Origin)					17. INSPECTOR SIGNATURE (Destination)					
SECTION III - POST LOADING INSPECTION										
This section applies to Commercial and Government/Military vehicles. All items will be checked prior to release of loaded equipment and shall be checked on all incoming loaded equipment.										
		ORIGIN (1)		DESTINATION (2)		ORIGIN (1)		DESTINATION (2)		COMMENTS (3)
		SAT	UNSAT	SAT	UNSAT	SAT	UNSAT	SAT	UNSAT	
18. LOADED IAW APPLICABLE SEGREGATION/COMPATIBILITY TABLE OF 49 CFR		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	19. LOAD PROPERLY SECURED TO PREVENT MOVEMENT		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
20. SEALS APPLIED TO CLOSED VEHICLE; TARPULIN APPLIED ON OPEN EQUIPMENT		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	21. PROPER PLACARDS APPLIED		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
22. SHIPPING PAPERS/DD FORM 836 FOR GOVERNMENT VEHICLE SHIPMENTS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	23. COPY OF DD FORM 626 FOR DRIVER		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
24. SHIPPED UNDER DOT SPECIAL PERMIT 868		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	25. INSPECTOR SIGNATURE (Origin)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
26. DRIVER(S) SIGNATURE (Origin)					27. DRIVER(S) SIGNATURE (Destination)					
27. INSPECTOR SIGNATURE (Destination)					28. DRIVER(S) SIGNATURE (Destination)					

SAMPLE

Figure 3-98  
DD Form 626, Motor Vehicle Inspection (Transporting Hazardous Materials) (Page 1)

INSTRUCTIONS	
<p><b>SECTION I - DOCUMENTATION</b></p> <p><b>General Instructions.</b></p> <p>All items (2 through 9) will be checked at origin prior to loading. Items with an asterisk (*) apply to commercial operators or equipment only. Only items 2 through 7 are required to be checked at destination.</p> <p>Items 1 through 5. Self explanatory.</p> <p>Item 6. Enter operator's Commercial Driver's License (CDL) number or Military OF-346 License Number. CDL and OF-346 must have the HAZMAT and other appropriate endorsements IAW 49 CFR 393.</p> <p>Item 7. *Enter the expiration date listed on the Medical Examiner's Certificate.</p> <p>Item 8.a. <b>APPLIES TO MILITARY OPERATORS ONLY.</b> Military Hazardous Materials Certification. In accordance with applicable service regulations, ensure operator has been certified to transport hazardous materials.</p> <p>b. *Valid Lease. Shipper will ensure a copy of the appropriate contract or lease is carried in all leased vehicles and is available for inspection. (49 CFR 376.12 and 376.11(c)(2)).</p> <p>c. Route Plan. Prior to loading any Hazard Class/Division 1.1, 1.2, or 1.3 (Explosives) for shipment, ensure that the operator possesses a written route plan in accordance with 49 CFR Part 397. Route Plan requirements for Hazard Class 7 (Radioactive) materials are found in 49 CFR 397.101.</p> <p>d. Emergency Response Guidebook (ERG) or Equivalent. Commercial operators must be in possession of an ERG or equivalent document. Shipper will provide applicable ERG page(s) to military operators.</p> <p>e. *Driver's Vehicle Inspection Report. Review the operator's Vehicle Inspection Report. Ensure that there are no defects listed on the report that would affect the safe operation of the vehicle.</p> <p>f. Copy of 49 CFR Part 397. Operators are required by regulation to have in their possession a copy of 49 CFR Part 397 (Transportation of Hazardous Materials Driving and Parking Rules). If military operators do not possess this document, shipper will provide a copy to operator.</p> <p>Item 9. *Commercial Vehicle Safety Alliance (CVSA) Decal. Check to see if equipment has a current CVSA decal and mark applicable box. Vehicles without CVSA, check documentation of the last vehicle periodic inspection and perform DD Form 626 inspection.</p> <p><b>SECTION II - MECHANICAL INSPECTION</b></p> <p><b>General Instructions.</b></p> <p>All items (12.a. through 12.i.) will be checked on all incoming empty equipment prior to loading. All UNSATISFACTORY conditions must be corrected prior to loading. Items with an asterisk (*) shall be checked on all incoming loaded equipment. Unsatisfactory conditions that would affect the safe off-loading of the equipment must be corrected prior to unloading.</p>	<p><b>SECTION II (Continued)</b></p> <p>Item 12.a. Spare Electrical Fuses. Check to ensure that at least one spare fuse for each type of installed fuse is carried on the vehicle as a spare or vehicle is equipped with an overload protection device (circuit breaker). (49 CFR 393.95)</p> <p>b. Horn Operative. Ensure that horn is securely mounted and of sufficient volume to serve purpose. (49 CFR 393.81)</p> <p>c. Steering System. The steering wheel shall be secure and must not have any spokes cracked through or missing. The steering column must be securely fastened. Universal joints shall not be worn, faulty or repaired by welding. The steering gear box shall not have loose or missing mounting bolts or cracks in the gear box mounting brackets. The pitman arm on the steering gear output shaft shall not be loose. Steering wheel shall turn freely through the limit of travel in both directions. All components of a power steering system must be in operating condition. No parts shall be loose or broken. Belts shall not be frayed, cracked or slipping. The power steering system shall not be leaking. (49 CFR 398 Appendix G)</p> <p>d. Windshield/Wipers. Inspect to ensure that windshield is free from breaks, cracks or defects that would make operation of the vehicle unsafe; that the view of the driver is not obscured and that the windshield wipers are operational and wiper blades are in serviceable condition. Defroster must be operative when conditions require. (49 CFR 393.60, 393.78 and 393.79)</p> <p>e. Mirrors. Every vehicle must be equipped with two rear vision mirrors located so as to reflect to the driver a view of the highway to the rear along both sides of the vehicle. Mirrors shall not be cracked or dirty. (49 CFR 393.80)</p> <p>f. Warning Equipment. Equipment must include three bidirectional emergency reflective triangles that conform to the requirements of FMVSS No. 125. FLAME PRODUCING DEVICES ARE PROHIBITED. (49 CFR 393.95)</p> <p>g. Fire Extinguisher. Military vehicles must be equipped with two serviceable fire extinguishers with an Underwriters Laboratories rating of 10 BC or more. (Commercial motor vehicles must be equipped with one serviceable 10 BC Fire Extinguisher). Fire extinguisher(s) must be located so that it is readily accessible for use and securely mounted on the vehicle. The fire extinguisher must be designed, constructed and maintained to permit visual determination of whether it is fully charged. (49 CFR 393.95)</p> <p>h. Electrical Wiring. Electrical wiring must be clean and properly secured. Insulation must not be frayed, cracked or otherwise in poor condition. There shall be no uninsulated wires, improper splices or connections. Wires and electrical fixtures inside the cargo area must be protected from the lading. (49 CFR 393.28, 393.32, 393.33)</p>
DD FORM 626, MAR 2007	Page 2 of 3 Pages

**SAMPLE**

Figure 3-99

DD Form 626, Motor Vehicle Inspection (Transporting Hazardous Materials) (Page 2)

INSTRUCTIONS	
<p><b>SECTION II (Continued)</b></p> <p>i. Lights/Reflectors. (Head, tail, turn signal, brake, clearance, marker and identification lights, Emergency Flashers). Inspect to see that all lighting devices and reflectors required are operable, of proper color and properly mounted. Ensure that lights and reflectors are not obscured by dirt or grease or have broken lenses. High/Low beam switch must be operative. Emergency Flashers must be operative on both the front and rear of vehicle. (49 CFR 393.24, 25, and 26)</p> <p>j. Fuel System. Inspect fuel tank and lines to ensure that they are in serviceable condition, free from leaks, or evidence of leakage and securely mounted. Ensure that fuel tank filler cap is not missing. Examine cap for defective gasket or plugged vent. Inspect filler necks to see that they are in completely serviceable condition and not leaking at joints. (49 CFR 393.83)</p> <p>k. Exhaust System. Exhaust system shall discharge to the atmosphere at a location to the rear of the cab or if the exhaust projects above the cab, at a location near the rear of the cab. Exhaust system shall not be leaking at a point forward of or directly below the driver compartment. No part of the exhaust system shall be located where it will burn, char or damage electrical wiring, fuel system or any other part of the vehicle. No part of the exhaust system shall be temporarily repaired with wrap or patches. (49 CFR 393.83)</p> <p>l. Brake System (to include hand brakes, parking brakes and Low Air Warning devices). Check to ensure that brakes are operational and properly adjusted. Check for audible air leaks around air brake components and air lines. Check for fluid leaks, cracked or damaged lines in hydraulic brake systems. Ensure that parking brake is operational and properly adjusted. Low Air Warning devices must be operative. (49 CFR 393.40, 41, 42, 43, 44, 45, 47, 48, 49, 50, 51, 52, 53, and 55)</p> <p>m. Suspension. Inspect for indications of misaligned, shifted or cracked springs, loosened shackles, missing bolts, spring hangers unsecured at frame and cracked or loose U-bolts. Inspect for any unsecured axle positioning parts, and sign of axle misalignment, broken torsion bar springs (if so equipped). (49 CFR 393.207)</p> <p>n. Coupling Devices (Inspect without uncoupling). Fifth Wheels: Inspect for unsecured mounting to frame or any missing or damaged parts. Inspect for any visible space between upper and lower fifth wheel plates. Ensure that the locking jaws are around the shank and not the head of the kingpin. Ensure that the release lever is seated properly and safety latch is engaged. Pintle Hook, Drawbar, Towbar Eye and Tongue and Safety Devices: Inspect for unsecured mounting, cracks, missing or ineffective fasteners (welded repairs to pintle hook is prohibited). Ensure safety devices (chains, hooks, cables) are in serviceable condition and properly attached. (49 CFR 393.70 and 71)</p> <p>o. Cargo Space. Inspect to ensure that cargo space is clean and free from exposed bolts, nuts, screws, nails or inwardly projecting parts that could damage the lading. Check floor to ensure it is tight and free from holes. Floor shall not be permeated with oil or other substances. (49 CFR 393.84)</p> <p>p. Landing Gear. Inspect to ensure that landing gear and assembly are in serviceable condition, correctly assembled, adequately lubricated and properly mounted.</p>	<p><b>SECTION II (Continued)</b></p> <p>q. Tires, Wheels and Rims: Inspect to ensure that tires are properly inflated. Flat or leaking tires are unacceptable. Inspect tires for cuts, bruises, breaks and blisters. Tires with cuts that extend into the cord body are unacceptable. Thread depth shall not be less than .4/32 inches for tires on a steering axle of a power unit, and 2/32 inches for all other tires. Mixing bias and radial on the steering axle is prohibited. Inspect wheels and rims for cracks, unseated locking rings, broken, loose, damaged or missing lug nuts or elongated stud holes. (49 CFR 393.75)</p> <p>r. Tailgate/Doors. Inspect to see that all hinges are tight in body. Check for broken latches and safety chains. Doors must close securely. (49 CFR 177.835(h))</p> <p>s. Tarpaulin. If shipment is made on open equipment, ensure that lading is properly covered with fire and water resistant tarpaulin. (49 CFR 177.835(h))</p> <p>t. Other Unsatisfactory Condition. Note any other condition which would prohibit the vehicle from being loaded with hazardous materials.</p> <p>Item 14. For AA&amp;E and other shipments requiring satellite surveillance, ensure that the Satellite Motor Surveillance System is operable. The DTTS Message Display Unit, when operative, will display the signal "DTTS ON". The munitions carrier driver, when practical, will position the DTTS message display unit in a manner that allows the shipping inspector or other designated shipping personnel to observe the "DTTS ON" message without climbing aboard the cab of the motor vehicle.</p> <p><b>SECTION III - POST LOADING INSPECTION</b></p> <p><b>General Instructions.</b></p> <p>All items will be checked prior to the release of loaded equipment. Shipment will not be released until deficiencies are corrected. All items will be checked on incoming loaded equipment. Deficiencies will be reported in accordance with applicable service regulations.</p> <p>Item 18. Check to ensure shipment is loaded in accordance with 49 CFR Part 177.848 and the applicable Segregation or Compatibility Table of 49 CFR 177.848.</p> <p>Item 19. Check to ensure the load is secured from movement in accordance with applicable service outload drawings.</p> <p>Item 20. Check to ensure seal(s) have been applied to closed equipment; fire and water resistant tarpaulin applied on open equipment.</p> <p>Item 21. Check to ensure each transport vehicle has been properly placarded in accordance with 49 CFR 172.504.</p> <p>Item 22. Check to ensure operator has been provided shipping papers that comply with 49 CFR 172.201 and 202. For shipments transported by Government vehicle, shipping paper will be DD Form 836.</p> <p>Item 23. Ensure operator(s) sign DD Form 626, are given a copy and understand the hazards associated with the shipment.</p> <p>Item 24. Applies to Commercial Shipments Only. If shipment is made under DOT Special Permit 868, ensure that shipping papers are properly annotated and copy of Special Permit 868 is with shipping papers.</p>
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**SAMPLE**

Figure 3-100

DD Form 626, Motor Vehicle Inspection (Transporting Hazardous Materials) (Page 3)

- 8. Brief drivers and operators on safety requirements and emergency procedures for hazardous, classified, and sensitive cargo. Use DD Form 836. (See figure 3-101.)



11. Report any security violations such as theft or loss during the transport of classified and sensitive cargo to the command security manager.
12. Select appropriate transportation plan IAW AR 380-5 to protect classified and sensitive material.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO-GO</u></b>
1. Reviewed documentation to determine the amount of hazardous, classified, and sensitive cargo due into the unit.	_____	_____
2. Ensured security facilities and procedures were adequate for the volume of cargo and type of cargo.	_____	_____
3. Ensured personnel were properly trained/certified to handle or transport specific cargo.	_____	_____
4. Ensured that personnel handled and stowed cargo IAW CFR 49 and local directives to prevent spillage, breakage, and shifting of cargo.	_____	_____
5. Adhered to cargo compatibility rules identified in CFR 49.	_____	_____
6. Ensured hazardous cargo containers were not damaged or leaking.	_____	_____
7. Ensured that shipper inspects vehicles using DD Form 626 before vehicles were loaded or unloaded.	_____	_____
8. Briefed drivers and operators on safety requirements and emergency procedures for hazardous, classified, and sensitive cargo. Used DD Form 836.	_____	_____
9. Maintained accountability of all cargo through frequent checks of documentation and cargo seals.	_____	_____
10. Established follow-up procedures (for example, verify signature on tally record or cargo manifest) to ensure the proper consignee received the cargo.	_____	_____
11. Reported any security violations such as theft or loss during the transport of classified and sensitive cargo to the command security manager.	_____	_____
12. Selected appropriate transportation plan IAW AR 380-5 to protect classified and sensitive material.	_____	_____

**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.

**References**

<b>Required</b>	<b>Related</b>
AR 380-5	
CFR 49	
DD Form 626	
DD Form 836	
DTR 4500.9-R, Part III	
FM 55-30	
FM 55-60	
TC 4-13.17	
TM 38-250	

**Develop Joint Deployment Planning**

**551-88N-3122**

**Conditions:** In an operational environment, given a movement request, OPORD, FM 3-35, FM 4-01.30, FM 55-1, FM 55-30, and FORSCOM Regulations 55-1 and 55-2.

**Standards:** Verify the joint transportation movement request for completeness and accuracy, ensuring the deployment planning process is IAW FM 3-35, FM 4-01.30, FM 55-1, FM 55-30, and FORSCOM Regulations 55-1 and 55-2.

**Performance Steps**

1. Validate TPFDD level 4 details in JOPES.
2. Identify what needs to be moved.
  - a. Identify personnel for deployment.
  - b. Identify equipment for deployment.
  - c. Identify basic supplies for deployment.
    1. Class I
    2. Class II
    3. Class III
    4. Class IV
    5. Class V
3. Determine mode of transportation.
  - a. Highway.
    1. Bus transportation.
    2. Convoy operations.
    3. Commercial transportation.
  - b. Rail.
  - c. Air.
  - d. Sea.
4. Identify hazardous/sensitive/classified cargo.
  - a. Packaging.
  - b. Labeling.
  - c. Segregating.
  - d. Placarding.
5. Coordinate the use of automatic identification technology.
6. Identify bulk cargo requirements.
7. Identify blocking, bracing, packing, crating, and tiedown (BBPCT) requirements.
8. Prepare the unit move plan.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Validated TPFDD level 4 detail in JOPES.	_____	_____
2. Identified what needs to be moved.	_____	_____
3. Determined mode of transportation.	_____	_____
4. Identified hazardous/sensitive/classified cargo.	_____	_____
5. Coordinated the use of automatic identification technology.	_____	_____
6. Identified bulk cargo requirements.	_____	_____
7. Identified blocking, bracing, packing, crating, and tiedown (BBPCT) requirements.	_____	_____
8. Prepared the unit movement plan.	_____	_____

**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.

**References****Required**

FM 4-01.30

FM 55-1

FM 55-30

FORSCOM Reg 55-1

FORSCOM Reg 55-2

**Related**

## Supervise an Arrival/Departure Airfield Control Group (A/DACG) Operations

551-88N-3123

**Conditions:** In an operational environment, given a risk assessment, aircraft load plans, personnel manifest, OPORD, AMFT terminals, ADP systems, AALPS and TC-AIMS II terminals, tanker airlift control element (TALCE) SOP, FM 4-01.30, FM 55-1, FM 55-30, FM 55-60, and TC 4-14.17.

**Standards:** Supervise A/DACG operations for deploying and redeploying units for processing and preparation for movement to the ready line according to their inbound/outbound schedule and IAW FM 4-01.30, FM 55-1, FM 55-30, FM 55-60, and TC 4-14.17.

### Performance Steps

1. Establish coordination for—
  - a. Life support.
  - b. MHE support.
  - c. Marshalling area support.
  - d. Communications support.
2. Coordinate with tanker airlift control element (TALCE).
  - a. Joint inspection requirements.
  - b. Call forward area responsibilities.
  - c. Loading ramp area responsibilities.
  - d. Loading and tiedown support.
  - e. Technical assistance.
  - f. HAZMAT holding area and procedures.
  - g. Customs clearance.
3. Establish departure and arrival marshalling areas for—
  - a. Fueling/defueling.
  - b. Proximity.
  - c. Adequate space.
  - d. Road net.
  - e. Communications.
  - f. Maintenance Area.
4. Coordinate movement from the APOD.
  - a. Passenger and cargo manifests.
  - b. Departure time.
  - c. Unit identification.
  - d. Convoy clearance.
  - e. Bus/rail transportation (as required).
  - f. Route and route deviations.
5. Verify customs and agricultural inspections are completed.
6. Verify all vehicles, equipment, and passengers are properly prepared for air movement.
  - a. Ensured all vehicles and equipment were properly weighed/marked.
  - b. Documentation.
  - c. Bulk cargo.
  - d. HAZMAT.
  - e. 463L pallets and nets.
  - f. Briefing.
7. Validate aircraft load plan.

