

Military Surface Deployment and Distribution Command

Customer and Carrier Advisory

January 18, 2023

CA-23-01-18/0007

Subject: Use of the Transportation Facility Guide (TFG) During Shipment Planning

Purpose: To recommend Transportation Offices (TO)/Traffic Management Offices (TMO) utilize the TFG when shipment planning in order to apply special instructions to Commercial Bills of Lading (CBL).

Many DOD installations are home to units from multiple Services and Agencies (ex. Joint Bases). These conditions add complexities for receiving TOs/TMOs to coordinate deliveries. TOs/TMOs are advised to review the receiving installation's TFG when shipment planning. TOs/TMOs should include any points of contact and apply any delivery instructions needed by the receiving installation in the Marks and Annotations section of their CBLs.

Additionally, TOs/TMOs should ensure their TFG page reflects the instructions they need to coordinate timely delivery to the units/organizations on their installation. Accurately applying these instructions will help avoid unnecessary detention, storage and/or redelivery fees.

User Manual and training material for the TFG application can be found on the GFM Main Menu located at <https://eta-teams.transport.mil>.

Guidance: Defense Transportation Regulation (DTR), 4500.9-R, Part II, Chapter 201 PARA Q (https://www.ustranscom.mil/dtr/part-ii/dtr_part_ii_201.pdf)

Point of Contact: SDDC G3, Freight Management Branch,
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Expiration Date: N/A

Category: General Information