Defense Personal Property Program Domestic 400NG-2015 Tariff

Change 1

Personal Property Publication

Rules Governing the Interstate and Intrastate Movement of Personal Property for Department of Defense and the Coast Guard

Military Surface Deployment and Distribution Command

#1 Soldier Way

Scott Air Force Base, Illinois 62225

Updated: 2 Nov 2015 **Effective: 15 May 2015**

List of Changes

Version No.	Description	Revision Date	Page Numbers
400NG-2012	Corrected formatting issues throughout the document (added a " –" to separate Item number and description , removed confusing number formatting and small formatting/grammatical changes) Definition - Clarified Code D Regionalization – Added Fort Detrick, MD and Aberdeen Proving Grounds, MD to JPPSO-QA (Ft Belvoir) and White Sands, NM to JPPSO-NC (Colorado Springs) Transportation Charges - Clarified Item 4 - Further clarified 4 reweigh requirement language Item 16 – Removed Fuel Surcharge Clarification language Item 35 – NOTE 6 – Removed Item 105 - Removed requirement to bill105J as Miscellaneous & clarified use of Miscellaneous item code for unpack associated with 105J Item 130 – Removed "Civilian Only" wording Item 225 – Removed "as an additional delivery/pickup" Origin Rate Area Abbreviations for U.S. States – Removed wording "OTO Rate Area" Volume Move section - Updated language throughout so read in its entirety Linehaul Charges – Clarified language Appendix A – Clarified Base Linehaul (BLH) definition and updated example information/computations	17 Jan 2012	Pages 8, 10, 23, 24, 27, 37, 44, 48, 53, 54, 58, 60, 64, 63-70
400NG-2012	Corrected small formatting issues throughout document (spacing, bolding, and updated previous updates to black) Definition – Further clarified Code D Item 11 – Updated Volume Move wording Item 17 – Removed 70% transit time requirement – reworded paragraph; transferred Code 2 language to a NOTE 4; deleted Table 17-1: SIT authorization for direct Item 16 – Added a NOTE 3 to clarify FSC for Alaska shipments delivery with address at destination Section 2 - Application of Transportation Charges and Additional Services – NOTE 4 Clarified guidance Volume Move Section – Clarified language throughout section Item 2003 - Identified VMs are independent of Performance Periods Item 2009 - Added a NOTE on CSS End of Appendix A - Added DPS Region Map	6 Feb 2012	Pg 8, 26, 27, 28, 30, 42, 58-62, 75
400NG - 2012	Adjusted Table of Contents added "Limitation of Action" Updated Regionalization information – Removed a group of old and added new ones Transportation Charges - Deleted "tables (Peak/Non-Peak)" language Updated Table of Contents Title to Item 28 Updated Table of Contents page numbering to match correct pages Transportation Charges - clarification of language Added language – "Limitation of Action" Item 1- clarified language in 2 (c) application of rate Item 28 – Added "Extra Pickup" and "Extra Delivery" to title to further identify the Item Code Added Item Code 28C – Diversions - Added guidance on when to use Changed name of "NOTE" to "NOTE 1" Added NOTE 2 for Item Code 28 – Added guidance on how to bill Item 28C Item 35 – NOTE 1 – Further defined Plantation Key, FL as correct city for bridge	4 Sep 2012	Pg 4, 9, 10,11, 12, 33, 34, 36, 40, 52, 55, 59

	use to Key West Item 46 – Added "NOTE", Collection of Freight Charges involving loss or destruction Item 1001- Bunker Surcharge – clarified definition of BSC Bolded title Item 1001A – Surcharges Item 210 – clarified language in 2(a) to identify when DTOD is used. Item 1001- Bunker Surcharge – clarified definition of BSC Item 2003 - Removed "accessorials" from SIT discount in VM's		
400NG 2013	Deleted change listing for 2011 400NG Table of Contents page updates (added "Item 8" line was missing) Definitions – Clarified language for waterhaul definition for Intra-State Alaska Announcements - Added regionalization schedule for April Item 2 and 3- Removed Liability and Claims language Item 17 – Storage in Transit – 70% transit time removed Item 17– Updated "NOTE 4" language on first avail delivery date shipments into SIT Item 19 – Updated DTR reference Item 28 - Changed "Diversions and Stopoffs" to read "Stopoffs and Diversions" Item 29- Updated language and added a"NOTE" to clarify first available delivery date information entered in DPS Item 40 - GPA rounding language updated Item 135- NOTE 4, replaced the word "interstate" to "domestic" Item 105 – Added guidance for shipments that are terminated after packing has begun before departing origin primary pickup Item 105, Part1 – Changed the word "Interstate" to "domestic" Item 227 - New item for Alaska shipments Item 228- Available for Futures Use Appendix A - Alaska, adjusted calculation example and added computation for BSC Updated DP3 Regions Map	12 Dec 2012	Pg 2, 4-6, 8, 9, 12-18, 20, 22, 23, 24, 27, 33, 40, 43-44, 60, 63, 64
400NG 2013 Change 1	Item 1(2)c – Clarified actual pickup date Item 4 NOTE 2 - Updated DTR reference Clarified Alaskan BPC Item 29 – Clarified language for SIT shipments Item 8 – Acceptance of Rate, update guidance Item 105, NOTES – Clerical updates Item 135, NOTE 4 – Added word "domestic" Item 227(4)a.1.c – Added word "Net weight" Appendix A, Section E(I)7 – Updated BSC computation	15 May 2013	Pg 12, 14, 15, 24, 32, 35, 40, 44, 63
400NG 2013 Change 2	Item 1(2)c- Further clarified actual pickup date and separated. Item 227 – Bolded title Item 227(4)a.1.- Added requirement for Net Weight of total container (SEAVAN) Appendix A Sect E(I)7.A. – Added (SEAVAN) for clarification	14 Jun 2013	Pg 12, 41, 42, 61
400NG 2013 Change 3	Announcements – Removed Code 2 introduction and added OTO introduction Item 29 (d) - Changed SIT control number to read SIT in date Item 29 (e) - Deleted sentence, transit times no longer applies Application of Trans Charges and Additional Services – Clarified AK BPC usage Item 105- Pack/Unpack,3(b), updated weight estimator site path Item 125 – Updated shuttle language Added Section 2A – OTO's (Boats and Mobile Homes) Item 2003 – Deleted 2c Duality language (covered in Item 11) Appendix A Sect D – Clarified Alaskan BPC usage Updated Regions Map Updated paragraph numbering/lettering and spacing throughout Tariff	25 Nov 2013	Pg 10, 25, 32, 33, 38, 44, 54, 64, 68
400NG 2014	Item 17, 1 - Storage in Transit, removed "subject to PPSO approval" and added "listed in DPS" Item 19 - Performance Period, updated the dates for Data Periods for CSS Item 25 - Deleted the "may be" from paragraph Item 35 – Added Parking Permits for clarification Item 35 - Note 5 – Clarified 3rd Party Service and crating	16 Dec 2013	Pg 18, 22, 23, 26, 27, 28, 29, 34, 35, 42

	Item 41- Note 1 – Adjusted example year Item 44 - Clarified weekend and holiday guidance Item 56 - Added statement clarifying minimum weight Item 105 - Added Note 14 clarified crating for bulky articles in Code D shipments Item 210, 1 - Pickup/ Delivery Charges (SIT), removed "subject to PPSO approval" and added "listed in DPS" Item 210B & 210C – Clarified preapproval requirement		
400NG 2014 Change 1	Definitions – Added COS "B", "H", and "S" definitions Item 4 (2)h – Adjusted constructive weight from 40 lbs to 7 lb per cu ft Item 17 Note 4 – Clarified weekend SIT requirements Item 17-2 – Added clarification for shipments converted to customer's expense Item 44(3) – Clarified holiday/weekend charges Item 135 Note 4 – Added referral guidance for shipments converted to customer's expense Item 227 (4) a.1.d. – Clarify requirement, added net weight of the total "GBL shipments " Item 227,6 – Added OBL requirement for AK shipments Appendix A – Removed references for Peak and Non-Peak tables	10 May 2014	Pg 10, 15, 22, 23, 29,41, 45
400NG 2014 Change 2	Regionalization – Added 1 Jan and 1 Apr 2015 Regionalization	17 Nov 2014	Pg 12
400NG 2015	Updated Table of Contents Restructured Acronyms and made formatting adjustments throughout Removed past announcement Regionalization – Removed 2012 Regionalization Introduction – Removed the word "higher" and "and are incorporated into the rating engine" from the fourth paragraph Item 1 (2) b – Removed "Rate Not Filed" paragraph Item 4 – Adjusted "weighted" to "weighed" Item 5 - Removed Item 33 (1) b-c – Added the word "the", "equipment may" and "vehicle" throughout Item 33 (1) d-e and f – Re-wrote language on paragraph d and combined paragraphs e and f Application of Transportation – Second paragraph, deleted the word "higher" Item 130E - Bulky Article boats, added language for boats over 14 feet, updated Note 4 and 5, and added exception language	09 Dec 2014	Pg 5, 9, 11, 12, 14, 15, 16, 26, 32, 39-40
400NG 2015 Change 1	Regionalization – Added 1 Jan 2016 Regionalization Item 16 – Captured TR-12 guidance in 400NG for OTO shipments Item 35 – Note 5 – Clarified the crating for Flatscreen TV 60 inches and below Item 58 – Clarified preapproval required and member will not pay directly Item 130 - Removed Exception for Exclusive Use of Vehicle Item 130 Note 1 – Clarified PPSO Preapproval requirement Item 185 – Remove Note for Item 5 reference (Item 5 was removed for 2015) Item 2003 – Added "DPS will prevent rates from being" Item 2003(2)d3 & (2)e2 – Clarified language on Volume Moves Item 2007 – Adjusted Help Desk name to reflect System Response Center (SRC) Item 2010 – Removed word "Passenger" from Deputy Chief of Staff title Item 2016 – Clarified language (word "is" to "will")	2 Nov 15	Pg 11, 18, 27, 30, 39, 40, 41, 53, 54, 55, 57

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Reference Marks

D	**Denotes DELETION.**	**N**	**Denotes NO CHANGE in rates**
A	**Denotes INCREASES**	**C**	**Denotes CHANGE which resulted in neither increases nor reductions in charges**
R	**Denotes REDUCTIONS**		

List of Acronyms

CD	**Compact Disk**	**HHG**	**Household Goods**
CPI	**Consumer Price Index**	**HGB**	**Household Goods Carrier Bureau**
CPI-U	**Consumer Price Index, for All Urban Consumers**	**MCO**	**Military Claims Office**
CEU	**Current Employment/Unemployment Index**	**N.A.D.A.**	**National Automobile Dealer's Association**
CFR	**Code of Federal Regulations**	**MPCECA**	**Military Personnel and Civilian Employees Claims Act**
BPC	**Base Point City**	**NTS**	**Non-Temporary Storage**
DTOD	**Defense Table of Official Distances**	**POA**	**Power of Attorney**
DOD	**Department of Defense**	**POV**	**Privately Owned Vehicles**
DOHA	**Defense Office of Hearing and Appeals**	**PBP&E**	**Professional Books Paper and Equipment**
DPS	**Defense Personal Property System**	**PPSO**	**Personal Property Shipping Office**
DVD	**Digital Video Disk**	**SDDC**	**Military Surface Deployment and Distribution Command**
DTR	**Defense Transportation Regulation**	**SIT**	**Storage-in-Transit**
EPA	**Economic Price Adjustment**	**TO**	**Transportation Officer**
FRV	**Full Replacement Value**	**TSP**	**Transportation Service Provider**
GPA	**General Price Adjustment**	**USPS**	**U.S. Postal Service**

Abbreviations

ADD or ADD'L	**Additional**	**LB(S)**	**Pound(s)**	**P.M. or p.m.**	**Post Meridian**
A.M. or a.m.	**Ante Meridian**	**Load/ Unload**	**Loading or Unloading**	**SA**	**Service Area**
CU. FT or cu ft	**Cubic Foot**	**NO.**	**Number**	**SIT**	**Storage-in-Transit**
CWT	**Hundredweight**	**O/T**	**Overtime**	**STB**	**Surface Transportation Board**
CWT-M	**Hundredweight miles**	**PACK/ UNPACK**	**Packing or Unpacking**	**U.S.**	**United States**
EA	**Each**	**P/D**	**Pickup or Delivery**	**USPS**	**United States Postal Service**
EX. P/D	**Extra Pickup or Delivery**	**PK or UN/PK**	**Packing or Unpacking**	**Zip3**	**First three digits of a U.S. postal zip code**

Definitions

Channel: A unique combination of three elements - an origin rate area, a destination rate area, and a code of service - by which DOD solicits and TSPs file rates for movement of DOD Household Goods.

Claimant: A personal property owner, designated agent, or the Government entity/representative who initiates a loss, damage, inconvenience, or reimbursement claim against a Transportation Service Provider (TSP).

Code "B": Domestic boat or personal watercraft (including but not limited to canoes, kayak, dinghies, row boats, jet skis, skiffs, and skulls) with an associated trailer with the combined single unit dimension is 14 feet or over traveling as a One-Time-Only (OTO) "Tow-Away" boat.

Code "D": Domestic Household Goods: Movement of Household Goods in a motor van or container from origin residence in CONUS to destination residence in CONUS. The actual mode of service is at the discretion of the TSP. Movement is based on Code "D" rates at no extra cost to the shipper/government. If TSP elects to containerize the shipment, the destination PPSO must be notified of the change prior to shipments arrival at destination.

Code "H": Domestic boat or personal watercraft (including but not limited to canoes, kayak, dinghies, row boats, jet skis, skiffs, and skulls) with or without an associated trailer with the combined single unit dimension is 14 feet or over traveling as a One-Time-Only (OTO) "Haul-Away" boat.

Code "S": Domestic One-Time-Only (OTO) mobile home shipment.

Code "2": Domestic Household Goods: Movement of Household Goods in a Container from origin residence in CONUS to destination residence in CONUS. Use of commercial best practice containers is authorized. Shipments must always be containerized, will never be member packed, and cannot be left unsecured or outdoors. Containerization must be completed at owner's residence unless the origin PPSO authorizes containerization at the TSP/Agent warehouse.

Consignee: The recipient to whom the personal property is addressed or consigned for final delivery.

Consignor: The person or activity that is the supplier or shipper of the product**.**

Designated Agent: A person that has legal Power of Attorney to make arrangements with the PPSO to ship, monitor SIT or receive the owner's property.

DOD-Approved Transportation Service Provider: A TSP, which has met the requirements, established by SDDC, and has received a notice of acceptance into the Department of Defense (DOD) Personal Property Program. A TSP must have DOD approval before filing rates. Information regarding DOD approval can be obtained from the Commander, Surface Deployment and Distribution Command, Deputy Chief of Staff for Personal Property, SDPP-PO, #1 Soldier Way, Scott Air Force Base, Illinois 62225. For questions concerning operating authority contact HQ SDDC Qualifications.

Linehaul Factor (LF): An additional transportation component that takes into account the varying transportation costs associated with each Service Area. LF is computed at both origin and destination (blocks 18 and 19 of the GBL) and added to the total linehaul for each shipment. NOTE: This is subject to the linehaul discount.

Military Claims Office (MCO): Any office designated by a military service to take in, process or adjudicate claims.

Notices or Communications: Required notices or communications shall be in the DOD's Defense Personal Property System (DPS) whenever possible. Otherwise, when such communications are required to be "in writing," they may be transmitted by mail, by telephonic facsimile, or by electronic mail.

Owner: Pertains to the person (customer/employee) whose property is being shipped and whose name the property is stored under and shall mean the person who is entitled to a shipment at DOD expense, even if that person does not have formal legal title to all of the goods that are shipped, and shall include the owner's agent/consignee, or, in the case of a deceased owner, the survivors or estate of the owner. NOTE: In the document the term "Owner" is interchangeable with "customer/employee".

Shipper: Is technically the party that contracts with the TSP and pays for the shipment. In DPS the shipper is usually the government except for Self Procured moves.

Shorthaul: An additional linehaul component for shipments moving 800 miles or less (via all modes combined). Shorthaul distance is computed by determining the mileage between the requested pickup (block 19* of the PPGBL/BL) and the requested delivery address (block 18* of the PPGBL/BL) at the time the shipment is offered and accepted by the TSP and is measured as hundred weight-miles (CWT-M). Determine CWT-M by multiplying total shipment MILES times CWT. **Exclusions apply such as changes prior to pickup and diversions. References made to blocks in the BL will be reflected in the DPS BL at the completion of the pre move survey.*

Transportation Service Provider (TSP): Any party, person, agent or carrier that provides freight or passenger transportation and related services to an agency. In the case of Personal Property Qualification and Rate filing, the term TSP will apply to Motor Carrier, Freight Forwarder and Broker, as applicable.

Waterhaul: An additional weight based transportation component that takes into account the varying transportation costs associated with shipments to/from Alaska via motor-water-motor mode (does not apply to Intra-State Alaska). NOTE: This is subject to the linehaul discount.

Announcements

Regionalization

Effective 1 Jan 2013

California. Transferring responsibility of Naval Post Graduate, Monterey, CA (LFNT) to JPPSO-SW, San Diego, CA (LKNQ)

Illinois. Transferring responsibility of Rock Island Arsenal, IL (GLAM) to JPPSO-NE Chelmsford, MA (AGFM)

Kentucky. Transferring responsibility of Bluegrass Army Depot, KY (FAAQ) to JPPSO-NC (North Central), Colorado Springs, CO (KKFA)

Minnesota. Transferring responsibility of Fort Snelling, MN (GBAC) to JPPSO-NC, Colorado Springs, CO (KKFA)

New Jersey. Transferring responsibility of Fort Dix, NJ (APAT) to JPPSO-NE Chelmsford, MA (AGFM)

Oklahoma. Transferring responsibility of McAlester Army Ammunition Plant, OK (HOAM) to JPPSO-SC (South Central), San Antonio, TX (HAFC)

Pennsylvania. Transferring responsibility of Oakdale, PA (DMAC) to JPPSO-NE Chelmsford, MA (AGFM)

Pennsylvania. Transferring responsibility of Tobyhanna Army Depot, PA (DOAQ) to JPPSO-NE Chelmsford, MA (AGFM)

South Carolina. Transferring responsibility of Fort Jackson, SC (CAAT) to JPPO-SE, Jacksonville, FL (CNNQ)

Texas. Transferring responsibility of Red River Army Depot, Texarkana, TX (HBAQ) to JPPSO-SC, San Antonio, TX (HAFC)

Effective 1 Apr 2013

Georgia. Transferring responsibility of MCLB Albany, GA (CFMQ) to JPPSO-SE, Jacksonville, FL (CNNQ)

South Carolina. Transferring responsibility of MCAS Beaufort, SC (CAML) to JPPSO-SE, Jacksonville, FL (CNNQ)

Virginia. Transferring responsibility of Fort Lee, VA (BHAQ) to JPPSO-MID Atlantic, Ft Belvoir, VA (BGAC)

Effective 1 Jan 2015

Arizona. Transferring responsibility of MCAS Yuma, AZ (KDML) to FISC San Diego, CA (LKNQ)

California. Transferring responsibility of Presidio Monterrey, CA (LHAT) to FISC San Diego, CA (LKNQ)

Effective 1 Apr 2015

California. Transferring responsibility of 29 Palms, CA (LIMT) to JPPSO-SW San Diego, CA (LKNQ)

North Carolina. Transferring responsibility of MCAS Cherry Point, NC (BKML) to JPPSO-SE Jacksonville, FL (CNNQ)

Effective 1 Jan 2016

Alabama. Transferring responsibility of Fort Rucker, AL (FHAT) to JPPSO-SE, Jacksonville, FL (CNNQ)

Kentucky. Transferring responsibility of Fort Campbell, KY (FAAT) to JPPSO-MID Atlantic, Ft Belvoir, VA (BGAC)

NOTE: For all previous regionalization inquires, see the Domestic Rate Solicitation D-19 or previous version of the 400NG.

Introduction

Tariff 400NG serves as the principal DOD domestic tariff that governs the transportation of household goods (HHG), personal effects, property and other similarly defined articles in all points of the United States and District of Columbia with the exception of Hawaii. This tariff was developed by SDDC as part of Defense Personal Property Program (DP3), in partnership with all the military services and commercial industry associations. The tariff contains two components: (1) a printed tariff document that contains the governing rules and regulations and (2) an electronic rating engine used to compute the cost of individual shipments.

The electronic rating engine is part of the DOD's Defense Personal Property System (DPS) and its contents are made available by SDDC as an appendix to this tariff and posted online for review. These files comprise the 2011 DPS domestic rating engine and all underlying item codes and rates and are the sole source for DPS domestic rates to which linehaul and SIT discounts apply. SDDC does not endorse any 3rd party software or products that utilize these files to compute shipment costs and any discrepancy between such software and these posted rates is no fault of SDDC. Only rates provided by SDDC will be the final authority for payment.

To simplify the application of charges, Tariff 400NG incorporates many of the commonly applied individual additional service charges into a single Origin/Destination Service Fee that applies along with the transportation charges. Tariff 400NG uses Base Point Cities (BPC) and Rand McNally Mileage to rate shipments. Data from the National 3-digit Zip code directory was used to establish the BPC and data from Rand McNally Mileage Guide 19 (MG 19) establishes the mileage between the BPCs. There are currently 783 BPCs. The Defense Table of Official Distances (DTOD) mileage shall only be used when a shipment moves within the same BPC.

To rate a shipment correctly, users need to know the weight, pickup date, and origin and destination Zip codes of the shipment. The electronic rating engine uses the first three (3) digits of the origin and destination Zip codes to establish the corresponding BPC at origin and destination. This information is provided by SDDC in the Appendix A of this tariff. The rating engine then uses the shipment weight, pickup date, and mileage between the origin and destination BPCs to compute baseline transportation line-haul cost. TSP Linehaul and SIT discounts apply to these baseline amounts. Charges apply on a seasonal basis; peak season charges apply on shipments picked up on May 15th through September 30th of each calendar year.

Transportation Charges

Transportation charges in this tariff include shipment loading at the point of origin, vehicle transportation to point of destination, and shipment unloading at destination. Transportation charges do not include the additional services listed in Sections 1 and 2 of this tariff.