8. Inspect pallets for air shipment.
9. Review flight manifest for accuracy.
10. Verify pre-flight briefing is conducted.
11. Report departure to movement control element.
  - a. Personnel and equipment that departed.
  - b. Automated ITV interface (when capability exists).

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Established coordination.	—	—
2. Coordinated with tanker airlift control element (TALCE).	—	—
3. Established departure and arrival marshalling areas.	—	—
4. Coordinated movement from the APOD.	—	—
5. Verified customs and agricultural inspections were complete.	—	—
6. Verified all vehicles, equipment, and passengers were properly prepared for air movement.	—	—
7. Validated AALPS load plan.	—	—
8. Inspected pallets for air shipment.	—	—
9. Reviewed flight manifest for accuracy.	—	—
10. Verified pre-flight briefing was conducted.	—	—
11. Reported departure to movement and control element.	—	—

**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.

**References**

- Required**
- FM 4-01.30
  - FM 55-1
  - FM 55-30
  - FM 55-60
  - TC 4-13.17

**Related**

## Integrate Tactical Movement In Theater

**551-88N-3124**

**Conditions:** In an operational environment, given unit SOP, an OPOrd, in-transit visibility/automated data processing (ITV/ADP) systems, FM 4-01.30, FM 55-1, FM 55-30, FM 55-60, FM 55-60, FM 55-80, and TC 4-13.17.

**Standards:** Integrate tactical movement in a theater of operations, ensuring passengers and cargo are assigned to designated locations as required by the OPOrd, without losses, IAW FM 4-01.30, FM 55-1, FM 55-30, FM 55-60, FM 55-60, FM 55-80, and FM 4-01.30.

### Performance Steps

1. Identify personnel and cargo for transportation movement.
2. Establish commander's priorities.
3. Identify the capabilities of MHE at the designate locations.
4. Identify MSR's.
  - a. Alternate routes.
  - b. Lines of communications (LOC).
  - c. Time and distance through routes.
  - d. Civilian traffic and pedestrians.
  - e. Route capabilities for cargo.
    1. Bridges.
    2. Overhead obstacles.
5. Identify in-transit visibility locations.
6. Coordinate additional support for surge and retrograde operations as needed.
  - a. Contracting.
  - b. Civilian/host nation support.
  - c. Maintenance.
7. Expedite clearance of frustrated/hazardous/classified/sensitive cargo.
8. Monitor tactical movement throughput.

### Performance Measures

	<u>GO</u>	<u>NO-GO</u>
1. Identified personnel and cargo for transportation movement.	___	___
2. Establish commander's priorities.	___	___
3. Identify the capabilities of MHE at the designate locations.	___	___
4. Identify MSR's.	___	___
5. Identified in-transit visibility locations.	___	___
6. Coordinated additional support for surge and retrograde operations as needed.	___	___
7. Expedited clearance of frustrated/hazardous/classified/sensitive cargo.	___	___
8. Monitored tactical movement throughput.	___	___

**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.

### References

Required	Related
FM 4-01.30	

**References**

**Required**

- FM 55-1
- FM 55-30
- FM 55-60
- FM 55-60
- FM 55-80
- TC 4-13.17

**Related**

**Coordinate Highway Regulation Operations**  
**551-88N-3130**

**Conditions:** In an operational environment, given the movement annex of an OPORD, highway regulation plan, list of movement bids, graph paper, map of operational area with overlay, traffic circulation plan, commander's guidance, and FM 4-01.30.

**Standards:** Coordinate highway regulation operations to determine road movements, routes, and prepare movement schedules IAW established movement priorities and FM 4-01.30.

**Performance Steps**

1. Receive the highway regulation plan from higher headquarters. (See figure 3-102)

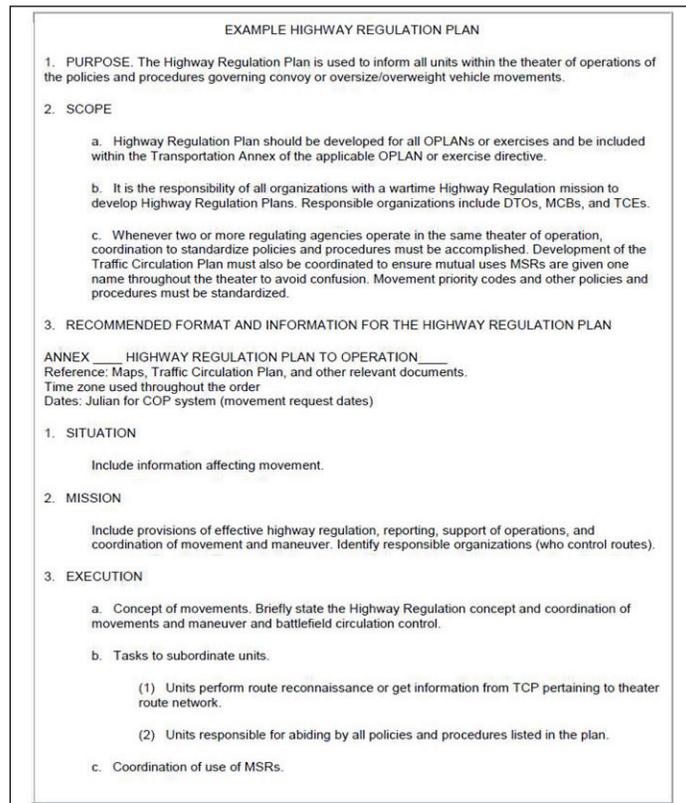


Figure 3-102  
Sample of Highway Regulation Plan

(1) Request procedures.

- (a) Convoy Request Form or oversize/overweight request form. Put example(s) at appendix. Identify required data (mandatory). Hazardous cargo and oversize/overweight information must be put in remarks. Round trip, use request form with stopover time.
- (b) Submit to. Identify locations units will submit convoy movement requests or oversize/overweight. Telephone procedures/telephone numbers, FAX, walk in locations, MCT, system modem numbers, and so on. Hours of operation.
- (c) Submit when. How many days before movement peace/war, emergency procedures, and authorization.
- (d) Convoy movement priorities. Use numbers 1: highest priority and so on. Coordinate with all clearance activities to use same number system.
- (e) Minimum number of vehicles that constitute a convoy.
- (f) Infiltration rules (less vehicles than a convoy). Ensure infiltrating vehicles yield to convoys at intersection and do not hinder convoy movement.
- (g) Special movement consideration information must be entered in remarks on the request for movement form.

(2) Route utilization information. Discuss MSR listed in TCP. Explain controlled versus MSR (open).

- (a) MSR listed on TCP is open route, any unit can use. No clearance required. First come, first serve. Minimum speed on MSR and any restrictions. Direction of travel.
- (b) Controlled route. Listed in TCP (same as dispatch route). Convoy request must be submitted and a clearance issued prior to movement. Minimum speed for controlled routes and any restrictions. Direction of travel.
- (c) Supervised route. Identify route(s) rules and procedures.
- (d) Prohibited route. Identify which route in TCP or not on TCP is prohibited.
- (e) Reserved route (identify who can use and duration).
- (f) Lightlines.
- (g) Hardening of vehicles.

4. SERVICE SUPPORT

- a. Provide logistical support request procedures. Rest, refueling, and so forth. The TCP (text version) identifies convoy halt locations, facilities, and services available to include units

Figure 3-102  
Sample of Highway Regulation Plan (Cont)

responsible for providing service.

- b. Maintenance and recovery procedures. Vehicle breakdown procedures.
- c. Medical evacuation procedures.
- d. Halts.

5. PROCEDURES. (Note: Should be same information as in system parameter table.)

- a. Planning factors (convoy).
  - Distance between vehicles.
  - Time gap between march units/serials.
  - Time gap between convoys.
  - Oversize/overweight criteria. Procedures to submit request for clearance.
  - Vehicles per march unit.
  - March units per serial.
  - Blackout procedures/light lines.
  - Hardening of vehicles.
  - Convoy/hazardous cargo marking/flags.
  - Delay in meeting SP time procedures.
- b. Planning factors (route information). Refer to TCP for location and type routes, halt locations and services, traffic control point locations, critical point locations, and restrictions.

6. ENFORCEMENT. Include command actions that will be taken in the event units do not follow policies and procedures. Stress the requirement that units must have approved march table/movement order prior to using controlled routes. Identify who will monitor and control movements.

7. COMMAND AND SIGNAL.

- a. Command. Identify communications reporting locations and procedures with Highway Regulation and police officials.
- b. Signal. Describe reporting requirements, method of communication, and radio frequencies.

APPENDIXES:

Traffic Circulation Plan (text copy attached and system disk distributed to system users)  
Convoy Request Form and Oversize/Overweight (same form)

Figure 3-102  
Sample of Highway Regulation Plan (Cont)

2. Determine convoy routes.
  - a. Assign highest priority traffic to routes that provide the minimum time-distance.
  - b. Consider the sustained capabilities of roads and bridges when assigning movements.
  - c. Separate motor movements from pedestrian movements.
  - d. Separate civilian traffic (vehicular or pedestrian) from military movements.
3. Prepare movement schedule using one of the following techniques:
  - a. Infiltration.
  - b. Route.
  - c. Location.
  - d. Column.
4. Coordinate movement clearance with host nation/higher headquarters.
5. Prepare road movement tables. (See figure 3-103.)

(CLASSIFICATION)													
Annex or Appendix "Movement table" to Movement Order No.										Copy No.			
Map										ISSUING HEADQUARTERS			
General Data										PLACE OF ISSUE			
1. Average speed			4. Routes (i.e., between start points and release points)							Date-Time Group of Signature			
2. Traffic density			5. Critical Points							Message Reference No.			
3. Halts			(a) Start points										
			(b) Release points										
			(c) Other critical points										
			6. Main routes to start points										
			7. Main routes from release points										
Serial or Movement Number	Date	Units/Formation	Number of Vehicles	Load Class of Heaviest Vehicles	From	To	Route	Route to Start Point	Critical Points			Route from Release Point	Remarks
									Ref	Due (hrs)	Clear (hrs)		
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)
<u>Acknowledge:</u> <u>Distribution:</u> <u>Authentication:</u>													
(CLASSIFICATION)													

Figure 3-103  
Sample of Road Movement Table

- a. Review road movement graphs to ensure key material is present.
- b. Transfer data to road movement tables.
- c. Review table for accuracy by checking it against original source.
- d. Adjust movement bids based on graph and table data.

6. Prepare road movement graphs. (See figure 3-104.)

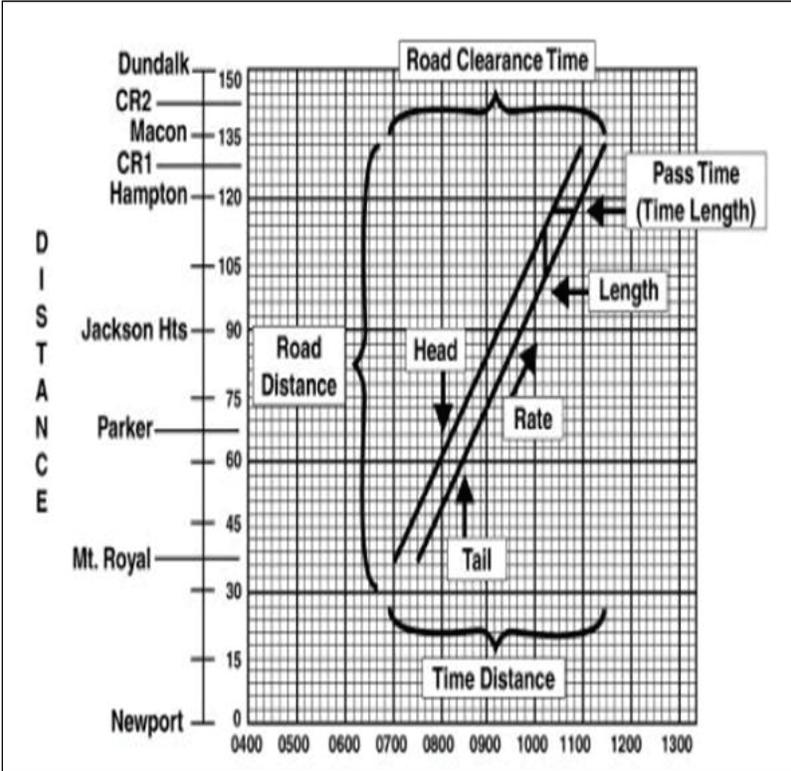


Figure 3-104  
Sample of Road Movement Graph

- a. Coordinate movement clearance with host nation/higher headquarters.
- b. Plot road restrictions with safety factors.
- c. Plot convoy halts that do not obstruct the road and scheduled halts.

7. Issue warning order to movement regulating teams (MRTs).

8. Publish movement tables/schedules.

**Performance Measures**

- 1. Received the highway regulation plan from higher headquarters.
- 2. Determined convoy routes.
- 3. Prepared movement schedule.
- 4. Coordinated movement clearance with host nation/higher headquarters.
- 5. Prepared road movement tables.
- 6. Prepared road movement graphs.
- 7. Issued warning order to movement regulating teams (MRTs).
- 8. Published movement tables/schedules.

<u>GO</u>	<u>NO-GO</u>
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—	—
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—	—
—	—
—	—
—	—

**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.

**References**

**Required**  
FM 4-01.30

**Related**

**Coordinate Incoming Retrograde Movements  
551-88N-3131**

**Conditions:** In an operational environment, given retrograde cargo; movement data; FM 4-01.30; and DTR 4500.9-R, Part II.

**Standards:** Coordinate retrograde movements of cargo operations to be shipped and coordinate the movement of containers back to the transportation system for reuse IAW DTR 4500.9-R, Part II, and FM 4-01.30.

**Performance Steps**

1. Supervise the coordination of movement of retrograde cargo.
2. Ensure that containers be used for retrograde cargo if the cargo can be containerized.
3. Inform querying customers to have retrograde cargo that requires movement or receive transportation requests from customers.

---

Note: Containers should be used for retrograde cargo if the cargo can be containerized and is on hand for movement and if it does not interfere with the reception and onward movement of containers. As the movement supervisor of the MCB, you will coordinate with subordinate movement control teams (MCTs) and plan the retrograde use of containers.

---

4. Determine if the cargo is container compatible and if it is at or near the final destination of the inbound container.
5. Supervise the forward container retrograde requests through HQ to the port. The port will forward approve shipping dates and an export traffic release (ETR) to the origin MCT.
6. Coordinate with the Surface Deployment and Distribution Command (SDDC) port manager for redeployment/retrograde of containerized cargo.
7. Coordinate movement of empty containers to a consolidated container collection point if the approved method of retrograde is to line haul retrograde cargo to consolidation points.
8. Coordinate for container handling equipment as needed.
9. Supervise loading and stuffing of containers when required.
10. Ensure that the Soldier tasks the appropriate mode operator to transport containers.
11. Monitor movement of retrograde cargo.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Supervised the coordination of movement of retrograde cargo.	___	___
2. Ensured that containers were used for retrograde cargo if the cargo could be containerized.	___	___
3. Informed querying customers to have retrograde cargo that requires movement or receive transportation requests from customers.	___	___
4. Determined if the cargo was container compatible and if it was at or near the final destination of the inbound container.	___	___
5. Supervised the forward container retrograde requests through HQ to the port. The port will forward approve shipping dates and an export traffic release (ETR) to the origin MCT.	___	___

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
6. Coordinated with the Surface Deployment and Distribution Command (SDDC) port manager for redeployment/retrograde of containerized cargo.	—	—
7. Coordinated movement of empty containers to a consolidated container collection point if the approved method of retrograde was to line haul retrograde cargo to consolidation points.	—	—
8. Coordinated for container handling equipment as needed.	—	—
9. Supervised loading and stuffing of containers when required.	—	—
10. Ensured that the Soldier task the appropriate mode operator to transport containers.	—	—
11. Monitored movement of retrograde cargo.	—	—

**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.

**References****Required**

DTR 4500.9-R, Part II  
FM 4-01.30

**Related**

**Interpret the Joint Transportation Network**  
**551-88N-3133**

**Conditions:** In an operational environment, given transportation requirements that cannot be met at the lower level in the movement control system, movement data, unit SOP, and FM 4-01.30.

**Standards:** Interpret the joint transportation network in planning the movement operations and for monitoring the overall performance of the theater transportation system IAW FM 4-01.30.

**Performance Steps**

1. Identify the difference between forecasted requirements and current capabilities of all modes.
2. Forecast long-term movement requirements.
3. Plan theater transportation by land, sea, and air.
4. Receive and validate airlift request.
5. Coordinate with Air Mobility Command (AMC) for intratheater and USTRANSCOM for intertheater airlift.
6. Monitor sea deployment and recommend changes to movement requirements in JOPES.
7. Coordinate all seaport operations and review and validate sea channels.
8. Monitor container control activities of all Joint Force components.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Identified the difference between forecasted requirements and current capabilities of all modes.	—	—
2. Forecasted long-term movement requirements.	—	—
3. Planned theater transportation by land, sea, and air.	—	—
4. Received and validated airlift request.	—	—
5. Coordinated with Air Mobility Command (AMC) for intratheater and USTRANSCOM for intertheater airlift.	—	—
6. Monitored sea deployment and recommended changes to movement requirements in JOPES.	—	—
7. Coordinated all seaport operations and reviewed and validated sea channels.	—	—
8. Monitored container control activities of all Joint Force components.	—	—

**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.

**References**

**Required**  
FM 4-01.30

**Related**

Subject Area 8: Automated Movement Management

**Analyze Movements Using Time Phased Force Deployment Data  
551-88N-3107**

**Conditions:** In an operational environment, given a mission OPLAN ID, and appropriated level GCCS/JOPES passwords, JOPES end user manual, and FM 4-01.30.

**Standards:** Analyze the movement requirements using time phased force deployment data IAW JOPES end user manual and FM 4-01.30.

