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FIELD MANUAL

CARGO CHECKING HANDBOOK

HEADQUARTERS, DEPARTMENT OF THE ARMY
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CARGO CHECKING HANDBOOK

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CHAPTER 1
INTRODUCTION

1—1. Purpose and Scope

This manual is a training guide and basic reference for personnel engaged in cargo checking where intransit Department of Defense cargo must be accounted for in a theater of operations. The basic principles contained herein are applicable to the proper checking and tallying of cargo being transferred to or from any mode of transportation at ocean terminals, air terminals, transfer points, depots, or supply points. The manual includes duties of personnel engaged in cargo checking, methods of identifying and tallying cargo, and instructions for the preparation and use of those transportation documents prepared or used by cargo checkers. Allied reference materials of which the cargo checker must have knowledge or to which he needs access are included as appendixes.

1—2. Changes and Revisions

Users of this publication are encouraged to submit recommended changes or comments to improve the publication. Comments should be keyed to the specific page, paragraph, and line of the text in which the change is recommended. Reasons will be provided for each comment to insure understanding and complete evaluation.

Comments should be prepared using DA Form 2028 (Recommended Changes to Publications) and **forwarded direct to Commandant, US Army Transportation School, ATTN: ATSTC–TDL, Fort Eustis, Virginia 23604.**

CHAPTER 2
GENERAL

2—1. Background

a. Throughout the history of transportation, shippers have required some method of accounting for and controlling the movement of goods from origin to destination. As the transportation industry develops new operational techniques to provide more efficient service (containerization, roll on/roll off ships, automated movement control systems, larger and faster aircraft, etc.), checking and accounting procedures must be improved accordingly. This objective cannot be achieved by a single person; it requires the harmonious effort and coordination of all persons involved.

b. In addition to willing and capable personnel, a uniform system of identifying, accounting for, and controlling the movement of cargo is required. Until October 1963, each of the services had its own movement control policies, documentation procedures, and documentation forms. Very little uniformity existed among the services; this created many problems. These problems were not too critical as long as the movement of cargo and the supporting documentation remained within a single service or with a single mode of transportation. However, once the cargo entered the Department of Defense Transportation System and changed from one transportation mode to

another (rail to water, etc.), the numerous documents and vast differences in coded languages frequently resulted in delays, misshipment, and loss of cargo. Confronted with these problems, the Department of Defense (DOD) established a standard regulation, known as Military Standard Transportation and Movement Procedures (MILSTAMP). The procedures and policies contained in this regulation are now used by all elements of DOD and all other agencies authorized to use the Defense Transportation System.

2—2. Defense Transportation System

The Defense Transportation System (DTS) consists of airlift controlled by the Air Force's Military Airlift Command (MAC), ocean shipping which is controlled or arranged for by the Navy's Military Sealift Command (MSC), Government—owned or controlled land transportation, and military—controlled cargo and passenger terminals.

2—3. Types of Terminals

A terminal is any military or commercial facility, regardless of size or complexity, which is used for the loading, unloading, and intransit handling of cargo or personnel by various modes of transportation. Transportation terminal units are employed in many oversea areas to provide the means for accomplishing this transfer in the following types of operations:

a. Fixed Ocean Terminals. These terminals are developed shoreside installations varying in size from large deepwater complexes containing wharves, anchorage areas, shore-based cranes, drydocking facilities, cargo sheds, rail sidings, etc., to small shallow-draft, one- or two-wharf facilities with minimum provisions for handling, storing, and transshipping cargo.

b. Logistics Over the Shore (LOTS). A LOTS operation involves the discharge of troops, supplies, and equipment from ships anchored offshore into boats or amphibians for further movement across beaches to inland transportation. This type of operation may be conducted to supplement tonnage capabilities of an existing ocean terminal, to shorten land transportation distance from ocean terminal to destination, to reduce transportation requirements, or to provide dispersion of ships, equipment, personnel, and supplies for tactical purposes.

c. Inland Terminal Operations. Inland terminals provide personnel and cargo transfer facilities at interchange locations other than the ocean terminals described above. These terminals include inland barge loading and unloading sites, airfields, rail and truck transfer points.