Transportation charges apply for the transportation of HHGs between all points in the United States (except Hawaii). Charges apply between BPCs (in Alaska, the Mileage Guide distance is used to determine the applicable charges). The transportation and storage discounts that apply are based on the requested pickup date at the time the shipment is offered and accepted by the TSP. If a TSP negotiates a change in pickup date with the member or delivers a shipment from SIT the prevailing applicable rate (dLH and dSIT) will remain the rate in effect on the original requested pickup date at the time the shipment is offered and accepted by the TSP (see Item 1). General Price Adjustments are determined by the Government, and will be published in this tariff annually, if applicable (see Item 40).

Limitation of Action

All claims and actions at law by the issuing Transportation Service Provider for recovery of its charges on shipments subject to the provisions of this Tariff will be filed IAW 49 USC Sec. 14705.

Section 1 Rules and Regulations

Item 1 - Application of Tariff/ Applicable Rate

1. This tariff applies for the transportation of household good shipments in all points in the United States and the District of Columbia with the exception of Hawaii.

This tariff is published and made available to all users. **The tariff contains two components**:

a. A printed tariff that contains

1) The governing rules and regulations and an explanation of the transportation charges and the additional services that apply,

2) A printed spreadsheet containing all of the baseline charges comprising the tariff and

b. An electronic rating engine programmed into the DPS that calculates the transportation charges and the rates (discounts) that apply for additional services performed in the United States and then computes the cost of moving the shipments.

Refer to Appendix A of this tariff to compute the cost of an individual shipment(s).

2. Applicable Rate

a. Blackouts: When a TSP has blacked out a channel in DPS the TSP will not be offered shipments for the defined time and traffic channel. Acceptance and movement of a shipment by the TSP over such traffic channel under a PPGBL shall constitute an agreement by the TSP to perform the transportation services at the original rate filed by the TSP.

b. Change in pickup date: If a TSP is offered and accepts a shipment over a traffic channel and later negotiates a change in the pickup date that crosses into a new annual rate cycle, the TSP will move the shipment at the LH and SIT discounts effective on the original requested pickup date at the time the shipment is offered and accepted by the TSP.

c. The TSP will utilize the tables in effect on the originally requested pickup date for all charges except for SIT and Accessorial services which will utilize the tables in effect on the actual pickup date.

3. Operating Authority

In submitting individual rate records/tenders, the TSP represents to the Government that service shall be performed in accordance with the rules and regulations of this tariff and the Tender of Service (DTR, Part IV), as amended or superseded. The TSP also acknowledges possession of the required operating authority to transport household goods from, to, or between the places set forth in the TSP's individual rate records/tenders. SDDC reserves the right to place in non-use or revoke any TSP found to have filed rates in a location in which they do not possess authority. For questions concerning operating authority contact HQ SDDC Qualifications.

Item 2 - Claims and Liability

1. Please refer to the Claims and Liability pamphlet, which can be found on SDDC's website at http://www.sddc.army.mil/PP, under Defense Personal Property Program (DP3).

Item 3 - Available For Future Use

Item 4 - Weighing and Weights

(4A) – Reweigh – Origin

(4B) – Reweigh – Destination

1. TSPs transporting shipments on a non-binding estimate shall determine the weight of each shipment transported prior to the assessment of any charges depending on the shipment weight. Except as otherwise provided in this item the weight shall be obtained on a scale meeting the definition of a certified scale as provided in 49 CFR 375.1 (b)(4).

2. **Weighing Procedure**

a. Except as otherwise provided in this item, the weight of each shipment shall be obtained by determining the difference between the tare weight of the vehicle on which the shipment is to be loaded prior to the loading

and the gross weight of this same vehicle after the shipment is loaded; or, the gross weight of the vehicle with the shipment loaded and the tare weight of the same vehicle after the shipment is unloaded.

b. At the time of both weighings the vehicle shall have installed or loaded all pads, dollies, hand trucks, ramps and other equipment required in the transportation of such shipments. Neither the driver nor any other persons shall be on the vehicle at the time of either weighing.

c. The fuel tanks on the vehicle shall be full at the time of each weighing or, in the alternative, no fuel may be added between the two weighings when the tare weighing is the first weighing performed.

d. The trailer of a tractor-trailer vehicle combination may be detached from the tractor and the trailer weighed separately at each weighing providing the length of the scale platform is adequate to accommodate and support the entire trailer at one time.

e. Containerized shipments (Code 2 and Code D shipments, where the TSPs elects to containerize at no additional cost to the Government), or shipments weighing 1,000 pounds or less may be weighed on a certified platform or warehouse scale prior to loading for transportation or subsequent to unloading. The net weight of shipments transported in containers shall be the difference between the tare weight of the container, including all pads, blocking and bracing used or to be used in the transportation of the shipment and the gross weight of the container with the shipments loaded therein (CFR Title 49, Part 375.7 Determination of weights).

f. The shipper or any other person responsible for payment of the freight charges shall have the right to observe all weighing of the shipment. TSPs must advise the shipper or any other person entitled to observe the weighing of the time and specific location where each weighing will be performed and must give that person a reasonable opportunity to be present to observe the weighing. Waiver by a shipper of the right to observe any weighing or reweighing is permitted and does not affect any rights of the shipper under these regulations or otherwise.

g. TSP may substitute manufacturer's weight for automobiles, trucks, vans, campers and boats lieu of obtaining separate weight tickets on these articles whenever such articles are included within a shipment. Manufacturer's weight will be obtained from either the Branham Automobile Reference Book, the N.A.D.A.'s Official Used Car Guide (the "Guide"), or from other appropriate reference sources of manufacturer's weight, or the shipper may provide TSP with copies of manufacturer's documents evidencing the weight of the article included in a shipment, unless weighed as part of the gross weight of the shipment.

h. Professional Books, Papers and Equipment (PBP&E) shall be weighted separately on a platform or other type scales. Where an adequate scale is unavailable, a constructive weight of 7 lbs per cubic foot will apply for Military and Civilians for PBP&E.

3. **Weight Tickets**

TSP shall obtain a separate weight ticket for each weighing required under this item except when both weighings are performed on the same scale; one weight ticket may be used to record both weighings. Every weight ticket must be signed by the person performing the weighing and must contain the following minimum information:

a. The complete name and location of the scale;

b. The date of each shipment was weighed;

c. Identification of the weight entries (tare, gross and/or net weights);

d. Company or TSP identification of the vehicle;

e. Shipper's last name as it appears on the bill of lading; and

f. The TSP's shipment registration or bill of lading number.

4. The original weight ticket or tickets relating to the determination of the weight of a shipment must be retained by the TSP as part of the file on the shipment. All freight bills presented to collect any shipment charges dependent on the weight transported must be accompanied by true copies of all weight tickets obtained in the determination of the shipment weight.

5. Reweighing of Shipments

a. TSPs must be cognizant of reweigh requests and must accomplish requested reweighs prior to the actual commencement of unloading the shipment for delivery. TSP must inform the owner and the responsible PPSO of the reweigh and allow either party the opportunity to witness the reweigh. If the reweigh shows a lesser shipment weight, TSP must update DPS by entering the lesser weight(s) prior to invoicing or within 3 business days of reweighing the shipment, whichever is earlier.

b. Before the actual commencement of the unloading of a shipment weighed at origin and after the government is informed of the billing weight and total charges, the customer/employee or government may request a reweigh. The lower of the two net scale weights shall be used for determining the applicable charges. The reweigh charge shall be payable for the service ONLY when one of the following apply:

1) The reweigh net scale weight is equal to or greater than the initial net scale weight;

2) The reweigh net weight is less than initial net weight and within the following tolerances:

(a) Shipments weighing 5,000 pounds or less; the initial net scale weight minus reweigh net scale weight is less than 100 pounds; or

(b) Shipments weighing more than 5,000 pounds; the initial net scale weight minus reweigh net scale weight is less than 2% of the lower net scale weight.

NOTE 1: Reweigh charges do not apply on partial deliveries from SIT (see Item 210).

NOTE 2: For additional reweighing guidance reference DTR Part IV Chapter 402.

Item 5 – Available For Future Use

Item 6 - Consolidation of Shipments

1. "**Consolidated Shipments:** Multiple shipments belonging to several customers/employees or owners, released at the same valuation, offered to the TSP at one time for pickup on the same day or consecutive days, for the movement from one origin area to the same destination or multiple destinations en route to the destination of the most distant shipment".
2. When a shipment is consolidated, allocated, offered to, and accepted by the TSP at one time, the additional service charges and charges incident to SIT shall be applicable to each portion of the shipment as would apply if computed on each portion as an individual, separate shipment. Separate Bills of Lading (BL) shall be used for each customer/employee's Property. BLs will be cross-referenced by a list of all BLs included in the shipment.
3. Consolidate all the weight and apply the rate from the furthest point of pickup and delivery (include extra stops).

Item 7 - DOD Approved Transportation Service Providers (TSPs) and TSP Representation

1. TSPs participating in this Tariff must be DOD approved. A list of DOD approved TSPs is available on the SDDC web site at www.sddc.army.mil.
2. TSPs shall enter the name and phone number for a valid origin representative within DPS at the time of shipment acceptance. TSPs must update this information to reflect the origin representative who will service the shipment prior to completion of the pre-move survey.

Item 8 - Acceptance of Rates – Option to Extend or Modify

1. In order to file rates, a TSP must have satisfied all administrative requirements for DOD qualification, and possess a current Certificate of Independent Pricing (CIP)/Certificate of Responsibility (COR). The CIP/COR must be resubmitted annually prior to rate filing. Any TSP not filing rates for two (2) consecutive rate cycles may have their approval revoked, thereby precluding participation in future rate cycles. Any TSP whose approval is revoked in this manner must reapply during an open season as a new entrant in order to participate again.

2. SDDC reserves the right to reject any or all offers; to waive informalities in offers received; to negotiate, accept, or reject initial or subsequent submissions without discussion of rates; to nonuse or cancel any rate upon 15 days notice; and resolicit rates. Acceptance of rates does not result in a requirements contract. Additionally, SDDC reserves the right, on 15 days notice, to:

a. Extend the effective period of rates by 45 days to modify the rate filing period;

b. Change the type of rates being solicited;

c. Resolicit rates as a result of Government or Transportation Service Provider actions; and/or

d. Take any appropriate action to protect the Government's interests in response to delaying court injunctions, data processing failures, strikes, embargoes, and other policy or economic situations.

Item 9 - Routing and Joint Rates

1. Except as otherwise provided in this tariff, and subject to any limitation in the scope of operations provisions published for account of individual TSPs, rates apply via all routes made by use of TSP parties to this tariff, with interchange at common points. For purposes of this rule, a common point is one where the two TSPs interchanging at that point may lawfully serve in the manner required by such interchange.
2. The joint rates published in this tariff include all charges for drayage or other transfer services at intermediate transfer points on shipments handled through and not stopped for special service at such intermediate transfer points.

Item 10 - Release of Rate Data

Proprietary rate and cost data, submitted by TSPs upon request of SDDC, is not releasable under the Freedom of Information Act (FOIA).

Item 11 - Duality

Two or more rates submitted simultaneously for the same TSP, on the same channel, same Code of Service and same rate filing cycle (dual rates) will not be permitted, and both rates will be rejected. TSPs can change their rate(s) as many times as desired prior to the end of each round; the last rate(s) submitted in each round will override all previous rate(s) in the round they were submitted in DPS. Rates submitted for Volume Moves (VM) are an exception to duality, in that two rates for a TSP will be permitted to be filed with SDDC from and to the same origin/destination and code of service combination (i.e. one rate for the VM and another rate for regular channel).

Item 12 - Cancellation of Tariff Pages, Items or Portions Thereof

When this tariff is amended by revised pages, each revised page cancels the item or portion thereof shown on the original or revised page of the same page number. Reference made herein to items or pages in this tariff shall include reference to the reissue of such items or pages as indicated on the list of changes. For example, "1st Revised Page 10" will have the effect of canceling Original page 10; "45th Revised Page 12" will have the effect of canceling 44th Revised page 12; "13th Revised Page 4-A" will have the effect of canceling 12th Revised Page 4-A and also 11th Revised Page 4-A if the cancellation of 12th takes place on or before its effective date.

Item 13 - Available For Future Use

Item 14 - Inspection of Articles

1. When a TSP or its agent believes it is necessary to inspect the contents of cartons, boxes, etc., they shall make such inspection, cause it to be made, or require other sufficient evidence to determine the condition and contents of the property.
2. TSP will not accept the following shipment:
    a. HHGs, which by its inherent nature are liable to impregnate, contaminate, or otherwise cause damage to other HHGs or equipment.
    b. Articles, which cannot be taken from or delivered to the premises without damage to the articles or the premises.

Item 15 - Available For Future Use

Item 16 - Fuel Policy

(16A) – Fuel Surcharge – Linehaul

(16B) – Fuel Surcharge – Delivery to/from SIT

Fuel Policy details are available on the SDDC's web site at http://www.sddc.army.mil/PP, TR-12 policy.

1. In circumstances where a TSP elects to subcontract for any portion of household goods transportation services provided by truck, the TSP shall be required to pass through any fuel-related adjustments paid by the government to the TSP to the person(s), corporation(s), household goods carriers, household goods freight forwarders, or other authorized TSP(s) that actually bear the fuel cost for any shipment(s), or any portion thereof, transported under this solicitation. TSPs shall insert a clause that meets the intent of this requirement in any subcontract with any motor carrier or household goods freight forwarder, or other person or entity at any tier authorized to transport household goods shipments.

a. In no event shall this legal requirement be interpreted to provide any subcontractor lacking privity of contract with the U.S. Government with legal standing to assert a transportation claim for payment pursuant to 31 U.S.C. 3726 against SDDC, USTRANSCOM, or the DOD due to a TSP's failure to insert the required clause in any subcontract, or the failure of a TSP to otherwise properly comply with the fuel-related surcharge pass-through requirement established by Section 884 of the 2009 National Defense Authorization Act.

b. TSPs who fail to comply with the requirements of this provision may be subject to an administrative determination to place the TSP in non-use or suspension status.

For the convenience of TSPs, a sample provision implementing this requirement is provided herein as follows:

"TSP agrees that it shall be solely responsible to pass-through and pay subcontractor any fuel-related surcharge for the relevant portion of truck transportation services actually performed by subcontractor for fuel surcharge sums actually paid to TSP for DOD household goods shipment(s). TSP agrees that any fuel-related surcharge amount owed to subcontractor shall be paid immediately upon TSP's receipt of payment from DOD. TSP and subcontractor agree that in no event shall subcontractor be entitled to file a transportation claim directly with the U.S. Government, or that the subcontractor shall have a cognizable or valid transportation claim for fuel-related surcharges directly against the government due to failure or refusal of a TSP to pay any subcontractor any lawfully owed fuel-related surcharge for fuel costs actually incurred by subcontractor."

NOTE 1: Fuel surcharge (FSC) or Fuel Related Charges (FRC) are not authorized, and shall not be billed or paid, on third party services (TPS) or OTO shipments. All FRCs must be incorporated in the TSP OTO bid. See TR-12 policy for further guidance.

NOTE 2: TSPs must first apply the linehaul or SIT discount to any baseline charges associated with billing item code 16A or 16B.

NOTE 3: Shipments to/from Alaska are only authorized fuel surcharge (Item 16A) for the portion driven in Alaska if they are picked up/delivered over 14 miles from the nearest Alaska BPC (including Fairbanks). CONUS shipments to/from Fairbanks BPC are not authorized LHS from Anchorage to Fairbanks, and TSPs are not authorized Item 16A when the shipment is picked up/delivered 14 miles or less from the Fairbanks BPC. For these shipments, the waterhaul charge includes transportation between Tacoma and the Fairbanks BPC. Shipments that are picked up/delivered over 14 miles from the nearest BPC are authorized Item 16A (IAW TR -12).

Item 17 - Storage-in-Transit (SIT)

1. SIT of property covered by this tariff is the holding of the shipment or portion thereof at or in the facilities or warehouse used by the TSP or its agent, for storage, pending further transportation, and will be effected only at specific request of the shipper or under the conditions specified in paragraph 14 of this item. The TSP may use any DOD-approved SIT facility listed in DPS. All SIT and related charges are based on the requested pickup (block 19 of the PPGBL/BL) and/or the requested delivery address (block 18 of the PPGBL/BL) at the time the shipment is offered and accepted by the TSP.

2. A shipment or portion thereof may be placed in SIT one or more times for an aggregate period not to exceed 90 days unless the Authorized Government Representative authorizes additional storage.

3. When SIT is at origin, charges may be billed after SIT is affected as follows:

   a. Transportation charges between actual pickup and requested origin (block 19 of PPGBL/BL) at the time the shipment is offered and accepted by the TSP (Item 210 a, 0-30 miles will apply).

b. Storage charges may be billed upon expiration of 90 days SIT and any additional 90-day increments, movement of shipment or conversion to commercial storage.

c. Charges for additional services, third party charges and other lawful charges.

4. When SIT is at other than origin, charges must be billed at the time SIT is effected, as follows:

   a. Transportation charges between origin (block 19 of PPGBL/BL) and original destination location (block 18 of PPGBL/BL) at the time the shipment is offered and accepted by the TSP, regardless of where the shipment is actually stored.

   b. Charges for additional services, third party charges and other lawful charges.

   c. Storage charges may be billed upon expiration of 90 days SIT and any additional 90-day increments, or upon delivery to residence, or upon conversion to commercial storage.

5. Refer to Direct Delivery Address at Destination.

   The Government 70% transit time rule requirement has been removed from the DP3 program. This does not relieve a TSP's responsibility to meet member/employee's expectations for direct deliveries on shipments with delivery addresses entered in DPS at the time the TSP accepted the shipment.

6. Delivery of shipments to residence from SIT at origin, en route or at destination will be made on the date requested, if possible. If prior commitments of the TSP prevent delivery on that date, every effort will be made to deliver as soon as possible, subject to the following:

   a. If the shipment is not removed from storage by the 5th working day (excluding Saturday, Sunday and holidays) after the requested delivery date(s), storage charges will cease to accrue after such date.

   b. If the shipment is removed from storage prior to the 5th working day after the requested delivery date(s), storage charges will cease to accrue the day the shipment is removed.

7. Transportation charges described below shall apply when the shipment or portion thereof is stored in transit:

   a. The applicable transportation rate between initial point of pickup and address location shown on the PPGBL/BL (block 18 for destination SIT and block 19 for origin SIT) at the time the shipment is offered and accepted by the TSP, and

   b. The applicable transportation rate from the address location shown on the PPGBL/BL (block 18 for destination SIT and block 19 for origin SIT) at the time the shipment is offered and accepted by the TSP to destination point.

Refer to Item 210 for the application of SIT pickup and delivery transportation charges.

8. The transportation charges to apply on a shipment when only a portion of the shipment is stored in transit en route to destination will be the applicable transportation rate based on total weight of entire shipment, for total distance between pickup and delivery (block 18 for destination SIT and block 19 for origin SIT of the PPGBL/BL) at the time the shipment is offered and accepted by the TSP, plus additional service charges applicable to each portion of the shipment. The total charges for picked up and/or delivered portions shall apply from the point of origin to destination, as those locations are listed in DPS at the time the shipment is offered and accepted by the TSP, regardless of the storage locations.

9. The transportation charges to apply on a portion of a SIT shipment delivered from storage location to destination will be the applicable transportation rate based on the actual weight of such portion (not subject to minimums), see Item 210.

10. On property consigned to SIT where an overflow of property requires a split shipment delivered to the storage location on different dates, the charges for such property shall be as follows:

    a. Transportation charges from initial point of pickup to delivery address (block 18 of the PPGBL/BL at the time the shipment was offered and accepted by the TSP) based on the combined weight of the property stored in transit, and computation of transportation charges will be as provided herein.

    b. Storage charges in effect on date of initial pickup will be assessed separately on each portion of shipment stored in transit, except 1,000 pound minimum weight will apply to the combined weight of property stored

in transit. Storage will be rated separately for each portion added, subject to provisions of this Item and Item 185.

c. All subsequent charges will be based on the combined weight of the property stored in transit.

11. When the government provides notice that the destination has changed from the original PPGBL/BL, a correction notice will be provided to the TSP. Destination changes must be recorded on the PPGBL/BL. When the interstate character of the property is terminated at the storage location before expiration of the time limit specified in Item 17, paragraph 2, transportation and other lawful charges shall apply per Item 17, paragraph 3 or 4 whichever is applicable.

12. When HHG have been placed into SIT at the TSP's or agent's storage location, both the TSP and the warehouseman must have in their possession records showing the following:

    a. An itemized list of the property with the PPGBL/BL number.

    b. Shipment's point of origin and destination.

    c. Condition of each article when received at and forwarded from the storage location.

    d. The dates when all charges, advances, or payments were made or received.

    e. Dates property was delivered to and forwarded from the storage location.

13. During SIT the shipper or owner may request withdrawal of a portion of the property, provided that the owner has notified the PPSO and the TSP has obtained prior PPSO approval for such withdrawal, except as provided in Item 17-2 and the Defense Transportation Regulation (DTR) (NOTE: This does not apply to civilian employees, unless they have received an exception). When the selection of items requires un-stacking and/or restacking of the shipment or a portion of the shipment, charges for such handling shall be assessed in accordance with Item 120. Charges for transportation furnished, if any, for portion selected for delivery shall be assessed on same basis as would apply to that portion as an individual shipment. With reference to the portion of the shipment, which remains at the storage location, the government may request via the PPSO to terminate the SIT service and place the remaining property in commercial storage. The government will provide notice to the TSP that the shipment will be converted to commercial storage or terminated as per Item 17-2**.** If the owner elects to have the remaining portion remain in SIT, the following shall be applicable:

    a. Storage charges shall continue to apply on the weight of remainder of the property.

    b. Charges for transportation furnished, if any, for the delivery of the remainder of the property shall be assessed on the same basis as would apply to that portion as an individual shipment.

14. During the SIT period, the owner may not add property to that already in SIT.

15. If delivery cannot be made at the address specified on the bill of lading because of impractical operation as defined in Item 33 hereof, or for any other reason other than the fault of the TSP, and neither shipper, consignor, nor owner designates another address at which delivery can be made, TSP will place the property under the SIT provision of this item.