**Performance Steps**

1. Receive time phased force deployment data (TPFDD). (See figure 3-105.)

ULN UIC	WHOSE STUFF	PAX	ORIGIN	POE	POD
W2DD3AF M21800	LFSP DET, ENGR BN 1ST FSSG	5	M 4WBGA DET 74	ETZB C999 L D ARGN	GLUPL C999 A K K TPL C999 C999
463L QUADCON	3 88 108 96 66	2	12.1		
J3C TOTALS		198	6	37	
R2D A1937 MARC-145 B2566 FORKLIFT	1 185 85 83 110 1 196 78 79 107			2.6 18.9 5.5 17.5	
R2D TOTALS		217	8.1	37	

Figure 3-105

Sample of Time Phased Force Deployment Data

- a. Global Command Control Systems (GCCS).
  - b. Joint Planning and Execution System (JOPES).
2. Review TPFDD, identifying all movement related information.
    - a. ULN - Unit Line Number. Assigned by FORSCOM, identifies each force requirement. Units may have separate ULN for cargo and pax and will have separate ULN for each move (sea, air, rail, etc.).
    - b. UNIT NAME- Unit designation.
    - c. PAX- The number of passengers associated with this ULN.
    - d. STN- The number of metric shorts tons associated with this ULN.
    - e. ORIGIN- Where the unit originates from when it heads to the POE (e.g., Ft. Stewart etc.)
    - f. RLD- Ready to Load Date - The day, relative to C-Day, the unit will be prepared to depart (or begin loading) the origin.
    - g. POE- The air or sea port of embarkation that the deploying/redeploying unit departs enroute to POE or destination.
    - h. ALD - Available to Load Date - The day, relative to C-Day, the unit can begin loading at the POE.
    - i. M - Mode of Transportation (A=Air, S=Sea, L=Land, X=Origin and POE are the same).
    - j. S- Source of Transportation (C=Air Channel, M=Comm. Air, D=Dedicated Air, H-Self-Deploy,

- K=Strat Air [AMC Controlled] E=Sealift [MSC Controlled], T=Barge, D=Line haul, G=Train, H=Unit Convoy, M=Commercial Truck, X=Origin and POE are the same).
- k. POD-Port of Debarkation - The air or sea port the deploying unit arrives, and will begin movement to destination.
- l. EAD - Earliest Arrival Date - The day relative to C-Day that is the earliest date a unit can be accepted at the POD.
- m. LAD -Latest Arrival Date - The latest date the unit should arrive at the POD in order to meet the RDD at destination
- n. CRR ID- Carrier ID mission number of plane or ship number of vessel.
- o. CRR NM- Carrier Name - Name of vessel (for air the mission number again).
- p. CRR TYPE- Carrier Type -Type of sea vessel or air asset.
- q. SSF- Scheduled Status Flag - V=Validated for Scheduling by Theater CDR EUCOM, T=TRANSCOM Validated, A=ULN allocated to Carrier, M=ULN manifested only to carrier, B=ULN Both allocated and manifested.

**Evaluation Preparation:** Setup: TPFDD Extract from CJCSM 3122.02C and JOPES Level 4 data.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Received time phased forces deployment data.	—	—
a. Global Command Control Systems (GCCS).		
b. Joint Planning and Execution System (JOPES).		
2. Reviewed TPFDD, identifying all movement related information.	—	—
a. ULN - Unit Line Number. Assigned by FORSCOM, identifies each force requirement. Units may have separate ULN for cargo and pax and will have separate ULN for each move (sea, air, rail, etc.).		
b. UNIT NAME- Unit designation.		
c. PAX- The number of passengers associated with this ULN.		
d. STN- The number of metric shorts tons associated with this ULN.		
e. ORIGIN- Where the unit originates from when it heads to the POE (e.g., Ft. Stewart etc.).		
f. RLD- Ready to Load Date - The day, relative to C-Day, the unit will be prepared to depart (or begin loading) the origin.		
g. POE- The air or sea port of embarkation that the deploying/redeploying unit departs enroute to POE or destination.		
h. ALD - Available to Load Date - The day, relative to C-Day, the unit can begin loading at the POE.		
i. M - Mode of Transportation (A=Air, S=Sea, L=Land, X=Origin and POE are the same).		
j. S- Source of Transportation (C=Air Channel, M=Comm. Air, D=Dedicated Air, H-Self-Deploy, K=Strat Air [AMC Controlled] E=Sealift [MSC Controlled], T=Barge, D=Line haul, G=Train, H=Unit Convoy, M=Commercial Truck, X=Origin and POE are the same).		
k. POD-Port of Debarkation - The air or sea port the deploying unit arrives, and will begin movement to destination.		
l. EAD - Earliest Arrival Date - The day relative to C-Day that is the earliest date a unit can be accepted at the POD.		
m. LAD -Latest Arrival Date - The latest date the unit should arrive at the POD in order to meet the RDD at destination.		
n. CRR ID- Carrier ID mission number of plane or ship number of vessel.		
o. CRR NM- Carrier Name - Name of vessel (for air the mission number again).		

- p. CRR TYPE- Carrier Type -Type of sea vessel or air asset.
- q. SSF- Scheduled Status Flag - V=Validated for Scheduling by Theater CDR EUCOM, T=TRANSCOM Validated, A=ULN allocated to Carrier, M=ULN manifested only to carrier, B=ULN Both allocated and manifested.

**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.

#### References

##### Required

FM 4-01.30

JOPES User Guide

##### Related

## Supervise Transportation Automation Systems Operations

**551-88N-3120**

**Conditions:** In an operational environment, given access to tactical automation systems and end users manuals (EUM) (Force XXI Battle Command System Brigade and Below [FBCB2], Movement Tracking System [MTS], Battle Command Sustainment and Support System [BCS3]) to complete your mission.

**Standards:** Supervise the movement operators using the transportation automation systems by effectively monitoring their performance using the basic functions on the given tactical automation systems to complete the assigned mission without damaging the tactical automation systems.

### Performance Steps

1. Supervise the employment of the Movement Tracking System (MTS).
  - a. Verify Soldier conducts V2 configuration power on procedures.
  - b. Verify Soldier starts MTS Messenger.
  - c. Verify accuracy of messages read and sent.
  - d. Verify the start of TracerLink program.
  - e. Verify Soldier performs power off procedures.
  
2. Supervise the operator perform the basic operations with FBCB2.
  - a. Verify Soldier employs map functions.
  - b. Verify Soldier employs administrative functions.
  - c. Verify accuracy of message management.
  - d. Verify accuracy of prepare/send combat messages.
  - e. Verify Soldier employs application functions.
  - f. Verify Soldier employs overlay functions.
  
3. Supervise the employment of FBCB2.
  - a. Verify Soldier performs before-operation preventive maintenance checks and services (PMCS).
  - b. Verify Soldier performs start-up procedures.
  - c. Verify Soldier performs shut-down procedures.
  - d. Verify Soldier performs after-operation PMCS.
  
4. Supervise the operator that they identify the BCS3 capabilities.
  - a. Providing an opportunity to standardize or create a common operating picture (COP) in support of logistical operations.
  - b. Provides a flexible logistics reporting process that includes bottom up and top down input capabilities as well as a web service interface to forecast logistic on the battlefield.
  - c. Provides an extensive convoy operations support package that may include managing networks, convoy movement request, convoy tracking, and proximity alerts.
  - d. Provides the capabilities to support a commodity management, using myriad of source interfaces, such as Logistics Support Agency (LOGSA), LIW (Logistic Information Warehouse), MTS, Defense Transportation Reporting and Control System (D-TRACS) (In-Transit Visibility [ITV] Servers), and Property Book Unit Supply Enhanced (PBUSE).

### Performance Measures

- |   | <b>GO</b> | <b>NO-GO</b> |
|---|-----------|--------------|
| 1. Supervised the employment of the Movement Tracking System (MTS). | —         | —            |
| 2. Supervised the operator perform the basic operations with FBCB2. | —         | —            |
| 3. Supervised the employment of the FBCB2 system.                   | —         | —            |
| 4. Supervised the operator identify the BCS3 capabilities.          | —         | —            |

**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.

**References****Required**

BCS3 User

MTS PLUS EUM

TB 11-7010-326-10-3

**Related**

## Analyze Time Phase Force Deployment Data (TPFDD) Requirements in Joint Operation Planning and Execution System (JOPES)

**551-88N-3126**

**Conditions:** In an operational environment, given JOPES and a requirement to support a crisis action plan.

**Standards:** Analyze transportation requirements in JOPES to move forces in support of a crisis within a given timeline provided by supported commander.

### Performance Steps

1. Support the deliberate and crisis action planning process.
  - a. Receive commander's guidance for force flow into AOR.
  - b. Review plan specific TPFDD LOI published by supported command.
  - c. Structure the force list.
  - d. Determine non-unit related material, non-unit related personnel, NEO, and medical evacuees.
  - e. EPW, retrograde cargo, and transportation requirements.
  - f. Conduct nuclear, civil engineering, and medical support planning.
  - g. Determine transportation feasibility.
2. Build a Force Module in JOPES.
  - a. Implement how force modules are built and what purpose they serve for Major Service Combat Forces, Major Headquarters, CS, and CSS Elements, Reserve Units, and Force Validation.
  - b. Working with the J1 AO, build a user defined query to retrieve all ULNs needed for this force module in the deployment PID.
  - c. Using commander's supplemental instructions, assign the first two characters to the FM.
  - d. Using the new force module, remembering to enter a title and details IAW supplemental instructions.
  - e. Publish guidance on the use of these new force modules.
  - f. Delete force modules, if necessary, in JOPES.

### Performance Measures

- |   | <u>GO</u> | <u>NO-GO</u> |
|---|-----------|--------------|
| 1. Supported the deliberate and crisis action planning process. <ol style="list-style-type: none"> <li>a. Received commander's guidance for force flow into AOR.</li> <li>b. Reviewed plan specific TPFDD LOI published by supported command.</li> <li>c. Structured the force list.</li> <li>d. Determined non-unit related material, non-unit related personnel, NEO, and medical evacuees.</li> <li>e. EPW, retrograde cargo, and transportation requirements.</li> <li>f. Conducted nuclear, civil engineering, and medical support planning.</li> <li>g. Determined transportation feasibility.</li> </ol>   | —         | —            |
| 2. Built a force module in JOPES. <ol style="list-style-type: none"> <li>a. Implemented how force modules are built and what purpose they serve for Major Service Combat Forces, Major Headquarters, CS, and CSS Elements, Reserve Units, and Force Validation.</li> <li>b. Worked with the J1 AO, build a user defined query to retrieve all ULNs needed for this force module in the deployment PID.</li> <li>c. Used commander's supplemental instructions, assigned the first two characters to the FM.</li> <li>d. Used the new force module, remembered to enter a title and details IAW supplemental instructions.</li> <li>e. Published guidance on the use of these new force modules.</li> <li>f. Deleted force modules, if necessary, in JOPES.</li> </ol> | —         | —            |

**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.

**References****Required**

JOPES User Guide

**Related**

**Coordinate a Unit Move in Transportation Coordinators-Automated Information for Movements System (TC-AIMS) II**

**551-88N-3127**

**Conditions:** In an operational environment, given operations order, TC-AIMS II system to support deployment operations, FM 4-01.30, and FM 3-35.

**Standards:** Coordinate a unit move in TC-AIMS II System to include troubleshooting procedures and building and translating raw data into reports IAW TC-AIMS-II user guide, FM 4-01.30, and FM 3-35 to support deployment operations.

**Performance Steps**

1. Configure TCAIMS computer using either client-server, server, client only, or the enterprise server configuration.
2. Log on to TCAIMS.
3. Manage the organizational process in conducting asset management BPA overview, personnel subprocess, and import/export user defined reference data tables.
4. Review, correct, and validate OEL data after receiving the manage equipment overview.
5. Generate, review, and correct reports using OEL data.
6. Review, correct, and validate OPR data after receiving the manage personnel overview.
7. Generate, review, and correct reports using OPR data.
8. Manage backup and restoration procedures and maintain reference data.
9. Manage the process in movement planning BPA overview, movement plans, creating mobile and secondary loads, review TPFDD, convoy planning, load transportation conveyances (MP loader), and interface with JFRG II.
10. Manage movement coordination BPA overview.
11. Review preference tab.
12. Create a support request.
13. Create, edit, and view support tasks.
14. Create a SAAM request.
15. Locate assets and develop calendar of events.
16. Copy plan, document conveyances legs, and create TCNs. Process asset manifests, mission status, chalk summary PAX listing, troop commander's briefing, and PAX briefing checklist.
17. Create transportation movement documents.
18. Export to GATES, GTN.
19. Process the due-in log, status, and departure report.
20. Create plan and import JFRG data. Review TPFDD and generate units plans. Assign UIC and add ULNs. Import equipment and personnel data into the system and correct any errors generated during import. Create UDL and assign assets to the UDL. Update/edit the UDL.
21. Review TPFDD movement information and create segments/legs and assign assets to the segments and legs.

**Performance Steps**

- 22. Plan a convoy by creating nodes, legs, and routes. Assign convoy points and assign assets to march units and march serials. Estimate travel time and identify logistic requirements/requests.
- 23. Complete auto load and swap assets features. Export to AALPS.
- 24. Create movement planning reports.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Configured TC-AIMS computer using client-server, server, client only, or the enterprise server configuration.	—	—
2. Logged on to TC-AIMS.	—	—
3. Managed the organizational process in conducting asset management BPA overview, personnel subprocess and import/export user defined reference data tables.	—	—
4. Reviewed, corrected, and validated OEL data after receiving the manage equipment overview.	—	—
5. Generated, reviewed, and corrected reports with the OEL data.	—	—
6. Reviewed, corrected, and validated OPR data with the manage personnel overview.	—	—
7. Generated, reviewed, and corrected reports with the OPR data.	—	—
8. Managed backup and restoration procedures and maintained reference data.	—	—
9. Managed the process in movement planning BPA overview, movement plans, creating mobile and secondary loads, reviewed TPFDD, convoy planning, load transportation conveyances (MP loader), and interfaced with JFRG II.	—	—
10. Managed movement coordination BPA overview.	—	—
11. Reviewed preference tab.	—	—
12. Created a support request.	—	—
13. Created, edited, and viewed support tasks.	—	—
14. Created a SAAM request.	—	—
15. Located assets and develop calendar of events.	—	—
16. Copied plan, document conveyances legs, and create TCNs. Process asset manifests, mission status, chalk summary PAX listing, troop commander's briefing, and PAX briefing checklist.	—	—
17. Created transportation movement documents.	—	—
18. Exported to GATES, GTN.	—	—
19. Processed the due-in log, status, and departure report.	—	—
20. Created plan and imported JFRG data. Reviewed TPFDD and generated units plans. Assigned UIC and added ULNs. Imported equipment and personnel data into the system and corrected any errors generated during import. Created UDL and assigned assets to the UDL. Updated/edited the UDL.	—	—
21. Reviewed TPFDD movement information and create segments/legs and assign assets to the segments and legs.	—	—
22. Planned a convoy by creating nodes, legs, and routes. Assigned convoy points and assigned assets to march units and march serials. Estimated travel time and identified logistic requirements/requests.	—	—
23. Completed auto load and swap assets features. Exported to AALPS.	—	—
24. Created movement planning reports.	—	—

**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.

**References**

**Required**

FM 3-35  
FM 4-01.30

**Related**

## Employ the Global Combat Support System (GCSS) Portal 551-88N-3128

**Conditions:** In an operational environment, given unit equipment, TPFDD, unit deployment list (UDL), movement order, capability report, local SOPs, FM 55-1, and the Global Combat Support System (GCSS) end users manual.

**Standards:** Employ the global combat support system IAW the Global Combat Support System (GCSS) end users manual and FM 55-1.

### Performance Steps

1. Log onto system providing the following information (see figure 3-106):



Figure 3-106

### Sample of Global Combat Support System (GCSS) Portal

- a. User Id.
  - b. Initial password.
2. Identify the easy access screen.
    - a. Menu tree.
    - b. Transactions and transaction codes.
    - c. Status bar (lower right).
  3. Identify the toolbars and menu paths.
    - a. Standard toolbar.
    - b. Application toolbar.
    - c. Favorites folder.
    - d. Menu paths.
    - e. Command field.
  4. Identify the main points of the working with GCSS.
    - a. Transaction types.
    - b. Navigating transactions.
    - c. Search techniques.
    - d. Status bar.
    - e. Error messages.
    - f. Help options.

**Performance Measures**

1. Logged onto system.
2. Identified the easy access screen.
3. Identified the toolbars and menu paths.
4. Identified the main points of the working with GCSS.

<u>GO</u>	<u>NO-GO</u>
—	—
—	—
—	—
—	—

**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.

**References**

**Required**  
FM 55-1  
GCSS-2

**Related**

**Perform JFAST (Joint Flow and Analysis System for Transportation Procedures) as a Movement Planner**

**551-88N-3129**

**Conditions:** In an operational environment, given movement data, access to appropriate level JFAST/ GCCS/JOPES passwords, end user manuals, and JP 5-0.

**Standards:** Perform a joint flow and analysis system for transportation procedures as a movement planner IAW the JFAST end users manual and JP 5-0.

**Performance Steps**

1. Load a TPFDD for current movement plan.
2. Analyze a TPFDD for problems and issues prior to modeling and simulation.
3. Identify simulation constraints for current movement plan.
4. Set the parameters on how JFAST will run the simulation and analyze results using six separate tools.
5. Modify a TPFDD using the TPFDD editor function.
6. Create sustainment plan.
7. Create a TPFDD for movement plan.
8. Create presentations on the simulation results.

**Performance Measures**

1. Loaded a TPFDD.
2. Analyzed a TPFDD for problems and issues prior to modeling and simulation.
3. Identified simulation constraints.
4. Set the parameters on how JFAST will run the simulation and analyze results using six separate tools.
5. Modified a TPFDD using the TPFDD editor function.
6. Created sustainment.
7. Created a TPFDD.
8. Created presentations on the simulation results.

<u>GO</u>	<u>NO-GO</u>
—	—
—	—
—	—
—	—
—	—
—	—
—	—
—	—

**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.

**References**

**Required**  
**JP 5-0**

**Related**

Subject Area 9: Cargo Tracking

**Supervise Container Accountability**  
**551-88N-3110**

**Conditions:** In an operational environment, at a container yard, given FM 55-80 and a unit SOP.

**Standards:** Supervise and maintain 100 percent accountability of all containers moving in and out of the container yard IAW FM 55-80.

**Performance Steps**

1. Ensure programmed inbound/outbound container shipments for the day are segregated for onward movement.
  - a. CHE/MHE availability.
  - b. Mode (highway, rail, sea).
2. Verify each arrival and departures are recorded for all transport shipment.

---

Note: No standardized form available to recording arrival/departure information. Tailor report information to meet specific needs of the unit commander.

---

3. Ensure a daily yard accountability report is prepared daily.

---

Note: No standardized form available for container yard accountability reports. Report information should be tailored to meet specific needs of unit commander. Recommend reports contain, but are limited to, the following.

---

- a. Transportation control number.
  - b. Container number.
  - c. Type container.
  - d. Dimensions with weight.
  - e. Origin.
  - f. Destination.
  - g. Location.
4. Ensure distribution of container yard accountability report.
  - a. Servicing MCT.
  - b. Cargo transfer company (CTC) responsible for yard.
  - c. Maintain one for office accountability.
5. Verify the receipt of container movement forecasts from servicing MCT.
  - a. Inbound container preparation.
  - b. Outbound container preparation.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Ensured programmed inbound/outbound container shipments for the day were segregated for onward movement.	—	—
2. Verified each arrival and departure were recorded for all transport shipment.	—	—
3. Ensured a daily yard accountability report is prepared daily.	—	—
4. Ensured distribution of container yard accountability report.	—	—
5. Verified the receipt of container movement forecasts from servicing MCT.	—	—

**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.

**References**

**Required**  
FM 55-80

**Related**

## Establish an Asset Tracking System

**551-88N-3113**

**Conditions:** In an operational environment, given FM 4-01.30, FM 55-1, FM 3-35 and utilizing the TC-AIMS printout with Transportation Control Numbers (TCN), and RFID Tag Numbers.

**Standards:** Establish an asset tracking system to record the current in-transit status of all requested cargo using ITV Systems IAW FM 4-01.30, FM 55-1 and FM 3-35.

