UNITED STATES TRANSPORTATION COMMAND
508 SCOTT DRIVE
SCOTT AIR FORCE BASE, ILLINOIS 62225-5357

6 Jun 2023

MEMORANDUM FOR PROSPECTIVE COMMERCIAL AIR CARRIER

FROM: USTRANSCOM J4-LC Commercial Services Branch

SUBJECT: USTRANSCOM Commercial Air Carrier Freight Carrier Registration Program (FCRP) Registration Letter

1. The purpose of this letter is to guide prospective commercial air carriers through the requirements necessary to become an approved commercial air carrier.

2. In accordance with 49 U.S. Code § 41106 - Airlift Service, registration requests will only be approved for Civil Reserve Air Fleet (CRAF) carriers who meet all the requirements outlined in this letter. Non-CRAF air carriers will be automatically disapproved.

3. The following items must be completed to be considered for approval.

Item	Item Description
1	Establish a Standard Carrier Alpha Code (SCAC)
2	Begin FCRP SCAC registration process
3	Establish connectivity to U.S. Bank (Syncada) for invoicing
4	Establish connectivity to the Global Exchange Service (GEX)
5	Submission of compliance acknowledgement letter to USTRANSCOM

4. Instructions for completing Item 1.

 a. CRAF carriers must go to SCAC Online (https://scaconline.nmfta.org/) to either register a new SCAC or ensure a current SCAC is active.

 b. The SCAC must belong to the CRAF carrier. If the CRAF carrier wants to add a freight forwarder as a partner, the name of the freight forwarder must appear in SCAC online.

  i. Freight forwarder's name must follow CRAF carrier name and be in parenthesis. CRAF carriers are limited to one (1) freight forwarder for each registered SCAC in the CRAF partnership for this agreement.

   1. To include additional freight forwarders as partners, a new SCAC must be registered.

   2. The CRAF carrier and freight forwarder can subcontract to other carriers.

5. Instructions for completing Item 2.

 a. CRAF carriers must initiate registration of the new SCAC via Global Freight Management, which is located at the URL https://gfm.transport.mil/ccp/registration.

b. All mandatory entries must be provided. Any questions should be directed to USTRANSCOM J4-LC at transcom.scott.tcj5j4.mbx.lc@mail.mil.

c. The information provided for contact information must be for the CRAF carrier and if a partner is utilized, their information goes in the agent/freight forwarder information.

d. If the CRAF carrier intends to submit rates for the movement of hazardous materials, the carrier must have a DOT certificate that is current and visible in https://portal.phmsa.dot.gov/HazmatRegistrationSearch/. USTRANSCOM must add the certificate information to the SCAC record so the carrier must provide a copy of the certificate to USTRANSCOM J4-LC at transcom.scott.tcj5j4.mbx.lc@mail.mil.

e. For CRAF carriers who would like to provide transportation protective service (TPS), they must indicate so in FCRP and must contact USTRANSCOM J4-LC after submitting SCAC to further discuss TPS requirements.

6. Instructions for completing Item 3.

a. CRAF carriers must be capable of invoicing via Syncada, which is an automated on-line payment processing and transaction tracking system that supports logistical transactions and is utilized by U.S. Government shippers.

b. Contact U.S. Bank at https://portal.syncada.com/USBank/ContactUs.aspx to establish connectivity for the new SCAC.

c. Carriers are required to send automated invoice transactions to Syncada, as outlined in Attachment 1.

d. USTRANSCOM will not approve the SCAC until connectivity is established and automated transaction connectivity is tested with U.S. Bank.

e. Invoicing for the registered SCAC may only be done by the CRAF carrier and their single partner. No invoicing consideration will be given to other freight forwarders or sub-contractors.

7. Instructions for completing Item 4.

a. CRAF carriers must be capable of sending automated status update transactions to IGC, as outlined in Attachment 2.

b. USTRANSCOM will not approve the SCAC until GEX connectivity and automated transaction connectivity is tested with Defense Logistics Agency (DLA) Defense Automatic Addressing System (DAAS).

c. Sponsorship to the GEX will only be provided to the CRAF carrier and their single partner associated with the registered SCAC. No consideration will be given to other freight forwarders or sub-contractors.