16. When property is placed in SIT, the TSP's limitations on liability also apply to the party in possession of the property.

NOTE 1: Except as specifically provided for in Item 17, paragraph 10, when property is placed in SIT in segments on different dates:

a. Transportation rates and additional service charges in effect on the date of placement of the first segment will apply to that segment only, and

b. Transportation rates and additional service charges in effect on the date(s) that each subsequent segment is placed in SIT will apply to these subsequent segments.

NOTE 2: When property is removed from SIT and extra pickups are ordered:

a. Transportation rates and additional service charges in effect on the date that the extra pickup is performed will apply to the entire weight of the extra pickup, and

b. Transportation rates and additional service charges in effect on the date of pickup of the SIT portion will apply to the entire weight of that portion.

NOTE 3: Except as specifically provided for in Item 17, paragraph 10, each portion of the shipment will be rated at the applicable rate in effect on the date of pickup of each portion, based on the total weight of the entire shipment.

NOTE 4: For all Domestic shipments, SIT does not commence until the TSPs first available delivery date (see Item 29 for further guidance). TSPs first available delivery date and/or first day of SIT cannot be a weekend or U.S. National or officially declared state holiday without preapproval by the PPSO.

Refer to Item 210 for the application of SIT pickup and delivery transportation charges.

Item 17-1 - Attempted Delivery to Residence From Storage-in-Transit (SIT)

(17A) – Attempted Delivery – 30 Miles or Less

(17B) – Attempted Delivery – 31-50 Miles

(17C) – Attempted Delivery – Over 50 Miles

(17D) – Attempted Delivery – 1st Day

(17E) – Attempted Delivery – 30 Miles or Less – Overtime

(17F) – Attempted Delivery – 31-50 Miles – Overtime

(17G) – Attempted Delivery – Over 50 Miles – Alaska

1. TSP compensation for attempted delivery to residence from SIT when failure to deliver is not the fault of the TSP will be as follows:

   a. **Round trip distance** from the storage facility to residence and return: Item 210, Pickup or Delivery Transportation Charges on SIT Shipments, shall apply. Pursuant to the provisions of Item 210, Defense Table of Official Distances (DTOD) shall be used for "key entry mileages" (manual lookup). For example, when a shipment moves within the same BPC.

   b. **SIT:** A second first day storage charge will apply when the shipment is returned to SIT at the warehouse location. Storage charges will continue to apply at the additional daily rate until shipment is removed or delivered from storage, except as provided in Item 17, paragraph 6.

   c. **Waiting Time:** The provisions of Item 120 WILL APPLY if TSP is required to wait at residence. "These items require prior approval from the Government." See SDDC Baseline Tariff files for rates. For Item 17C and 17G use the appropriate linehaul table for computation of baseline charges. For Item 17A use the baseline rates for SIT P/D under Item 210A; for Item 17E use rates for Item 210D.

NOTE 1: Attempted delivery will normally NOT APPLY as deliveries are usually arranged directly between the TSP and customer. Only in circumstances where the delivery date in question was scheduled by the PPSO may the TSP request attempted delivery. In DP3, the TSP is responsible to maintain continuous contact with the member/employee.

NOTE 2: In circumstances where attempted delivery is authorized (see NOTE 1), validation of the attempted delivery requires preapproval from the PPSO while at residence. If a TSP arrives at delivery point and cannot locate the owner or an authorized representative, the TSP must contact the PPSO while at the delivery point to request preapproval of an attempted delivery. The PPSO will have one hr of free waiting time from the time they are contacted to locate the member/representative or to approve/disapprove the attempted delivery.

NOTE 3: Once the TSP and member/employee have agreed to a delivery date, the TSP MUST update DPS with a "Scheduled delivery date" PRIOR to the actual delivery date or 2 hours after agreeing to a delivery date/time with the customer, whichever is EARLIER. If a TSP fails to enter the scheduled delivery date in DPS the PPSO will have grounds for disapproval of any attempted delivery charge, even if the delivery was scheduled by the PPSO.

Item 17-2 - Termination of Liability for Goods in SIT

1. The TSP's responsibility for a shipment and its liability under the PPGBL/BL for a shipment in SIT shall terminate on midnight of the day specified in the notice which the TSP receives through DPS advising that the Government nature of the shipment will terminate, and the warehouse shall become the final destination of the

shipment. The notice of termination cannot be retroactive. A termination notice will only be effective if transmitted to the TSP through DPS. No other form of electronic notice will be accepted by the TSP as notice of termination unless the Government, or the TSP, identifies a system malfunction that would require an alternative method of notification (i.e. fax or e-mail). This notice of termination can be rescinded not later than one business day prior to the effective date of the DPS termination.

2. The Government will pay the TSP for all SIT costs, up to and including the day of termination. Once termination has occurred the government may not revive the TSP's liability under the original PPGBL/BL, or reinstate the original PPGBL/BL. If the government wishes to continue the government's funding of the shipment and pay for continued storage, the government must enter into a new contract with the warehouse and/or issue a purchase order or new bill of lading for delivery and any additional services needed after the termination notice.
3. For shipments converted to customer's expense, the TSP shall refund any prepayments due to the non performance of the service (i.e. Item 16B, 105A (Unpacking), 135B, etc...). When refunding these charges, the TSP shall use the "Misc" Item Code (226A) with a note explaining the refund. The appropriate unpacking amount due is IAW the 400NG Baseline Rates.
4. All delivery charges will be paid to the delivering entity on a local voucher submitted to the PPSO IAW Item 17-2(2) above.

Item 18 - Governing Publications

1. This tariff is governed by the following described publications:

Title Of Publication	Issuing Agent
DOD Participating TSPs And Scope of Operations All DOD governing publications are listed in the Defense Transportation Regulation (DTR)	SDDC and USTC J5/4
National Zip Code Directory	U.S. Postal Service (USPS)
National 3-digit Zip code directory (See NOTES)	SDDC
Mileage Guide No. 19 (See NOTES)	Rand McNally
DTOD will be the governing mileage guide for manual key entry mileages throughout the tariff	SDDC

The application of this tariff is governed by the Zip code for each area or place within the United States as assigned by the United States Postal Service as found in the National Zip Code Directory. The first three (3) digits of the Zip code define the applicable geographical service area for rate application purposes. If the United States Postal Service changes the BPC of a Zip code after the effective date of this tariff, the old BPC shall be used for shipment rating purposes until a new corresponding BPC is provided for herein. This tariff uses a BPC concept. Data from the National 3-digit Zip code directory is used to establish the BPCs and the data from Rand McNally Mileage Guide 19 (MG 19) establishes the mileage between the BPCs. There are currently 783 BPCs and 227 Service Areas consisting of 20 metro service areas and 207 non-metro service areas.

NOTE 1: The application of specific distance-based items (Item 125, Shuttle Service, and Items 17-1 and 210, relating to pickup and delivery transportation charges on SIT shipments [when destination (block 18 of PGBL/BL) and residence have the same first three digits in their Zip codes], and Alaska transportation charges) is also governed by the Mileage Guide as provided herein.

NOTE 2: Where a mileage radius is named, such mileage radius shall include all points within the described number of highway mileage from the point that designates the mileage basing location of such named city as shown in the governing Mileage Guide. Where cities or points are partly within the described number of miles, such will be considered as wholly within the described number of miles.

NOTE 3: References to Mileage Guide 19, as well as the other governing publications, also refers to subsequent reissues of these publications.

Item 19 - Performance and Data Periods

The performance periods over which TSPs will be evaluated under this tariff, and the corresponding Performance Period data cutoffs for calculating Customer Satisfaction Survey (CSS) scores, are as follows:

Performance Periods	Data Periods for CSS
1 January - 14 May	1 November - 31 October
15 May - 31 July	1 January - 31 December
1 August - 30 September	1 June - 31 May
1 October - 31 December	1 August - 31 July

Performance scores are calculated and re-ranking of TSPs occurs at the end of each performance period. CSS score used for these performance periods consist of the past twelve months of data with the cutoff dates shown above. Ranking is based on a TSP's Best Value Score (BVS) with the Performance Score (PS) calculated per shipment market and the Rate Score (RS) calculated for each channel and code of service combination in DPS. See DTR Part IV Chapter 403 for additional details on BVS and how performance periods apply.

Item 20 – 21 - Available For Future Use

Item 22 - Hourly Rates

1. Charges based on time shall be computed by multiplying the hourly rate by the time involved. Unless otherwise provided, fractions of an hour will be disposed of as follows:
   a. Where the time involved is 15 minutes or less, the charge shall be for one quarter of an hour.
   b. When in excess of 15 minutes but not more than 30 minutes, the charge shall be for one half hour.
   c. When in excess of 30 minutes but not more than 45 minutes, the charge shall be for three quarters of an hour.
   d. When in excess of 45 minutes, the charge shall be for one hour.

Item 23 - 24 - Available For Future Use

Item 25 - Minimum Charge

1. Except as otherwise specifically provided for in this tariff, or as amended, shipments transported under the provisions of this tariff weighing less than 1,000 pounds shall be accepted only at a weight of 1,000 pounds. Applicable rates and charges based on weight shall be subject to a 1,000 pound minimum.

NOTE 1: All shipments subject to weighing provisions as provided in Item 4.

Item 26 - Available For Future Use

Item 27 - Warehouse Pickup and Delivery Service

1. When a shipment is delivered to or picked up from a warehouse (including third party warehouse and self-storage/mini-warehouse locations), the charges for transportation include only the unloading or loading at door, platform, or other point convenient or accessible to the vehicle.
2. Refer to Item 225, in section 2, of this tariff for application of charges to apply when the TSP enters the warehouse (including third party warehouse and self-storage/mini-warehouse locations), at the government's request, for the purpose of removing items stored from or placing items into the warehouse (including third party warehouse and self-storage/mini-warehouse locations). (Refer to Item 17 for application of SIT charges).

Item 28 - Stopoffs, Diversions, Extra Pickups, and Extra Delivery

(28A) – Extra Pickup

(28B) – Extra Delivery

(28C) – Diversion Charges

1. **Self-storage/ mini-warehouse locations.** Extra pickup charges will not apply when the only pickup/delivery is from a self-storage or mini-warehouse.

2. Stopoffs and **Diversions**. This item contains the provisions that apply when a shipment is diverted or when additional stops are made to perform extra pickups or deliveries.

3. **Stopoffs:** At the request of the government (either through the pre-approval process or by adding the extra pickup/ delivery address in block 13 of the PPGBL/BL), extra stops or calls will be made at locations necessary to accomplish the extra pickup or extra delivery of portions of the shipment.

   a. Extra stops or calls are additional pickups made after the first pickup or additional deliveries made prior to the final delivery of the shipment. Each such extra stop or call shall constitute an extra pickup or delivery. An extra stopoff fee will apply for each extra pickup or delivery that is performed, in addition to the transportation and additional service charges provided in paragraphs (b) and (c) below.

   b. Transportation charges on shipments with extra pickups or extra deliveries is determined based on the weight of the <u>total shipment</u>, including any additional weight picked-up or delivered at any stopoff(s), rated on BPC miles from the requested pickup (block 19 of the PPGBL/BL) and to the requested delivery address (block 18 of the PPGBL/BL) VIA any stopoff point(s) at the time the shipment is offered and accepted by the TSP.

   c. The rates for additional services performed in conjunction with any extra pickup(s) will be based on the additional service rates applicable at shipment origin and the rates for additional services performed in conjunction with any extra delivery(s) will be based on the additional service rates applicable at shipment destination.

4. **Diversions:** Upon instructions from the government, the shipment will be diverted subject to the following terms and conditions. TSP may require that all such instructions be in writing.

   a. The term "diversion" as used herein means, either:

      1) A change (after loading of the vehicle while enroute) to the destination of the shipment outside of the <u>BPC</u> of the original destination, or

      2) A change in the route at the request of the government.

   b. When the TSP receives an order for diversion, diligent effort will be made to locate the shipment and effect the change desired, but the TSP is not responsible for failure to effect the change ordered, unless such failure is due to error or negligence on the part of the TSP.

   c. The transportation charges on shipments diverted to a new destination, while the vehicle is en route or upon arriving at the original destination will be determined based on the <u>total transportation charge from the shipment origin to the point where the shipment was diverted, plus the transportation charge from the point where the shipment was diverted to the final destination.</u>

   d. On shipments diverted to a warehouse for SIT at a location other than the original destination, the warehouse will be considered the destination point. Transportation charges to the warehouse will be assessed under the provisions of paragraph 3.c. of this item. Charges for storage and further transportation will apply based on the rates and charges named in this tariff.

   e. Not applicable if diversion instructions are received prior to the movement of the shipment or if the shipment is in SIT at destination. For delivery out of destination SIT, shipments will be paid according to charges for further transportation in Item 210 and subject to the discounts in effect on the PPGBL that brought the shipment into SIT.

   f. If a PPSO requests delivery out of SIT to a location greater than 50 miles (aka long delivery out of SIT) the TSP will agree to deliver the shipment under the same GBL that brought the shipment into SIT. No additional documentation will be provided and the TSP will bill the additional transportation charge utilizing Item code 210C.

   g. This item applies when the TSP furnishes diversion services to redirect a shipment from one original destination to a new destination. This charge reimburses the TSP for all documentation/administrative services associated with the diversion of a shipment. TSP will bill all documentation/administrative for diversions IAW NOTE 2 below.

NOTE 1: The rate (discount) that will apply on shipments placed in SIT within the AOR of the installation or address in block 18 of the PPGBL/BL will be the rate (discount) that applied on the original PPGBL/BL, even if such warehouses cross into a different rate area (aka Region).

NOTE 2: TSP will bill diversion (28C) charges utilizing Item 28B (adding a note identifying request is for a Diversion) until further notice.

Item 29 - Tender of Delivery for all Domestic shipments

a. TSP must notify the PPSO that a shipment has arrived at destination by arriving the shipment in DPS and providing first available delivery date within one workday after arrival at agent's facility.

b. If the member is available to receive property on the TSPs first available delivery date then SIT is not authorized.

c. The PPSO will furnish delivery instruction or SIT approval within two hours of shipment arrival in DPS. Prior to approving SIT PPSOs should monitor their "Inbound" DPS queues to ensure TSP has arrived the shipment in DPS.

d. SIT, when approved, will always be effective on the TSPs' first available delivery date, not the date of notification. SIT in date will be equal to the TSP's first available delivery date.

e. The PPSO may request/authorize waiting time if additional time is required to provide delivery instructions or SIT approval.

NOTE: For shipments being placed into SIT, TSPs must enter the first available delivery date in the "SIT Entry Date" in DPS, (the arrival date should not be entered in this field unless the first available delivery date is the same as the arrival date).

Item 30 - 31 - Available For Future Use

Item 32 - Prohibited and Restricted Articles

1. TSP will not accept shipment property liable to contaminate or otherwise damage equipment or other property, nor will TSP accept shipment articles which cannot be taken from the premises without damage to the article or the premises. TSP will not accept perishable articles including frozen foods, articles requiring refrigeration or perishable plants except as provided in paragraphs 2, 3, or 4.
2. Frozen food will be accepted for transportation provided:
   a. The food is contained in a freezer, which at time of loading is at normal deep freeze temperature;
   b. The shipment will be transported not more than 150 miles and/or delivery accomplished within twenty-four (24) hours from time of loading;
   c. No storage of shipment is required; and
   d. No preliminary or enroute servicing by use of dry ice, electricity, or other preservative methods is required of the TSP.
3. Perishable plants will be accepted for transportation provided:
   a. The shipment is transported not more than 150 miles and/or delivery accomplished within twenty-four (24) hours from the time of loading;
   b. No storage is required; and
   c. No preliminary or enroute servicing or watering or other preservative methods are required of the TSP.
4. TSP will not be responsible for any perishable article included in a shipment without the TSPs knowledge.
5. TSP WILL NOT ACCEPT for shipment under any circumstances tanks or bottles designed to contain butane or propane, including tanks and containers for gas barbecue grills, torches, tools or appliances. This prohibition also includes tanks or bottles that have been certified as empty.
6. Refer to the DTR Part IV regarding hazardous materials.

Item 33 - Application of Shuttle Service and Impractical Operations

Refer to Item 125, for details on shuttle service charges and/or extra labor charges, which shall be in addition to all other transportation or accessorial charges.

1. Application of Shuttle Service
   a. When the shipment is picked up by an agent and taken from the residence to await line haul transportation or is delivered from SIT, shuttle service will not normally be approved, unless there are unusual circumstances and the government has reviewed and approved the request.
   b. It is the responsibility of the customer/employee to make the shipment accessible to the TSP or accept delivery from TSP at a point at which the normally assigned line haul vehicle/equipment may be safely operated.
   c. When it is physically impossible for the TSP to perform pickup of a shipment at origin address or to complete delivery of shipment at destination address with normally assigned linehaul vehicle/equipment, due to the structure of the building, its inaccessibility by highway, inadequate or unsafe public or private road, overhead obstructions, narrow gates, sharp turns, trees, shrubbery, the deterioration of roadway due to rain, flood, snow, or nature of an article or articles included in the shipment, the TSP shall hold itself available at point of pickup or tender delivery at destination at the nearest point of approach to the desired location where the linehaul vehicle/equipment can be made safely accessible.
   d. If the criteria detailed in Item 33 b and c is validated and constitutes the need for shuttle service, the TSP must submit a request for shuttle service pre-approval in DPS prior to providing shuttle service. TSP must provide detailed notes/remarks in DPS at the time of pre-approval request identifying supporting facts IAW Item 33 c.
   e. If the customer/employee does not accept the shipment at the nearest point of safe approach by the TSP's linehaul vehicle/equipment to the destination address, the TSP, upon government approval, may place the shipment or any part thereof not reasonably possible for delivery, in storage at the nearest available government approved warehouse of the TSP. The transportation charges to cover the movement of shipment shall be computed based on weight of shipment being delivered. The mileage, in this scenario, will be limited to 0-30 miles (Item 210a) and will be subject to TSPs SIT discount.
2. Impractical Operations

   Nothing in this tariff shall require the TSP to perform any service at any point or location where, through no fault or neglect of the TSP, the furnishing of such services is impracticable because:
   a. Conditions of roads, streets, driveways, alleys or approaches thereto would subject operations to unreasonable risk of loss or damage to life or property;
   b. Loading or unloading facilities are inadequate;
   c. Any force majeure, war, insurrection, riot, civil disturbance, strike, picketing or other labor disturbance would:

      (1) Subject operations to unreasonable risk of loss or damage to life or property, or

      (2) Jeopardize the ability of the TSP to render linehaul or pickup or delivery or any other service from, to or at other points or locations;
   d. TSP's hauling contractors, TSP's employees or TSP's agents are precluded, for reasons beyond TSP's control, from entering premises where pickup or delivery is to be made;
   e. Local, state or federal restrictions, regulations or laws prohibit performance of such services by linehaul equipment.
   f. When service is impractical for reasons stated in this rule, and service can be completed through the employment of services of a third party, see Item 35.

Item 34 - Available for Future Use

Item 35 - Third Party Charges

(35A) – Third Party Service (TPS)

(35B) – Service Charge – Florida Keys

1. This item applies when prior approval has been provided by the PPSO for the TSP to obtain services for the completion of the move. These services include, but are not limited to third party charges, tolls (bridge and ferry), parking permits, and any other services not otherwise identified in this tariff but requested and approved by the PPSO as necessary for the completion of the move.

a. All such third Party charges will be **supported by paid receipts** and apply in addition to all other applicable tariff charges **provided that prior approval for services has been authorized**.

b. Toll charges will be advanced by the TSP, for expenses incurred by the TSP as a result of transiting bridges or ferries that are subject to officially assessed federal, state, county or local use fees (See NOTE 1).

NOTE 1: Except as otherwise specifically provided herein, tolls are restricted to bridges or ferries that are subject to officially assessed federal, state, county or local use fees. Shipments transported from or to Plantation Key, FL or Islamorada, FL and points south and west in the Florida Keys, will be subject to a transportation service charge. This charge shall apply in addition to any applicable bridge and ferry charges, based on the weight at which the line-haul transportation charges are computed. Tolls should be based on the weight of the shipment, subject to the applicable minimum weights. For applicable Key West Service Charges, refer to the baseline tariff files.

NOTE 2: When the origin or destination of the shipment, or a portion thereof, is located at a point accessible only by the use of a ferry, the following provisions apply:

a. The actual ferry charges will be billed by the TSP to the government as third party charge as provided herein.

b. When TSPs normal linehaul equipment cannot be accommodated by the ferry system, shuttle service will be provided, subject to the charge and provisions named in Item 33, paragraph 1 and Item 125.

c. Waiting time charges as provided in Item 120 of the tariff will apply commencing with the arrival of the TSP's vehicle at the ferry point of embarkation, during the vehicle crossing, and terminating when the vehicle disembarks from the ferry. The allowable free waiting time provisions provided for in Item 120 will not apply during the ferry waiting and transportation period described herein.

NOTE 3: Fuel surcharge is not authorized, and shall not be billed or paid, on third party services (TPS).

NOTE 4: Third Party Servicing DOES NOT APPLY to washers (e.g. front load) and other household articles that require bracing/stabilization (and de-bracing/destabilization) of moveable parts IN or ON such appliances. The cost of this service is considered to be part of the TSPs transportation charge.

NOTE 5: Crating is not authorized a third party service charge. When crating is accomplished in combination with a third party service (i.e. pool table disassembly), the TSP will be reimbursed for the cost of the crate, not to exceed the authorized cost for same size crate utilizing Item 105. The TSP must provide documentation identifying the crate dimensions and separate costing for the crate. TSPs must bill the appropriate item code 105B and/or 105E and will only be paid according to the charges in Item 105. Crating DOES NOT APPLY to flat screen televisions with screen sizes 60 diagonal inches and below (see Item 105).

Item 36 – 39 - Available For Future Use

Item 40 - General Price Adjustment

1. General Price Adjustment (GPA) - This item provides for the mechanism by which SDDC may choose to apply an adjustment, effective with the new annual rate cycle **(NOTE 1)**, to the rates and charges contained in the tariff based on the application of certain government cost indices.