### Performance Steps

1. Identify automation and communications systems available to execute in transit visibility inquiry.
2. Use automation and communications systems available to execute intransit visibility inquiry.
3. Set the radio frequency – intransit visibility server (RF- ITV) system to appropriate frequency.
  - a. Track TCN from CONUS to SSA using RF/ITV system.
  - b. Locate a truck anywhere in the theater line-haul system utilizing MTS.
  - c. Track an action utilizing GTN for a TCN, container number, or TMR.
  - d. Track an action utilizing SMS for a TCN, container number, or TMR.
4. Input the information into RF- ITV devices.
5. Track a TCN from CONUS to supply activity using RF - ITV system.
6. Locate a container using ITV systems.

### Performance Measures

	<u>GO</u>	<u>NO-GO</u>
1. Identified automation and communications systems available to execute intransit visibility inquiry.	___	___
2. Used automation and communications systems available to execute intransit visibility inquiry.	___	___
3. Set the Radio Frequency - In transit Visibility Server (RF- ITV) system to appropriate frequency.	___	___
4. Entered the information into RF- ITV devices.	___	___
5. Tracked a TCN from CONUS to supply activity using RF - ITV system.	___	___
6. Located a container using ITV Systems.	___	___

**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.

### References

#### Required

FM 3-35  
 FM 4-01.30  
 FM 55-1

#### Related

**Supervise Battle Command Sustainment Support System (BCS3) Operators on Movement Tracking Procedures**  
**551-88N-3125**

**Conditions:** In an operational environment, given an OPORD, BCS3, and regulatory guidance.

**Standards:** Supervise the use of the Battle Command Sustainment Support System (BCS3) in support of units deploying and redeploying in area of operations.

**Performance Steps**

1. Supervise the data exchange with log business systems (i.e., ITV server and other Army STAMIS systems).
  - a. Manage in-transit visibility functions.
  - b. Verify in-transit data source and data flow.
  - c. Verify the types of files received from ITV.
  - d. Perform ITV data filter operation (i.e., convoys, containers, and assets).
2. Supervise the creation of command overlays in support of deployment operations.
3. Supervise the management of convoy operations utilizing BCS3.
4. Supervise the submission of transportation movement release requests.
5. Supervise commodity reports in support of deployment operations.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Supervised the data exchange with log business systems (i.e., ITV server and other Army STAMIS systems).	___	___
2. Supervised the creation of command overlays in support of deployment operations.	___	___
3. Supervised the management of convoy operations utilizing BCS3.	___	___
4. Supervised the submission of transportation movement release requests.	___	___
5. Supervised commodity reports in support of deployment operations.	___	___

**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.

**References**

<b>Required</b>	<b>Related</b>
BCS3 User	

**Manage the use of In-Transit Visibility (ITV) to locate Cargo**

**551-88N-3132**

**Conditions:** In an operational environment, given access to all documents pertaining to the shipment; unit SOP; DTR 4500.9-R, Part II; ITV and RF-ITV user’s guide.

**Standards:** Detect all errors in determining whether a shipment can be traced/expedited and direct tracing/expediting actions as needed IAW unit SOP; DTR 4500.9-R, Part II; ITV and RF-ITV users guide.

**Performance Steps**

1. Acquire shipment tracking information.
  - a. Document ID number.
  - b. Transportation control number (TCN).
  - c. Unit/DODAAC.
  - d. Exercise.
2. Determine if shipment has radio frequency (RF) tags.
3. Query active In-transit visibility systems.
  - a. Global Tracking Network (GTN).
  - b. Logistics Support Agency (LOGSA).
  - c. Joint Total Asset Visibility (JTAV).
4. Instructs subordinate to initiate a tracer action if applicable.
5. Initiates expediting action on shipment if applicable.
6. Inform customer of shipment location status.

**Performance Measures**

1. Acquired shipment tracking information.
2. Determined if shipment had radio frequency (RF) tags.
3. Queried active In-transit visibility systems.
4. Instructed subordinate to initiate a tracer action if applicable.
5. Initiated expediting action on shipment if applicable.
6. Informed customer of shipment status.

<u>GO</u>	<u>NO-GO</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**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.

**References**

<b>Required</b>	<b>Related</b>
DTR 4500.9-R, Part II	
ITV Guide	
RF-ITV Guide	

Skill Level 4

Subject Area 10: Transportation Management and Planning

**Analyze the Distribution Systems Transport Capabilities  
551-88N-4100**

**Conditions:** In an operational environment, given the current table of organization (TOE), operating personnel, tactical standard operating procedure (TSOP), field reports, and higher headquarters (HQ) operations plan (OPLAN)/operations order (OPORD), FM 4-01.30, FM 55-1, FM 55-30, FM 55-60, FM 55-60, and FM 55-80.

**Standards:** Review the transportation capabilities to support mission requirements ensuring that it is met on a continuous basis IAW FM 4-01.30, FM 55-1, FM 55-30, FM 55-60, FM 55-60, and FM 55-80.

**Performance Steps**

1. Calculate transportation support capabilities for deployment.
2. Determine transportation support capabilities based. (See figure 3-107.)

Divisional TC Truck Company TOE Capability Data								
13-Feb-03	DISPATCHES PER DAY TRK CGO	PLS or TRAC/ STLR	HET	SINGLE LIFT TONS		PAX	VEH	REMARKS 1,2
TOE				GEN	AMMO			
<b>LEVEL 1 CAPABILITY</b>								
55288F000	31	30	22	235	412	1664	22	3,4
55158L000	34	10		135	174	801		3
55168L000	34	8		143	245	984		3
55178L000	28	7		117	200	804		3
55188L000	31	28	22	226	396	1597	22	3,4
<b>LEVEL 2 CAPABILITY</b>								
55288F000	29	24	18	212	370	1491	18	3,4
55158L000	32	10		127	164	921		3
55168L000	32	8		135	231	930		3
55178L000	27	6		110	189	760		3
55188L000	29	26	18	213	374	1510	18	3,4
<b>LEVEL 3 CAPABILITY</b>								
55288F000	26	22	18	191	333	1344	18	3,4
55158L000	29	9		115	148	830		3
55168L000	29	7		122	209	838		3
55178L000	24	6		99	171	685		3
55188L000	26	24	18	192	337	1361	18	3,4

1. All data rounded to nearest whole number  
 2. TMT Companies normally do not perform Line or Local Haul missions as normally defined in doctrine; they are organic to the division.  
 3. These units normally do not transport ammunition.  
 4. HETs used for evacuation missions - one tank per HET.

Figure 3-107  
Transportation Support Capabilities

3. Determine transportation support capabilities of other services, and/or allies.
4. Review characteristics of the tentative area as to land masses, water areas, climate, weather, and terrain to evaluate fuel support requirements.
5. Review transportation move requirements for movement to A/SPOE to identify any predeployment capability shortfalls or actions needed.
6. Determine transportation capabilities based on unit MTOE, maintenance status and unit status reports.
7. Calculate quantitative transportation support capabilities by vehicle type based on cargo size and weight, equipment and vehicles, and current facts and assumptions of mission requirements.
8. Develop criteria for determining transportation support requirements based on transportation network capabilities, bridge weight classifications, and height requirements.
9. Forward transportation support calculations to higher HQ.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Calculated transportation support capabilities for deployment.	—	—
2. Determined transportation support capabilities based.	—	—
3. Determined transportation support capabilities of other services, and/or allies.	—	—
4. Reviewed characteristics of the tentative area as to land masses, water areas, climate, weather, and terrain to evaluate fuel support requirements.	—	—
5. Reviewed transportation move requirements for movement to A/SPOE to identify any predeployment capability shortfalls or actions needed.	—	—
6. Determined transportation capabilities based on unit MTOE, maintenance status and unit status reports.	—	—
7. Calculate quantitative transportation support capabilities by vehicle type based on cargo size and weight, equipment and vehicles, and current facts and assumptions of mission requirements.	—	—
8. Developed criteria for determining transportation support requirements based on transportation network capabilities, bridge weight classifications, and height requirements.	—	—
9. Forwarded transportation support calculations to higher HQ.	—	—

**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.

**References**

- Required**  
 FM 4-01.30  
 FM 55-1  
 FM 55-30  
 FM 55-60  
 FM 55-60  
 FM 55-80

**Related**

**Coordinate Non-Supportable Movement Requests  
551-88N-4101**

**Conditions:** In an operational environment, given access to movement program, movement data, asset forecast report, unit SOP, and FM 4-01.30 and FM 55-1.

**Standards:** Coordinate non-supportable movement request without error IAW unit SOP, and FM 4-01.30 and FM 55-1.

**Performance Steps**

1. Verify the request to ensure that appropriate movement procedures are applied.
2. Determine appropriate mode for shipments.
3. Review requests to ensure compliance with transportation priorities.
4. Coordinate external transportation support through higher headquarters.
  - a. Movement control team (MCT) - theater assets.
  - b. Host nation support.
  - c. Contracted support.
5. Coordinate scheduled movement instructions.
  - a. Customer.
  - b. Mode operator.
6. Provide advance shipping notification to destination.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Verified the request to ensure that appropriate movement procedures are applied.	___	___
2. Determined appropriate mode for shipments.	___	___
3. Reviewed requests to ensure compliance with transportation priorities.	___	___
4. Coordinated external transportation support through higher headquarters.	___	___
5. Coordinated scheduled movement instructions.	___	___
6. Provided advance shipping notification to destination.	___	___

**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.

**References**

<b>Required</b>	<b>Related</b>
FM 4-01.30	
FM 55-1	

**Validate Unit Movement Plans  
551-88N-4103**

**Conditions:** In an operational environment, given an Operation Order (OPORD), unit movement plans, guidance from commander, FM 4-01.30 and FORSCOM Reg 55-1.

**Standards:** Validate the unit movement plans IAW commander's guidance, FM 4-01.30 and FORSCOM Reg 55-1.

**Performance Steps**

1. Identify what needs to be moved.
2. Identify equipment to accompany troops (yellow TAT), equipment needed immediately upon arrival (red TAT), and equipment which does not have to accompany troops (NTAT).
3. Identify what needs to move by air.
4. Identify hazardous (also sensitive and classified cargo) for packaging, labeling, segregation, and placarding for movement.
5. Identify bulk cargo that needs to be moved and develop packing lists.
6. Develop vehicle load plans for unit equipment.
  - a. Unit cargo (vehicles and equipment) is prepared for shipment according to the mode of transportation and the type of move.
  - b. Vehicle modifications (e.g., shelter, bumper modifications, etc.) must be approved by the unit's MACOM and ultimately by SDDC Transportation Engineering Agency.
7. Identify blocking, bracing, packing, crating & tie-down (BBPCT) requirements. (See figure 3-108.)

<b>BLOCKING, BRACING, PACKING, CRATING AND TIE-DOWN MATERIALS</b>				
MOVEMENT REQUIREMENT	BBPCT ASSESSMENT RESPONSIBILITY	PRESTOCKING PLANNING RESPONSIBILITY	IMPLEMENTING RESPONSIBILITY	NOTES
HS TO MS	UNIT COMMANDER	JFHQ-ST/USPFO/DOL FOR ARNG; RRC/DRU FOR USAR	USPFO/DOL FOR ARNG; RRC/DRU FOR USAR	1,2 3,4
ECS/MATES/UTES NOT COLLOCATED WITH AN SI OR MS	SITE COMMANDER WITH OWNING UNIT COMMANDER	SITE COMMANDER WITH ASSISTANCE OF USPFO/DOL OR SI	USPFO/DOL FOR MATES/UTES; SI FOR ECS	1,3 4
ECS/MATES/UTES COLLOCATED WITH AN SI OR MS	SITE COMMANDER WITH OWNING UNIT COMMANDER	HOST INSTALLATION (SI)	HOST INSTALLATION NO SEPARATE PRESTOCKING	3,4
DEPLOYMENT	MS COMMANDER WITH OWNING UNIT COMMANDER	MS COMMANDER	MS COMMANDER	3,4,5

**NOTES:**

1. Movement may be planned directly to SPOE, rather than to MS.
2. The SI responsible for planning if RRC/DRU lack capability.
3. Sources of materials: SI USPFO/DOL/DLA/Commercial.
4. Long lead-time items procured and pre-stocked. (Time in excess of 14 days)
5. Assessment based on support of first 30 days of movement.

Figure 3-108  
Blocking, Bracing, Packing, Crating and Tie-Down Requirements

8. Translate what needs to be moved into transportation terms. Personnel and equipment data are translated into meaningful transportation terms as unit movement data and recorded on the OEL.
9. Determine how the personnel and equipment will move to the POE.
10. Prepare the unit movement plan.
11. Maintain the movement plan.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Identified what needed to be moved.	—	—
2. Identified equipment to accompany troops, equipment needed immediately upon arrival, and equipment which does not have to accompany troops.	—	—
3. Identified what needs to be moved by air.	—	—
4. Identified hazardous and placarding for movement.	—	—
5. Identified bulk cargo that needs to be moved and developed packing lists.	—	—
6. Developed vehicle load plans for unit equipment.	—	—
7. Identified BBPCT requirements.	—	—
8. Translated what needs to be moved into transportation terms.	—	—
9. Determined how the personnel and equipment will move to the POE.	—	—
10. Prepared the unit movement.	—	—
11. Maintained the movement plan.	—	—

**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.

**References**

**Required**

FM 4-01.30  
FORSCOM REG 55-1

**Related**

**Prepare Theater Operations Plan**

**551-88N-4104**

**Conditions:** In an operational environment, given area map, operation plan/operation order (OPLAN/OPORD), intelligence annex, movement data, and FM 55-30, FM 4-01.30 and TB 55-46-1.

**Standards:** Prepare an operations plan that provides for all required assets and adequate security without conflicts in asset or route utilization IAW FM 55-30, FM 4-01.30, and TB 55-46-1.

**Performance Steps**

1. Determine mode and quantity of assets needed to meet movement requirements.
2. Evaluate available main supply routes (MSRs).
3. Select MSRs based upon movement requirements.
4. Determine support assets required for movement.
5. Determine security requirements.
6. Resolve motor transport movement conflicts within the area of operations.
7. Request support from subordinate units.
8. Coordinate additional support with support units/host nations.
9. Process road clearance request.
10. Process clearance for oversize loads.
11. Coordinate motor transport plan with subordinate and supporting units.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Determined mode and quantity of assets needed to meet movement requirements.	___	___
2. Evaluated available MSRs.	___	___
3. Selected MSRs based upon movement requirements.	___	___
4. Determined support assets required for movement.	___	___
5. Determined security requirements.	___	___
6. Resolved motor transport operations conflicts within the area of operation.	___	___
7. Requested support from subordinate units.	___	___
8. Coordinated additional support with support units/host nation.	___	___
9. Processed road clearance request.	___	___
10. Processed clearance for oversize loads.	___	___
11. Coordinated convoy plan with subordinate and supporting units.	___	___

**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.

**References**

<b>Required</b>	<b>Related</b>
FM 4-01.30	
FM 55-30	
TB 55-46-1	

**Validate Movements Using Time Phase Force Deployment Data  
551-88N-4105**

**Conditions:** In an operational environment, given an operation order (OPORD), unit movement plans, guidance from commander, JOPES User Guide, FM 4-01.30, and FM 55-1.

**Standards:** Validate the unit movement plans and obtain commanders approval to ensure that it is IAW commander's guidance, JOPES Users Guide, FM 4-01.30, and FM 55-1.

**Performance Steps**

1. Verify units deploying support the OPLAN with a priority indicating the desired sequence for their arrival at the POD.
  - a. Keep the OEL current with changes in unit equipment, personnel, and supplies.
  - b. Update the unit deployment list as changes occur to the OPLAN.
2. Confirm routing of forces to be deployed.
  - a. Develop internal deployment schedules.
  - b. Report unit level deployment information to higher headquarters.
3. Validate estimates of non-unit-related cargo and personnel movements conducted concurrently with the deployment of forces.
  - a. Provide life support at staging, marshalling areas, ports.
  - b. Provide MHE support.
4. Validate estimates of transportation requirements filled by common-user lift resources as well as those requirements filled by assigned or attached transportation resources.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Verified units deploying support the OPLAN with a priority indicating the desired sequence for their arrival at the POD.	___	___
2. Confirmed routing of forces to be deployed.	___	___
3. Validated estimates of non-unit-related cargo and personnel movements conducted concurrently with the deployment of forces.	___	___
4. Validated estimates of transportation requirements filled by common-user lift resources as well as those requirements filled by assigned or attached transportation resources.	___	___

**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.

**References**

<b>Required</b>	<b>Related</b>
FM 4-01.30	
FM 55-1	
JOPES User Guide	

## Supervise Mode Operations for Distribution Management

551-88N-4106

**Conditions:** In an operational environment, given distribution plan, commander's guidance, unit sop, FM 100-10-1, and FM 4-01.30.

**Standards:** Verify the distribution management system ensuring the process of the movement plan is IAW FM 100-10-1 and FM 4-01.30.

### Performance Steps

1. Identify the functions of distribution management.
  - a. Provide an integrated distribution information network to establish Army Total Asset Visibility.
  - b. Leverage distribution infrastructure.
  - c. Project distribution pipeline volume, flow rates contents, and associated node and port handling capability.
  - d. Integrate force generation and force sustainment operations.
  - e. Manage defense transportation operations and the flow of multi consignee shipments.
  - f. Establish theater-specific time definite delivery schedules.
2. Establish and maintain the distribution plan.
3. Manage transition node capability.
4. Coordinate the use of transportation networks.
  - a. Identify significant variances between programmed movements and actual movements occurring throughout the distribution system.
  - b. Resolve conflicts between movement plans and program and the available network space for priority sustainment or unit movements.
5. Coordinate the movement and support requirements for noncombatant evacuation operation (NEO) and Prisoners of War (POW).
  - a. Influence the selection of PW and noncombatant holding areas to optimize support of these sites and their associated operation.
  - b. Monitor noncombatant evacuation operations to determine the sufficiency of transportation support.
  - c. Synchronize and optimize retrograde transport to meet NC/POW evacuation requirements.
6. Identify components of distribution management.
  - a. Visibility.
    1. Intransit visibility.
    2. Enroute visibility.
    3. Transition node visibility.
  - b. Capacity.
  - c. Transaction management.
  - d. Capacity management.
7. Identify the steps in distribution planning.
  - a. Logistics preparation of the theater.
  - b. Service support plan.
  - c. Distribution plan.

### Performance Measures

1. Identified the functions of distribution management.
2. Established and maintained the distribution plan.

<u>GO</u>	<u>NO-GO</u>
—	—
—	—

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
3. Managed transition node capability.	—	—
4. Coordinated the use of transportation networks.	—	—
5. Coordinated the movement and support requirements for NEO and PWs.	—	—
6. Identified components of distribution management.	—	—
7. Identified the steps in distribution planning.	—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
FM 100-10-1	
FM 4-01.30	

**Manage Retrograde Operations**  
**551-88N-4107**

**Conditions:** In an operational environment, given an equipment status report, movement data, retrograde equipment, an OPORD, unit sop, FM 100-10-1 and FM 3-35.

