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CDR SDDC ALEXANDRIA VA//SDPP//

UNCLAS

PASS TO ALL PERSONAL PROPERTY SHIPPING OFFICES WORLDWIDE

SUBJECT: SHIPMENT OF FIREARMS

1. THERE HAVE BEEN A NUMBER OF REPORTS OF MISSING FIREARMS AT DELIVERY, AND SEVERAL TRANSPORTATION SERVICE PROVIDERS (TSPS) REVIEW BOARDS WERE CONVENED AS A RESULT. THE FOLLOWING GUIDANCE IS PROVIDED TO ALL INSTALLATION TRANSPORTATION OFFICES (ITOS) WHEN A MEMBERS SHIPMENT CONTAINS A FIREARM.

2. CHAPTER 409, DTR, PART IV, "SHIPMENT PROCEDURES FOR PRIVATELY OWNED FIREARMS (POFS) AND AMMUNITION" OUTLINES THE REQUIREMENTS FOR FIREARMS SHIPPED WITH MEMBER'S HOUSEHOLD GOODS (HHG) OR UNACCOMPANIED BAGGAGE (UB). AS A REMINDER, A SEPARATE DD FORM 1299 WILL BE EXECUTED WHEN THE FIREARM IS NOT TO BE PACKED AND SHIPPED WITH THE HHG OR UB. THE MAKE, MODEL, CALIBER, AND SERIAL NUMBER OF "ALL FIREARMS TO BE SHIPPED WILL BE LISTED ON THE SHIPMENT INVENTORY," WHETHER SHIPPED SEPARATELY OR AS PART OF HHG OR UB. IT IS ADVISABLE FOR THE MEMBER/EMPLOYEE TO OBTAIN A CUSTOMS FORM 4455 FROM THE NEAREST US CUSTOMS OFFICE BEFORE SHIPMENT FROM THE US AS PROOF OF OWNERSHIP IN THE US. THE STATEMENT "THIS SHIPMENT CONTAINS FIREARMS" WILL BE PLACED IN THE DESCRIPTION OF ARTICLES BLOCK ON THE PPGBL/BL. THE COUNSELOR WILL REFER TO THE PPCIG DURING COUNSELING.

3. REPORTING DISCREPANCIES: TSPS, ITOS, AND MEMBER/EMPLOYEES DISCOVERING THEFT, ATTEMPTED THEFT, OR NON-RECEIPT OF FIREARMS WILL REPORT THE INCIDENT IMMEDIATELY TO THEIR CDR, DOD COMPONENT INVESTIGATIVE SERVICE (CID, OSI, NIS), AND SDDC, SDPP-PO.

4. THE REPORT TO SDDC, SDPP-PO WILL CONTAIN THE FOLLOWING: TSP NAME AND **SCAC CODE**, TYPE OF INCIDENT, LOCATION OF INCIDENT, MEMBERS LAST NAME, FIRST NAME, GRADE, BRANCH OF SERVICE, SSN OF SHIPPER, GBL NUMBER, CODE OF SERVICE, ORIGIN, DESTINATION, DATE SHIPMENT RECEIVED BY TSP, RDD, DATE AND TIME OF INCIDENT, DESCRIPTION AND SERIAL NUMBER OF FIREARM, LAW ENFORCEMENT AGENCIES NOTIFIED (WITH COPY PROVIDED TO SDPP-PO), AND ALL OTHER INFORMATION CONCERNING THE INCIDENT. THE DOD COMPONENTS WILL ESTABLISH PROCEDURES TO ENSURE INFORMATION IS

SUBMITTED THROUGH PROVOST MARSHAL OR SECURITY OFFICER CHANNELS TO THE NATIONAL CRIME INFORMATION CENTER AND TO THE DOD CENTRAL REGISTRY UPON DISCOVERY OF LOSS, THEFT OR RECOVERY OF LOST OR STOLEN FIREARMS.

5. TSPS SHOULD HAVE AGGRESSIVE, PROACTIVE PROCEDURES IN PLACE TO PROTECT AND/OR PREVENT THE THEFT OF FIREARMS. DEPENDING ON THE CIRCUMSTANCES, AND BECAUSE OF THE NUMBER OF REPORTED THEFT OF FIREARMS FOR 2004, SDDC WILL MOST LIKELY CONVENE A TSP REVIEW BOARD AGAINST THE TSP AND AGENT'S WHEN THEFT OF FIREARMS IS REPORTED.

6. FOR QUESTIONS, PLEASE CONTACT SDDC CARRIER QUALIFICATION AND PERFORMANCE TEAM AT [PPPERF@SDDC.ARMY.MIL](mailto:PPPERF@SDDC.ARMY.MIL).

UNCLASSIFIED 041154ZAPR07