2. A periodic GPA may apply on all rates and charges named in this tariff as provided herein.

a. Effective this issuance of the domestic tariff, the rates and charges in this tariff may be subject to a GPA as determined by the selected U.S. Department of Labor indices based on an annual review **(NOTE 1)** by SDDC. SDDC will provide notification to TSPs on any changes to baseline rates in conjunction with the issuance of this tariff. If an adjustment is not made to the baseline rates then the prior year's baseline rates will apply.

b. Applicable U.S. Department of Labor indices are as reported on the Bureau of Labor Statistics www.bls.gov web site, as follows:

1) **CPI Index** information is based on the Consumer Price Index, for All Urban Consumers (CPI-U), Not seasonally adjusted, U.S. City Average, for All Items (less Food and Energy), Series ID cuur0000SA0L1E.

2) **CEU Index** information is based on the average hourly earnings of production workers in the National Employment Index for Hours and Earnings, Not seasonally adjusted, for Transportation and Warehousing, specialized freight trucking, under NAICS Code 4842, Series ID ceu4348420008.

c. GPA will be based on the increase in the CEU times .41 (representing the labor portion of carriers' expenses) plus the increase in the CPI times .59 (representing the reciprocal of .41), as specified in paragraph 2.b.

d. To determine the GPA to apply, SDDC will first determine the unadjusted indexes for each index (CPI and CEU) applicable at the beginning and at end of the specified 12 month basing period (e.g. **September to September)**. Second, SDDC will determine the percentage increase in the CEU, subtract the ending CEU from the beginning CEU and divide that answer by the beginning CEU, and then multiply that answers times .41. Third, SDDC will determine the percentage increase in the CPI, subtract the ending CPI from the beginning CPI and divide that answer by the beginning CPI, then multiply that answer times .59. Finally, SDDC will add the two weighted subtotals together to determine the GPA percentage increase/decrease that may apply. The GPA and background calculations will be rounded to the 9th decimal place. All final costs will be rounded to the second decimal place (i.e. background data is $1.245343423, will round in the 400NG Baseline Rates as $1.25).

e. Notwithstanding any other provisions of the tariff, the GPA WILL NOT APPLY to the provisions of third party charges & valuation or other areas determined by SDDC.

For example (X = index number to be determined as provided herein):

	September	to	September	% Change	times	Factor	=	GPA
CPI Index =	X		X	X		.59		X
CEU Index =	X		X	X		.41		X
				GPA Total =		**X.XXXXXXXXX GPA**		

NOTE 1: The GPA calculations will be performed by SDDC based on an annual review of CPI and CEU data. SDDC will announce in this tariff whether adjustments will be applied, allowing TSPs time to adjust rates as needed prior to DPS Rate Filing. If a GPA adjustment is made, it will be incorporated into the 400NG baseline rates and will be effective on May 15th of each year (e.g. May 15th, 2014).

Item 41 - Economic Price Adjustment (EPA)

Industry associations that represent various TSPs or TSP's that are not affiliated with an association may submit a request to SDDC for a price adjustment regarding unusual surges in unforeseen operating expenses (excluding fuel price adjustment). Surges must be extreme or prolonged in nature that causes a hardship on TSPs. The request shall include a proposal for an adjustment, the amount of the adjustment and supporting documentation clearly explaining the need for the increase and how it was derived. Within 30 days upon receipt of the request and complete supporting data, SDDC will determine whether a price adjustment is warranted. Every effort will be made to develop a fair and reasonable adjustment; however, SDDC will make the final decision as to whether an adjustment will be made, as well as the amount, if any, of the adjustment. TSP's will continue performance pending a determination of any adjustment and its effective date and thereafter through completion of the annual rate cycle.

Item 42 – 43 - Available For Future Use

Item 44 - Definition of Holidays

1. Except as otherwise specifically provided in this tariff, reference to the term "holiday" shall be the date such as the, U.S. National or officially declared State holidays are observed.
2. When a holiday falls on a Saturday, the holiday will be observed on the preceding Friday. When a holiday falls on a Sunday, the holiday will be observed on the following Monday.
3. Charges for holidays in this tariff shall apply only when service is rendered on an observed holiday. Any service performed on a weekend or holiday where the TSP is seeking additional compensation, must be preapproved by the PPSO.
4. **For reference purpose only**, U.S. National Holidays are:

New Year's Day	January 1st
Martin Luther King, Jr. Day	The Third Monday In January
Washington - Lincoln Day	The Third Monday In February
Memorial Day	The Last Monday In May
Independence Day	July 4th
Labor Day	The First Monday In September
Columbus Day	The Second Monday In October
Veterans Day	November 11th
Thanksgiving Day	The Fourth Thursday In November
Christmas Day	December 25th
January 20 of Each Fourth Year After 1965 Inauguration Day At Any Point In the District of Columbia Only	

Item 45 - Available For Future Use

Item 46 - Collection of Freight Charges on HHGs Shipments Involving Loss or Destruction In- Transit

The collection of unearned freight charges under this item is not applicable to shipments in which the TSP has paid Full Replacement Value (FRV) under 10 USC 2636a on claims for loss or destruction in an amount less than or equal to the TSP maximum liability set forth by this solicitation.

Item 47 - Offset Action Against Transportation Service Providers

Currently, US Bank's third party payment system does not have the capability to process administrative offsets under the provisions of 31 USC 3716. By accepting shipments under this tariff, the Transportation Service Provider gives consent for a representative of the Department of Defense, United States Coast Guard, GSA, or other Federal Government Agencies to access the third party payment system, generate, and approve electronic bills (ebills) in lieu of an administrative offset under 31 USC 3716, and agrees to hold US Bank, or a successor administrator of the third party payment system, harmless for any ebills approved, paid or collected under this provision. Approved ebills paid or collected under this provision by the Department of Defense, United States Coast Guard, GSA, or other Federal Government Agencies shall be treated as an administrative offset for the purpose of appeals and refunds.

Item 48 - 49 - Available For Future Use

Item 50 - Effective Date Governing Application of Rules, Rates and Charges of This Tariff

1. Except as otherwise specifically provided in this tariff, all rules, rates and charges in effect on the date shipment is picked up shall apply.
2. See specific provisions in Item 16, Fuel Policy (TR-12) at www.sddc.army.mil - Item 17 SIT, and the application of Peak Season Charges in Section 2, for effective dates governing application of these provisions.

Item 51 – 55 - Available For Future Use

Item 56 - Rates Based On Minimum Weight or Minimum Volume

1. Except as otherwise specifically provided for in this tariff, transportation charges for shipments of individual customers/employees as described in Item 100, paragraph 2.a. of this tariff are based on minimum weights or volume, TSP must indicate on the Bill of Lading the minimum weight or volume - base rate, and the minimum charges applicable to the shipment.
2. If TSP fails to comply with the provisions of Item 56, Paragraph 1 the minimum weight or volume provisions will not apply, and in lieu thereof, the actual weight or actual volume of the shipment will be used to determine the applicable transportation charges.

3 The transportation charge, and all other charges based on weight, are based on the weight of the shipment with the following minimums: HHG - 1,000 pounds net.

Item 57 - Available For Future Use

Item 58 - Removal or Placement of Property from or to Inaccessible Locations

It is the responsibility of the customer/employee for removal or placement of property from or to attics, basements and other locations, and to make property available to the TSP where the location of property and goods to be shipped or delivered (1) is not accessible by a permanent stairway (does not include ladders of any type), (2) is not adequately lighted, (3) does not have a flat continuous floor, and (4) does not allow a person to stand erect. If the government requests and TSP agrees to removal or placement of property from or to such areas not readily accessible, Item 120, Labor Charges, will apply for this service. Preapproval is required.

Item 59 - 99 - Available For Future Use

Item 100 - Classification of Articles (Commodity Description)

1. The description of property to which rates, charges, rules, and regulations apply is that class of property designated as a commodity under the following commodity description: USED HOUSEHOLD GOOD consisting of personal effects and property used or to be used in a dwelling when a part of the equipment or supply of such dwelling.
2. **1ST Proviso – HHG**

   The term 'HHG', as used in connection with transportation, means PERSONAL EFFECTS AND PROPERTY USED OR TO BE USED IN A DWELLING, when a part of the equipment or supply of such dwelling, and similar property if the transportation of such effects or property is:

   a. Arranged and paid for by the householder, except such term does not include property moving from a factory or store, other than property that the householder has purchased with the intent to use in his or her dwelling and is transported at the request of, and the transportation charges are paid to the TSP by, the householder, or

   b. Arranged and paid for by another party.

Section 2
Additional Services

Application of Transportation Charges

The transportation charges in this tariff include the loading of the shipment at the point of origin, vehicle transportation to the point of destination, and the unloading of the shipment at destination but **do not include** the Additional Services named in Sections 1 and 2 of this tariff.

The transportation charges apply on a seasonal basis; Peak Season charges apply on shipments picked up on May 15th through September 30th of each calendar year. The transportation charges do not include the Additional Services named in Sections 1 and 2 of the tariff. Except for pickup or delivery of SIT shipments transported under Item 210, the line-haul transportation charges on ALL FIRST PROVISO shipments picked up for delivery to SIT, or delivered from SIT during the period of May 15th through September 30th of each calendar year will be subject to the PEAK SEASON transportation charges provided in the tariff. For transportation charges on shipments delivering out of SIT beyond 50 miles (Item 210C), the discounts in effect on the requested pickup date when the shipment was awarded will apply.

The transportation charges apply for the transportation of HHG to all points in the United States as provided for in Item 1 of the tariff. The charges apply between BPCs. The electronic rating engine in DPS will calculate transportation and associated charges for all of the thousands of possible Zip code-BPC combinations. SDDC also provides the applicable baseline rates and an associated mileage calculation tool (DPS Mileage and Transit Time and SIT eligibility.xls) on sddc.army.mil which can be used to calculate applicable charges.

Application of Additional Services

Except as may otherwise be specifically provided for, the Additional Service rates and charges provided for in this section apply throughout the United States and are in addition to all other rates in the tariff.

This section of the tariff describes the application of the Additional Service items and the baseline tariff files at sddc.army.mil provide the specific charges that apply.

Application of Transportation Charges and Additional Services

NOTE 1: The Transportation Charges apply for shipments of HHG consisting entirely of articles embraced in paragraph 1 of Item 100.

NOTE 2: If the United States Postal Service changes the BPC of a Zip code after the effective date of this tariff, the old BPC shall be used for rating purposes until a new corresponding BPC is incorporated into a revised edition or a modification to this tariff, including the electronic rating engine portion.

NOTE 3: Transportation charges apply based on the actual weight of the shipment, subject to the minimum weights provided in the rules of the tariff.

NOTE 4: The transportation charges in the tariff also apply to all points in the 48 contiguous United States (including the District of Columbia) AND points in Alaska (via motor-water-motor routes or via all-motor routes) as provided for in the rating engine (as selected by the tariff user, based on the actual mode of transport). There are 7 BPC's in Alaska, when delivering a shipment to/from an Alaskan BPC (See **NOTE 5** below) over a distance of more than 14 miles, use Section 7 of the 400NG Baseline Rates to determine the Intra-Alaska base linehaul charges. Charges for shipments 14 miles or less are part of the waterhaul rate. For waterhaul charges to AK, see the 400NG Baseline Tariff at http://www.sddc.army.mil.

NOTE 5: Shipments to/from Alaska must utilize the nearest BPC* to the requested pickup address (block 19 of the PPGBL/BL) and/or the requested delivery address (block 18 of the PPGBL/BL) at the time the shipment is offered and accepted by the TSP. *Use of Kodiak BPC is limited to shipments to/from the island of Kodiak and the immediate surrounding islands (not including any part of the Alaskan mainland). When only 1 BPC (with the Associated Zip3) is on the same land mass, that BPC must be utilized (i.e. Homer (Zip3 is 996 the BPC's are Anchorage and Kodiak, since the shipment is on the same land mass as Anchorage, the BPC utilized is Anchorage).

Item 101 - 104 - Available For Future Use

Item 105 - Packing and Unpacking Services

(105A) – Full Pack/Full Unpack

(105B) – Pack Regular Crate

(105D) –Debris Removal Within 30 Days

(105E) – Unpack Regular Crate

(105J) – Storage Inspection Fee (in lieu of full pack ONLY)

1. **Packing**

This item applies when the TSP furnishes cartons and performs the packing of some or all of the articles in the shipment. The item applies on a hundredweight basis for complete (full-pack jobs) shipments. Overtime labor rates will only apply after the TSP has the shipping office prior approval. Regular time and overtime rates apply, based on the time of the day and the day of the week that the service is performed. The rates contained in the rating engine include the containers, cartons and packing materials. TSPs filing Code 2 rates are responsible for providing this service at no additional cost beyond the filed rate with the exception of any approved domestic accessorials.

2. Only when packing is performed, the Government will pay for full pack and full unpack and the TSP will provide the applicable service at origin and destination. Custom Pack and Custom Unpack will not apply to DOD. "Charges for Full Unpacking are based on 25% of the Full Pack Rate at the destination schedule (as identified in block 18 of the PPGBL/BL at the time the shipment is offered and accepted by the Transportation Service Provider) for regular time, which is then discounted by 58%. The Full Unpacking rate line is always the rate line for Full Pack CWT 16000 lbs and under located in the baseline tariff files." TSP's rates/discount off the 400NG Tariff will apply to the total of full pack/unpack.

3. For shipments that are terminated after packing has began but before shipment departs the origin primary pickup address:

   a. In order to be paid for services rendered, the TSP is required to submit a legible inventory, signed by the member or designated representative and approve by the shipping office, of all items packed, disassembled, or prepared for movement. TSP will be compensated for packing/unpacking charges based on all items packed, disassembled or prepared for movement and listed on the inventory by cubic foot of the items. The cube will be converted to a weight basis using 7 pounds per cubic foot including Professional Books, Paper, and Equipment (PBP&E).

   b. The TSP must use the weight estimator located on the Move.mil page under: DOD Service Members and Civilian, Before You Move, Weight Allowance, Weight Estimator to obtain the cubed weight for furniture items that were packed, disassembled or prepared for movement.

   c. Unpacking charges (if applicable) will be approved by the PPSO and based on Block 18 of the PPGBL/BL at the time the shipment is offered and accepted by the TSP.

NOTE 1: Except as otherwise provided, packing charges apply at the location where the service is provided (the pickup/delivery address at the time the shipment is offered and accepted by the TSP) and the TSP performs packing, unpacking, debris removal, crating or uncrating service for the shipment (See NOTES 4 and 5).

Refer to the baseline tariff files for the applicable Packing charges defined in Parts 1, 2, 3, and 4 of this item.

Part 1: Full Service Packing and Unpacking

Full Service Packing and Unpacking includes all of the cartons, containers and packing service required and provided by the TSP to pack the shipment for domestic transportation (See NOTE 10).

Full Service Packing and Unpacking rates apply based on the net weight of the shipment and include all cartons and containers (see NOTE 12) furnished by the TSP. Full Service Packing and Unpacking consists of packing and unpacking of all such cartons and containers, and debris removal on the day of delivery. Customer/employee is authorized to retain all cartons and containers and may elect to surrender all or a portion of cartons and containers to the TSP at delivery. Debris removal of such cartons and containers for up to 30 days after delivery will only be authorized by the government and must be preapproved (see Part 3).

Full Service Packing and Unpacking charges do not include crating service and will not apply on shipments that the TSP does not pack (e.g. shipments released from Non temporary storage [NTS], shipments from SIT where the GBL has been terminated). In lieu of full pack, an inspection fee per actual net cwt will apply for

shipments that pickup from storage warehouses and are already packed. Please see the Baseline Rates Tables, item 105J for the actual charge.

NOTE 2: When billing for Item 105J (Reinspection fee) in lieu of full pack (105A), the appropriate full unpack amount due, should be billed as miscellaneous item code until otherwise announced. Billing of both item 105A and 105J should not occur on the same shipment.

NOTE 3: The full unpack will be subject to the TSPs linehaul discount.

Refer to Part 4 of this item for crating service provisions. "Packing and unpacking of crates is charged by cubic foot, or fraction thereof, and is subject to a four cubic foot minimum. Packing is based on the rate per cubic foot at the origin schedule".

The charges in this part apply based on the weight of the shipment. The weight of motor passenger vehicles (automobiles, pick-up trucks, vans, sport utility vehicles, and dune buggies) will be deducted from the shipment weight prior to determining the Full Service Packing and Unpacking charges contained in this Part.

Part 2: Custom Service Packing

Custom Pack and Custom Unpack will not apply to DOD shipments.

Part 3: Debris Removal Service

a. Debris Removal Charges apply when the PPSO requests that the TSP perform debris removal of unpacked cartons subsequent to the date of delivery and the service is performed.

b. Debris Removal Service is utilized by exception only as provided by Services guidance (e.g., Blue Bark, etc) and only upon specific request and preapproval by the PPSO/PPPO.

c. Debris removal is performed in conjunction with unpacking service and a debris removal charge will NOT APPLY for the cartons unpacked by TSP at the time of delivery.

d. Debris removal service performed after delivery must be performed within thirty (30) days of delivery date and be preapproved by the government.

Part 4: Crating Service

a. Crating Service charges apply when the TSP is requested to provide crates (specially constructed for mirrors, paintings, glass or marble tops and similar fragile articles) based on the gross measurement of the crate (subject to a minimum charge based on four (4) cubic feet). The packing service charge for crates includes the construction and packing of such crates, which remain the property of the customer/employee. **Separate charges apply for the unpacking of crates**.

b. In the event the TSP does not possess qualified personnel to construct such crates, TSP will, upon request of the government, be responsible for obtaining a qualified representative to construct such crates. Crating service must have prior approval from the shipping office. The rating engine includes charges for crating and only those charges from this tariff will apply. Crating is not recognized as a third party service. TSPs must bill the appropriate item code 105B and/or 105E and will only be paid according to the charges in Item 105.

c. The TSP must request preapproval for crating. Origin PPSOs/PPPOs are responsible for reviewing preapproval requests for crating. If origin PPSO approves Item Code 105B then Item Code 105E is auto-approved at destination. See Note 14.

d. When member furnishes crate for TSP to pack items, TSP may only charge labor for the sealing of container and uncrating.

NOTE 4: All crating shall be done at origin residence; all uncrating shall be done at the destination residence.

NOTE 5: Extra Stops. On shipments picked up or delivered at more than one location, the requested pickup (block 19 of the PPGBL/BL) and the requested delivery address (block 18 of the PPGBL/BL) at the time the shipment is offered to and accepted by the TSP shall be the basis for determination of rates and charges under this item.

NOTE 6: Overtime Hours. The TSP must have prior approval from the government for overtime hours. Container Service charges for packing, unpacking, debris removal and crating/uncrating apply when service is

performed during regular service hours, which, for purposes of this item, are defined as between 8:00 a.m. and 5:00 p.m. Monday through Friday (excluding Holidays). **When service is performed on Saturdays, Sundays or Holidays, or between the hours of 5:00 p.m. and 8:00 a.m. Mondays through Fridays,** charges for overtime service will apply and must be pre-approved by the government. When performed for the TSPs convenience, overtime shall not apply. Overtime for debris removal or crating service, if applicable, will be paid in accordance with the OT labor rates for Item code 120D provided in the SDDC baseline tariff files. Overtime for full pack/unpack will be paid under the labor rates for Item code 175 in the SDDC baseline tariff files.

NOTE 7: Determining Weights. When a Privately Owned Vehicle (POV) is loaded after weighing of the HHG the TSP must remove the weight of any POV(s) included in the shipment. TSPs may substitute the manufacturer's weight for automobiles, pick-up trucks, vans, sport utility vehicles, dune buggies, and specialty motor vehicles in lieu of obtaining separate weight tickets on these articles whenever such articles are included within a shipment. Manufacturer's weight will be obtained from either the Branham Automobile Reference Book, the N.A.D.A.'s Official Used Car Guide, or from other appropriate reference sources of manufacturer's weight, or the customer/employee may provide. The TSP with copies of manufacturer's documents evidencing the weight of the article included in a shipment.

NOTE 8: Cartons Furnished by customer/employee. Container Service rates in this item apply ONLY for cartons and containers that are furnished by the TSP.

NOTE 9: Rates Not Applicable for Cartons or Containers ONLY. The rates provided DO NOT APPLY for containers or cartons that are supplied but not packed by the TSP.

NOTE 10: Repacking Shipper Cartons Under Full Packing Service. When the TSP, to ensure safe transportation, is required to repack cartons or containers that have been packed by the shipper, **Item 120 Extra Labor** rates will apply for the <u>time spent unpacking such shipper-packed cartons</u> (however, no additional repacking or carton charges will apply for such cartons because these charges are already included in the Full Service Packing charges for the shipment).

NOTE 11: Packing and unpacking rates for crate will apply per each cubic foot or fraction thereof based on the gross measurement of the crate.

NOTE 12: No additional compensation will be provided for Flat screen television cartons or containers. Subject to PPSO approval, crating charges may only apply to flat screen televisions in excess of a 60 inch diagonal screen size. TSPs may utilize the member's previously used shipping container, if available and serviceable, at no cost to the government. The member/employee shall be responsible for the servicing of such a television at origin and destination, including all associated connection/disconnection and mounting/unmounting costs.

Definition: Flat screen televisions include Plasma, LED, and Liquid Crystal Display (LCD), and other types which are four inches or less in depth, and incapable of standing alone without a form of support.

NOTE 13: Memory Foam Mattresses - Tempur-Pedic or comparable mattress(s) – will be shipped flat with nothing on top to compress the mattress. Crating is not authorized for shipping mattresses via any domestic code of service.

NOTE 14: When awarded as a code D shipment, crating of bulky article items (Item 130) are at the discretion of the TSP and no additional cost to the shipper/government.

Item 106 - 119 - Available For Future Use

Item 120 - Extra Labor, Special Services and Waiting Time

(120A) – Extra Labor Regular

(120B) – Special Services

(120C) – Wait Time Labor Regular

(120D) – Extra Labor Regular – Overtime

(120E) – Special Services – Overtime

(120F) – Wait Time Labor – Overtime

1. Extra Labor, Special Services and Waiting Time

This item applies when the TSP provides extra labor, special services (such as disassembling or assembling **unusual articles**), or waiting time, when prior approval is obtained from the government. This charge is billed as indicated in the SDDC baseline tariff files.

2. The hourly rates named herein will apply for services performed by the TSP, except as otherwise specified herein. Rates apply based on the location where the service is performed, pursuant to the Stopoff provisions of Item 28.

