

# Military Surface Deployment and Distribution Command

## Customer and Carrier Advisory

February 28, 2024

CA-24-02-28/0020

**Subject:** Booking Advisory for Cargo Movement to Singapore and Diego Garcia

**Purpose:** To provide updated guidance for Export Traffic Release Request (ETRR) submissions and cargo bookings for all cargo bound for Singapore and Diego Garcia.

**Be Advised:** New guidance for shipping cargo to Singapore and Diego Garcia. This advisory supersedes CA-19-08-20/0061 dated 1 August 2019.

### 1. General Guidance - Singapore

**Requester/Shipper:** Due to the absence of Common User Land Transport (CULT) in Singapore, all inbound shipments must be requested **to door** (as *Door-to-Door* or *Port-to-Door*) service in IBS with the port of Singapore (RB1). *Cargo Clearance Import* and other applicable accessorial services must be included in the Shipment Unit Information screen in IBS. Use a valid Singapore consignee DODAAC and enter physical address in the Delivery Information to Carrier field.

**Booking Office:** Process movement requests to door with the port of Singapore (RB1). Ensure *Cargo Clearance Import* and applicable accessorial services are included in the offer to the carrier.

**Documentation:** The following documentation must be provided to the Singapore Detachment one (1) week prior to cargo arrival:

- (1) Commercial Invoice with dollar value of contents (provided by Shipper).
- (2) Carriers Bill of Lading (provided by carrier).
- (3) Letter of Exemption (generated by SDDC Detachment, Singapore).

### 2. General Guidance - Diego Garcia (DGAR)

**Requester/Shipper:** All inbound shipments must be entered **to port** (as *Door-to-Port* or *Port-to-Port*) service in IBS with the port of Singapore (RB1). Consign shipments to a valid DGAR DODAAC. *Cargo Clearance Import* and other applicable accessorial services must be included in the Shipment Unit Information screen in IBS.

**Booking Office:** Process all movement requests as *Door-to-Port* or *Port-to-Port* to

the port of Singapore (RB1). Ensure *Cargo Clearance Import* and applicable accessorial services are included in the offer to the carrier. For OTO shipments, process accordingly.

**Documentation:** The following documentation must be provided to the Singapore Detachment one (1) week prior to cargo arrival.

- (1) Commercial Invoice with dollar value of contents (provided by Shipper).
- (2) Carriers Bill of Lading (provided by carrier).
- (3) Letter of Exemption (generated by SDDC Detachment, Singapore).

**POC:**

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