**Standards:** Manage retrograde operations keeping accurate accountability of equipment and materials IAW OPORD, FM 100-10-1 and FM 3-35.

**Performance Steps**

1. Coordinate salvage collection point operations.
2. Verify forward distribution point submits document identifier code.
3. Verify use of RF tags is placed on all cargo.
4. Coordinate for required transportation to optimize infrastructure, maximize throughput, minimize forward stockpiling, and maintain continuous and seamless pipeline flow.
5. Coordinate backhaul to maximize utilization of transportation assets.
6. Coordinate for unique reverse logistics requirements associated with remains and refugees.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Coordinated the salvage collection point.	—	—
2. Verified forward distribution point submits document identifier code.	—	—
3. Verified use of RF tags is placed on all cargo.	—	—
4. Coordinated for required transportation to optimize infrastructure, maximize throughput, minimize forward stockpiling, and maintain continuous and seamless pipeline flow.	—	—
5. Coordinated backhaul to maximize utilization of transportation assets.	—	—
6. Coordinated for unique reverse logistics requirements associated with remains and refugees.	—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
FM 100-10-1	
FM 3-35	

### Inspect Shipping Documents 551-88N-4109

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

**Standards:** Correctly identify all errors in the preparation and distribution of cargo shipping documents IAW unit SOP and DTR.

#### Performance Steps

1. Inspects the bill of lading for the following (see figure 3-109):

COMMERCIAL BILL OF LADING				DATE	B/L NO	ORIGINAL	
CARRIER SLT Express Way				2010-02-12	W45QQ90031152	CARRIER ACCOUNT NO.	
DESTINATION (Name, address and ZIP code) AMMO SUPPLY POINT BLDG 920 CAISSON HILL FT RILEY, KS 66442-5936 US W55NU9				SPLC (Dest.) 585234250	ORIGIN (Name, address and ZIP code) CHIEF AMMUNITION BRANCH ATTN: ATZC-ISL-SA BLDG 9903 915-569-9570/9171 JAMES SALAS Mc GREGOR RANGE, NM 88081 US W81HL0		SPLC (Orig.) 779547000
CONSIGNEE (Name, address and ZIP code of installation) AMMO SUPPLY POINT BLDG 920 CAISSON HILL FT RILEY, KS 66442-5936 US W55NU91001				SHIPPER (Name, address and ZIP code) TRANSPORTATION OFFICER HOUSARMY AIR DEFENSE ARTILLERY CEN ATTN: ATZC-ISL-TM BLDG 2638 FORT BLISS, TX 79916-0058 US W45QQ9			
APPROPRIATION CHARGEABLE ARMQ				BILL CHARGES TO (Designation, bureau/office mailing address and ZIP code) PowerTruck, U.S. Bank EP-MN-L27C 200 South Sixth Street Minneapolis, MN 55402			
MARKS AND ANNOTATIONS E461129899 DDP Dual Driver EXT Exclusive Use SNS Satellite Monitoring				RICHARD EYESTONE TP: 3 DD:2010-02-18 5461129722 785-238-4102 (185) For in-transit emergencies involving DOD general hazardous material shipments (excluding explosives) SEE DESCRIPTION OF ARTICLES			
TOTAL PKGS		DESCRIPTION OF ARTICLES (Use carrier's classification or tariff description if possible; otherwise use clear non-technical description)		QUANTITY * (Pounds, Gallons or Barrels)		FOR USE OF BILLING CARRIER ONLY	
NO	KIND	HM				Services	Rate
13	PLT		CLASSIFICATION ITEM NO Page 1 of 3 06430001 AMMO EXPL FWKRS/CHM MUN NOIBS NOICLASS 1, DIVS 11, OR 12, CAR  IN CASE OF EMERGENCY CALL FOR HELP CONTACT 409-0218/0219 FOR OTHER HAZARDOUS MATERIALS 800-861-8061  Message 1098 TOT QTY:2699LB CU:706 NEW 6941.61 LB SEE CONTINUATION SHEET FOR DETAILS	2699.0 LB			
TARIFF/SPECIAL RATE AUTHORITY SLTW:005174-00				PICKUP SERVICE FURNISHED VEHICLE FULLY LOADED		SHIPPERS INITIALS RG	
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 2,883.89	NO CLS/TLs 1	TYPE RATE	PSC DDP-SNS 13 22 29	REASON 13 22 29	DELIVERED ON DATE AT (Actual delivery point)	
ISSUING OFFICER AND OFFICE (issuing officer name, office and complete address) JERALD B. BUNYAN TRANSPORTATION OFFICE TRANSPORTATION OFFICER HOUSARMY AIR DEFENSE ARTILLERY CEN ATTN: ATZC-ISL-TM BLDG 2638 FORT BLISS, TX 79916-0058 US W45QQ9				BY (Name of the delivering carrier)  DELIVERED THIS CONSIGNMENT COMPLETE & IN APPARENT GOOD ORDER EXCEPT AS MAY BE INDICATED <input type="checkbox"/> SHORTEASE <input type="checkbox"/> DAMAGED <input type="checkbox"/> <input type="checkbox"/> CARRIER OS&D REPORT ATTACHED <input type="checkbox"/> DELIVERY AT DESTINATION FURNISHED <input type="checkbox"/> ACCESSORIAL SERVICES CERTIFICATION ATTACHED			
CONTRACT/PURCHASE ORDER NO. AND FOB POINT				GBLOC HAAE	NAME OF BILLING CARRIER		
				DATED	SIGNATURE OF AGENT		
THIS US GOVERNMENT SHIPMENT IS SUBJECT TO THE TERMS AND CONDITIONS LISTED IN THE 41 CFR 102-117 AND 41 CFR 102-118.							
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 CONTENTS OF PACKAGES UNKNOWN), MARKED, CONSIGNED, 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 TERMS 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 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							

Figure 3-109  
Commercial Bill of Lading

- Verify that the bill of lading number is valid.
- Verify that the bill of lading number is assigned to the shipping activity identified on the bill of lading.
- Match the bill of lading to the costing information provided by the shipper systems.
- Verify the payment to the carrier only what has been authorized by the DOD.

2. Checks to make sure copies of the bill of lading are being correctly distributed.
3. Inspects DD Form 1384 (Transportation Control and Movement Document [TCMD]). (See figure 3-110.)

TRANSPORTATION CONTROL AND MOVEMENT DOCUMENT																	PAGE NO.			
1. DOC ID TE1		2. TRLR CTR		3. CONSIGNOR W45QQ9			4. COMMODITY SPECIAL HANDLING 4 1			5. AIR ORL#			6. POE SUU		7. POD OKO					
8. MODE A		9. PACK CO		10. TRANSPORTATION CONTROL NO. BJACF39310E501XZX			11. CONSIGNEE BJAC00			12. PRI		13. RDD 021	14. PROJ	15. DATE SHPD		16. ETA	17. TR ACCT			
18. CARRIER				19. FLIGHT-TRUCK-VOY-DOC NO.			20. REF		21. REMARKS YOSHII DEPOT JGSD F JAPAN				22. PIECES 1		23. WEIGHT 2553	24. CUBE 140				
a. Tranship Point			b. Date Rec			c. Bay Whse			d. Date Shpd			e. Mode Carier		f. Flight-Truck-Voy Doc No.		g. Ref	h. Stow Loc	i. Split	j. Cond	k. Signature-Remarks
25.																				
26.																				
27.																				
28. CONSIGNEE BJAC00				29. DATE RECEIVED/OFFERED (Sign)			30. CONDITION			31. REMARKS NOMEN: CHU-SAM PSN: ROCKET										
32. DOC ID	33. TRAILER - CONTAINER	34. CONSIGNOR COMM ASSC. OTHER	35. COMMODITY SPECIAL HANDLING	36. VOY NO	37. POD	38. MODE	39. TYPE PACK	40. TRANSPORTATION CONTROL NUMBER			41. CONSIGNEE	42. PRI	43. REMARKS AND/OR	44. ADDITIONAL REMARKS OR						
TE1		W45QQ9		SUU		CO	BJACF39310E501XZX			BJAC00	3	00202L031W039H	1	2553	140					
							CLASSIFIED					NSN: NSN EX-NO.: IHC 06-239								
							NEW: 684.27					ROCKETS, 1 IE, UN0181, PGII								
							ROUND CNT: 1					SN: 0002 DODIC: VKD27 / LOT: NY-1-1								
												FMS CASE NO. JA-B-XGM								
<b>SAMPLE</b>																				
DD FORM 1384, OCT 2000																	PREVIOUS EDITIONS MAY BE USED.	Reset	Adobe Professional 7.0	

Figure 3-110  
DD Form 1384, Transportation Control and Movement Document (TCMD)

4. Checks 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.

**Evaluation Preparation:** Setup: Provide the Soldier with required shipping documentation and necessary regulatory guidance.

Performance Measures	<u>GO</u>	<u>NO-GO</u>
1. Inspected the bill of lading.	_____	_____
2. Checked bill of lading copies were 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.	_____	_____

**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.

**References**

Required	Related
Commercial Bill of Lading	
DD Form 1384	
DTR 4500.9-R	

**Coordinate Host Nation Support**  
**551-88N-4110**

**Conditions:** In an operational environment, given movement data, approved host nation contract, FM 4-01.30 and FM 3-35.

**Standards:** Coordinate with host nation for commercial transportation support for requested location and specified time IAW local SOP's, FM 4-01.30 and FM 3-35.

**Performance Steps**

- 1. Establish liaison with host nation/commercial agencies.
- 2. Identify the movement support requirement.
- 3. Determine if the support can be effected using US military assets.
- 4. Determine whether a relevant contract exists with any host nation/commercial agency.
  - a. If the contract exists, coordinate with the appropriate host nation/commercial agency in order to secure movement support assets.
  - b. If the contract does not exist, coordinate with the appropriate Contracting Officers Representative (COR) to negotiate a contract.
- 5. Coordinate final movement support preparations with the customer and with the host nation/commercial agency.
- 6. Monitor movement support activity and report completion to higher headquarters.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Established liaison with host nation/commercial agencies.	—	—
2. Identified the movement support requirement.	—	—
3. Determined if the support could be effected using US military assets.	—	—
4. Determined whether a relevant contract existed with any host nation/commercial agency.	—	—
5. Coordinated final movement support preparations with the customer and the host nation/commercial agency.	—	—
6. Monitored movement support activity and reported completion to higher headquarters.	—	—

**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.

**References**

<b>Required</b> FM 3-35 FM 4-01.30	<b>Related</b>
--	----------------

**Develop a Flow Plan for Distribution Node**  
**551-88N-4112**

**Conditions:** In an operational environment, given a layout plan for theater nodal operations, commander's guidance, movement data, FM 4-01.30, FM 3-35, and FM 55-1.

**Standards:** Develop flow plan for distribution nodal operations ensuring it effectively supports the commander's guidance IAW FM 4-01.30, FM 4.01.011, and FM 55-1.

**Performance Steps**

1. Determine changes to the commander's priority.
2. Assess the distribution pattern.
3. Confirm the correct mode of transportation.
  - a. Rail.
  - b. Air.
  - c. Sea.
  - d. Highway.
4. Confirm locations.
  - a. Loading/off loading point.
  - b. Traffic flow.
  - c. Wash point.
  - d. Staging area.
5. Confirm requirements.
  - a. Host nation transportation support.
  - b. MHE.
  - c. Security.
  - d. Medical.
  - e. Maintenance.
  - f. Supplies.
6. Confirm capabilities.
  - a. Drivers.
  - b. Heavy equipment operators.
7. Confirm special restrictions if any.

**Performance Measures**

1. Determined changes to the commander's priority.
2. Assessed the distribution pattern.
3. Confirmed the correct mode of transportation.
4. Confirmed special restrictions if any.
5. Confirmed requirements.
6. Confirmed capabilities.
7. Confirmed special restrictions if any.

<u>GO</u>	<u>NO-GO</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**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.

**References**

**Required**

FM 4-01.30

FM 55-1

**Related**

**Develop a Layout Plan for Distribution Node**

**551-88N-4113**

**Conditions:** In an operational environment, given security plan, movement data, node capabilities report, commander's guidance, FM 4-01.30, and FM 55-1.

**Standards:** Develop a layout plan, ensuring it effectively supports the commander's guidance IAW FM 4-01.30, FM 3-35, and FM 55-1.

**Performance Steps**

1. Determine the commander's priority.
2. Select mode of transportation.
  - a. Rail.
  - b. Air.
  - c. Sea.
  - d. Highway.
3. Determine location.
  - a. Loading/off loading point.
  - b. Traffic flow.
  - c. Wash point.
  - d. Staging area.
4. Determine support requirements.
  - a. Host nation transportation assets.
  - b. MHE.
  - c. Security.
  - d. Medical.
  - e. Maintenance.
  - f. Supplies.
5. Determine unit capabilities.
  - a. Drivers.
  - b. Heavy equipment operators.
6. Identify special restrictions.
  - a. Node hours of operations.
  - b. Node capabilities.
  - c. Safety.

**Performance Measures**

1. Determined the commander's priority.
2. Selected mode of transportation.
3. Determined location.
4. Determined support requirements.
5. Determined unit capabilities.
6. Identified special restrictions.

<u>GO</u>	<u>NO-GO</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**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.

**References**

**Required**

FM 4-01.30

FM 55-1

**Related**

**Manage Air Movement Request Procedure**  
**551-88N-4114**

**Conditions:** In an operational environment, given air movement requests, movement data, access to TIS, movement data commander’s priorities, unit SOP, and FM 4-01.30.

**Standards:** Manage air movement request procedures to meet unit timelines, commander’s priorities, unit SOP, and IAW FM 4-01.30.

**Performance Steps**

1. Verify unit movement data with air movement request.
  - a. Compare air movement request and movement data for accuracy.
  - b. Ensure air movement request is in TIS.
2. Check if air movement request is on commander’s priorities.
  - a. Ensure air movement request is marked as a commander’s priority move.
  - b. Add notes in TIS to identify air movement as commander’s priority move.
3. Determine movement shortfalls are mitigated.
4. Validate external movement support if needed.
5. Notify requesting and receiving unit of movement requirements.
  - a. Mode of transport.
  - b. Required documentation.
  - c. Arrival information.
6. Report movement to higher headquarters and other elements IAW unit SOP.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Verified unit movement data with air movement request.	—	—
2. Checked if air movement request is on commander’s priorities.	—	—
3. Determined movement shortfalls are mitigated.	—	—
4. Validated external movement support if needed.	—	—
5. Notified requesting and receiving unit of movement requirements.	—	—
6. Reported movement to higher headquarters and other elements IAW unit SOP.	—	—

**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.

**References**

<b>Required</b> FM 4-01.30	<b>Related</b>
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**Manage Transportation Movement Request (TMR) Process**  
**551-88N-4115**

**Conditions:** In an operational environment, given movement requests, moveable data, access to TIS, commander's priorities, unit SOP, and FM 4-01.30.

**Standards:** Manage the movement request process using TIS to correct and identify problems in the TMR process and commander's priorities IAW unit SOP and FM 4-01.30.

**Performance Steps**

- 1. Review TMR input into TIS process.
  - a. Verify Soldier input of TMRs into TIS.
  - b. Validate completed TMRs are closed in TIS correctly.
  
- 2. Manage approval process of TMRs.
  - a. Review movement request.
  - b. Determine assets required.
  - c. Coordinate transportation support.
    - 1. Task organic assets.
    - 2. Request host nation support if needed.
  - d. Coordinate movement with US and host nation civil and military authorities.
  
- 3. Verify TMR authorization process.
  - a. Route clearances are correct for TMRs.
  - b. Review the routes for restrictions and limitations on a continual basis.
  - c. Maintain an updated schedule on TIS as changes occur.

**Performance Measures**

- 1. Reviewed TMRs into TIS process.
- 2. Managed TMR approval process.
- 3. Verified TMR authorization process.

<u>GO</u>	<u>NO-GO</u>
_____	_____
_____	_____
_____	_____

**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.

**References**

<b>Required</b>	<b>Related</b>
DTR 4500.9-R, Part II	
FM 4-01.30	

**Manage Movement of Classified Material**

**551-88N-4116**

**Conditions:** In an operational environment, given an approved sensitive TMR; DD Form 1907 (Signature and Tally Record); DD Form 1387-2 (Special Handling Data/Certification); DTR 4500.9-R, Part II; and FM 4-01.30.

**Standards:** Manage the movement of classified material correctly identifying all errors on DD Form 1907 and DD Form 1387-2 IAW DTR 4500.9-R and FM 4-01.30.

**Performance Steps**

1. Review the transportation request and shipping documents for accuracy and completeness.
  - a. Date of move.
  - b. Routes.
  - c. Destination.
  - d. Time and place transportation is required.
  - e. DD Form 1907. See Figure 3-4-6a and 3-4-6b. (See figures 3-111 and 3-112.)

SIGNATURE AND TALLY RECORD <i>(See DoD 4500.9-R for guidance)</i>		OMB No. 0702-0027 OMB approval expires Jun 30, 2012		
<i>(Use of equivalent carrier-furnished signature and tally record is acceptable.)</i>				
<small>The public reporting burden for this collection of information is estimated to average 3 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 1155 Defense Pentagon, Washington, DC 20301-1155 (0702-0027). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.</small>				
<b>PLEASE DO NOT RETURN YOUR FORM TO THE ABOVE ORGANIZATION. RETURN COMPLETED FORM AS DIRECTED IN THE DISTRIBUTION INSTRUCTIONS BELOW.</b>				
<b>DISTRIBUTION INSTRUCTIONS</b>				
(1) The SHIPPER will print two copies, retain one copy and give one to the Origin Carrier. (2) The ORIGIN CARRIER will deliver one copy with original signatures to the Destination Carrier. (3) The DESTINATION CARRIER will attach one copy (reflecting all original signatures) and Standard Form 1113, Public Voucher for Transportation Charges, to the original Commercial Bill of Lading and forward for payment. Reproduced completed copy of DD Form 1907 will be delivered to the Consignee and one will be retained. (4) The CONSIGNEE will ensure Destination Carrier surrenders a reproduced copy of completed form with all signatures.				
<b>SECTION I - TO BE COMPLETED BY THE SHIPPER</b>				
1a. SHIPPER NAME		b. ORIGIN		
CHIEF AMMUNITION BRANCH		ATTN: ATZC-ISL-SA BLDG 9903 W81HL0		
2. PROTECTIVE SERVICE REQUESTED		3. COMMERCIAL BILL OF LADING NUMBER		
DDP DUAL DRIVER SNS SATELLITE MONITORING		W45QQ900152		
4a. CONSIGNEE NAME		b. DESTINATION		
AMMO SUPPLY POINT		BLDG 920 CAISSON HILL FORT RILEY, KS66442 (W86NU9)		
5. PERMIT NUMBER (if any)		6. TRANSPORTATION CONTROL NUMBER		
		W81YWB00111921CX		
7. ROUTING		8. WEIGHT	9. CUBE	
SLT EXPRESS WAY		26090.0 LB	704.0	
10. SPECIAL INSTRUCTIONS			11. DATE SHIPMENT TENDERED TO CARRIER (YYYYMMDD)	
			20100216	
12. NAME OF CARRIER		13. NUMBER OF PIECES		
SLTW		13		
14. TYPE OF PACKAGE(S) (For unsealed loads only) OR CONVEYANCE IDENTIFICATION AND SEAL NUMBERS (For sealed loads only)		15. FREIGHT CLASSIFICATION DESCRIPTION		
SLTW-1		AMMO EXPL/FWKS/CHEM MUN NOTBN/NOICLASS-I, DIV 1.1, OR 1.2		
<b>SECTION II - TO BE COMPLETED BY EACH PERSON ACCEPTING CUSTODY OF CLASSIFIED OR PROTECTED MATERIAL REQUIRING THE USE OF TRANSPORTATION PROTECTIVE SERVICE DURING TRANSIT</b>				
<b>16. CUSTODY RECORD</b>				
PRINT NAME OF PERSON AND COMPANY REPRESENTED a.	STATION INTERCHANGE POINT DESTINATION b.	SIGNATURE OF PERSON ACCEPTING CUSTODY c.	TIME ACCEPTED d.	DATE ACCEPTED (YYYYMMDD) e.
<b>SAMPLE</b>				

DD FORM 1907, OCT 2010 PREVIOUS EDITION IS OBSOLETE. Adobe Designer 8.0

Figure 3-111  
DD Form 1907- Front, Signature and Tally Record



f. DD Form 1387-2. (See figure 3-113.)