Refer to the baseline tariff files for the charges for Extra Labor, Special Services and Waiting Time to apply.

3. Extra Labor

Extra Labor charges apply when the TSP performs any services that are requested by the government that are not included in the transportation charges and for which there are no other applicable charges in the tariff.

a. Extra labor charges apply per worker per hour on both a regular time and an overtime basis.

b. Regular time rates apply when service is provided between 8:00 a.m. and 5:00 p.m. Monday through Friday, excluding holidays. (Refer to Item 44 for definition of Holidays).

c. Extra Labor Overtime is a part of the total Extra Labor and **is not** accounted for under the Overtime Loading & Unloading item code, Item 175. The Item code for Extra Labor Overtime is 120D. Extra Labor Overtime hours apply when extra labor service is performed (1) between 5:00 p.m. and 8:00 a.m. Monday through Friday, excluding Holidays, (2) during any hour on Saturdays, Sundays or Holidays, or (3) during any hour on Good Friday when service is provided in the New York City area (BPCs 100,101,102,103, 104,105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 124, 125, 126, and 127).

4. **Removing and/or Disassembling and Reassembling**

The transportation charges in this tariff **do not include** any special services or labor required to:

a. Remove any article(s) embedded in the ground OR secured to a building (i.e., floor, ceiling, roof, or wall), or

b. Disassemble or reassemble any article(s), including, but not limited to, steel utility cabinets, swing sets, sky rides, jungle gyms, German schranks, steel shelving, pool tables, elongated work tables, counters, or other articles of an unusual nature, in order to ensure their safe transportation.

At the request of government, the TSP will provide such special services at the rates named in this item (See **NOTE 1).**

5. **Appliance and Other Household Articles – Service and Re-Service**

The transportation charges in this tariff include ONLY service performed by the TSP to accomplish the bracing/stabilizing (and de-bracing/destabilizing) of moveable parts IN or ON appliances and other household articles (including, but not limited to, refrigerators, deep freeze cabinets, cooking ranges, dishwashers, washing machines, clothes dryers, stereo systems, radios, record players, television sets and air conditioners), which if not properly serviced prior to loading could be damaged in or incident to transit. Third Party Servicing DOES NOT APPLY to washers (e.g. front load) and other household articles that require bracing/stabilization (and de-bracing/destabilization) of moveable parts IN or ON such appliances. The cost of this service is considered to be part of the TSPs transportation charge.

It is important to note that the servicing and re-servicing of appliances and other household articles **DOES NOT include:**

1. Any special service or labor (plumbing, electrical, carpentry, gas or ventilation connections, etc.) **required to DISCONNECT OR RECONNECT** such appliances and other household articles from or to the premises; and/or
2. Any preparation of article(s) by a third party in order to permit the safe transportation of the article(s), which **IF NOT PROPERLY SERVICED prior to loading, could be damaged in or incident to transit.** Does not apply to washing machines (e.g. front load washers).

See Item 135 and Item 35

At the request of the government the TSP will provide such special services or labor, mentioned in 1) above, at the rates named in this item (See **NOTES 1 and 2**), subject to the TSP's ability to furnish qualified personnel.

6. **Rigging, Hoisting and Lowering Service**

If, in the judgment of the TSP, it is necessary to use rigging, hoisting, or lowering services in order to accomplish the pickup or delivery of the shipment, or any portion thereof, TSP will perform such services at the rates named in this item, subject to government approval and the TSP's ability to furnish equipment and qualified personnel (See **NOTE 1**).

If TSP is unable to furnish or secure the equipment or qualified personnel, approved by the government, the TSP will be responsible for arranging such service.

7. **Waiting Time**

Charges for waiting time apply on an hourly basis for each hour that the TSP provides waiting time service.

a. Waiting time is a service that is subject to the availability of the TSP to perform such service and is only applicable if requested/preapproved by the PPSO and performed beyond the free waiting times indicated in this item.

b. Charges for waiting time, when not the fault of the TSP and when requested by the PPSO apply between the hours of 8:00 a.m. and 5:00 p.m. ONLY (see paragraph e), subject to an allowance of two hours of free waiting time at destination. **After the expiration of the two hours of free waiting time**, additional waiting time will be provided at the charges named herein, subject to the TSP's convenience. If TSP is unable to provide additional waiting time, the shipment may be placed into storage, pursuant to Item 17.

c. For pickups the TSP is responsible for coordinating the pickup with the customer and one hour free waiting time shall be allowed at origin.

d. When the shipment is delivered from SIT under the provisions of Item 210 of the tariff and delivery was scheduled by the PPSO the allowable free waiting time is one hour (see Item 17-1).

e. A combined charge will apply per hour for each vehicle, each driver, and each helper furnished by the TSP.

f. Charges do not apply on Sundays, or on National or State holidays, except when a Sunday or holiday pickup or delivery is specifically requested by the shipper. (Refer to Item 44 for definition of Holidays.)

g. When the origin or destination of the shipment, or a portion thereof, is located at a point accessible only by the use of a ferry, the following provisions apply:

1) The actual ferry charges will be paid by the TSP and billed to the shipper as an additional charge when supported by a paid receipt.

2) When TSP's normal line-haul equipment cannot be accommodated by the ferry system, shuttle service will be provided, subject to the charge and provisions named in Item 33, Part 1, and Item 125.

3) Waiting time charges as provided herein will apply commencing with the arrival of the TSP's vehicle at the ferry point of embarkation, during the vehicle crossing, and terminating when the vehicle disembarks from the ferry. The allowable free waiting time provisions will not apply during the ferry waiting and transportation period described herein.

NOTE 1: All **third party charges are in addition** to all other applicable tariff charges. A paid receipt shall support such charges provided that the Government pre-approved such services prior to services being performed, subject to the provisions of Item 35 (Additional third party services). When the TSP bills for Item 120B, third party charges will not apply.

NOTE 2: For applying charges for fractions of an hour for all services provided for in this item, refer to Item 22.

Item 121 - 124 - Available For Future Use

Item 125 - Shuttle Service

(125A) – Shuttle Service – 25 or Less Miles

(125B) – Shuttle Service – Over 25 Miles (Additional Distance Charge)

(125C) – Shuttle Service – 25 or Less Miles – Overtime

(125D) – Shuttle Services – Over 25 Miles – Overtime

1. Shuttle Service. This item applies when the shipper requests shuttle service for pickup or delivery at inaccessible locations. This item requires pre-approval from the Government. The pre-approval request must include comprehensive notes explaining the limitations preventing the linehaul equipment from accessing the origin/destination. PPSO approval of the TSP request and the member's signature on the pickup/delivery documentation or inspection by PPSO personnel will validate the performance of the service.

2. Shuttle Service charges shall apply for additional pickup or delivery services requested by the shipper, subject to the provisions of Item 33, Application of Shuttle Service and Impracticable Operations.

3. Except as otherwise provided, Shuttle Service charges apply at the point where the service is performed, pursuant to the Stopoff provisions of Item 28. The charges shown include the cost of the SHUTTLE VEHICLE AND LABOR required to perform the shuttle service. Other Additional Services may apply depending upon the circumstances and conditions at the pickup and delivery locations. These include, but are not limited to, Waiting Time (Item 120), and Stopoffs and Diversions (Item 28).

Refer to the baseline tariff files for Shuttle Service charges.

4. **Shuttle Service Charges**

   The charges provided are applicable when Shuttle Service is performed at job sites (residences or storage locations) that are within 25 miles of the location (storage facility or rental facility) where the shuttle vehicle is provided or obtained.

   a. When Overtime Shuttle Service is requested by the government, overtime charges apply when service is performed between 5:00 p.m. and 8:00 a.m., Monday through Friday, or at any time on Saturdays, Sundays and Holidays. Overtime charges will not apply when service is performed for TSP's convenience. The Overtime Shuttle Service Charges provided for herein are applicable ONLY for the shuttle service operation; refer to Item 175 (Overtime Loading and Unloading Service) for additional overtime charges that may also be applicable.

   b. Charges apply based on the weight of the shipment, or portion thereof that is transferred to/from linehaul equipment to/from a smaller truck, subject to a minimum weight of 1,000 pounds. Separate weight tickets are required for shuttle services comprising a portion of a shipment and in excess of 1,000 lbs. Failure to provide a separate weight ticket in such circumstances will limit compensation to 1,000 lbs.

5. **Additional Distance Charge** (Over 25 miles)

   If the distance between the nearest point of approach where the linehaul equipment can be made safely accessible and the job site is more than 25 miles, an additional charge applies for each 25 miles or fraction thereof. This charge is in addition to the shuttle charge otherwise provided for in this item. If the distance between the nearest point of approach where the linehaul equipment can be made safely accessible and the job site is 25 miles or less, the Additional Distance Charge does not apply.

   a. PPSOs/TSP should verify shuttle vehicle location and the nearest point of approach where the linehaul equipment can be made safely accessible and validate if additional distance will apply.

   b. Pursuant to Item 18, DTOD mileage will be used when shuttle service is performed within the same BPC and is then manually looked up and keyed into the rating engine.

NOTE: When the shipment is picked up by the TSP/agent or delivered from SIT, shuttle service will not normally be approved, unless there are unusual circumstances and the government has reviewed and approved the request.

Item 126 - 129 - Available For Future Use

Item 130 - Light and Bulky Article Classifications

(130A) – Bulky Article – Automobile, Truck, or Van

(130B) – Bulky Article – Motorcycle ≥ 250cc, Go-Carts, Three/Four Wheelers, Snowmobile, Riding Golf Car, or Small Recreational Vehicle

(130C) – Bulky Article – Jet Skis, Windsurfers, Canoes, or Kayaks

(130D) – Bulky Article – Boats ≤ 14 ft., Dinghies, Sculls, Skiffs, or Row Boats

(130E) – Bulky Article – Boats ≥ 14 ft. Dinghies, Sculls, Skiffs, or Row Boats when shipped with household goods

(130F) – Bulky Article – Trailers Boat ≤ 16 ft (Boat trailers are handled under the BOTO program)

(130G) – Bulky Article – Big Screen TV ≥ 48 in. (excluding flat screen televisions)

(130H) – Bulky Article – Grand Piano or Baby Grand Piano

(130I) – Bulky Article – Play House, Tool Shed, Utility Shed, Animal Kennel, or Animal House > 100 cu ft.

(130J) – Bulky Article – Bath Tub, Hot Tub, Spa, Whirlpool Bath, or Jacuzzi > 100 cu ft.

1. Light and Bulky Articles. This item requires PPSO preapproval and applies when light or bulky articles, such as cars, large-screen televisions 48 inches or more (excluding flat screen televisions), or hot tubs are included in the shipment.
2. When a shipment includes light or bulky articles as listed below, an additional loading and unloading charge shall apply.

Refer to the baseline tariff files for Light and Bulky Article charge.
NOTE: *Charge does not apply to articles capable of being safely hand-carried by one person and/or transported in standard cartons as listed in Item 105, Container Service.*

a. AUTOMOBILES, TRUCKS, VANS

b. MOTORCYCLES (250cc and over), GO-CARTS, All Terrain Vehicles (THREE OR FOUR-WHEELER), SNOWMOBILES, MOTORIZED GOLF CARTS or other similar small recreational vehicles.

c. JET SKIS, WINDSURFERS, CANOES, DINGHIES, KAYAKS, SCULLS, SKIFFS, ROWBOATS and BOATS 14 Feet in length and under with or without trailers (see **NOTE** 5).

d. JET SKIS, WINDSURFERS, CANOES, DINGHIES, KAYAKS, SCULLS, SKIFFS, ROWBOATS and BOATS over 14 feet in length (when TSP agrees to ship as part of HHGs).

e. TRAILERS (BOAT) (when moved outside the BOTO program).

f. LARGE-SCREEN TELEVISIONS, 48 inches and larger EXCLUDING flat screen TV's (see Item 105).

g. GRAND and BABY GRAND PIANOS (excluding upright pianos).

h. PLAYHOUSES, TOOL SHEDS, UTILITY SHEDS, OR ANIMAL KENNELS or HOUSES, (set up over 100 cu ft) these charges will only apply if item is moved assembled.

i. BATH TUBS, HOT TUBS, SPAS, WHIRLPOOL BATHS, AND JACUZZIS, (Transported set-up, not dismantled) – over 100 cu ft.

NOTE 1: LOADING AND UNLOADING CHARGES include BOTH loading and unloading service and the handling and blocking of such article, and apply each time a combined loading and unloading service is required, including shipments requiring SIT (except for TSP convenience). This requires PPSO preapproval.

Exception: Bulky item charges do not apply on shuttles when the TSP trans-loads from one vehicle to the other.

NOTE 2: In determining lengths for the purpose of this item, all fractions of a foot will be disregarded.

NOTE 3: The length of boats, canoes, skiffs, rowboats, kayaks, sailboats or jet skis shall be determined by the straight center line distance between the top center point of the transom and a point perpendicular with the foremost part of the bow. Manufacturer's "length overall" or "center line length" shall apply as the correct length for the purposes of this item in lieu of physical measurement by TSP.

NOTE 4: Domestic: Boats 14 feet or less in length or a boat and its associated trailer with combined length of 14 feet or less, a width of 8 feet or less, and a height of 9 feet or less, can be transported (e.g., canoe, skiff, dinghy, scull, kayak, rowboat, sailboat, outboard/inboard motorboat) with household goods or by personally procured transportation.

NOTE 5: Domestic: Boats over 14 feet in length or more than 6 feet 10 inches wide or 6 feet 5 inches high with or without a trailer must be shipped separately under a domestic OTO rate negotiated by SDDC or by personally procured transportation. See Section 2A OTO's (Boat and Mobile Homes) for further guidance.

Exception: When TSP agrees to move boats over 14 feet in length with the HHGs.

NOTE 6: Bulky Article charges are not authorized for flat screen televisions.

Item 131 - 134 - Available For Future Use

Item 135 - Origin and Destination Service Charge

(135A) – Origin Service Charge

(135B) – Destination Service Charge

1. **Application.** The Origin and Destination Service Charge includes elevator service, stair and excess distance carries, and the additional transportation charge (ATC). This item applies on a hundredweight basis at the requested pickup address (block 19 of the PPGBL/BL) and/or the requested delivery address (block 18 of the PPGBL/BL) at the time the shipment is offered and accepted by the TSP to compensate the TSP for handling and servicing the shipment at each location.

2. All shipments shall be subject to an Origin and Destination Service Charge, which shall apply once at origin and once at destination based on the net weight of the shipment (see **NOTES** 2 and 4 in this item), on a per hundredweight basis. The Origin and Destination Service Charges apply for the handling and servicing of the shipment at the requested pickup address (block 19 of the PPGBL/BL) and/or the requested delivery address (block 18 of the PPGBL/BL) at the time the shipment is offered and accepted by the TSP, and/or third party storage or other such facility, whether inside or outside a building, providing such places are safe and accessible to TSP's personnel. This includes the cost for bracing/stabilization (and de-bracing/destabilization) of moveable parts IN or ON household appliances (see Item 35 and 120).

3. If additional services (such as, but not limited to Extra Labor, Waiting Time, Shuttle Service, Light and Bulky Articles, Overtime Pickup and Delivery, or Pickup and Delivery Service Applicable at Third Party and Self-Storage Warehouses) are requested or necessary to complete the handling and servicing of a shipment, they will be performed subject to the conditions, rates and charges named in Sections 1 and 2 of the tariff, and shall apply in addition to the charges named herein.

Refer to the baseline tariff files for Origin and Destination Service Charges.

NOTE 1: Origin and Destination Service Charges apply on a per hundred weight (cwt.) basis, based on the weight at which the transportation charge is based, and the requested pickup address (block 19 of the PPGBL/BL) and/or the requested delivery address (block 18 of the PPGBL/BL) at the time the shipment is offered and accepted by the TSP.

NOTE 2: On shipments picked up or delivered at more than one place, the initial point of origin shall be the basis for the determination of charges at points of extra pickup, the final point of delivery shall be the basis for the determination of charges at points of extra delivery and the total (combined) net weight of the shipment shall be the basis for the determination of charges under this item.

NOTE 3: On diverted shipments, the requested pickup address (block 19 of the PPGBL/BL) and/or the requested delivery address (block 18 of the PPGBL/BL) at the time the shipment is offered and accepted by the TSP (not the point of diversion) shall be the applicable points for the determination of charges under this item. On shipments that are diverted back to origin, the Origin Service Charge shall apply twice.

NOTE 4: On SIT shipments, the determination of the charges under this item is based on the requested pickup address (block 19 of the PPGBL/BL) and/or the requested delivery address (block 18 of the PPGBL/BL) at the time the shipment is offered and accepted by the TSP. If the domestic shipment terminates at the storage facility, then the storage site shall be considered the final point of delivery. For shipments converted to customer's expense see Item 17-2(2).

Item 136 - 139 - Available For Future Use

Item 140 - 174 - Available For Future Use

Item 175 - Overtime Loading and Unloading Service

(175A) – Overtime Load/Unload

1. Pickup or Delivery Service on Saturdays, Sundays or Holidays. This item applies when the TSP performs pickup or delivery service on weekends, holidays, or after hours at the specific request of the shipper or if required by landlord requirements or local ordinances. Not applicable when done for TSPs convenience.
2. Except as otherwise provided for and subject to applicable notes below, an additional charge for each overtime loading or each overtime unloading shall apply at point where such service is performed, pursuant to the Stopoff provisions of Item 28.

Refer to the baseline tariff files for Overtime Loading and Unloading charges.

3. Overtime loading and unloading charges apply on all shipments when service is provided on Saturdays, Sundays, Holidays or between the hours 5:00 p.m. and 8:00 a.m. on Mondays through Fridays when this service is made necessary by:

   a. Specific request of the shipper or his agent.

   b. Landlord requirements.

   c. Prevailing laws and ordinances.

NOTE 1: Overtime loading and unloading charges will be based on actual weight subject to a minimum of 1,000 lbs. If only a portion of a shipment is loaded/unloaded a separate weight ticket MUST be provided, otherwise TSP is limited to billing 1,000 lbs.

NOTE 2: Overtime loading or unloading charges will not apply when service is performed for TSP's convenience.

NOTE 3: Overtime loading or unloading services will be rendered only at the option of the TSP.

NOTE 4: Overtime loading or unloading services will be performed at a warehouse only when agreed to by the warehouseman.

NOTE 5: Overtime unloading charges will not apply at destination when First Proviso shipments (as defined in paragraph 1 of Item 100) are delivered to a storage facility.

NOTE 6: Overtime loading and unloading charges also apply on Good Friday when service is rendered on that day in the New York City area (BPCs 100,101,102,103,104,105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 124, 125, 126, and 127).

NOTE 7: The provisions of this item DO NOT APPLY when the overtime provisions of Item 210 (Pickup and Delivery Transportation Charges on SIT Shipments) or Item 120 are applicable.

Item 176 - 184 - Available For Future Use

Item 185 - Storage-in-Transit (SIT)

(185A) – SIT First Day

(185B) – Sit Additional Days

1. This item applies when storage-in-transit is performed.
2. SIT charges are in dollars and cents per 100 pounds and apply based on location shown on the PPGBL/BL (block 18 for destination SIT and block 19 for origin SIT). Charges for this service shall be based on actual weight of goods stored in transit, subject to a 1,000-pound minimum, except as provided in NOTE below.
3. Storage charges apply for each day of storage, and apply each time SIT service is rendered. Storage days will include the day goods are placed in storage, and the day goods are removed from storage (except as otherwise provided in Item 17, paragraph 5). If the goods are removed from storage on the same day they are placed in storage, one-day storage will apply.

Refer to the baseline tariff files for SIT charges.

Item 186 – 209 - Available For Future Use

Item 210 - Pickup and Delivery Transportation Charges On SIT Shipments

(210A) – SIT Pickup/Delivery 30 Miles or Less

(210B) – SIT Pickup/Delivery 31-50 Miles

(210C) – SIT Pickup/Delivery Over 50 Miles

(210D) – SIT Pickup/Delivery – Overtime

(210E) – SIT Pickup/Delivery 31-50 Miles – Overtime

(210F) – SIT Pickup/Delivery Over 50 Miles – Alaska

1. **Pickup and Delivery Transportation Charges on SIT Shipments**. This item applies on SIT shipments when the TSP provides pickup or delivery service between the storage location and the residence. TSPs can use any DOD approved Storage facility listed in DPS. However, charges will not be based on the actual storage location. SIT charges (210A, B, C, or F) are based on either the BPC at the original requested pickup address (block 19* of the bill of lading) or original requested delivery address (block 18* of the bill of lading) at the time the shipment is accepted by the TSP and the DISTANCE between those addresses (block 18* for destination SIT and block 19* for origin SIT) and actual residence. Items 210B, 210C, 210D, 210E, require prior approval from the Government. See SDDC baseline tariff files for rates. On SIT Shipments, the Overtime SIT Pickup or Delivery Service charges provided herein DO NOT APPLY when the distance between the storage location (as defined above) and residence is over 50 miles. Refer to Item 175 (Overtime Loading and Unloading Service) for overtime charges that apply.

2. SIT pickup and delivery transportation charges apply for shipments stored in transit based on the Service Area applicable to block 18* or 19* of the PPGBL/BL at the time the shipment is offered and accepted by the TSP.

Refer to the baseline tariff files for SIT Pickup and Delivery charges.