8. Instructions for completing Item 5.

a. On company letterhead, the CRAF carrier must submit acknowledgement of the following items to USTRANSCOM at USTRANSCOM J4-LC at transcom.scott.tcj5j4.mbx.lc@mail.mil. This is the final step of the registration process. USTRANSCOM will not approve the SCAC without this letter.

i. CRAF carrier is active in SCAC Online (https://scaconline.nmfta.org/). Failure to maintain an active SCAC will lead to SCAC disapproval.

ii. CRAF carrier is connected to Syncada, has tested connectivity, and will send invoice transactions as outlined in this welcome letter. Failure to maintain connectivity and invoice via automated transactions will lead to SCAC disapproval.

iii. CRAF carrier is connected to the GEX and has completed automated transaction connectivity testing with DLA DAAS. Failure to provide status updates for shipments will lead to SCAC disapproval.

iv. The CRAF carrier acknowledges only a bill of lading constitutes an order for commercial air heavyweight services, and the same bill of lading must be used to invoice in Syncada. Failure to use bills of lading for ordering and invoicing will lead to SCAC disapproval.

v. The CRAF carrier acknowledges they are responsible to keep all items identified on this welcome letter current at all times. Failure to do so may lead to SCAC disapproval.

9. Please direct any questions to the Commercial Air Heavyweight PMO at Phone: 618-817-5773 or transcom.scott.tcj5j4.mbx.lc@mail.mil

Commercial Services Branch
USTRANSCOM J4-LC
Scott AFB, IL, 62269

2 Attachments:
1. Carrier Invoicing Data Requirements
2. Commercial Air Heavyweight IGC Data Feed Requirements

Attachment 1

Carrier Invoicing Data Requirements

1. Auditability of transportation services is a critical area for DoD shippers, especially when using a premium mode commercial air heavyweight solution.

2. Bills of lading are required for all commercial air heavyweight shipments so the use of the matching model in Syncada is extremely important to support auditability through comparing services ordered to the services rendered.

3. 3.   To maximize the effectiveness of the matching model, carriers must send clear and concise electronic data interchange (EDI) invoice transactions to Syncada. The carrier side of the below table outlines the minimum data elements that must be part of the EDI invoice transactions sent to Syncada for GHS shipments. The mapping in the table using the standard EDI 110 mapping was created by U.S. Bank to support the matching model for GHS shipments.

Shipper	Carrier	
Bill of Lading Transaction sent to Syncada (Order)	Carrier Invoice Transaction sent to Syncada (Invoice)	
EDI 858R and Description of Field*	EDI Standard 110 Mapping**	Invoice Manager Field Name***
BX SEGMENT - Bill of Lading Number	B3-03 SEGMENT	Order Number
N9 SEGMENT - Carrier Way/Freight Bill Number	B3-02 SEGMENT	Invoice Number
N9 SEGMENT - Authority Number (Contract/PO)	N9-02; where N9-01 = "CT"	References
G62 SEGMENT - Desired/Required Delivery	POD SEGMENT	Transit Status> Delivered
G62 SEGMENT - Carrier's Pickup	P1 SEGMENT	Actual Ship Date
H3 SEGMENT - Accessorial/Protective Service	L1-02/L1-04	Service Charge
N1 SEGMENT - Transportation Company Tendered To (CA)	B3-01/ N9-01 Segments	Supplier/Supplier ID
N1 SEGMENT - Destination (ST)	N1,N3,N4 SEGMENTS; where N1-01 = "ST"	Ship To
N1 SEGMENT - Origin (SF)	N1,N3,N4 SEGMENTS; where N1-01 = "SF"	Ship From
N1 SEGMENT - Consignee (CN)	N1,N3,N4 SEGMENTS; where N1-01 = "CN"	Ship To
N1 SEGMENT - Shipper (SH)	N1,N3,N4 SEGMENTS; where N1-01 = "SH"	Ship From
N1 SEGMENT - Issuing Office (IU)	N1-04; where N1-01 = "BT"	Buyer and Buyer Id
L10 SEGMENT - Appropriation Weight	L10 SEGMENT	Billed Quantity/Billed UOM
N9 SEGMENT – TCN	N9-02; where N9-01 = "TG"	References
L0 SEGMENT - Billed/Rated Quantity	L0 SEGMENT	Billed Quantity/Billed UOM
MEA SEGMENT - Shipped Dimensions	L4 SEGMENT	Packages
L0 SEGMENT - Shipment Gross Weight	L10 SEGMENT	Billed Quantity/Billed UOM
N9 SEGMENT - Service Performed	N9-02; where N9-01 = "QY"	Service Level Provided
L1 SEGMENT - Service Rate	L1-02/L1-04	Billed Unit price
SL1 SEGMENT - Level of Service	SL1 SEGMENT	Service Type
L1 SEGMENT - Air Code	SL1 SEGMENT	Mode
L7 SEGMENT - Tariff/Tender Rate Authority	SL1 SEGMENT	Move Type
L5 SEGMENT - Commodity Description	L5-02, L5-03	Description
L3 SEGMENT - Bill of Lading Totals	L3-05	Billed Extended Price

*This column shows the data elements sent by the shipper to Syncada via the EDI 858R transaction.
**This column shows the EDI 110 data elements required to pass information that matches the 858R data, which supports the matching model.
***This column provides the expected data element passed by the EDI 110. The Invoice Manager Field names are provided as a point of reference. Further clarification can be found by contacting U.S. Bank.