2—4. Organizational Assignment

A cargo checker may be assigned anywhere a need exists for intransit cargo accounting.

However, the most common assignment would be to a transportation terminal service company, transportation terminal transfer company, or transportation service team.

a. Transportation Terminal Service Company (TOE 55—117). The basic working unit used to load or unload oceangoing ships at fixed ocean terminals and LOTS sites. In addition, the unit sorts cargo by destination and prepares the documentation required to account for and record the movement of shipments into and out of the terminal. As the design of cargo ships and the concept of ocean shipping changes, the organizational structure of the terminal service company and other terminal units must also be changed. The structure and equipment authorization of the present terminal service company was based on the requirements for loading and discharging breakbulk type ships. With breakbulk type ships being rapidly replaced by container carrying ships, Department of the Army is developing a new terminal service company that will be capable of discharging or backloading containers on self-sustaining and nonself-sustaining ships. The composition and functions of the present breakbulk company and the organizational changes that are required for a container terminal service company are discussed below:

(1) *Company headquarters.* Consists of the commander and first sergeant, administrative, mess, and supply personnel.

(2) *Ship platoons.* In the breakbulk com-

pany each of the two ship platoons consists of a platoon headquarters and five 15-man hatch sections, enabling each platoon to load or discharge 5 hatches simultaneously. In a 20-hour work-day, each platoon works one 10-hour shift. In discharge operations, the ship platoons are responsible for breaking the cargo out of the hold, lifting it over the side, and landing it on the wharf or into lighters. During loading, the ship platoons receive cargo at shipside, lift it into the ship, and stow it in the hold. In order to permit round-the-clock operations, the container version of the terminal service company also requires two ship platoons. However, instead of five hatch sections, only two container handling sections are required.

(3) *Shore platoons.* The two shore platoons operate the materials handling equipment (MHE) and provide the personnel required to ship cargo from the terminal after it has been discharged from the vessel. In loading operations, the shore platoons are responsible for discharging cargo from inland transportation conveyances and positioning the cargo at shipside where it can be loaded aboard ship by the ship platoon personnel. The container company also requires two shore platoons for round-the-clock transfer of containers from shipside in a fixed port and from the beach area in a LOTS operation. Each shore platoon has two container handling sections which enables it to support the two ship platoon sections.

(4) *Stevedore gear and equipment main-*

tenance platoon. In the breakbulk company this platoon is responsible for storing, accounting for, and performing organizational maintenance on cargo handling gear, equipment and vehicles. In the container company, these functions, as well as the maintenance of container handling equipment are also accomplished by the maintenance platoon. The equipment operators are provided by the shore platoons.

(5) *Documentation platoon.* This platoon accounts for all breakbulk cargo and containers handled, by the company. The platoon has two sections, a cargo checking section which is responsible for checking and recording the amount and condition of cargo or containers received or shipped from the terminal, and a documentation section which prepares the transportation documents required to route and control the movement of shipments from the terminal to the final destination.

b. Transportation Terminal Transfer Company (TOE 55—118). When cargo must be transferred from one mode of transportation to another at truck, rail, air, or inland barge terminals, a terminal transfer company or one of its three transfer platoons may be employed. This company is not organized or equipped to load or discharge cargo ships; this is a function of the terminal service company. When required, the transfer company or its platoons may be used to assist terminal service companies in the transshipment of cargo out of

congested ocean terminals. In order to satisfy container transfer requirements at inland transfer sites, the terminal transfer company's organizational structure and equipment authorization is also being modified to enable the unit to efficiently stuff, unstuff, and transship containers.

c. Transportation Terminal Service Teams (TOE 55–560). Small cargo transfer operations which do not justify the assignment of a transportation terminal service or transfer company may be accomplished by one or more functionalized transportation team. These teams may also be used to augment transportation terminal service or transfer companies when workloads exceed the capabilities of these companies. Though the teams have different missions, the mission of each team listed below includes a requirement for cargo accountability; therefore, every team includes cargo checkers and documentation personnel. These teams are:

(1) Cargo Documentation (Team JB).