When the Distance Between Block 18/19 and the Actual Pickup or Actual Delivery Location is:	The Applicable Charges Are:
Up to 30 Miles	**Pickup and Delivery Transportation Charges** (210A)
Over 30 Miles - Up To 50 Miles	**Pickup and Delivery Transportation Charges** (210A) **PLUS** **Additional Distance Charge** (210B)
Over 50 Miles	**Transportation Charges Apply** (210C ONLY) Use the linehaul tables for computation of charges
Over 50 Miles (Alaska only)	**Transportation Charges (210F)** Use the linehaul tables Section 7 Intra AK

a. The Defense Table of Distances (DTOD) shall be used to determine the distance-based rates when the original requested pickup address (block 19* of the bill of lading) or original requested delivery address (block 18* of the bill of lading) at the time the shipment is accepted by the TSP have the same first three digits in their Zip codes as the final delivery address."

b. When shipper requests Overtime Pickup or Delivery Service, overtime charges apply when service is performed between 5:00 p.m. and 8:00 a.m., Monday through Friday, or at any time on Saturdays, Sundays and Holidays. Overtime charges will not apply when service is performed for TSP's convenience.

c. SIT Pickup and Delivery charges are subject to the minimum weights as provided for in this tariff, except for pickup or delivery of portions of a shipment placed into or removed from storage, which are based on actual weight.

d. The SIT Pickup and Delivery charges include the loading and unloading of the shipment and the transportation of the shipment from or to the storage facility, but do not include any other Additional Services named in the tariff.

e. When the distance between the original delivery address (block 18* of the PPGBL/BL) at the time the shipment is offered and accepted by the Transportation Service Provider) and the actual delivery residence is more than 50 miles, the provisions of this item will not apply. The applicable transportation rates will apply. For transportation charges on shipments delivering out of SIT beyond 50 miles (Item 210c) from the

original delivery address (block 18* of the PPGBL/BL) at the time the shipment is offered and accepted by the TSP and the actual delivery address, the discounts in effect on the requested pickup date when the shipment was awarded will apply.

**NOTE: Exclusions apply such as changes prior to pickup and diversions. References made to blocks in the BL will be reflected in the DPS BL at the completion of the pre move survey.*

Item 211 – 224 - Available For Future Use

Item 225 - Pickup and Delivery Service Applicable At Third Party and Self-Storage Warehouses

(225A) – Pickup/Delivery Self/Mini Storage

(225B) – Pickup/Delivery Self/Mini Storage – Overtime

Except as otherwise provided herein, when TSP picks up or delivers a shipment to/from a third party warehouse (including self-storage/mini-warehouse locations), a charge will apply when the TSP is requested by the government to enter the warehouse for the purpose of removing items stored from, or placing items into, the warehouse space rented by the shipper. This item must be preapproved by the PPSO. The Overtime Warehouse Pickup or Delivery Charges provided for herein are applicable ONLY for the portion of the pickup or delivery service that is performed inside the warehouse space (refer to Item 175--Overtime Loading and Unloading Service) for additional overtime charges that may apply.

NOTE - Extra pickup charges will not apply when the only pickup/delivery is from a self-storage or mini-warehouse.

Refer to the baseline tariff files for Third Party and Self-Storage Warehouse Pickup and Delivery charges.

a. Charges apply at the point where the service is performed, pursuant to the stopoff provisions of Item 28, based on the weight of the shipment, or portion thereof, that is placed into or removed from the warehouse, subject to a minimum weight of 1,000 pounds. If only a portion of a shipment is loaded/unloaded, a separate weight ticket MUST be provided; otherwise TSP is limited to billing 1,000 lbs.

b. When Overtime Pickup or Delivery Service is requested by the government, overtime charges apply when service is performed between 5:00 p.m. and 8:00 a.m., Monday through Friday, or at any time on Saturdays, Sundays and Holidays. Overtime charges will not apply when service is performed for TSP's convenience.

Item 226 - Miscellaneous

(226A) – Miscellaneous Charge

Any authorized charge incurred by the TSP and not covered by any other designated service code, and not performed by a third party service, shall be billed as a miscellaneous charge. A description of the service is required.

Item 227 - Alaska Shipments

This item applies to the transportation of domestic household goods (HHG) shipments to/from Alaska including Intra-AK.

1. Compensation methodology for all shipments between CONUS and Alaska will be based on the Ocean Waterhaul table utilizing the port of Tacoma, WA as the only CONUS POE/POD.
2. TSP electing to use the Alcan Highway will be compensated based on compensation methodology identified above.
3. Shipments traveling Intra-state AK will continue to be based on linehaul mileage compensation and will not be compensated based on the Ocean Waterhaul tables.
4. Bunker Surcharge (BSC) compensation is authorized as below:
    a) The TSPs must ensure the Ocean Bill of Lading (OBL) invoice has the following:
        1) OBL invoice must show:
            a. Individual BSC (some OBLs list as FSC) for each GBL shipment listed on the invoice
            b. Total BSC for all GBL shipments on the OBL

c. Net weight of the individual GBL shipments
d. Net weight of the total GBL shipments
e. Sail date

2) The OBL must be from the actual Ocean Carrier. No other parties (i.e. 3rd party, freight forwarders, etc.) will be accepted.

5. The OBL must be provided to JPPSO/PPSO for validation of charges. See Appendix A for computations.
6. The OBL must list the BSC as being from Port to Port (i.e. Port of Anchorage to Tacoma, WA). Port to Door (i.e. Port of Anchorage to St Louis, MO) BSC will be disputed unless the OBL has the Port to Port BSC listed and calculated separately from the Port to Door BSC.

Item 228 – 399 - Available For Future Use

Section 2A
OTO's (Boats and Mobile Homes)

Item 300 - Purpose

Unless otherwise stated, all portions of this tariff apply to Domestic One Time Only (OTO) Boat (BOTO) and Mobile Home (MOTO) shipments. This chapter provides the procedures and information required for TSPs to file voluntary OTO rates to transport DOD and U.S. Coast Guard-sponsored BOTO/MOTO shipments within CONUS (excluding Alaska (BOTO shipments) and Hawaii (BOTO/MOTO shipments) and the District of Columbia. These instructions supersede all previously published procedures, formats, and other information for OTO filings applicable to Domestic BOTO/MOTO shipments.

Item 301: Criteria for Use of BOTO/MOTO Rates

BOTO/MOTO rates will be obtained through a competitive bidding process via DPS for the movement of privately owned boats or personal watercraft with or without an associated trailer over 14 feet in length or over 6 feet 10 inches in width or over 6 feet 5 inches in height and mobile homes.

Item 302: Procedures

BOTO/MOTO move requests will be created by the PPSO in DPS and sent to SDDC for review. SDDC Rates will solicit and award the BOTO/MOTO rate request in DPS. Approved TSPs wishing to participate will submit their rates in DPS, e-mailed/faxed submissions will not be accepted. A minimum of 30 days' notice is normally required prior to the move from the member/employee and 20 days' notice from the PPSO. All short fuse requests must be coordinated directly with SDDC Rates prior to submission.

Item 303: Submission of Rates and Charges

1. Rates and charges offered in bid submissions must be independently determined and expressed as indicated in Item 303(2)b. Competitive rate bids submitted in response to these filing procedures must be submitted by the Bid End Date/Time and under the terms, conditions, and procedures specified. This solicitation stands alone, is not influenced by prior practices or procedures, and is subject to modification by SDDC Rates prior to the solicitation Bid End Date/Time or after as needed.

2. For details on BOTO/MOTO rate filing see "Rate Filing User Guide Transportation Service Provider (TSP) Edition" located on the SDDC website http://www.sddc.army.mil/PP/default.aspx.

(a) TSPs can enter only one (1) bid per BOTO/MOTO request and rates must be error-free. The TSP may edit, change, correct, or delete any of their entered information during the bid window. After the BOTO/MOTO Bid End Date/Time, rates are not allowed to be entered into DPS and no changes, withdrawals, or cancellations are allowed. SDDC is not responsible for rates not entered into DPS prior to the Bid End Date/Time. BOTOs/MOTOs are not restricted by Rate Cycle Dates or Performance Periods. Technological issues may occur when submitting bids, therefore TSPs should enter their bid into DPS as soon as possible to meet the Bid End Date/Time (see NOTE 1).

(b) The rate will be expressed as a Flat Rate. The Flat Rate will include all costs associated with the movement of the BOTO/MOTO (including but not limited to linehaul, fuel, tolls, surcharges, taxes, over-

dimensional charges, permits, anti sway devices, escort services, transit axles with wheels and tires, temporary lights, household goods inventory (MOTOs), placement of the load, requested origin and destination accessorial services identified in the BOTO/MOTO solicitation (unless otherwise identified in this tariff or the solicitation). BOTO/MOTO shipments will operate the same as standard shipments (unless otherwise identified in this section) except they will utilize the BOTO/MOTO Flat Rate in place of standard rates on file and SIT Rate will be based on a Daily SIT Rate. Each TSP's BOTO/MOTO Flat Rate will apply for each shipment moved until its final delivery to the customer (see NOTE 2).

(c) In addition to rates and charges, the TSP must enter the following information for a valid bid to be accepted.

(1) The Flat Rate

(2) Tender Number

(3) TSP POC information (Name, Telephone #, and Email Address)

(4) Cost for any Accessorial charges not identified as included in the Flat Rate (i.e. Tube/Tire repair, Tube/Tire replacement, etc...).

(d) SDDC will evaluate all bids received from TSPs. Acceptance of bid does not guarantee shipment award. Although no guarantee is expressed or implied, SDDC will make every effort to protect the confidentiality of rates submitted in response to a BOTO/MOTO solicitation.

NOTE 1: If TSPs have DPS issues or discrepancies during the solicitation and bid process it is recommended they contact the DPS helpdesk.

NOTE 2: Utility and air conditioner reconnect/disconnect are to be accomplished by the member/employee as a reimbursable expense within limits of the member/employee entitlement.

Item 304: Terms and Conditions for TSPs Submission

TSPs that are in a suspended, non-use, disqualified, or otherwise in inactive status during any portion of the BOTO/MOTO solicitation will not be considered. The rules and regulations contained in this tariff provide all terms and conditions and will not be subject to modification prior or subsequent to acceptance of rates unless specifically modified by SDDC Rates, for the mutual benefit of all parties. SDDC Rates reserves the right to reject any or all offers and to waive minor irregularities in offers received.

Item 305: Effective Period for Accepted Bid

The following procedures are applicable for rates:

1. Shipments must be tendered to the TSP prior to the tender expiration date (30 days after originally scheduled pickup date). In the event this cannot be accomplished, SDDC will notify the TSP and request an extension of the expiration date or solicit a new BOTO/MOTO rate, as appropriate.
2. PPSOs will ensure that any cancellations are effected with the TSP at least 48 hours prior to date of pickup to avoid services ordered, but not used. Any charges for services ordered but not used must be paid IAW the rate tender and/or a negotiated rate obtained by HQ SDDC.
3. Shipment will be awarded to the TSP with the highest Best Value Score (BVS), for more details on BVS see DTR Part IV Chapter 403.

Item 306 - 314: Reserved for Future Use

Item 315: Origin and Destination Services

The TSP shall perform the origin and destination services requested by the PPSO to accomplish the move, utilizing the accessorials stated in this Tariff. Specific requirements for each accessorial are described herein and are included in the Flat Rate bid. If specific instructions or requirements are not provided, the best available and frequently used commercial practices shall be used.

Item 316 - 327: Available for Future Use

Item 328: Third Party Services

1. When third party service is required for an accessorial service requested in a BOTO/MOTO solicitation the charge will be included in the BOTO/MOTO rate. The TSP will be responsible for payment of such services without additional reimbursement from the Government.
2. When third party service is requested and approved by the PPSO (i.e. services not known or ordered during initial solicitation), the TSP will engage third party service for performance of special services not included in the BOTO/MOTO rate. TSP will pay the third party and invoice the charge.
3. Indicate date, time, and type of service performed on the bill for charges.

Item 329: Tire/Tube Repairs or Replacements In-Transit

TSPs having to repair and/or replace a tire/tube (Item 419) will invoice using the rate submitted at the Bid End Date/Time.

Item 330: Tow-Away Boat Service

The movement of a boat with trailer by a commercial TSP towed with a self-contained power unit capable of being operated over the highways.

Item 331: Haul-Away Boat Service

The movement of a boat with or without a trailer by a commercial TSP with specialized equipment used to transport boats on cradles, racks, or flatbeds from an origin to a destination. This service is normally for a large boat without a trailer or a boat with non-roadworthy trailer. Boats without trailers are generally picked up and delivered from/to a marina.

Item 332 - 399: Available for Future Use

Included Accessorial Services

The following services are included in the all-inclusive flat rate and do not need to be requested by the PPSO and/or member/employee.

Item 400: Anti-Sway Devices

TSP will include cost of rental, labor, etc., for anti-sway devices in the rate submission.

Item 401: Escort Service

When an escort vehicle and driver are required to comply with federal, state, or municipal regulatory bodies, the cost will be included in the BOTO/MOTO rate. When more than one escort vehicle and driver are required according to federal, state, or municipal regulatory bodies and stated on the permits, the additional escorts and drivers will be included in the BOTO/MOTO rate for the portion of travel required.

Item 402: Installation of Temporary Lights

The BOTO/MOTO rate will include the cost of installation of temporary yellow flashing lights on units, a temporary light harness if the unit is not equipped with operative running, stop or turn signal lights, and special lights in lieu of escorts.

Item 403: Tolls and Fees

The BOTO/MOTO rate submitted by the TSP will include bridge, road, turnpike, ferry or tunnel charges, surcharges, taxes, permits, and/or fees assessed by any state or local government through which the shipment must move.

Item 404: Transit Axles

Request must include number of axles, braking axles, and tires actually on mobile home. A response of ‘none’ or a blank response will automatically require rental of tires/axles in the all-inclusive rate. The MOTO rate will include the cost of renting axles with wheels, tires, and brakes, if required, along with installation costs to meet the following requirements:

1. Axles required to meet the manufacturer's requirements of a mobile home when the member/employee does not provide and/or has an insufficient number of axles to move the home.

2. Axles that are required to comply with permit requirements of federal, state, or municipal regulatory bodies.

Item 405: Inventorying

The TSP, in coordination with the owner, shall prepare IAW DTR Part IV, Chapter 402 an accurate legible household goods descriptive inventory, DD Form 1412.

Frequently Requested Accessorial Services

The following items may be requested by the member/employee or the PPSO at the member/employee's request.

TSP must enter the rate for each accessorial item identified in the request; however, the charges will be included as part of the all-inclusive flat rate.

Item 406-A: Packing and Related Servicing Requirements

The TSP shall pack and prepare articles IAW TOS guidelines.

Item 406-B: Unpacking and Related Servicing Requirements

Unloading at destination will be IAW DTR Appendix B.

Item 407: Appliance Servicing

The TSP shall service appliances by securing the item in such a manner that it will withstand handling and transportation.

Item 408: Preparation of Mobile Home for Movement

The TSP shall prepare the Mobile Home for movement to meet the best commercial practices.

Item 409 A: Hitch Installation

TSP shall install member/employee's hitch on mobile home.

Item 409 B: Hitch Removal

TSP shall remove member/employee's hitch from mobile home.

Item 410-A: Unblocking

TSP shall unblock the mobile home. Disposition and/or movement of blocks will be member/employee's responsibility.

Item 410-B: Blocking

The TSP shall block the mobile home. The member/employee shall be responsible for furnishing blocking material. This service does not include digging ditches, trenches, footers, postholes, or furnishing poles.

Item 411-A: Unanchoring

The TSP shall perform unanchoring service at origin. This includes removal of the anchors from the ground and disconnection of the straps. If the anchors cannot be removed, they must be sheared off even with the ground.

Item 411-B: Anchoring

The TSP shall perform anchoring services at destination. The member/employee shall be responsible for furnishing the anchoring material.

Item 412-A: Removal of Skirting

The TSP shall remove skirting from the mobile home.

Item 412-B: Installation of Skirting

The TSP shall install skirting. The member/employee shall be responsible for furnishing the skirting material.

Item 413-A: Expando, Tipout, or Slideout Removal

The TSP shall prepare, separate, and seal each expando, tipout, or slideout unit prior to movement (see Item 413-B NOTE).

Item 413-B: Installation of Expando, Tipout, or Slideout

The TSP shall secure each expando, tipout, or slideout unit at destination (see NOTE).

NOTE: An expando room that is a separate unit and cannot be slid, tipped, or enclosed within the main body of the mobile home and requires separate transport will fall under the provisions of Item's 414-A and 414-B.

Item 414-A: Double-Wide Separation and Preparation for Movement

The TSP shall separate each unit of a double-wide mobile home and prepare for movement.

Item 414-B: Reassembly of Double-Wide

The TSP shall reassemble the double-wide mobile home.

Item 415-A: Installation of Customer-Owned Axles/Tires

The TSP shall install customer's tires and axles, and grease and service wheel bearings prior to movement.

Item 415-B: Removal of Customer-Owned Axles/Tires

The TSP shall remove member/employee tires/axles at destination.

Specialized Accessorial Services

A rate for each of the following items will be submitted in DPS as part of TSP acceptance of the award.

Item 416: Extra Axles

When submitting their bid in DPS, TSP will submit a rate for extra axles (for use when the requirement is identified after the bid window is closed). This rate will include installation and rental of axles with wheels, tires and brakes, as required.

Item 419: BOTO/MOTO Tire and Tube Repair or Replacement

(419a) - Tire and Tube Repair

(419b) - Tire and Tube Replacement

When submitting their bids, the TSP will submit a rate for each tire/tube repair/replacement.

1. If during the movement, the TSP has to repair/replace tires and/or tubes on the mobile home or boat, the TSP will invoice these charges. Upon PPSO request, the TSP will be required to provide valid receipts signed by parties performing services and include the serial numbers of the new tires purchased and the serial numbers of tires being replaced. Replacement tires must be equal to or greater than the ply rating of the tire being replaced. Tires that have been replaced must be left with the mobile home or boat unless otherwise requested by the member/employee.

Item 420: BOTO/MOTO Daily Storage-In-Transit (SIT) Rate

1. SIT will be approved by the PPSO.
2. Storage charges apply for each day of storage and each time SIT service is rendered. The storage period will include the day the BOTO/MOTO is placed in storage, but not the day the BOTO/MOTO is removed from storage.

Item 421 - 999: Available for Future Use

Item 1000 - Explanation of Abbreviations and Reference Marks (For Standard Use Throughout This Tariff)

CONUS Destination Rate Areas (labeled Regions)

Destination Rate Area (Region)	States
Region 1	Idaho, Oregon, Washington
Region 2	California, Nevada
Region 3	Arizona, New Mexico, Utah
Region 4	Montana, North Dakota, South Dakota, Wyoming
Region 5	Colorado, Kansas, Missouri, Nebraska
Region 6	Arkansas, Louisiana, Oklahoma, Texas
Region 7	Iowa, Michigan, Minnesota, Wisconsin
Region 8	Illinois, Indiana, Ohio
Region 9	Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont
Region 10	Delaware, District of Columbia, Maryland, Virginia, West Virginia
Region 11	Alabama, Kentucky, Mississippi, Tennessee
Region 12	Georgia, North Carolina, South Carolina
Region 13	Florida
Region 14	Alaska (Alaska is a domestic destination for some shipments)
Region 15	Intrastate

Origin Rate Area Abbreviations for U.S. States

No	Rate area name	Rate area code	Abbreviated name
1	Alaska (Zone) I	US8101000	AK1
2	Alaska (Zone) II	US8190100	AK2
3	Alaska (Zone) III	US8050500	AK3
4	Alaska (Zone) V	US8030400	AK5
5	Alabama	US47	AL
6	Arizona	US79	AZ
7	Arkansas	US60	AR
8	California-North	US87	CAn
9	California-South	US88	CAs
10	Colorado	US74	CO
11	Connecticut	US16	CT
12	Delaware	US22	DE
13	District Of Columbia	US24	DC
14	Florida-North	US49	FLn
15	Florida-South	US4964400	FLs
16	Georgia	US45	GA

17	Idaho	US83	ID
18	Illinois	US38	IL
19	Indiana	US36	IN
20	Iowa	US53	IA
21	Kansas	US58	KS
22	Kentucky	US28	KY
23	Louisiana	US64	LA
24	Maine	US11	ME
25	Maryland	US23	MD
26	Massachusetts	US14	MA
27	Michigan	US30	MI
28	Minnesota	US50	MN
29	Mississippi	US48	MS
30	Missouri	US56	MO
31	Montana	US70	MT
32	Nebraska	US55	NE
33	Nevada	US86	NV
34	New Hampshire	US12	NH
35	New Jersey	US19	NJ
36	New Mexico	US77	NM
37	New York	US17	NY
38	North Carolina	US40	NC
39	North Dakota	US51	ND
40	Ohio	US34	OH
41	Oklahoma	US62	OK
42	Oregon	US85	OR
43	Pennsylvania	US20	PA
44	Rhode Island	US15	RI
45	South Carolina	US44	SC
46	South Dakota	US52	SD
47	Tennessee	US42	TN
48	Texas-North	US66	TXn
49	Texas-South	US68	TXs
50	Utah	US76	UT
51	Vermont	US13	VT
52	Virginia	US25	VA
53	Washington	US84	WA
54	West Virginia	US27	WV
55	Wisconsin	US32	WI
56	Wyoming	US72	WY

Item 1001 - Surcharges

(1001A) - Surcharges

SURCHARGE: An extra fee, levied to a shipment, paid by the transportation service provider and sometimes reimbursed by the U.S. Government. Surcharge reimbursement is considered on a case-by-case basis with reimbursement decision resting at the sole discretion of the Surface Deployment and Distribution Command. Specific surcharge definitions are provided below:

a. **Bunker Surcharge (BSC)** – An extra charge, also known as Bunker Adjustment Factor (BAF) or Fuel Adjustment Factor (FAF), sometimes added to ocean TSP rates to offset for the additional cost of the ships bunker fuel beyond the normal cost included in the ocean freight rate. This surcharge is justified by higher fuel costs and MUST be supported by an ocean bill documenting bunker as paid by TSP for fuel that powers the engine of a ship. This surcharge is applicable to codes of service 2 and D for Alaska waterhaul shipments only.

b. **War Risk Surcharge (WAR)** – Insurance coverage for loss of goods resulting from any act of war or as a result of the vessel "entering" the war risk area when billed by the ocean/air TSP. This charge is only applicable to areas deemed "war risk" areas, as provided for on the SDDC website, www.sddc.army.mil, Personal Property/POV, International, War Risk Areas.

c. **Port/Terminal Security Handling Surcharge (COF)** – An extra charge that is billed to the TSP for security of their cargo while at the port of embarkation/debarkation.

d. **Port Congestion Surcharge (CON)** – An extra charge that is billed to the TSP for controlling the congestion of trucks/vessels entering/departing the port.

NOTE 1: Surcharges, other than those identified above, will be considered on a case-by-case basis with reimbursement decision resting at the sole discretion of the Surface Deployment and Distribution Command. With the exception of fuel related surcharges and unless otherwise stated, all surcharges are meant to be temporary in nature in and until the TSP bas been provided official notification to incorporate such additional fees into their rate.