4. For the latest version of the Defense Transportation Electronic Business (DTEB) 858R IC, visit the DTEB website at https://www.ustranscom.mil/cmd/associated/dteb/ or download the current DTEB 858R IC at https://www.ustranscom.mil/cmd/associated/dteb/dodtransportation.cfm.

5. For more information on the EDI Standard 110 mapping or Invoice Manager, contact the U.S. Bank Customer Service Help Desk.

Attachment 2

Commercial Air Heavyweight IGC Data Feed Requirements

1. Electronic Data Interchange (EDI) is the computer-to-computer exchange of business data in machine-readable language using strictly defined public standards.

2. The Accredited Standards Committee (ASC) X12 is a standards organization. Chartered by the American National Standards Institute in 1979, it develops and maintains the X12 EDI along with XML schemas which drive business processes globally.

3. The ASC X12 body meets periodically to develop and maintain EDI standards. Its main objective is to develop standards to facilitate electronic interchange relating to business transactions. ASC X12 standards facilitate transactions by establishing a common, uniform business language for computers to communicate. With more than 275 transaction sets, ASC X12 standards can be used to electronically conduct nearly every facet of business-to business operations.

4. An EDI Implementation Convention (IC) defines the rules for filling in or "populating" an EDI transaction. Following the agreed upon convention, or version of the standard ensures that EDI partners will encounter fewer data quality problems during development and maintenance of their EDI systems.

5. Department of Defense (DoD) EDI transportation status records are generated and populated from the Defense Transportation Electronic Business (DTEB) and the 214A Motor Carrier Shipment Status is one of the many transactions that DTEB maintains.

6. DTEB 214A transactions are sent to the government value added network (VAN) where they are mapped and forwarded to government VAN data subscribers.

7. The government VAN is the Global Exchange Service (GEX). GEX is an EDI-based system which provides EDI messages to United States Transportation Command (USTRANSCOM) and other DOD agencies. GEX is administered by the Defense Logistics Agency (DLA) Defense Automatic Addressing System (DAAS). For information on how to establish an interface with the GEX, contact DLA DAAS for setup at edi@dla.mil and the DLA Help Desk (daashelp@dla.mil) or (614) 692-6672. When calling the Help Desk please select option 2 (ITOC Transaction Service Center) let them know that you are calling concerning DAAS EDI setup. Please include the contract number with the government when requesting a new setup.

8. To view the latest version of the Defense Transportation Electronic Business (DTEB) 214A IC, visit the DTEB website at https:// www.ustranscom.mil/cmd/associated/dteb/ or download the current DTEB 214A IC at https://www.ustranscom.mil/cmd/associated/dteb/dodtransportation. cfm.

9. All records will require the following reference number information (in multiple loops) to identify GHS shipments. The prime contractor must ensure each record contains the following to complete the link between DTEB 214A transactions and Global Freight Management (GFM).

    a. <u>BOL</u>. Provide this in the B1002 element. The BOL should be the only data present in B1002. The BOL is provided by the shipper.

    b. <u>Prime Contractor's Standard Carrier Alpha Code (SCAC)</u>. Provide this in the B1003 element.

    c. <u>Carrier tracking data</u>. Provide tracking data in the B1006 element with an Air Waybill (AW) qualifier in B1005. Motor carriers may report a PRO Number in the B1001. Either a B1001 or B1005/06 are used in the DTEB 214A, but not both.

    d. <u>TCN</u>. Provide this in the L1101 element in an L11 segment with a TG qualifier in the L1102 element. The TCN is a 17- character number provided by the shipper on the BOL. The maximum count for TCNs on a single DTEB 214A is 299.

    e. <u>Billed shipment weight</u>. Provide this in the AT803 element with a "B" qualifier in the AT801. Also provide the unit of measure in the AT802 (L for pounds).

    f. <u>Party Who Signed Delivery Receipt</u>. Provide the last name of the person who signed for delivery receipt using the N102 element with a "N5" qualifier in the N101.

10. The following are the events to be sent for each shipment (AT701 of the DTEB 214A transaction):

            AF – Carrier Departed Pick-up Location with Shipment (mandatory)
            X4 – Arrived at Terminal Location (if it occurs)
            P1 – Departed Terminal Location (if it occurs)
            K1 – Arrived at Customs (if it occurs)
            X1 – Arrived at Delivery Location (mandatory)
            D1 – Completed Unloading at Delivery Location (mandatory)

            Note: X4 and P1 represent an overnight stop at a secure intermediate location. Normally, a fenced, guarded yard. This is not to be confused with a Pick-up or Delivery location.

11. The prime contractor shall ensure status reporting is accomplished within four (4) hours of an event, or the same amount of time provided to their commercial customers, whichever is sooner.