Military Surface Deployment and Distribution Command
Customer Advisory
June 16, 2023
CA 20-05-06/0048
Update 1

Subject: Electronic Cargo Tracking Note (ECTN) for U.S. Government Shipments to United States Africa Command (USAFRICOM) Area of Responsibility

Purpose: To inform shippers of the ECTN requirements for unit and sustainment cargo bound for destinations in Africa.

Be Advised: Cargo shipped to Africa may require an approved Electronic Cargo Tracking Note (ECTN). This cargo tracking note is a compulsory document for customs processing and applies to both port and door bookings.

If required, the originating shippers will request Commercial Carrier assistance in obtaining ECTNs on their behalf. To request Commercial Carrier-provided ECTNs, shippers must annotate "request carrier obtain ECTN" in the 'remarks to carrier' field when generating an Export Traffic Release Request (ETRR) in the Integrated Booking System (IBS). This informs the Commercial Carrier that they shall secure the ECTNs on behalf of the consignor.

Originating Shippers must provide a Commercial Invoice and Packing List (CIPL) and applicable Export Customs Declaration to the Commercial Carrier prior to cargo being picked up from its origin. These documents, in addition to the Bill of Lading (provided by Commercial Carrier), are the minimum required documents for an ECTN. Note that additional documentation may be requested based upon country-specific requirements.

Cargo arriving without a required ECTN will be held by local Customs at the Port of Debarkation (POD) and may incur additional fines. It is critical that ECTNs are obtained as early as possible.

For PORT bookings, ECTNs should only be issued for the country of discharge. Required transit and customs clearance documents for onward movement of the shipment will be handled through consignee agents and must be coordinated in advance by the shipper.

For DOOR bookings, ECTNs may be required for the countries of discharge, transit, and final destination. If required, the originating shippers will request Commercial Carrier assistance in providing ECTNs.

Detailed country specific ECTN requirements can be found on commercial websites such as https://getctn.com. For additional assistance with ECTNs shippers should contact 598th OCCA Quality Assurance Office and 598th Africa Team at:

USARMY Sembach 598 Trans Bde Mailbox Quality Assurance
usarmy.sembach.598-trans-bde.mbx.quality-assurance@army.mil

USARMY Sembach 598 Trans Bde Mailbox Africa Team usarmy.sembach.598-trans-bde.mbx.africa-team@army.mil

POC: SDDC, 598th Transportation BDE, OCCA Europe/Africa
usarmy.sembach.598-trans-bde.list.occa@army.mil
DSN: 314-552-5333 or 314-552-5336

Expiration: N/A

Category: AFRICOM