(2) Consolidation and Distribution (Team JC).

(3) Transportation Contract Supervision (Team JD).

(4) Cargo Handling (Team JE).

CHAPTER 3
CARGO CHECKERS

3—1. The Need for Cargo Checkers

The movement of cargo in the DTS from its point of origin to its final destination frequently requires a number of transfer operations involving various carriers, warehouse personnel, and cargo handlers. In each of these transfer operations, the accurate checking of cargo is necessary to determine the condition and amount of cargo received or shipped. Examples of these transfer operations are:

a. From warehouse to transport mode.

b. From transport mode to intransit storage area.

c. From intransit storage areas to loading platforms or pierside.

d. From loading platforms or pierside to vessels or aircraft.

e. From vessels or aircraft to trucks, railcars, or barges.

3—2. Importance of Cargo Checkers

One of the most vital elements in the transportation system is the cargo checker, who identifies and verifies the type and amount of supplies received or shipped and records this information on his cargo tally. Mistakes or errors introduced into the system by a careless or incapable cargo checker can inflate or dis-

tort performance and inventory reports and result in misdirected shipments of critically needed supplies. Cargo tallies prepared by the cargo checker also constitute the basis for:

a. Payment of commercial carriers.

b. Preparation of documents for further movement of the cargo.

c. Payment of commercial stevedore and port costs.

d. Adjustment of over, short, or damaged cargo.

e. Preparation of records of goods received and shipped.

f. Preparation of cargo manifests and stowage plans.

g. Compilation of tonnages handled by ports, to be used in determining port capacities and capabilities.

3—3. Qualifications

Personnel assigned the duties of checking cargo must meet the mental requirements and possess the performance capabilities prescribed in AR 611—201 for MOS 57H20. He must also be capable of performing cargo checking duties which include the use of bills of lading, ocean manifests, and hatch tallies, and must possess knowledge of the following cargo handling fundamentals:

a. Methods of loading cargo on ships, trucks, railcars, aircraft (other than aircraft involved in airdrop operations), amphibians, landing craft, and barges.

b. Use of slings, nets, pallets, spreaders, lifting bars, and other gear, according to the type of cargo being handled.

c. Safety procedures and methods of palletizing, stacking, and moving cargo.

d. Hand signals used in coordinating winch, pier, and ship's hold activities.

e. Operation of winch and hoisting equipment.

3—4. Characteristics of a Good Cargo Checker

In addition to knowledge of cargo handling principles, there are certain personal characteristics which should be considered in the selection of cargo checkers. The following qualities distinguish the good cargo checker from the merely passable one.

a. Accuracy. Accuracy is the most important characteristic of a good checker. Inaccurate counting and document preparation can cause unnecessary sorting and inventorying of supplies and waste of man-hours in tracing shipments, which can mean failure in the mission of getting supplies to the proper place by the time needed.

b. Speed. The ability of a cargo checker to interpret markings on containers and enter them on his tally with speed and accuracy will contribute to the reduction of time required to load or unload transportation conveyances. Such time savings result in lower manpower expenses and, in some cases, reduce the possi-

bility of demurrage charges against the Government.

c. Neatness. In addition to being accurate, the entries recorded on the various documents must be legible; they are subject to misinterpretation if they cannot be easily read at a glance. For this reason cargo checkers are generally encouraged to print their entries rather than write them in longhand.

d. Dependability. In many situations, cargo checkers are required to perform their checking duties with little or no direct supervision; therefore, only persons who can be depended upon should be selected as cargo checkers.

e. Tactfulness. A cargo checker must be capable of dealing courteously with other persons. In addition to his coworkers, a cargo checker may be repeatedly required to consult and confer with warehousemen, truck drivers, aircraft crews, ship's crewmembers, longshoremen, or stevedores. In some oversea areas, the longshoremen and stevedores may be foreign nationals who will be relying on him for guidance, and observing him as representative of the United States.