SPECIAL HANDLING DATA/CERTIFICATION		
1. ITEM NOMENCLATURE Motor Vehicle Flammable Liquid Label None Cargo Aircraft Only	2. NET QUANTITY PER PACKAGE 12 Gal	3. TRANSPORTATION CONTROL NO. WK888740730001XXX
	4. CONSIGNMENT GROSS WEIGHT 3,600	5. DESTINATION Fort Carson, CO
6. SUPPLEMENTAL INFORMATION Fuel in tank--gasoline w/truck Battery, wet, filled with acid, corrosive material, 2 qt		
This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and in proper condition for transportation according to the applicable regulations of the Dept of Transportation. THIS IS A U.S. DEPARTMENT OF DEFENSE SHIPMENT! (Complete applicable blocks below)		
7. DTR REFERENCE		
8. HANDLING INSTRUCTIONS <b>SAMPLE</b>		
9. ADDRESS OF SHIPPER Charleston, AFB, South Carolina	10. TYPED NAME, SIGNATURE AND DATE SFC Billy Bob Brown, 1 April 2010 <i>Billy Bob Brown</i>	

DD FORM 1387-2, NOV 2004      PREVIOUS EDITION IS OBSOLETE.      Form Approved OMB No. 0704-0188  
Adobe Professional 7.0

Figure 3-113  
DD Form 1387-2, Special Handling Data/Certification

2. Determine the mode of transport.
  - a. Motor.
  - b. Air.
  - c. Vessel.
  - d. Rail.
3. Determine the minimum security standard for the classified material movement.
  - a. Protective Security Service (PSS).
  - b. Constant Surveillance and Custody Service (CIS).

---

NOTE: Classified material is not normally transported by rail or water. In the event such movement is required, PSS applies for SECRET shipments and CIS or equivalent must be provided for CONFIDENTIAL shipments.

---

4. Confirm destination activity's ability and intent to receive and secure the shipment.
5. Verify all personnel who accept, handle, package or ship classified material have a security clearance equal to or greater than the material being handled.
6. Coordinate the delivery date with destination activity and carrier to include destination operating hours.
7. Provide an advance report of shipment (REPSHIP) via fax, e-mail or message.

**Evaluation Preparation:** Evaluate this task during a FTX or a unit training exercise.

Inform the Soldier that the evaluation is measured on the ability to perform all the functions listed.

	<u>GO</u>	<u>NO-GO</u>
<b>Performance Measures</b>		
1. Reviewed the transportation request and supporting documents for accuracy and completeness.	—	—
2. Determined the mode of transport.	—	—
3. Determined the minimum security standard for the classified material movement.	—	—
4. Confirmed destination activity's ability and intent to receive and secure the shipment.	—	—
5. Verified that all personnel who accept, handle, package or ship classify material had a security clearance equal to or greater than the material being handled.	—	—
6. Coordinated the delivery date with destination activity and carrier and included destination operating hours.	—	—
7. Provided an advance REPSHIP via fax, e-mail or message.	—	—

**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.

**References**

**Required**

- DD Form 1387-2
- DD Form 1907
- DTR 4500.9-R
- FM 4-01.30

**Related**

**Manage Highway Regulation Operations**

**551-88N-4117**

**Conditions:** In an operational environment, given OPORD, unit SOP, risk assessment, road movement graph, unit movement plan, FM 4-01.30, and CFR 49.

**Standards:** Identify routes, alternate routes, route clearances, reporting procedures, security and logistical requirements, and safety procedures to enforced highway regulation without incidents IAW unit SOP, FM 4-01.30, FM 3-35, and CFR 49.

**Performance Steps**

1. Read OPORD and unit SOP to identify the following:
  - a. Unit tasked to support mission.
  - b. Routes being used for convoy operations.
  - c. HAZMAT vehicles.
  - d. Critical points along the routes for traffic control.
2. Coordinate with local law enforcement for escort.
3. Confirm convoy clearances and permits are current.
4. Confirm recovery vehicle teams have the capabilities to support operations.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Reviewed the OPORD and unit SOP.	_____	_____
2. Coordinated with local law enforcement for escort.	_____	_____
3. Confirmed convoy clearances and permits are current.	_____	_____
4. Confirmed recovery vehicle teams have the capabilities to support operations.	_____	_____

**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.

**References**

**Required**  
FM 4-01.30

**Related**

Subject Area 11: Cargo Tracking

**Manage Container Accountability**  
**551-88N-4102**

**Conditions:** In an operational environment, given container management data; access to AIS; DTR 4500.9-R, Part II and VI; and FM 55-80.

**Standards:** Manage receipt and distribution of container accountability with 100 percent accuracy, utilizing AIS IAW DTR 4500.9-R. Part II and VI, and FM 55-80.

**Performance Steps**

1. Verify automated cargo manifests and estimated times of arrivals (ETAs) are promptly forwarded to the concerned organization.
2. Track the movement of the containers within the theater.
3. Receive all container event information and ensure it is submitted to the regional server.
4. Provide inbound container information to consignees.
5. Provide disposition instructions to the TSC based on the information received from the customer.
6. Notify consignees of the scheduled arrival of multistep containers and the need from priority discharge of these containers at intermediate stops.
7. Release empty containers to the applicable mode operator and coordinate for pickup.
8. Maintain accurate records on containers that are inbound and those that have arrived.
9. Create records for unscheduled containers.
10. Notify the TSC when a consignee reports receipt of an unserviceable or damaged container.
11. Monitor retrograde operations to minimize retrograde backlog.

**Performance Measures**

	<u>GO</u>	<u>NO-GO</u>
1. Verified automated cargo manifests and ETAs forwarded to the concerned organization.	___	___
2. Tracked the movement of the containers within the theater.	___	___
3. Received all container event information and submitted to the regional server.	___	___
4. Provided inbound container information to consignees.	___	___
5. Provided disposition instructions to the TSC based on the information received from the customer.	___	___
6. Notified consignees of the scheduled arrival of multistep containers and the need from priority discharge of these containers at intermediate stops.	___	___
7. Released empty containers to the applicable mode operator and coordinate for pickup.	___	___
8. Maintained accurate records on containers that have arrived.	___	___
9. Created records for unscheduled containers.	___	___
10. Notified TSC when a consignee reports receipt of an unserviceable or damaged container.	___	___
11. Monitored retrograde operations to minimize retrograde backlog.	___	___

**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.

**References**

**Required**

DTR 4500.9-R, Part II  
DTR 4500.9-R, Part VI  
FM 55-80

**Related**

**Manage In-Transit Visibility (ITV) Systems Operations  
551-88N-4108**

**Conditions:** In an operational environment, given movement data, movement plan, access to the AIS systems the user's guide for MTS, SMS, II TC-AIMS II, RF/AIT, unit SOP, BCS3 and GTN.

**Standards:** Manage the current intransit status of all requested cargo using any of the AIS systems to ensure data is cross checked against what is in the system, with 100 percent accuracy.

**Performance Steps**

- 1. Manage the total asset visibility process.
  - a. Identify AIS available to execute in-transit visibility inquiry.
  - b. Verify queries and reports according to AIS user guide.
- 2. Review movement data to ensure that it is current with applicable AIS.
  - a. Initiate tracer action if data is not correct.
  - b. Update movement data with AIS if applicable.
- 3. Prepare movement data report IAW unit SOP to submit to higher command.

<b>Performance Measures</b>	<u><b>GO</b></u>	<u><b>NO-GO</b></u>
1. Managed the total asset visibility process.	—	—
2. Reviewed movement data to ensure that it is current with applicable AIS.	—	—
3. Prepared movement data report IAW unit SOP to submit to higher command.	—	—

**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.

**References**

<b>Required</b>	<b>Related</b>
AIT-Guide I	
BCS3 User	
FM 3-35	
MTS PLUS EUM REV B	
SMS-UM	
TC-AIMS EUM	

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## CHAPTER 4

### Duty Position Tasks

#### 88N- Transportation Management Coordinator, CMF 88

**Major Duties:** Major Duties: The transportation management coordinator coordinates, monitors, controls and supervises the movement of personnel, equipment, and cargo. He/she also determines the most efficient mode of transport by military and commercial, air, rail, highway and water that accomplish mission requirements.

##### Skill Levels

**Skill Level 1** MOSC 88N1O. Advises military and DOD civilians of their entitlements for shipment of personal property and passenger travel and prepares the necessary documentation. Requests and coordinates transport capability to meet a movement mission. Marks and labels cargo and freight shipments in accordance with regulatory requirements. Documents and inventories freight, cargo, and materiel shipments of all types; operates automated data terminal equipment to prepare movement documentation or related correspondence. Arranges documentation and reports for follow-up or response to tracer actions. Prepares transportation movements documents and related forms for the type of shipment and mode of travel (e.g., GBLs, MTAs, GTRs, airline service requests, etc.). Performs office duties such as posting regulations, files maintenance, and routine office correspondence.

**Skill Level 2** MOSC 88N2O. Provides supervision and technical guidance for subordinates. Researches, interprets, prepares, and coordinates actions pertaining to travel entitlements. Functions as the customs officer for shipment releases in overseas theaters. Operates as quality control NCO for commercial movement contracts. Monitors all freight, cargo, and materiel shipments to ensure accountability; identifies and reports problem areas within the traffic management system to prevent additional costs, losses, and damage. Conducts briefings for unit moves. Requests, coordinates, and monitors movement schedules and programs; ensures transport capability is appropriate, cost effective, and meets mission requirements. Checks and inspects equipment blocking and bracing. Prepares and consolidates transportation movement reports. Operates automated data processing equipment to document movement information, conducts research, monitors movements, inspects commercial contracts, and responds to shipment inquiries, discrepancies, and routine movements transactions.

**Skill Level 3** MOSC 88N3O. Conducts a training program for subordinate personnel. Supervises the operation of a cargo and materiel documentation unit, a movement control branch or section, a breakbulk point/terminal warehouse, a trailer transfer point, a port operations unit, an air terminal section, and the installation personal property and passenger travel section. Evaluates work techniques and procedures for all functions. Maintains liaison with air, rail, highway, and water transportation facilities. Initiates, researches and proposes necessary changes to the traffic management system for cost effectiveness and mission requirements. Supervises customs officers and reviews customs procedures in overseas theaters. Prepares, consolidates, and reviews technical, personnel, and administrative reports and forms covering transportation matters (e.g., unit movement, personal property, passenger travel, freight/cargo and materiel movement reports). Checks, reviews, and consolidates movement requirements; ensures appropriate transport capability and prepares movement schedules. Assists in planning transportation requirements for logistical support. Supervises any diversion, reconsignment, or transfer of personnel, freight and materiel shipments for all modes of transportation.

**Skill Level 4** MOSC 88N4O. Supervises cargo documentation and movement control units for all transportation modes. Supervises freight, cargo, personal property, and passenger travel at installation level. Analyzes, evaluates, and proposes changes to the Defense Transportation System. Formulates and reviews documentation on technical traffic management functions. Devises and reviews movement programs for logistical support functions in a theater of operations. Serves as the

transportation liaison representative between other military services, commercial agencies, and host nation support elements. Advisor for the preparation of operation orders where transportation is required. Reviews DOD contracts and agreements with host nations. Verifies the accuracy of movement control documents. Evaluates sites for depots, truck terminals, railheads, beachheads, air terminals, and water ports/terminals. Determines transportation capabilities and limitations of units. Performs as staff NCO in military traffic management agencies. Monitors quality controls that ensure commercial transportation services meet contract obligations. Monitors and documents all customs discrepancies and reports them to appropriate authorities. Ensures allocation of transport capability is appropriate to accomplish each mission in a cost effective manner.

## GLOSSARY

### **Section I** **Acronyms & Abbreviations**

<b>ALT</b>	alternate
<b>CS(5)</b>	control station
<b>CTRL</b>	control key
<b>DEL(2)</b>	delete key
<b>DMC(2)</b>	Division Movement Control
<b>(S)</b>	SECRET
<b>A</b>	aliquot fraction of water extract used
<b>A/D</b>	analog to digital
<b>A/SPOD</b>	aerial/sea port of debarkation
<b>A/SPOE</b>	aerial/sea port of embarkation
<b>AA</b>	antiaircraft
<b>AACG</b>	arrival airfield control group
<b>AAL</b>	additional authorization list
<b>AAR</b>	after-action review; after-action report
<b>AC</b>	Active Component
<b>AC (3)</b>	alternating current
<b>ACA</b>	airlift clearance authority
<b>ACC</b>	Army correspondence course
<b>ACE</b>	armored combat earthmover; ammunition, casualties, and equipment; air combat element (North American Treaty Organization [NATO]); analysis and control element; aviation combat element (United States Marine Corps [USMC])
<b>ack</b>	acknowledge
<b>ACS</b>	Army Community Service
<b>AD</b>	active duty
<b>ADA</b>	Air Defense Artillery
<b>ADP</b>	automated data processing

<b>AF</b>	audio frequency
<b>AFR</b>	Air Force regulation
<b>AG</b>	Adjutant General/Adjutant General Corps
<b>AGI</b>	annual general inspection
<b>AI</b>	area of interest
<b>AIM</b>	armored, infantry, mechanized
<b>AIMS</b>	Automated Instructional Management System
<b>AIT</b>	Advanced Individual Training
<b>AL</b>	Alabama
<b>ALC</b>	accounting legend code
<b>ALCE</b>	airlift control element
<b>AM</b>	amplitude modulation
<b>AMC</b>	Army Materiel Command
<b>amp</b>	ampere
<b>AN</b>	annually
<b>ANC</b>	Army Nurse Corps
<b>AO</b>	area of operations
<b>AOR</b>	Area Of Responsibility
<b>AP</b>	antipersonnel
<b>APE</b>	ammunition peculiar equipment
<b>API</b>	American Petroleum Institute
<b>APO</b>	Army Post Office
<b>APOD</b>	Aerial Port(s) of Debarkation
<b>APOE</b>	aerial port(s) of embarkation
<b>app</b>	appendix
<b>AR</b>	Army regulation
<b>arty</b>	artillery
<b>ASR</b>	alternate supply route

<b>AT</b>	annual training
<b>ATC</b>	Army Training Center
<b>ATE</b>	automatic test equipment
<b>ATO</b>	automatic train operation
<b>auth</b>	authorized
<b>AUTO</b>	automatic; automotive
<b>AV</b>	audiovisual
<b>AZ</b>	azimuth
<b>B</b>	bulk
<b>bal</b>	ballistic
<b>BBPCT</b>	blocking, bracing, packing, crating, and tie-down
<b>BC</b>	branch code
<b>BCS</b>	battery computer system
<b>BF</b>	battle fatigue
<b>BII</b>	basic issue items
<b>BII</b>	basic issue items
<b>BL</b>	low battery
<b>BM</b>	bimonthly
<b>BMCT</b>	branch movement control team
<b>Bn</b>	battalion
<b>BP</b>	black powder
<b>BPA</b>	blanket purchase agreement
<b>BR</b>	battle roster
<b>BS</b>	breaking strength
<b>C</b>	centigrade
<b>C3</b>	Command, Control, and Communications
<b>CA</b>	combat arms
<b>CAC</b>	contamination-avoidance cover

<b>CAI</b>	computer assisted instruction
<b>can</b>	cancel
<b>cant</b>	Tilt or inclination, as the inward inclination of a rail.
<b>cat</b>	category
<b>CB</b>	chemical, biological
<b>CBL</b>	commercial bill of lading; containerized batch laundry
<b>CC</b>	Chemical Corps
<b>CCA</b>	circuit card assembly
<b>CCI</b>	controlled cryptographic item
<b>CCP</b>	consolidation and containerization point
<b>CCS</b>	contamination control station
<b>CD</b>	control display
<b>CDR</b>	Commander
<b>CE</b>	communications-electronics
<b>CF</b>	correlation factor
<b>CFR</b>	Code of Federal Regulations
<b>CG</b>	Commanding General
<b>ch</b>	chaplain
<b>ci</b>	Counterintelligence
<b>CID</b>	Criminal Investigation Division
<b>CIS</b>	command instrument system
<b>CK</b>	containerized kitchen
<b>CL</b>	containerized laundry
<b>class</b>	classification
<b>CMD</b>	command
<b>CMM</b>	cargo movement module
<b>CO</b>	commissioned officer
<b>COEI</b>	components of end item

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<b>coll</b>	collection point
<b>comm</b>	communication
<b>comp</b>	compass
<b>CONEX</b>	container express
<b>CONEX</b>	container express
<b>cont</b>	continued; continuous
<b>CONUS</b>	Continental United States
<b>COP</b>	common operational picture
<b>COR</b>	contracting officer's representative
<b>CP</b>	Command Post
<b>Cr</b>	chromium
<b>CRI</b>	Criterion-Referenced Instruction
<b>CRS</b>	course
<b>CS</b>	A chemical agent, tear gas (O-chlorobenzyl-malononitrile)
<b>CSS</b>	Combat Service Support
<b>CTC</b>	Combat Training Center
<b>CUB</b>	cluster bomb unit
<b>D</b>	Drive
<b>DA</b>	Department of the Army
<b>DA</b>	Department of the Army
<b>DA Form</b>	Department of the Army form
<b>DAC</b>	damage area coordinator
<b>DACG</b>	departure airfield control group
<b>DC</b>	Dental Corps
<b>DD</b>	Department of Defense
<b>DD</b>	Department of Defense
<b>DDC</b>	division data center
<b>DDN</b>	defense data network

