

SDDC-PP ADVISORY 14-0004

DATE: 18 October 2013

FROM: SDDC-PP SCOTT AFB, IL

TO: Military Services Headquarters Representatives, Personal Property Shipping Offices (PPSO) and Transportation Service Providers (TSP)

SUBJ: TSP First Available Delivery Date and Authorized Effective SIT

1. In reviewing the DPS Storage in Transit (SIT) process, it was discovered that some TSP's were inaccurately entering either the arrival date or the SIT request date for the SIT-Entry date when requesting destination SIT. TSPs must enter the first available delivery date as the start date for SIT. Below is an example to illustrate what we have seen.

The TSP enters the arrival in DPS on 22 Oct 2013 and enters a first available delivery date of 25 Oct 2013. TSP requests SIT on 23 Oct 2013 and enters a SIT-Entry date of 23 Oct 2013. This is not correct because the SIT entry date must be the first available delivery date. The TSP must enter 25 October 2013 as the SIT entry date.

2. This first available delivery date process applies to all codes of service. IAW the International Tender and the 400NG; SIT, when approved, will always be effective on the TSP's first available delivery date, not the date of notification unless the first available delivery date is the same as the arrival date

3. In order to track compliance of this process, PPSOs will issue a LOW for any instance they find a discrepancy between first available delivery and SIT start dates effective 1 Nov 2013. SDDC will conduct a future webinar on this process to ensure all parties know the proper way to complete and monitor SIT requests.

4. Please send any questions to the SDDC Personal Property Operations team at [usarmy.scott.sddc.mbx.pp-ops@mail.mil](mailto:usarmy.scott.sddc.mbx.pp-ops@mail.mil)

5. This message is approved for release by John Johnson, Chief, Quality Assurance Division.