CHAPTER 4
CARGO MARKINGS

4—1. General

All shipments moving in the DTS are required to be marked in accordance with MIL–STD–129. These markings contain the necessary data to identify the shipment, control its movement and, when appropriate, provide special handling instructions or precautionary warnings to carriers and cargo handlers. Cargo markings may be stenciled or printed on shipments, or the information may be entered on labels or tags that are attached to the cargo. Standardized color markings are used for ready identification of shipments that require special attention and in some cases for indication of different commodities of cargo.

4—2. Responsibilities

Initial application of markings is the responsibility of the consignor (the point of origin shipper) which may be a depot, installation, base, supply point, holding area, unit, contractor, or other agency. Each time the cargo passes through a transshipment point on its way to the consignee it should be remarked or relabeled if the marking are obliterated or if the tags or labels become detached during transit. This chapter is intended to assist cargo checkers and cargo handlers in under-

standing and utilizing cargo marking data. Detailed marking requirements and application instructions should be obtained from MIL—STD—129 and DOD Regulation 4500. 32—R (MILSTAMP).

4—3. Abbreviations

A cargo checker must be able to interpret cargo markings and in some cases enter them on his tally sheet. To reduce space requirements, abbreviations and brevity codes are used extensively in marking cargo and on the associated MILSTAMP documents. Use of these abbreviations and codes reduces the writing effort and enables the cargo checker to complete his cargo tallies quickly without delaying the cargo handling operation. Since cargo tallies are source documents, utilized by other persons, only standard abbreviations authorized by MILSTAMP and MIL—STD—129 may be used; cargo checkers must not create their own. The following list of abbreviations includes those that are most commonly used in cargo marking, checking and documentation.

PACKAGE UNITS

Description	*Abbreviation*	*Description*	*Abbreviation*
Bag	BG	Carton	CT
Bale	BE	Case	CS
Barrel	BL	Crate	CR

PACKAGE UNITS (Con't.)

Description	*Abbreviation*	*Description*	*Abbreviation*
Box	BX	Drum	DR
Bundle	BD	Package	PG
Can	CN	Pallet	PP

QUANTITATIVE UNITS

Description	*Abbreviation*	*Description*	*Abbreviation*
Dozen	DZ	Loose	LS
Each	EA	Lot	LO
Hundred	HD	Thousand feet	MF

WEIGHTS AND MEASURES

Description	*Abbreviation*	*Description*	*Abbreviation*
Board foot	BF	Measurement ton	MT
Cube	CU	Pound	LB
Cubic foot	CF	Short ton	ST
Gallon	GL	Square foot	SF
Linear foot	LF	Volume	VO
Long ton	LT	Weight	WT

4—4. Address Markings

a. General. An address marking is required on each container of cargo, palletized unit load, and unpacked item being shipped overseas or domestically, except when the shipment consists of a full carload or full truck-load shipped by a consignor to a single CONUS consignee. The method of applying the address depends upon the type of container and the transportation priority of the shipment. As an example: shipping labels are used on boxes, crates, drums, and other containers when practicable. Tags are used on SEAVAN's/MILVAN's (when address marking is required), cloth bags, and other items when it is impracticable to apply a label or stencil mark. The address may be stenciled on containers when space permits and the shipment has a low transportation priority that does not require an expedited handling label or tag.

b. Address Marking Methods. In addition to the type of container being shipped, the transportation priority assigned to the shipment will determine the method of applying the address marking.