<b>DE</b>	directed energy
<b>Dec</b>	December
<b>decon</b>	decontamination
<b>DED</b>	diesel engine driven
<b>DEL</b>	deployment equipment list
<b>des</b>	destruction
<b>DESC</b>	Defense Energy Support Center
<b>dest</b>	destroy
<b>det</b>	detachment
<b>DF</b>	direction finder
<b>DIC</b>	document identifier code
<b>DIS</b>	Distributed Interactive Simulation
<b>DIT</b>	digital interactive training
<b>DIU</b>	dedicated interface unit
<b>Div</b>	division
<b>DL</b>	delay lines
<b>DO</b>	delivery order
<b>DODAAC</b>	Department of Defense Activity Address Code
<b>DP</b>	dual purpose
<b>DR</b>	dead reckoning
<b>DS</b>	direct support
<b>DS2</b>	decontaminating solution #2
<b>DSN</b>	Defense Switchboard Network
<b>DTG</b>	date-time group
<b>DTS</b>	Defense Transportation System
<b>DTT</b>	doctrine and tactics training
<b>e.g.</b>	for example
<b>Ea</b>	each

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<b>EAS</b>	embedded analog system
<b>EC</b>	error code
<b>ED</b>	emergency destruction
<b>EER</b>	enlisted evaluation report
<b>EM</b>	electronic manual
<b>EME</b>	electromagnetic energy
<b>EN</b>	Corps of Engineers
<b>EPA</b>	Environmental Protection Agency
<b>EPW</b>	enemy prisoner of war
<b>equip</b>	equipment
<b>ER</b>	evaluation report
<b>ERS</b>	Electronic Repair Shelter
<b>EST</b>	estimated
<b>ETA</b>	estimated time of arrival
<b>etc</b>	et cetera
<b>etc.</b>	et cetera
<b>ETD</b>	electronic tactical display
<b>ETM</b>	extension training material
<b>ETR</b>	export traffic release
<b>EUCOM</b>	US European Command
<b>EW</b>	electronic warfare
<b>EX</b>	excess
<b>EXT</b>	external
<b>F</b>	Fahrenheit; fail; failed; frequency; full
<b>FA</b>	functional area
<b>FB</b>	Functional Brigade
<b>FD</b>	firing device
<b>FFE</b>	flame field expedients

<b>FI</b>	Finance Corps
<b>fig</b>	figure
<b>FM</b>	field manual; flare multiunit; force module; frequency-modulated; frequency modulation
<b>FM (1)</b>	field manual
<b>FO</b>	forward observer
<b>FORSCO</b>	Forces Command
<b>FORSCOM</b>	Forces Command
<b>FS</b>	fire support
<b>FSC</b>	federal supply catalog
<b>FSR</b>	field services representative
<b>Ft</b>	feet
<b>FY</b>	fiscal year
<b>G</b>	nerve agent
<b>GA</b>	Georgia
<b>gal</b>	gallon
<b>GB</b>	nerve agent
<b>GBL</b>	Government bill of lading
<b>GBL</b>	Government bill of lading
<b>GBLOC</b>	government bill of lading office code
<b>GC</b>	grid coordinates
<b>GCCS</b>	Global Command and Control System
<b>GED</b>	generator engine driven
<b>GI</b>	government issue
<b>GM</b>	guided missile
<b>GMT</b>	Greenwich Mean Time
<b>GMT</b>	Greenwich Mean Time
<b>GP</b>	General Purpose

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<b>GPS</b>	global positioning system
<b>GPS</b>	global positioning system
<b>GR</b>	grade resistance
<b>GS</b>	General Support
<b>GSA</b>	General Services Agency
<b>H</b>	blister agent
<b>HAZCOM</b>	Hazardous Communications
<b>HAZMAT</b>	hazardous material
<b>HE</b>	high explosive
<b>HEMTT</b>	Heavy Expanded Mobility Tactical Truck
<b>HQ</b>	headquarters
<b>hr</b>	hour(s)
<b>i.e.</b>	that is
<b>IC</b>	integrated circuit
<b>ICE</b>	internal combustion engines
<b>ID</b>	Identification
<b>ID</b>	Identification
<b>IED</b>	imitative electromagnetic deception; improvised explosive device
<b>IEW</b>	intelligence and electronic warfare
<b>IF</b>	intermediate frequency
<b>IG</b>	inspector general
<b>IL</b>	Illinois
<b>illum</b>	illuminating
<b>IM</b>	information management
<b>IN</b>	infantry (also INF)
<b>Inc</b>	incorporated
<b>Inf</b>	Infantry
<b>INFO</b>	information addressee

<b>ING</b>	inventory adjustment gain
<b>INST</b>	installation
<b>Instr</b>	instructor/instruction
<b>INT</b>	interphone
<b>IP</b>	Institute of Petroleum (LONDON)
<b>IR</b>	infrared
<b>ISC</b>	integrated system check
<b>ISE</b>	intermediate support element
<b>ISO</b>	International Organization for Standardization
<b>ISU</b>	integrated sight unit
<b>ITO</b>	Installation Transportation Officer
<b>ITO</b>	Installation Transportation Officer
<b>ITS</b>	Individual Training Strategy
<b>ITV</b>	improved tow vehicle
<b>IU</b>	interface unit
<b>JCS</b>	Joint Chiefs of Staff
<b>JF</b>	John Fluke
<b>JTA</b>	Joint Table of Allowances
<b>Jul</b>	July
<b>K</b>	potassium
<b>kw</b>	Kilowatt
<b>L</b>	left
<b>lab</b>	laboratory
<b>LAD</b>	light air defense
<b>LAP</b>	logistic assistance program
<b>lb</b>	pound
<b>lc</b>	light case
<b>LCE</b>	load carrying equipment

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<b>LD</b>	line of departure
<b>LEA</b>	losses due to combat or enemy action
<b>LED</b>	light emitting diode
<b>LED</b>	light emitting diode
<b>LO</b>	learning objective
<b>loc</b>	location
<b>LOI</b>	letter of instruction
<b>LP</b>	listening post
<b>LS</b>	launching station
<b>LT</b>	lieutenant
<b>LTA</b>	local training area
<b>LTS</b>	location transfer shipment (confirms shipment to another SAAS-4 activity in the same SAAS-3 area)
<b>M</b>	meter(s)
<b>MAC</b>	maintenance allocation chart
<b>MACOM</b>	major Army command
<b>maint</b>	maintenance
<b>MAL</b>	master authorization list
<b>MAP</b>	Military Assistance Program
<b>Mar</b>	March
<b>MARKS</b>	Modern Army Record Keeping System
<b>MAT</b>	material
<b>max</b>	maximum
<b>MC</b>	Medical Corps
<b>MCB</b>	movement control battalion
<b>MCC</b>	movement control center
<b>MCE</b>	marine certification examination
<b>MCO</b>	movement control officer
<b>MCS</b>	maintenance control system

<b>MCT</b>	movement control team
<b>MD</b>	military deception
<b>ME</b>	meal
<b>MED</b>	medical
<b>METT-T</b>	mission, enemy, terrain, troops, and time available; mission, enemy, terrain and weather, troops and support available--time available
<b>MFT</b>	master fitness trainer
<b>MH</b>	mental health
<b>MHE</b>	materials handling equipment
<b>MHE</b>	materials handling equipment
<b>MI</b>	Military Intelligence
<b>MIL</b>	master incident list
<b>MIL-ST</b>	Military Standard
<b>MIL-STD</b>	military standard
<b>MILVAN (1)</b>	military van
<b>min</b>	minute(s)
<b>misc</b>	miscellaneous
<b>ml</b>	milliliter
<b>mm</b>	millimeter(s)
<b>MO</b>	monthly
<b>mob</b>	mobilization
<b>MOD</b>	Modernization and Operations Directorate
<b>MODE</b>	mode of shipment code
<b>MOU</b>	Memorandum of Understanding
<b>MP</b>	military police
<b>MPU</b>	Mission Processor Unit
<b>MS</b>	methyl salicylate
<b>MSC</b>	Medical Service Corps

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<b>MSR</b>	Main Supply Route
<b>MT</b>	measurement ton
<b>MTOE</b>	Modified Table of Organization and Equipment
<b>MTS</b>	module test set
<b>MTS (1)</b>	Movement Tracking System
<b>N</b>	nitrogen
<b>NA</b>	not applicable
<b>NC</b>	node center
<b>NCO</b>	noncommissioned officer
<b>NCOIC</b>	noncommissioned officer in charge
<b>NDI</b>	nondevelopmental items
<b>NE</b>	northeast
<b>NEC</b>	net explosive content
<b>neg</b>	negative
<b>NEO</b>	noncombat evacuation order
<b>NG</b>	National Guard
<b>NIS</b>	normal issue for training or combat.
<b>NJ</b>	New Jersey
<b>No</b>	number
<b>NORM</b>	normal
<b>NSN</b>	national stock number
<b>NT</b>	normality of sodium thiosulfate
<b>NTE</b>	not to exceed
<b>NTR</b>	normal turn-in (combat)
<b>OC</b>	observer controller
<b>OCONUS</b>	outside continental United States
<b>OD</b>	Ordnance (Corps)
<b>OE</b>	engine oil

<b>OF</b>	observed fire
<b>OG</b>	on grade
<b>OIC</b>	officer in charge
<b>OMA</b>	Operations Maintenance Army
<b>OP</b>	observation post
<b>OPER</b>	operation
<b>OPLAN</b>	Operations Plan
<b>OPORD</b>	operations order
<b>ORD</b>	operational requirements document
<b>org</b>	organization
<b>OS</b>	operating system
<b>OT</b>	observer target
<b>OTH</b>	other-than-honorable conditions
<b>OVE</b>	on vehicle equipment
<b>P</b>	needs practice; pass; passed; barometric pressure; mean radius of curvature
<b>PA</b>	Pennsylvania
<b>PAC</b>	personnel and administration center
<b>para</b>	paragraph
<b>PAS</b>	pivot and adjustment shelf
<b>PAX</b>	passenger
<b>PB</b>	particle beam
<b>PC</b>	production control
<b>PCT</b>	production control table
<b>PD</b>	points of departure
<b>PDF</b>	principal direction of fire
<b>PE</b>	practical exercise
<b>PERS</b>	personnel
<b>PL</b>	preservative lubricant

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<b>PLGR</b>	precise lightweight global positioning system (GPS) receiver
<b>PLS</b>	Palletized Load System
<b>PMC</b>	program memory card
<b>PMCS</b>	preventive maintenance checks and services
<b>PME</b>	Professional Military Education
<b>POC</b>	point of contact
<b>POD</b>	port of debarkation
<b>POE</b>	point of embarkation
<b>POL</b>	petroleum, oils, and lubricants
<b>pos</b>	positive
<b>POW</b>	prisoner of war
<b>PP</b>	passage point
<b>PPE</b>	protective posture equipment; personal protective equipment
<b>pr</b>	pair
<b>prep</b>	preparation
<b>PRI</b>	primary review authority
<b>PROJ</b>	projectile
<b>prox</b>	proximity
<b>PS</b>	power supply
<b>PT</b>	physical training
<b>pub</b>	publication
<b>PW</b>	prisoner of war
<b>Q</b>	quarterly
<b>R</b>	right
<b>RA</b>	Regular Army
<b>RAC</b>	radar action cyclers
<b>rad</b>	roentgens
<b>RD</b>	receive data

<b>RDD</b>	required delivery date
<b>RDL</b>	Reimer Digital Library
<b>rec</b>	received; radio electronic communications
<b>recon</b>	reconnaissance
<b>REF</b>	reference
<b>Reg</b>	regiment
<b>REG (1)</b>	regulation
<b>REPSHIP</b>	report of shipment
<b>RES</b>	radiation exposure status
<b>resc</b>	rescinded
<b>RF</b>	Radio Frequency
<b>RFI</b>	Reserve Forces Intelligence
<b>RI</b>	receipt inspection
<b>RM</b>	reparable management
<b>rmi</b>	radio-magnetic indicator
<b>RO</b>	requisitioning objective
<b>RO/RO</b>	roll on/roll off
<b>ROM</b>	refuel on the move
<b>RP</b>	rally point; reference point; release point
<b>RR</b>	rolling resistance
<b>RS</b>	radar set
<b>RSP</b>	render safe procedures
<b>RT</b>	receiver transmitter
<b>RU</b>	release unit
<b>S</b>	safe
<b>S3</b>	battalion operations officer
<b>S4</b>	supply officer (US Army)
<b>SA</b>	staging area

<b>SAA</b>	small arms ammunition
<b>SAAM</b>	special assignment airlift mission
<b>SAAS</b>	Standard Army Ammunition System
<b>salv</b>	salvage
<b>SAM</b>	surface-to-air missile; soft-structural, aluminum, malleable
<b>SAT</b>	Systems Approach to Training
<b>SATRAN</b>	satellite transmission; satellite reconnaissance advanced notice
<b>SC</b>	supply catalog
<b>SCA</b>	supply control activity
<b>SCAC</b>	standard carrier alpha code
<b>SCR</b>	silicon controlled rectifier
<b>SD</b>	self destroying
<b>SE</b>	system exerciser
<b>sec</b>	second
<b>SED</b>	special electronic device
<b>SEN</b>	Satellite Education Network
<b>Sep</b>	September
<b>Sep</b>	September
<b>SF</b>	standard form
<b>SH</b>	sexual harassment
<b>SI</b>	skill identifier
<b>SIG</b>	signal
<b>SL</b>	skill level
<b>SM</b>	Soldier's Manual
<b>SMA</b>	subminiature A connector
<b>SOI</b>	signal operation/operating instructions
<b>SOP</b>	standing operating procedure
<b>SP</b>	self propelled; start point; strong point

<b>spec</b>	specification
<b>SPO</b>	security, plans, and operations
<b>SPOD</b>	Sea Port of Debarkation
<b>SPOE</b>	sea port of embarkation
<b>SPORT</b>	Soldier's Portable On-system Repair Tool
<b>SPR</b>	systems program review
<b>SR</b>	supply route
<b>SRP</b>	school requirements package
<b>SSA</b>	Supply Support Activity
<b>SSI</b>	special skill identifier
<b>ST</b>	special text
<b>STAMIS</b>	Standard Army Management Information System
<b>STANAG</b>	Standardization Agreement
<b>STD</b>	sexually transmitted disease
<b>STE</b>	stuttering tractive effort
<b>STR</b>	special test report
<b>STS</b>	stockpile to target sequence
<b>Suppl</b>	supplement
<b>SUST</b>	sustainment
<b>SYS</b>	system
<b>T</b>	threshold
<b>-T</b>	with tracer
<b>TA</b>	Theater Army
<b>TAA</b>	Tactical Assembly Area
<b>Tab</b>	table
<b>TAC</b>	transportation account code
<b>TAG</b>	The Adjutant General
<b>TAI</b>	targeted area of interest; tactical area of interest

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<b>TAMIS</b>	Training Ammunition Management Information System
<b>TAP</b>	The Army Plan
<b>TAT</b>	turnaround time
<b>TAT (1)</b>	to accompany troops
<b>TB</b>	technical bulletin
<b>TC</b>	technical coordinator; training circular; track commander; tank commander
<b>TCA</b>	TRADOC Contracting Activity
<b>TCM</b>	toxic chemical munition
<b>TCMD</b>	Transportation Control Movement Document
<b>TCMD</b>	Transportation Control Movement Document
<b>TCN</b>	transportation control number
<b>TCN</b>	transportation control number
<b>TCP</b>	traffic control post; tactical control point
<b>TCP/IP</b>	transmission control protocol with Internet protocol
<b>TD</b>	Training Development
<b>TDR</b>	Training Device Requirement
<b>TDY</b>	Temporary Duty
<b>TEA</b>	training effectiveness analysis
<b>TEC</b>	training extension course
<b>TES</b>	tactical engagement system
<b>TG</b>	Trainer's Guide
<b>thru</b>	through
<b>TI</b>	technical inspection
<b>TIA</b>	training impact analysis
<b>TL</b>	training location
<b>TM</b>	technical manual
<b>TMR</b>	transportation movement release

<b>TO</b>	theater of operations
<b>TOE</b>	table(s) of organization and equipment
<b>TOE</b>	table(s) of organization and equipment
<b>TOW</b>	tube-launched, optically tracked, wire-guided
<b>TP</b>	target practice
<b>TR</b>	TRADOC regulation
<b>TRAC</b>	TRADOC Analysis Center
<b>UMO</b>	unit movement officer
<b>UN</b>	United Nations
<b>US</b>	United States

## **Section II**

### **Terms**

#### **ability**

Power to perform an act; the power may be either innate or the result of learning and practice.

#### **account**

A term used to identify the purpose for which an inventory balance is reserved.

#### **accountability**

The obligation imposed by law or lawful order or regulation on an officer or other person for keeping accurate record of property, documents, or funds. The person having this obligation may or may not have actual possession of the property, documents, or funds. Accountability is concerned primarily with records, while responsibility is concerned primarily with custody, care, and safekeeping. See also responsibility.

#### **alternative**

See variant.

#### **Analysis**

One of five phases of the training development process. It is the process used to determine if training is required; determine who (soldiers/units) needs training; identify the critical tasks they must be able to perform for survival on the battlefield; and identify the standards, conditions, performance measures, and other criteria needed to perform each task. The five types of training analyses are --Needs Analysis, Mission Analysis, Collective Critical Task Analysis, Job Analysis, Individual Critical Task Analysis

#### **arm**

To make ammunition ready for detonation, as by removal of safety devices or alignment of the explosive elements in the explosive train of the fuze.

#### **assembly**

Combination of components/modules and parts used as a portion of and intended for further installation in an equipment end item.

**authority**

An action that gives official power to a service member.

**batter**

A mixture that consists of flour, liquid, and other ingredients and is thin enough to pour.

**battery**

A group of cells connected together and capable of producing a direct electric current (DC) by chemical action when the positive and negative terminals are connected together through an electrical circuit. Common usage permits application of this designation also to a single cell used independently.

**BE**

base ejection

**blocking and bracing**

Procedures used as safety precautions in the loading of rail shipments, which must be in accordance with regulations of the Interstate Commerce Commission (ICC), Federal Railroad Administration (FRA), and the American Association of Railroads (AAR).

**bomb**

In a broad sense, an explosive or other lethal agent, together with its container or holder, that is planted or thrown by hand, dropped from an aircraft, or projected by some other slow speed device (as by lobbing it from a mortar) to destroy, damage, injure, or kill.

**brake**

The whole combination of parts by which the motion of the locomotive or train is retarded or arrested. The foundation brake gear includes all of the parts by which the pressure of the air in the brake cylinder is transmitted to the wheels. See AB Brake, Hand Brake.

**briefing**

The act of giving in advance specific instructions or information.

**cap**

A horizontal member secured to the tops of piles or posts of a trestle bent to support longitudinal members and their loads.

**capacity**

As applied to a freight car, the nominal load in pounds or gallons that the car is designed to carry. These figures are stenciled on the car and are identified as "CAPY". Capacity is not to be confused with load limit, which is the maximum weight that can be loaded in a given car.

**car number**

A number given a car in conjunction with owner's initials as a means of identification.

**certification**

Written verification of proficiency in a given task or tasks.

**checklist**

A job aid used to determine or ensure a process or procedure is followed. The elements of the activity are listed in the execution sequence. A check is usually placed beside each element as it is accomplished.