NOTE 2: These services are billable when TSPs have actually paid for this service. Upon Government request, the TSP must provide a copy of paid receipt.

Section 3
Volume Moves

Item 2000 - Purpose

Unless otherwise stated, all portions of this tariff apply to Volume Moves (VM). This chapter provides the procedures and information required for TSPs to file voluntary individual rate tenders (IRTs) to transport DOD and U.S. Coast Guard-sponsored VM within CONUS, State of Alaska, and the District of Columbia. These instructions supersede all previously published procedures, formats, and other information for IRT filings applicable to Domestic VM shipments.

Item 2001 - Criteria for Use of Volume Move Rates

VM procedures will apply under the following conditions:

1. Estimated tonnage consisting of household goods totaling 200,000 pounds or more; however, SDDC may request a VM for lesser tonnage to meet special operational requirements.
2. Movement is from one Origin City (within 75 miles or less radius) to one Destination City (within 75 miles or less radius).
3. Requests must be entered into DPS and submitted to SDDC at least 90 days prior to the requested start date of the VM. (Exceptions will be made on a case-by-case basis).
4. Movement is normally within a 90-day period.

NOTE: SDDC reserves the right to waive the normal 90-day period for VM, if circumstances warrant. Although every effort is made to ensure personnel and tonnage estimates are accurate as possible, there is no guarantee on number of shipments or tonnage for any VM. When circumstances warrant, SDDC can adjust the Volume Move End Date by either shortening it or lengthening it. When lengthening the Volume Move End Date, SDDC can extend up to 45 days to meet mission requirements.

Item 2002 - Procedures

The following procedures are applicable to VM:

1. When the above criteria for use exist, the responsible PPSO is required to submit a request through DPS to SDDC providing appropriate information. PPSOs must include POC information (Name, Telephone # and Email Address) and any special operational requirements in the request. The minimum amount of pounds to be handled by each bidding TSP, per day, is normally 40,000 lbs (SDDC can adjust as necessary).
2. SDDC will review the VM request and submit it for bids. DPS will send out an email to all eligible TSPs with rates on file for the Channel-Code of Service combination selected and who are eligible (not in a punitive status) to move HHG throughout the VM (as of the Solicitation Date).
3. To participate in the VM, TSPs must log into DPS and submit a rate that is lower (higher discounts for LH/SIT) than their rate on file for the same Channel-Code of Service combination.
4. The deadline date for receipt of the rate tender number and bid information is specified in the VM Solicitation and is viewed by logging into DPS. TSPs are required to submit proper and complete information for bids to be considered responsive.

Item 2003 - Submission of Rates and Charges

1. The submission of voluntary bids into DPS is the only way to participate in the movement of DOD/USCG-sponsored VM. Rates and charges offered in bid submissions must be independently determined and expressed as indicated in Item 2003(2)b. Competitive rate tenders submitted in response to these filing procedures must be submitted by the exact deadline and under the exact terms, conditions, and procedures specified. This solicitation stands alone, is not influenced by prior practices or procedures, and is subject to modification by SDDC Personal Property prior to the solicitation bid deadline or after as needed.

2. TSPs will submit their rates in DPS. For details on VM rate filing see “Rate Filing User Guide Transportation Service Provider (TSP) Edition” located on the SDDC website.

(a) TSPs can enter only one (1) bid per VM and rates must be error-free. The TSP may edit, change, correct, or delete any of their entered information during the bid window. After the Volume Move Bid End Date/Time, no changes, withdrawals, or cancellations are allowed. DPS will prevent rates **from being**

entered after the Volume Move Bid End Date/Time. VM are not restricted by the Rate Cycle Dates, or Performance Periods.

(b) The rate will be expressed as a discount off the Domestic 400NG Tariff. For example, if a TSP wishes to offer a 10% linehaul reduction, the rate submitted would be 10%. One (1) percentage will be shown to cover a reduction in total cost for linehaul and one (1) percentage for SIT. VM shipments will operate the same as standard shipments except they will utilize the VM rates in place of the standard rate on file. The rates entered (either LH/SIT discounts) must be lower (higher discount for LH/SIT) than the bidding TSP's rate on file for the same Channel-Code of Service combination. Each TSP's VM LH/SIT discounts will apply for each shipment shipped under the VM until its final delivery to the customer.

(c) In addition to rates and charges, the TSP must enter the following information to be eligible to participate in the VM:

(1) The maximum amount of tonnage expressed in pounds per day that can be picked up. The TSP entered maximum amount cannot be below the minimum pounds established by SDDC.

(2) Tender Number.

(3) TSP POC information (Name, Telephone #, and Email Address).

(4) Agreement in DPS to move the minimum daily tonnage required by the VM.

(d) The TSP must agree to the following information to be eligible to participate in the VM process:

(1) Move at least the minimum pounds per day identified on the VM Solicitation.

(2) Move up to the maximum amount of pounds per day the TSP identified as being capable of handling.

(3) Not refuse any VM shipments (NOTE: DPS will not offer shipments to a TSP that will exceed the TSPs maximum daily tonnage capability).

(e) SDDC will evaluate all competitive rate offers received from TSPs. Acceptance of rates does not guarantee any offer of shipments or tonnage (VM Solicitations are estimates).

(1) Although no guarantee is expressed or implied, SDDC will make every effort to protect the confidentiality of rates submitted in response to a VM Solicitation.

(2) Domestic HHG VM rates are processed by SDDC Personal Property Rates Team. DPS must be used for the submission of all rates associated with a VM. Refer any questions to SDDC Rates Section.

Item 2004 - Terms and Conditions for Individual Rate Bid Submission

TSPs that are in a suspended, non-use, disqualified or other inactive status during any portion of the VM will not be considered. The rules and regulations contained in the VM procedures provide all terms and conditions and shall not be altered in any manner. These procedures will be retained by the participating TSP. SDDC reserves the right to reject any or all offers and to waive minor irregularities in offers received.

Item 2005 - Preparation of Individual Rate Submissions

Each TSP is completely responsible for the proper preparation and submission of its bid(s), in accordance with the procedures prescribed herein. E-mailed/faxed submissions will not be accepted.

Item 2006 - Effective Period for Accepted Bid Submission

The Volume Move Bid Start Date and Volume Move Bid End Date/Time will be identified in the initial email sent to all eligible TSPs (see Item 2002 above) via DPS. SDDC reserves the right to adjust the Volume Move Bid End Date/Time or re-solicit bids as determined necessary by SDDC.

Item 2007 - Receipt of Submission

All bid submissions must be received in DPS on or before the deadline date and time indicated on the solicitation, for each individual VM. SDDC is not responsible for rates not in DPS prior to the deadline. Computer glitches and other technology issues may occur when submitting bids, therefore TSPs should enter their bid into DPS as soon as possible to meet rate submission deadlines. Bids will not be accepted after the Volume Move Bid End Date/Time.

NOTE: If TSPs have issues or discrepancies during the solicitation and bid process it is recommended they contact the SDDC System Response Center (DPS helpdesk).

Item 2008 - Reserved for Future Use

Item 2009 - Punitive Action

The provisions of this rate solicitation and the Tender of Service apply equally whether moving household goods lots individually or as a VM.

1. Any TSP who willingly submits a rate proposal that misrepresents a material fact shall be grounds for the suspension of the TSP from future DOD/USCG personal property shipments. Additionally, if a TSP lacks appropriate operating authority, the TSP shall be subject to the referral to the appropriate government agency for inquiry.
2. TSP performance shall be monitored by both the origin and destination transportation officers and will be subsequently reported to SDDC. TSPs understand that personal property transportation office may give consideration to CSS comments, customer feedback, QA inspection findings, and other performance factors to decide which quality assurance actions apply to a particular shipment.
3. TSPs whose overall performance clearly indicates an unwillingness to comply with service standards detailed in the Tender of Service (ToS) shall be subject to punitive action. Whenever punitive actions are awarded to a TSP, the resulting action (i.e. suspension, non-use, or disqualification) will apply to both regular and VM shipments. Suspensions imposed at the PPSO level may apply to all domestic shipments out of that GBLOC. If SDDC takes action to disqualify a TSP, disqualification will apply to all shipments as determined by the TSP Review Board. For questions concerning disqualification, contact HQ SDDC Qualifications.
4. VM shipment refusals are not authorized and shall result in punitive action per DTR Part IV.
5. Failure to pick up VM shipments or comply with requirements may result in immediate suspension from the VM (to include shipments traveling over the same market not consigned to the VM). If repeated violations occur, suspensions may be progressively escalated as indicated in the DTR (4500.9-R).

NOTE: All VM shipment CSS's are generated and counted towards the applicable market (DHHG), and all existing CSS reports will include CSS data for VM shipments.

Item 2010 - Correction to Volume Move Individual Rate Tenders

Corrections or changes to VM rates after the specified Volume Move Bid End Date/Time will not be permitted. The Deputy Chief of Staff for Personal Property will not be responsible for late or misdirected rate bid submissions which do not arrive in DPS prior to the Volume Move Bid End Date/Time when caused by any party or parties not assigned to the Personal Property Division. SDDC reserves the right to reject any or all offers, waive informalities and minor irregularities in offers received, negotiate or accept offers without discussion of rates, to nonuse any rate, and re-solicit rates prior to or during the VM effective dates.

Item 2011 - Acceptance/Rejection of Individual Rate Submission

1. SDDC will review each rate submission prior to acceptance, rejection, or distribution. TSPs must use the utmost care in bid preparation, since rates cannot be withdrawn after the bid end date and time expires.

2. DPS will notify TSPs via email when bids have been accepted or rejected.

a. Notification of Acceptance. Accepted TSPs will receive an email (to the TSP Master and TSP Operations user roles). Inquiries about this solicitation relative to TSP ranking and participation should be satisfied by reference to DPS and viewing the TSPs VM screens. However, each TSP tendering rates will be furnished with information relative to the acceptance or rejection of its tender via email as described in b below.

b. Notification of Rejection. Any TSP failing to enter a Tender Number, POC information, or other mandatory information will be stopped by DPS until the information is entered. Rejected TSPs will receive an email (to the TSP Master and TSP Operations user roles) detailing the reason for rejection (e.g. failure to enter a Tender Number, POC information, or other mandatory information). Email questions concerning rate filing to SDDC-PP Domestic Rates Team.

Item 2012 - Volume Move Rates – Public File

All accepted Tender Numbers are contained electronically in DPS, and TSPs can only view their SCAC's rate information.

Item 2013 - Selecting Number One TSP for Volume Move

Selection of number one (1) TSP will be accomplished using the BVS computation matrix. TSPs can view their SCAC's relative ranking (e.g. 2nd of 15) by logging into DPS.

Item 2014 - Reserved For Future Use

Item 2015 - Additional Guidance

1. When a TSP is offered and accepts a VM shipment and later negotiates a pickup date change outside the VM cycle, the shipment will move under the VM rate and tables that were effective on the original requested pickup date at the time the shipment was offered and accepted by the TSP.

2. DPS offers short-fused VM shipments to eligible VM TSPs on a first come, first serve basis. Short fuse awards will count towards minimum and maximum daily weight allocations. TSPs already reaching their maximum daily weight still receive short fuse shipment notifications and may accept the shipment if desired.

Item 2016 - Volume Move Shipment Distribution

1. DPS ranks VM TSPs from highest to lowest based on their BVS. The number one ranked TSP is displayed as the "Next TSP To Receive Shipment" and the next lower ranked TSP will be shown as the "Alternate TSP". VM TSPs who have met their maximum daily tonnage requirement will not be displayed and the next two sequentially ranked TSPs will appear as the "Next TSP To Receive Shipment" and "Alternate TSP". This process is system generated and the process repeats daily.

2. PPSOs shall distribute VM shipment tonnage as follows:

a. All VM shipments shall be offered to the number one (1) ranked TSP until that TSP has reached the minimum daily tonnage.

b. Once the number one (1) ranked TSP reaches the minimum daily tonnage, the PPSOs may award shipments to the alternate TSP.

c. When the number one (1) ranked TSP has reached their maximum daily tonnage, the PPSO must distribute the shipment tonnage to the number two (2) ranked TSP for the specified day until they reach the minimum daily tonnage (then repeat Item 2016 (2)b above).

Item 2017 – 2022 - Available For Future Use

Item 2023 – Volume Move Blackout Status

1. VM Blackouts are identified by Volume Move Start/End Dates, for a given VM or a set of VM.

a. TSPs will be provided the ability to blackout dates for all "Accepted" VM or select dates on a specific "Accepted" VM to blackout.

b. TSPs will not be allowed to blackout VM (s) before they are in an "Accepted" status.

2. TSPs in a VM Blackout status will be charged the "Administrative Tonnage" for any shipment they would have received had they not been blacked out.

3. TSPs not in VM Blackout status will be subject to SDDC Quality Assurance punitive action if tonnage minimums are refused.

4. VM Blackouts are independent of any other blackout type in the system (e.g. a dHHG blackout will not blackout a TSP for a VM under which they are accepted).

Appendix A: Baseline Files and “How to”

This Appendix contains instructions for rating DOD shipments under the 400NG using the SDDC baseline tariff file. **See www.sddc.army.mil for the "(appropriate Rate Cycle) SDDC Baseline Tariff" file as well as the supplemental "SDDC 400NG Rating Tool" (provides 400NG mileage and other calculations).** The SDDC baseline tariff file provides baseline dollar amounts and accessorial charges which should be reduced by linehaul or SIT discounts as needed. The "SDDC 400NG Rating Tool" supplements this Appendix by providing users 400NG mileage (including waterhaul mileage) and guidelines for rating 400NG shipments. Both files are located at the following link: www.sddc.army.mil, then click on the following site path: Personal Property, 400NG. When rating a shipment under 400NG, it is important to note the following:

1) All of the United States (except Hawaii) is divided into three digit Zip codes (Zip3)
2) Each three digit Zip code is assigned to a Base Point City (BPC)
3) Each BPC is assigned to a Service Area (SA)

Mileages are based on Rand McNally Mileage Guide 19 and are from BPC to BPC (see note below for exception).

NOTE: When a shipment picks up and delivers within the same Zip3, DTOD mileage will apply. In those cases users must enter DTOD miles into the "SDDC 400NG Rating Tool." DTOD miles can be obtained in DTOD at https://eta.sddc.army.mil.

A. General information

All charges within this document are divided into Linehaul Charges (LH) and non-linehaul Charges.

Only the first three positions of a Zip Code are needed for shipment rating purposes.

Following is a list of the information needed before a shipment can be rated as well as a symbol for each item.

Description	Symbol	Description	Symbol
Zip Code at Origin – first three positions	OZip3	Pickup Date	PUD
Zip Code at Destination – first three positions	DZip3	LH Discount	dLH
Total Weight	TWT	SIT Discount	dSIT
Hundred Weight (TWT / 100)	CWT	HHG Percent of Tariff (inverse of dLH)	InvdLH
Hundred Weight Miles	CWT-M	SIT Percent of Tariff (inverse of dSIT)	InvdSIT
Base Linehaul	BLH	Shorthaul	SH (may not apply)
Lower 48 Base Linehaul	LBLH	Linehaul Charge	LH
Linehaul Factor (Origin and Destination)	OLF/DLF	Intra Alaska Miles	Intra AK
Waterhaul Charge	WHC		

NOTE: To obtain a discounted rate, multiply the baseline amount by the inverse of dLH (discount). The inverse of the discount (InvdLH or InvdSIT) is 1.00 minus the discount (dLH or dSIT) where the discount is expressed as a fraction (e.g. 71% discount is 0.71).

InvdLH = 1.00 - dLH
InvdSIT = 1.00 - dSIT

For example, the inverse LH discount for a 55% LH discount would be:
InvdLH= (1.00 – 0.55) = 0.45

Linehaul and SIT discounts can be retrieved from the TSP's invoice for GBL shipments or in DPS Analytics.

B. Linehaul Charges

Linehaul charges (**LH**) are the charges associated with the loading, transporting, and unloading of the shipment. The Linehaul Charge may have up to three components:

Description	Variable
Base Linehaul	BLH
Linehaul Factor (Origin and Destination)	OLF/DLF
Shorthaul	SH (may not apply)

Base Linehaul (BLH) is the charge element for the transportation of the shipment from origin (block 19) to destination (block 18), through any stops along the way. BLH is computed using the total weight and total miles of the shipment.

Origin Linehaul Factor (OLF) and Destination Linehaul Factor (DLF) are an additional linehaul component that accounts for varying transportation costs associated with each Service Area (SA).

Shorthaul (SH) is an additional linehaul component for shipments moving 800 miles or less on all modes combined. SH is based on a new unit of measure called hundred weight miles (CWT-M). Determine CWT-M by multiplying total shipment MILES times CWT. Find Item 999 in the baseline tariff files and apply the correct Sub-Item rate on the CWT-M.

NOTE: In order to determine if a shipment is eligible for a SH charge, PPSOs must factor in all transportation segment miles. If SH is paid and a shipment moves greater than 800 miles, the TSP MUST reimburse the total SH amount paid via EDI.

How to Calculate Linehaul Charges

Rates are found in the SDDC baseline tariff files on www.sddc.army.mil.

Use the following information as our **EXAMPLE** for shipments in the lower 48:

Origin Zip3 (OZip3): 395	**Destination Zip3 (DZip3): 336**
Origin BPC: Saucier, MS	**Destination BPC: Tampa, FL**
Origin Service Area Number: 428	**Destination SA Number: 197**
Origin Service Area Name: Gulfport , MS	**Destination SA Name: Tampa FL Metro**
Est. Weight: 6,000	**Pickup Date (PUD): 02/10/2011**
Miles: 565	**Discounts: dLH = 57%; dSIT = 46%**
Crate: 4.3 cuft	**SIT days (total): 16 days**

The SDDC 400NG Rating Tool will perform the steps below; however, users can manually look up this information using the following steps:

1. Using the OZip3 and DZip3, go to the "Base Point City" tab in the SDDC baseline tariff file under Column E and locate the Zip3s for the shipment origin and destination. Record the SA, under Column D, that corresponds to each Zip3.

2. Go to the "Geographical Schedule" tab in the file and locate your "Service Area Number/Name" (Column A) to show applicable charges.

1. COMPUTING LINEHAUL CHARGES (LC)

NOTE: Unless otherwise mentioned, all reference to "tabs" in this document refers to worksheets located inside the "SDDC Baseline Rates" tariff file located on www.sddc.army.mil.

The guidance below will help compute/validate 400NG HHG Domestic Linehaul Charges (LC).

A. Formula: LC= [BLH + OLF + DLF + SH] x InvdLH

NOTE: Shorthaul is only applicable if total mileage from requested pickup address (block 19 on the PPGBL/BL) to the requested delivery addresses (block 18 on the PPGBL/BL) at the time the shipment is offered to and accepted by the TSP is 800 miles or less.

1. Determine the Base Linehaul (BLH)

i. Using the "**SDDC 400NG Rating"** tool, enter the Origin and Destination Zip3 and the tool will provide the 400NG mileage from origin BPC to destination BPC (our example is 565 miles).

ii. Using this 400NG mileage, go to "400NG Linehaul Rates" tab, lookup the Linehaul table. Using the mileage and shipment weight, locate the baseline amount in the table (our example is $6,042).

NOTE: Baseline amounts in 400NG are in dollars ($) and NOT $/cwt.

2. Determine the Origin and Destination Linehaul Factors (OLF/DLF)

i. Using the "**SDDC 400NG Rating**" tool, enter the Origin and Destination Zip3 and the tool will provide the Service Areas (SA) that apply (origin 428 and destination 197).

**To manually calculate: Using the OZip3 and DZip3, go to 400NG Baseline file Base Point City (BPC) tab and lookup the row that contains each Zip3 (first 3 numbers of Zip code). Get the Service Areas (SA) that applies to each Zip3 (origin 428 and destination 197).*

ii. Go to "Geographical Schedule" tab and find the row for each SA

a. This gives you the applicable linehaul factor for origin (OLF) and destination (DLF), both are needed to compute the LC (our example is OLF - $0.51 per cwt and DLF - $0.61 per cwt).

b. Using these numbers, compute the OLF (our example is $0.51 X 60 (CWT of shipment) = $30.60). Now do the same for the DLF (our example is $0.61 X 60 cwt = $36.60).

3. Determine Shorthaul (SH) Charge (ONLY applies if shipment moves 800 miles and less)

i. Multiply the CWT by the mileage (our example is 60cwt X 565miles = 33,900 cwt-miles (CWT-M).

ii. Go to 400NG "Additional Rates" tab and use the total above to find which SH bracket (Item Number 999) and locate the amount (our example is $220.81).

4. Determine Linehaul Charge (LC) TOTAL

i. Add the BLH total (our example is $6,042), the OLF (our example is $30.60), the DLF ($36.60), and the SH ($220.81) and multiply this by the InvdLH (our example is .43).

ii**. Total LC Calculations: ($6,042 + $30.60 + $36.60 + $220.81) X .43 = $2,721.90**
(use conventional rounding if applicable to 2 decimal points).

C. Non-Linehaul Charges

I. COMPUTING NON-LINEHAUL CHARGES

1. COMPUTING ITEM 135A (Origin Service Fee)

A. Formula: 135A = (135A rate X CWT of shipment) X InvdLH

1. Determine Origin Service Fee (135A)

i. Using the OZip3 go to 400NG "Base Point City" tab and find the SA that applies to the Zip3.

ii. Go to "Geographical Schedule" tab, find your SA and locate the 135A rate (our example is $3.09).

iii. Using this number, compute the charge using 135A rate X CWT of shipment, then multiply that by the InvdLH (our example is ($3.09 X 60) X .43 = $79.72).

2. COMPUTING Destinations Service Fee (135B)

A. Formula: **135B = (135B rate X CWT of shipment) X InvdLH**

1. Determine Destination Service Fee (135B)

i. Using the DZip3, go to 400NG "Base Point City" tab and find the SA that applies to the Zip3.

ii. Go to "Geographical Schedule" tab, find your SA and locate the 135B rate (our example is $5.85).

iii. Using this number, compute the charge multiplying the 135B rate with the CWT of shipment, then multiply that by the InvdLH (our example is ($5.85 X 60) X .43 = $150.93).