**Class I**

(supply) subsistence

**Class II**

(supply) clothing, individual equipment, tentage, and organizational tool sets.

**Class III**

(supply) POL

**Class IV**

(supply) construction materials

**Class V**

(supply) ammunition

**clearance**

A general term meaning space between two objects.

**column**

A formation in which elements are placed one directly behind the other.

**COM(1)**

communication

**command**

A specifically designated line-type organization with direct-line authority from the next higher commander or the Chief of Staff, United States Army. It must have a clearly identifiable headquarters and organizational structure composed of a variety of units, agencies, activities, depots, arsenals, or installations. The headquarters of a command may be organized under either table(s) of organization and equipment (TOE) or tables of distribution and allowances (TDA). An organization that is composed of one or relatively few separate TDA/TOE units would not normally be termed a command.

**Commodity**

A general term used to describe the contents of a car. Other terms such as "lading", "product", or "grade" mean the same thing and are often used interchangeably.

**compatibility**

Ammunition or explosives are considered compatible if they may be stored or transported together without significantly increasing either the probability of an accident or, for a given quantity, the magnitude of the effects of such an accident.

**component**

Any part of a complete item.

**condition**

The task condition describes the field conditions under which the task will be performed. The condition expands on the information in the task title by identifying when, where, and why the soldier performs the task and what materials, personnel, and equipment the soldier must have to perform the task. The learning objective condition describes the training situation or environment under which the student must perform the learning action statement. It includes any pertinent influence on learning objective performance, including identification of materials, facilities, and equipment the student must have to perform the objective.

**consignee**

The person or party who takes custody of supplies or equipment.

**consignor**

The person or party who transfers property to another.

**constraints**

Limiting or restraining conditions or factors such as policy considerations, time limitations, environmental factors, and budgetary and other resource limitations.

**container**

An article of transport equipment that meets American National Standards Institute/ International Organization for Standardization standards that is designed to be transported by various modes of transportation. These containers are also designed to facilitate and optimize the carriage of goods by one or more modes of transportation without intermediate handling of the contents and equipped with features permitting ready handling and transfer from one mode to another. Containers may be fully enclosed with one or more doors, open top, refrigerated, tank, open rack, gondola, flatrack, and other designs. See also containerization. (JP 4-01)

**contamination**

A general term signifying the introduction into water of microorganisms, chemicals, wastes, or sewage, which render the water unfit for its intended use. Usually considered to imply the presence, or possible presence, of disease-producing organisms, chemical agent, or radiological presence.

**course**

A complete series of instructional units (phases, modules and lessons) identified by a common title or number.

**Cover**

1. The action by land, air, or sea forces to protect by offense, defense, or threat of either or both. 2. Shelter or protection, either natural or artificial. 3. To maintain a continuous receiver watch with transmitter calibrated and available, but not necessarily available for immediate use. 4. Photographs or other recorded images which show a particular area of ground. 5. Keep fighters between force/base and contact designated at distance stated from force/base (e.g., "cover bogey twenty-seven to thirty miles.") 6. Protective guise used by a person, organization, or installation to prevent identification with clandestine activities.

**cross-level**

redistribution of assets to a unit where they are needed in an organization

**Cube**

To cut any food into cube-shaped size.

**Current**

The flow of electrical energy in a circuit. See ampere, the unit of current.

**Department of Defense Activity Address Code**

A six-digit code that gives a delivery address for supplies and equipment.

**Department of Defense Activity Address Code (DODAAC)**

A six-digit code that gives a delivery address for supplies and equipment.

**deployment**

The relocation of forces to desired areas of operation.

**detonator**

1. An explosive train component that can be activated by either a nonexplosive impulse or a primer and can reliably initiate high order detonation in a subsequent high explosive component of the train. When activated by a nonexplosive impulse, a detonator includes a primer. In general, detonators are classified

by method of initiation such as percussion, stab, electric, or flash. 2. An explosive charge placed in certain equipment and set to destroy the equipment under certain conditions.

**discrepancy**

Any instance of differences or inconsistencies noted when unit supply specialist tasks are performed.

**Disposition**

The final settlement of a supply matter.

**due-in**

The quantity of munitions expected to be received based on the receipts of supply status from the supply source.

**EI**

The letter E is the conventional symbol for electrical potential or voltage. The letter I is the symbol for electrical current.

**Engine**

Mechanism for converting the energy in steam, air, or other gas under pressure into mechanical energy in the form of motion. Usually restricted to reciprocating engines having a cylinder, reciprocating piston, and the means for causing the gas under pressure to expand alternately on one or both sides of the piston into rotary motion, usually consisting of a connecting rod and crank. Frequently refers to the entire locomotive. See Internal Combustion Engine.

**Equipment**

Articles needed to outfit an individual or organization. Clothing, tools, utensils, vehicles, weapons, and similar items are articles of equipment.

**Exercise**

Collective task training designed to develop proficiency and crew teamwork in performing the task to the established standard. It also provides practice for performing supporting individual critical tasks. Exercises may be conducted in units and resident training. Types of exercises are as follows: Command field exercise (CFX)--A field training exercise with reduced troop and vehicle density, but with full command and control and combat service support elements. Command post exercise (CPX)--An exercise in which the forces are simulated; may be conducted from garrison locations or between participating headquarters in the unit. Field training exercise (FTX)--A scenario driven tactical exercise used to train and evaluate critical collective and supporting individual tasks in a collective environment which simulates the stress, sounds, and wartime conditions. Conducted in an austere field environment through all weather conditions during both day and night. The FTX should guide soldiers through a series of events exposing them to the rigors of duty performance during wartime operations. It combines combat arms, combat support, and combat service support. Live fire exercise (LFX)--An exercise designed to allow a unit/team to engage targets with its organic weapons and support. Situational training exercise (STX)--A short scenario driven mission-oriented tactical exercise that provides a vehicle to train a group of closely related collective tasks and drills together. STXs provide preconstructed, bite-sized, short-term exercises central to sustainment training for tactical mission proficiency.

**explosive**

Materials that either detonate or deflagrate. Any chemical compound or mechanical mixture that, when subjected to heat, impact, friction, shock, or other suitable initiation, undergoes a rapid chemical change with the evolution of large volumes of highly heated gases, which exert pressure in the surrounding medium.

**FAST**

An acronym for The Facility for Accelerated Service Testing located at the Transportation Test Center near Pueblo, Colorado.

**Field**

The region where magnetic forces act; also known as the magnetic field.

**filter**

A device or structure for removing solid or colloidal matter (which usually cannot be removed by sedimentation) from water, or other liquids or semiliquids, by a straining process whereby the solids are held on a medium of some kind (such as granular, diatomaceous earth, woven, porous) while the liquid passes through.

**Fuel**

In general, the raw material used to support combustion. Virtually all nonelectric locomotives in North America in main line service use a refined petroleum product as fuel for a Diesel engine.

**fuse**

A term for an igniting or explosive device in the form of a cord, consisting of a flexible fabric tube and core of low or high explosive. Used for blasting and demolition and in certain munitions. A fuse with PETN or other high explosive core is called detonating cord.

**general cargo**

Cargo that is susceptible for loading in general, nonspecialized stowage areas or standard shipping containers; e.g., boxes, barrels, bales, crates, packages, bundles, and pallets.

**ground**

An electrical connection, whether intentional or accidental, between the positive side of an electric circuit and the earth, or some conducting object that serves in its place, such as a locomotive underframe.

**Hazard**

A condition with the potential of causing injury to personnel, damage to equipment or structure, loss of material, or lessening of ability to perform a mission, a task, or a learning objective. Example: A river crossing has hazards that might include water depth and current, hypothermia, fatigue, debris on or under the water, change in conditions caused by weather, and swimming ability of the soldiers, etc.

**hazardous material**

Any compound, mixture, element, or assemblage of material which, because of inherent characteristics, is dangerous to manufacture, process, store, or handle.

**Inspection**

An examination by visual or other means to determine item condition.

**Interchange Rules**

A set of regulations adopted by the Association of American Railroads governing the care and handling of freight cars operating in interchange service. The Interchange Rules are contained in two publications known as the Field Manual and the Office Manual, and are revised and reissued annually to meet changing conditions.

**issue**

This is a transfer of ammunition stocks from a SAAS-4 activity to an authorized user. Issues cause a decrease in ammunition stocks on hand in the SAAS-4.

**Lading**

Another term for the load in a rail car.

**Lead**

A conductor leading current to or from an electrical device. Usually applied to flexible wire, cable, etc.

**Level**

The condition of the track in which the elevation of the rails is transversely equal (not more than 3/8 inch variation on continuous track).

**Lever**

One of the basic groups of simple machines consisting of a bar of rigid material used in conjunction with a support called a fulcrum. Depending on the placement of the fulcrum, the lever can be used either to: increase applied force at the expense of speed; increase speed at the expense of force; or to effect a combination of these advantages. The most familiar example of the lever in car construction is found in the foundation brake gear. See Brake Lever.

**lift**

A lift of ammunition involves the use of MHE to pick up ammunition and put it down, with each pick-up and put down constituting one lift.

**Line**

The condition of the track in regard to uniformity in direction over short distances on tangents, or uniformity in variation in direction on curves over short distances.

**Liner**

The inner removable part of the cylinder in contact with the piston.

**Load**

A term used to indicate the output of the engine.

**loading plan**

A document that presents in detail all instructions for the arrangement of personnel and equipment aboard a vessel.

**Logistics**

The science of planning and carrying out the movement and maintenance of forces. In its most comprehensive sense, those aspects of military operations which deal with: a. design development, acquisition, storage, movement, distribution, maintenance, evacuation, and disposition of material; b. movement, evacuation, and hospitalization of personnel; c. acquisition of construction, maintenance, operation, and disposition of facilities; and d. acquisition or furnishing of services.

**M1**

M1 Full-Track Combat Tank

**manifest**

A list of cargo or passengers carried by a vessel.

**marking**

application of numbers, letters, labels, tags, symbols, or colors for identification during shipment and storage.

**Mean**

Arithmetic average calculated by adding up all scores and dividing by the number of answers.

**MILVAN**

A military-owned demountable container, conforming to US and international standards, operated in a centrally controlled fleet for the movement of military cargo.

**mine**

An encased explosive or chemical charge designed to be positioned so that it detonates when its target touches or moves near it or when touched off by remote control.

**Mission**

A series of related tasks that comprise the major capabilities and/or requirements imposed on a unit by its parent organization or table(s) of organization and equipment. Examples: Defend in sector, conduct a hasty attack, and delay. Missions may be imposed to support the parent unit.

**Module**

A grouping of lessons in a formal training course. Synonymous with annex and subcourse. A module could be presented by one or more training media/methods or combination thereof.

**modules**

A barricaded area composed of not more than eight connected cells (revetments) with hard surface storage pads separated from one another by the prescribed barricade. A light shedtype metal roof may be used to cover individual cells. Heavy structures or flammable material will not be used.

**OK**

okay

**organic**

(1) Characteristic of, pertaining to, or derived from living organisms. (2) Pertaining to a class of chemical compounds containing carbon.

**packaging**

The process and procedures used to protect material from deterioration or damage.

**Packing**

A material used to seal a joint against leakage or as a method to apply lubricant to a bearing or bearings.

**performance measure**

Action or resulting product that determines if the soldier has performed a task correctly.

**Phase**

A major part of a training course which may be trained at different locations. It contains one or more modules. See "Phased training."

**Pipeline**

The total time involved in training personnel once they are designated as trainees, including time traveling to the training activity, time awaiting instruction, time of training, and time from termination of training until reporting to the ultimate duty station. It may include more than one training activity.

**port of debarkation**

An authorized point of entry into a foreign country or the United States.

**port of embarkation**

An authorized point of departure from a foreign country or the United States.

**primer**

A relatively small and sensitive initial explosive train component. When it is actuated, it initiates functioning of the explosive train. It does not reliably initiate high explosive charges. In general, primers are classified in accordance with the method of initiation percussion, stab, electric, friction, etc. Also is referred to as the assembly which ignites propelling charges.

**Procedure**

A standard and detailed course of action that describes how to perform a task.

**propellant**

A propellant agent: specifically, a low-explosive substance or mixture which, by burning, produces gases at controlled rates and provides the energy necessary to propel a projectile or missile. Propellants are either liquid or solid. Liquid propellants, used primarily in rocket engines, may be classified as monopropellants, bipropellants, and sometimes multipropellants, depending on the number of unmixed chemicals fed into the combustion chamber. Solid propellants, used primarily in guns and rocket motors, are classified by the number of explosives they contain. A single-base propellant contains only one explosive ingredient. A common example of this is pyropropellant. A double-base propellant contains two explosive ingredients, commonly nitrocellulose and nitroglycerin. Ballisite, the standard propellant used in US mortars, is double-based.

**pyrotechnic**

A mixture of chemicals which, when ignited, is capable of reacting exothermically to produce light, heat, smoke, sound or gas.

**pyrotechnics**

Military and nonmilitary items that produce a bright light for illumination or colored light or smoke for signaling. Pyrotechnics are consumed in their use.

**Rail**

A rolled steel shape, commonly a T-section, designed to be laid end to end in two parallel lines, or ties, to form a track for railway rolling stock.

**rated load**

(\*) The designed safe operating load for the equipment under prescribed conditions.

**receipt**

This is ammunition received from an ammunition supply activity and does not include unit turn-ins. A receipt will cause an increase of ammunition stocks on-hand.

**Risk**

A hazard, danger, or peril; exposure to loss or injury; the degree of probability or loss.

**rocket**

A complete missile which derives its thrust from ejection of hot gases generated from propellants in the motor.

**S2**

intelligence officer (below division level)

**SAT (1)**

Saturday

**scribing**

(\*) In cartography, a method of preparing a map or chart by cutting the lines into a prepared coating.

**Seal**

A general term used to describe any device used to close off completely, to prevent leakage, or to secure. Typical examples of seals found in railroad car work are: air brake valve gaskets, rubber washers in air hose connections, packing in valves and car door seals.

**SEAVAN**

Commercial-government-owned (or leased) shipping containers which are moved via ocean transportation without bogey wheels attached, i.e., lifted on and off the ship.

**sensitive cargo**

Small arms, ammunition, and explosives which are a definite threat to public safety.

**sensitive item**

any material which requires a high degree of protection due to its characteristics; for example, an M16A1 rifle

**Shift**

1. In radar, the ability to move the origin or a radial display away from the center of the cathode ray tube. 2. The transfer of fire from one target to another. 3. To transfer fire from one target to another. 4. The deflection difference from one designated point to another, used when opening or closing the sheaf of field artillery or mortar units.

**shipments**

This is a movement and transfer of ammunition stocks. Shipments cause a decrease in ammunition stocks on-hand.

**shipping document**

forms authorizing shipment

**solution**

A gas, liquid, or solid dispersed homogeneously in a gas, liquid, or solid.

**spanner**

A device normally constructed of wood used to bridge the distance between railcars to make a continuous roadbed of the train.

**Standard**

A statement which establishes a criteria for how well a task or learning objective must be performed. The standard specifies how well, completely, or accurately a process must be performed or product produced. The task standard reflects task performance requirements on the job. The learning objective standard reflects the standard that must be achieved in the formal learning environment.

**Standardization**

As applicable to Army training means, the development and implementation of performance standards that the Army employs in training and combat. Units and soldiers performing the same task will be trained to perform that task to the same standard. Training products are produced in one format by the training proponent and used by other training activities.

**Stew**

To simmer in a small quantity of liquid.

**stuffing**

Packing of cargo into a container. See also unstuffing. (JP 4-01.7)

**Switch**

A pair of movable track rails, with their fastenings and operating rods, providing a connection over which cars, locomotives, and trains move from one track to another.

**Task**

A clearly defined and measurable activity accomplished by individuals and organizations. It is the lowest behavioral level in a job or unit that is performed for its own sake. It must be specific; usually has a definite beginning and ending; may support or be supported by other tasks; has only one action and, therefore, is described using only one verb; generally is performed in a relatively short time (however, there may be no time limit or there may be a specific time limit); and it must be observable and measurable. The task title must contain an action verb and object and may contain a qualifier.

**Terminal**

An assemblage of facilities provided by a railway at a terminus or at an intermediate point for the handling of passengers or freight and the receiving, classifying, assembling and dispatching of trains.

**Test**

A device, technique, or measuring tool used to -- Determine if a student or group can accomplish the objective to the established standard; Determine if training does what it is designed to do efficiently and effectively; Measure the skill, knowledge, intelligence, abilities, or other aptitudes of an individual or group; Collect data as a basis for assessing the degree that a system meets, exceeds, or fails to meet the technical or operational properties ascribed to the system. Criterion-referenced test--A test that establishes whether or not a unit or soldier performs the learning objective to the established standard. Performance is measured as a "go" or "no-go" against a prescribed criterion or set of criteria - the learning objective standard. It is scored based upon absolute standards, such as job competency, rather than upon relative standards, such as class standings. Norm-referenced test--A test that grades a student based on the performance of other students taking the same test. Is scored based upon relative standards, such as class standings, rather than upon absolute standards, such as job competency.

**Tie**

See Crosstie.

**Tie Down**

Any device for securing a load to the deck of a car. Chain tie downs with ratchets are probably the most common type and are used to secure wheeled vehicles and lumber products on flat cars.

**Track**

A designed, sequential, and progressive training path for a course. A single course may have multiple tracks, e.g., tracks for different equipment.

## REFERENCES

### Required Publications

Required publications are sources that users must read in order to understand or to comply with this publication.

#### Army Regulations

AR 380-5	Department of the Army Information Security Program, 29 September 2000.
AR 55-162	Permits For Oversize, Overweight, or Other Special Military Movements on Public Highways in the United States, 1 January 1979.
AR 710-2	Supply Policy Below the National Level, 28 March 2008.

#### Department of Army Forms

DA forms are available on the APD website ([www.apd.army.mil](http://www.apd.army.mil)).

DA Form 2062	<i>Hand Receipt/Annex Number.</i>
DA Form 5748-R	<i>Shipment Unit Packing List and Load Diagram.</i>

#### Department of Defense Forms

DD forms are available on the OSD website ([www.dtic.mil/whs/directives/infomgt/formsprogram.htm](http://www.dtic.mil/whs/directives/infomgt/formsprogram.htm)).

DD Form 361	<i>Transportation Discrepancy Report (TDR).</i>
DD Form 626	<i>Motor Vehicle Inspection (Transporting Hazardous Materials).</i>
DD Form 836	<i>Dangerous Goods Shipping Paper/Declaration and Emergency Response Information of Hazardous Materials Transported by Government Vehicles/Containers/Vessels.</i>
DD Form 1249	<i>SAAM OR JCS Exercise - Airlift Request.</i>
DD Form 1265	<i>Request for Convoy Clearance.</i>
DD Form 1266	<i>Request for Special Hauling Permit.</i>
DD Form 1384	<i>Transportation Control and Movement Document.</i>
DD Form 1385	<i>Cargo Manifest.</i>
DD Form 1387	<i>Military Shipping Label.</i>
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### **Related Publications**

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