3. COMPUTING Full Pack/Unpack (105A)

A. Formula: **Full Pack = (Full Pack rate X CWT) X InvdLH**
Full Unpack = (Full Unpack rate X CWT) X InvdLH

NOTE: Before figuring Pack/Unpack charges, get the Service Schedule (1, 2, 3, or 4) that applies to your Service Area (SA) from the "Geographical Schedule" tab for both origin and destination. Once you have these, go to the "Additional Rates" tab.

1. Determine Full Pack (105A)

i. Look up the rate for Full Pack for your origin schedule and weight bracket (note – there are 4 service areas make sure you use the one that goes with your Service Schedule) (our example is $47.93).

ii. Multiply this number by the CWT then multiply the total by the InvdLH (our example is $47.93 X 60 X .43 = $1,236.59).

2. Determine Full Unpack (105A)

i. Look up the rate for Full Unpack for your destination schedule and weight bracket (note – there are 4 service areas make sure you use the one that goes with your destination Service Schedule).

NOTE - There is only 1 unpack charge per Service Schedule regardless of weight (our example is $5.03265).

ii. Multiply total by the CWT and then by the InvdLH (our example is $5.03265 X 60 X .43 = $129.84).

4. COMPUTING Crating/Uncrating Regular Crate (105B and 105E)

A. Formula: Crating = (Crating rate (for schedule) x cuft) x InvdLH
Uncrating= (Uncrating rate (per schedule) x cuft) x InvdLH

NOTE: Crating and uncrating is charged by cubic foot, or fraction thereof, and is subject to four cubic feet minimum. Crating is based on the rate per cubic foot at the origin schedule and uncrating is based on the destination schedule.

1. Determine Crating (Regular Crate) (105B)

i. Crating – In the "Additional Rates" tab, look up the rate for Item Code 105B for your origin Schedule (note – there are 4 service areas, make sure you use the one that goes with your Service Schedule) (our example is $23.68/cu. ft.).

ii. Multiply each number by the cuft of the crate and then by the InvdLH (our example is $23.68 X 4.3 X .43 = $43.78).

2. Determine Uncrating (Regular Crate) (105E)

i. Uncrate - In the "Additional Rates" tab, look up the rate for Item Code 105E for your destination Schedule (note – there are 4 service areas make sure you use the one that goes with your Service Schedule) (our example is $5.92/cu. ft.).

ii. Multiply each number by the cuft of the crate and then by the InvdLH (our example is $5.92 X 4.3 X .43 = $10.95).

5. COMPUTING SIT CHARGES (185A and 185B)

A. Formula: 185A = (1st Day SIT Charge X CWT) X InvdSIT
185B = (Addl SIT Charge X CWT X Days) X InvdSIT

NOTE: PPGBL/BL - block 19 (pickup) and block 18 (delivery) Zip3 are required to validate SIT charges. SIT charges are NOT determined by the SIT facility Zip3 (see Item 185 of the 400NG Tariff).

To calculate SIT charges, go to the "Geographical Schedule" tab and follow your Service Area Number across to get your Item 185A (SIT 1st day) rate and 185B (SIT additional days) rate for origin and/or destination.

1. Determine SIT First Day & Warehouse Charges (185A)

i. 1st Day SIT – use the "185A SIT First Day & Warehouse (per cwt)" rate for the Origin/Destination Zip3 (where shipment is in SIT). Multiply this number (our example is $12.68/cwt) by the CWT (our example is $12.68/cwt X 60cwt = $760.80).

ii. Multiply total by the inverted SIT (InvdSIT) discount (our example is $760.80 X .54 = $410.83).

2. Determine SIT Additional Days (185B)

i. Additional SIT Days - using the "185B SIT Addl Days" on the "Additional Rates" tab for the Origin/Destination Zip3 (where shipment is in SIT).

ii. Multiply this number (our example is $.44) by the CWT (our example is (.44 X 60 = $26.40). Multiply total by the number of additional SIT days, then multiply the total by the InvdSIT (our example is ($26.40 X 15) X.54 = $213.84).

6. COMPUTING P/D SIT – 30 Miles or Less (210A) and P/D SIT 31-50 miles (210B) (Over 50 Miles – Linehaul charges apply (210C)):

A. Formula: 210A = 210A table charge X InvdSIT
210B = (210A table charge + 210B charge) X InvdSIT

NOTE –Use "SIT P/D" Schedule (1, 2, 3, and 4) that corresponds to your origin/destination SA which can be found on the "Geographical Schedule" tab. You need the PPGBL/BL - block 19 (origin SIT) and block 18 (destination SIT) Zip3s, weight delivered into or out of SIT, and the mileage between block 18 of PPGBL/BL and the actual delivery address to validate SIT charges. SIT charges are NOT determined by the SIT facility Zip3 (see Item 185 of the 400NG Tariff).

1. Determine P/D SIT – 30 Miles or Less (210A)

i. Go to "Accessorials" tab, locate intersection of the appropriate "SIT P/D Schedule" (this needs to be looked up in the "Geographical Schedule" tab) and miles (our example for destination P/D SIT is $1,993).

ii. Multiply total by InvdSIT (our example is $1,993 X .54 = $1,076.22).

2. Determine P/D SIT 31-50 Miles (210B)

i. Compute Item 210A first using guidance above.

ii. Go to "Additional Rates" tab and get "SIT Pickup/Delivery 31 – 50 miles" for the "SIT P/D" Schedule that applies to your location (our example is $136.20).

iii. Multiply total by InvdSIT (our example is $120.56 X .54 = $65.10).

iv. Add 210B charge and 210A charge (our example is $65.10 + $1,076.22= $1,141.32).

**NOTE: Exclusions apply such as changes prior to pickup and diversions. References made to blocks in the BL will be reflected in the DPS BL at the completion of the pre move survey.*

D. How To Calculate Shipments To/From Alaska

***NOTE-Alaska BPC's are not the same as the Lower 48 BPC's, some Alaska BPC's have more than one Zip 3 assigned (see listing below) and some Zip3's apply to multiple BPC's. Use the Alaskan BPC (with the same Associated Zip3) nearest to block 18/19 of the PPGBL to determine which Alaskan BPC to use*.**

***NOTE – When only 1 BPC (with the Associated Zip3) is on the same land mass, that BPC must be utilized.**

Alaska Base Point Cities	Associated Zip3's
Sitka	998
Ketchikan/ Juneau	999 998
Anchorage	995, 996
Petersburg/ Wrangell	998, 999 998, 999
Kodiak	995, 996
Cordova Fairbanks	997 997

* We used the following information as our **EXAMPLE** for a domestic shipment to/from Alaska:

Origin Zip3 (OZip3): 631	**Destination Zip3 (DZip3): 997**
Origin BPC: St Louis, MO (Metro)	**Destination BPC: Fairbanks, AK**
Origin Service Area Number: 457	**Destination Service Area Number: 22**
Origin Service Area Name: St Louis, MO (Metro)	**Destination Service Area Name: Alaska, All Points**
Est. Weight: 7,500	**Pickup Date (PUD): 12 May 2012**
Miles: 2,078 (by water)	**dLH = 57%, dSIT = 46%**
Intra Alaska Miles: 45 (from block 18/19 of PPGBL/BL to/from actual pickup/delivery address)	**SIT days (total): 16 days**
Crate: 4.33 cuft (Dimensions = 22" X 20" X 17")	**Lower 48 Water Port: Tacoma**

II. Shipments To/From Alaska

A. FORMULA: LC= [LBLH + OLF + DLF + WC + Intra AK BLH] x InvdLH

1. Determine BLH Charges and Lower 48 States Mileage Cost Factor (LBLH)

i. Using the "**SDDC 400NG Rating Tool**", enter the Origin and Destination Zip3s and the AK Route (By water from Tacoma port to Fairbanks) and AK Destination (Fairbanks) and the tool will provide the 400NG mileage from origin BPC to destination BPC (our example is 2,078 miles).

ii. Using the 400NG mileage, go to "400NG Baseline Rates", go to "Linehaul" tab and find "Section 3 – Linehaul". Using the mileage and shipment weight, locate the baseline amount in the table. (Our example is $12,636).

2. Determine Intra-Alaska Linehaul Charge (Only applicable if the mileage is over 14 miles from the AK BPC and the actual pickup/delivery).

i. Using the mileage from block 18/19 of PPGBL/BL and the actual pickup/delivery address, go to the "Linehaul" Spreadsheet and find "Section 7 – Intra-AK". (Our example is 45 miles and the cost is $3,050).

3. Determine the Waterhaul Charge (WHC) Factor

i. Go to "400NG Baseline Rates" and open up "Accessorials" tab. Go to "Section 6: AK Waterhaul", using the AK water port and the weight, lookup the charge. (Our example is Fairbanks and cost is $14,315).

4. Determine the Origin and Destination Linehaul Factors (OLF/DLF)

i. Using the OZip3 and DZip3, go to "400NG Baseline Rates" file "Base Point City" (BPC) tab and lookup the row that contains each Zip3 (first 3 numbers of Zip code). Get the Service Areas (SA) that applies to each Zip3 (origin 631 and destination 997). Our SA's are (origin 457 and destination 22).

ii. Go to "Geographical Schedule" tab and find the row for each SA. This gives you the applicable linehaul factor for origin (OLF) and destination (DLF), both are needed to compute the LC (our example is OLF - $0.97/cwt and DLF - $4.80/cwt).

iii. Using these numbers, compute the OLF by multiplying the total by the CWT (our example is $0.97 X 75 = $72.75). Do the same for the DLF (our example is $4.80 X 75 = $360.00).

5. Determine Linehaul Charge (LC) Total

i. Add the BLH total, the OLF, the DLF and the WHC, then multiply this by the InvdLH (our example is ($12,636 + $3,050 + $14,315 + $72.75 + $360.00) X .43 = $13,086.51 (use conventional rounding if applicable to 2 decimal points).

E. Non-Linehaul Charges

I. COMPUTING NON-LINEHAUL CHARGES

1. COMPUTING Origin Service Charge (135A)

A. Formula: 135A = (135A rate X CWT of shipment) X InvdLH

1. Determine Origin Service Charge (135A):

i. Using the OZip3 go to 400NG "Base Point City" tab and find the Service Area (SA) that applies to the Zip3.

ii. Using "Geographical Schedule" tab, find your SA and locate the 135A rate (our example is $7.21).

iii. Compute the charge by multiplying the 135A rate and the CWT of shipment then multiply that by the InvdLH (our example is $7.21 X 75 X .43 = $232.52).

2. COMPUTING Destination Service Charge (135B):

A. Formula: 135B = (135B rate X CWT of shipment) X InvdLH

1. Determine Destination Service Charge (135A):

i. Using the DZip3, go to 400NG "Base Point City" tab and find the Service Area (SA) that applies to the Zip3.

ii. Go to "Geographical Schedule" tab, find your SA and locate the 135B rate (our example is $6.32).

iii. Using this number, compute the charge multiplying the 135B rate and the CWT of shipment, then multiplying the total by the InvdLH (our example is $6.32 X 75 X .43 = $203.82).

3. COMPUTING Full Pack/Unpack (105A)

A. Formula: Full Pack = (Full Pack rate X CWT) X InvdLH
Full Unpack = (Full Unpack rate X CWT) X InvdLH

NOTE-Before figuring Pack/Unpack charges, get the Service Schedule (1, 2, 3, or 4) that applies to your SA from the "Geographical Schedule" tab for both origin and destination. Once you have these, go to the "Additional Rates" tab.

1. Determine Full Pack (105A)

i. Look up the rate for Full Pack for your origin Schedule and weight bracket (note – there are 4 SAs, make sure you use the one that goes with your Service Schedule) (our example is $54.17).

ii. Multiply total by the CWT and then by the InvdLH (our example is $54.17 X 75 X .43 = $1,746.98).

2. Determine Full Unpack (105A)

i. Look up the rate for Full Unpack for your destination Schedule (note – there are 4 service areas make sure you use the one that goes with your destination Service Schedule).

NOTE - There is only 1 unpack charge per Service Schedule regardless of weight (our example is $6.77040).

ii. Multiply total by the CWT and then by the InvdLH (our example is $6.77040 X 75 X .43 = $218.35).

4. COMPUTING Crating/Uncrating Regular Crate (105B and 105E)

A. Formula: Crating = (Crating rate (per schedule) x cuft) x InvdLH
Uncrating= (Uncrating rate (per schedule) x cuft) x InvdLH

NOTE - Crating and uncrating is charged by cubic foot, or fraction thereof, and is subject to a four cubic feet minimum. Crating is based using the origin schedule and uncrating is based on the destination schedule.

1. Determine Crating (105B)

i. In the "Additional Rates" tab, look up the rate for Item Code 105B for your origin Schedule NOTE – there are 4 service areas, make sure you use the one that goes with your Service Schedule (our example is $25.98/cuft).

ii. Multiply the rate by the cuft and then multiply that total by the InvdLH (our example is ($25.98 X 4.33) X .43 = $48.37).

2. Determine Uncrating (105E)

i. In the "Additional Rates" tab, look up the rate for Item Code 105E for your destination Schedule NOTE – there are 4 SAs make sure you use the one that goes with your Service Schedule (our example is $7.25/cuft).

ii. Multiply the rate by the cuft and then multiply that total by the InvdLH (our example is ($7.25 X 4.33) X .43 = $13.50).

5. COMPUTING SIT CHARGES (185A and 185B):

A. Formula: 185A = (1st Day SIT Charge X CWT) X InvdSIT
185B = (Addl SIT Charge X CWT X Days) X InvdSIT

NOTE: You need the PPGBL/BL block 19 (pickup) and block 18 (delivery) Zip3 to validate SIT charges. SIT charges are NOT determined by the SIT facility Zip3 (see Item 185 of the 400NG Tariff).

1. Determine 1st Day SIT (185A)

i. Go to the "Geographical Schedule" tab and follow your Service Area Number across to get your 185A rate using the 185A SIT First Day & Whouse (per cwt)" rate (our example is $12.32/cwt) (for our example we used destination SIT).

ii. Multiply this number by the CWT and then multiply that total by the InvdSIT (our example is ($12.32 X 75) X .54 = $498.96).

2. Determine SIT Additional Days (185B)

i. Go to the "Geographical Schedule" tab and follow your Service Area Number across to get your 185B rate using the 185B SIT Addl Days (per cwt)" Rate (our example is $.45/cwt) (for our example we used destination SIT).

ii. Multiply this number by the CWT and then multiply that total by the total number of days minus 1 (our example is 16 – 1 = 15) and then multiply that total by the InvdSIT (our example is [($0.45 X 75) X 15] X .54 = $273.38).

6. COMPUTING P/D SIT – 30 Miles or Less (210A) and P/D SIT 31-50 miles (210B) - (Over 50 Miles – Linehaul charges apply (210C)).

A. Formula: 210A = 210A table charge X InvdSIT
210B = (210A table charge + 210B charge) X InvdSIT

NOTE –Use "SIT P/D" Schedule (1, 2, 3, and 4) that corresponds to your origin/destination Service Area which can be looked up under the "Geographical Schedule" tab. You need the PPGBL/BL - block 19 (origin SIT) and block 18 (destination SIT) Zip3, the weight delivered into or out of SIT, and the mileage between block 18 of PPGBL/BL and the actual delivery address to validate SIT charges. SIT charges are NOT determined by the SIT facility Zip3 (see Item 185 of the 400NG Tariff).

1. Determine P/D SIT – 30 Miles or Less (210A)

i. Go to "Accessorials" tab, locate intersection of the appropriate "SIT P/D Schedule" (this needs to be looked up in the "Geographical Schedule" tab) and miles (our example for destination P/D SIT is $3,506).

ii. Multiply total by InvdSIT (our example is $3,506 X .54 = $1,893.24).

2. Determine P/D SIT – 31-50 Miles (210B)

i. Compute Item 210A first using guidance above.

ii. Go to "Additional Rates" tab and get "SIT Pickup/Delivery 31 – 50 miles" for the "SIT P/D" Schedule that applies to your location (our example is $145.84).

iii. Multiply total by InvdSIT (our example is $145.84 X .54 = $78.75).

iv. Add 210B charge and 210A charge (our example is $78.75 + $1,893.24= $1,971.99).

*NOTE: Exclusions apply such as changes prior to pickup and diversions. References made to blocks in the BL will be reflected in the DPS BL at the completion of the pre move survey.

7. COMPUTING BUNKER SURCHARGE:

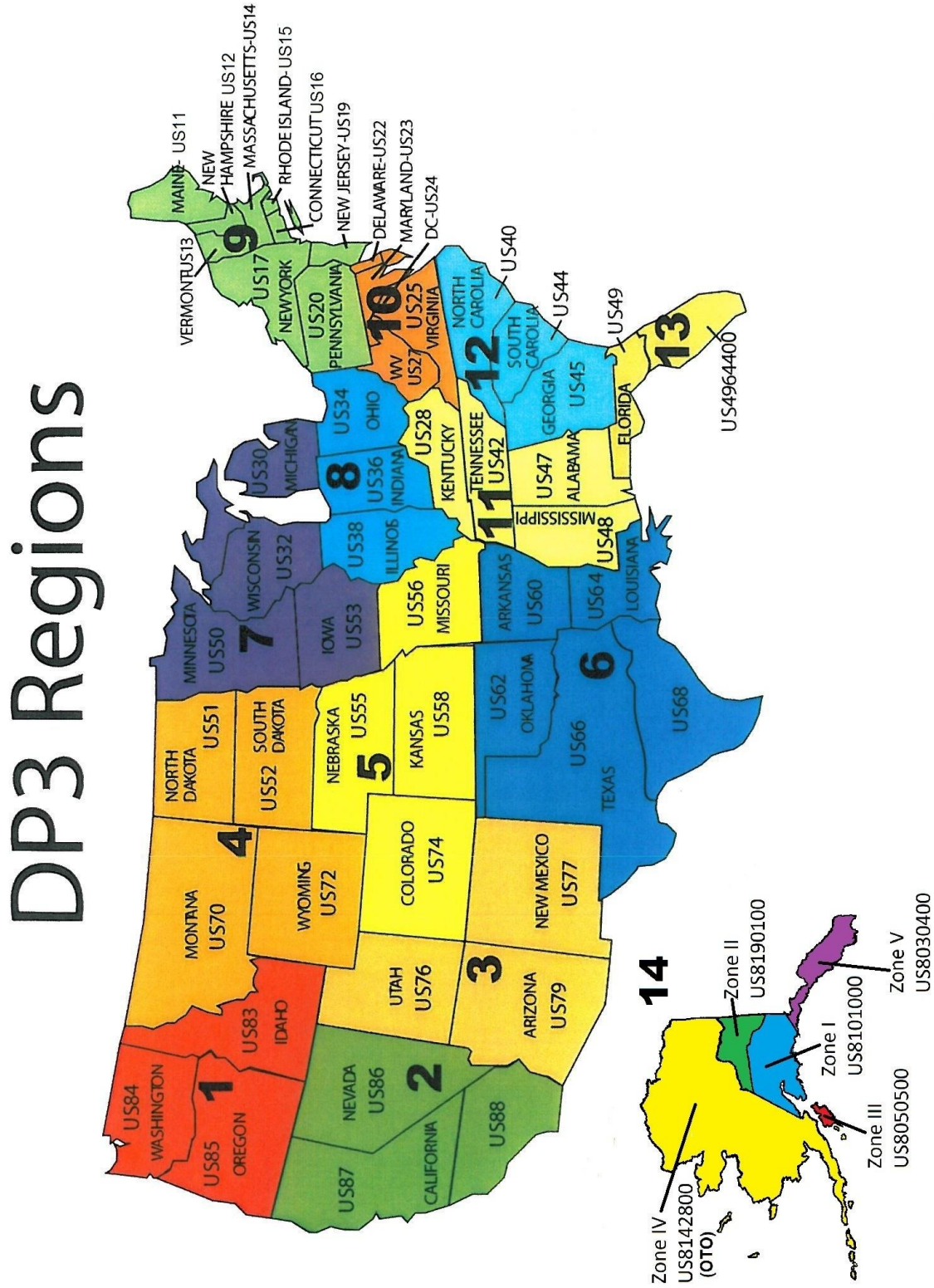
A. Formula: Individual Shipment Net Weight ÷ Total Container Weight X Total Container BSC (sometimes listed as FSC) = Individual shipment BSC.

Example: Individual shipment net weight = 3,000 lbs, total container (SEAVAN) net weight = 10,273 lbs, BSC is $697.90.

i. Divide the individual shipment net weight by the total container net weight per ocean carrier invoice (3,000 ÷ 10,273 = .2920 or 29.20% (do not round)).

ii. Multiply the total container BSC by the percentage received from the computation above ($697.90 X .2920 = $203.79).

iii. Your BSC for the shipment = $203.79.


DP3 Regions
1
2
3
4
5
6
7
8
9
10
11
12
13
14
US84 WASHINGTON
US85 OREGON
US83 IDAHO
US87
NEVADA US86
CALIFORNIA
US88
UTAH US76
ARIZONA US79
MONTANA US70
WYOMING US72
COLORADO US74
NEW MEXICO US77
NORTH DAKOTA US51
US52 SOUTH DAKOTA
NEBRASKA US55
KANSAS US58
OKLAHOMA US62
US66 TEXAS
US68
MINNESOTA US50
WISCONSIN US32
IOWA US53
US56 MISSOURI
ARKANSAS US60
US64 LOUISIANA
US30 MICHIGAN
US38 ILLINOIS
US36 INDIANA
US34 OHIO
US28 KENTUCKY
TENNESSEE US42
US48 MISSISSIPPI
US47 ALABAMA
GEORGIA US45
FLORIDA
US49
US4964400
WV US27
US25 VIRGINIA
NORTH CAROLIA
US40
SOUTH CAROLIA
US44
US17 NEWYORK
US20 PENNSYLVANIA
VERMONTUS13
MAINE- US11
NEW HAMPSHIRE US12
MASSACHUSETTS-US14
RHODE ISLAND-US15
CONNECTICUT US16
NEW JERSEY-US19
DELAWARE-US22
MARYLAND-US23
DC-US24
Zone IV US8142800 (OTO)
Zone II US8190100
Zone I US8101000
Zone III US8050500
Zone V US8030400