(1) *Transportation priority 3.* Since transportation priority 3 shipments do not require expedited handling, the address marking for shipments entering the DTS are marked on DD Form 1387 (Pri 3) (Military Shipment Label), (fig. 4−1); DD Form 1387−1 (Pri 3) (Military Shipping Tag), (fig. 4−2); or a plain white label in the format illustrated in figure

TRANSPORTATION CONTROL NUMBER	ROO	PROJECT
AT4015 9250 2026 XXX	096	QRP

FROM:
A25TBB TOBYHANNA ARMY DEPOT
TOBYHANNA, PENNA. 18466

TRANS PRIORITY
3

TO: *(POE when applicable)*
3DK MILITARY OCEAN TERMINAL
OAKLAND, CALIF

POD *(When applicable)*
UC2 INCHON, KOREA

ULTIMATE CONSIGNEE OR MARK FOR
AT4015 US ASCOM DEPOT
BUPYONG, KOREA

PIECE NUMBER	TOTAL PIECES	WEIGHT THIS PIECE	CUBE THIS PIECE
3	9	437	73

DD FORM 1387, 1 APR 66 EDITION OF 1 APR 63 WILL BE USED. MILITARY SHIPMENT LABEL

Figure 4–1. Military Shipment Label (DD Form 1387) (Pri 3).

EDITION OF 1 APR 63 MAY BE USED.

DD FORM 1387-1
1 APR 66

MILITARY SHIPPING TAG

TRANSPORTATION CONTROL NUMBER	RDO	PROJECT
A26TAM 1096 1031 XXX	180	
FROM: A26TBE DEFENSE GEN SUP CEN RICHMOND,VA. 23212		TRANS PRIORITY 3
TO: *(POE when applicable)* A26TAM TRANSPORTATION OFFICER FORT EUSTIS,VA. 23604		
POO *(When applicable)*		
ULTIMATE CONSIGNEE OR MARK FOR		

PIECE NUMBER	TOTAL PIECES	WEIGHT THIS PIECE	CUBE THIS PIECE
1	1	878	92

Figure 4—2. Military Shipping Tag (DD Form 1387—1) (Pri 3).

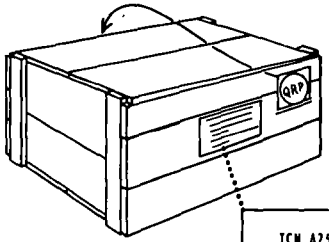
4−3 when the label or tag is not available and the shipment is being made to a CONUS consignee.

(2) *Transportation priority 2.* The shipping address for transportation priority 2 shipments is marked on a blue-bordered DD Form 1387−20[1] (Military Shipment Label), (which appears in MIL−STD−129 as DD Form 1387) (fig. 4−4) or a blue-bordered DD Form 1387−1−20[2] (Military Shipping Tag), (which appears in MIL−STD−129 as DD Form 1387−1) when it is not practical to use a label. The transportation priority block of the shipment label or tag is marked with a large blue numeral 2.

(3) *Transportation priority 1.* A red-bordered DD Form 1387−19[3] (Military Shipment Label) (which appears in MIL−STD−129 as DD Form 1387), with a large red numeral 1 printed in the transportation priority block, is used for transportation priority 1 shipments. When it is not practical to attach the label to the shipment, a red-bordered DD Form 1387−1−19[4] (Military Shipping Tag) (which appears in MIL−STD−129 as DD Form 1387−1), with the large red number 1, is used (fig. 4−5).

c. Domestic Address Composition. Domestic shipments are those shipments sent from a

[1] When DD Form 1387−20 is reprinted, designation will be changed to DD Form 1387 (Pri 2).
[2] When DD Form 1387−1−20 is reprinted, designation will be changed to DD Form 1387−1 (Pri 2).
[3] When DD Form 1387−19 is reprinted, designation will be changed to DD Form 1387 (Pri 1).
[4] When DD Form 1387−1−19 is reprinted, designation will be changed to DD Form 1387−1 (Pri 1).



TCN A25370 914D 0121 XXX
RDD 177 PROJ ORP TP3
FROM: A25TBB TOBYHANNA ARMY DEPOT, PA
TO: A25370 LETTERKENNY ARMY DEPOT, PA
1/1 WT 20D CU 9.6

LINE
1. TRANSPORTATION CONTROL NUMBER (TCN)
2. REQUIRED DELIVERY DATE, PROJECT CODE, AND TRANSPORTATION PRIORITY NUMBER
3. FROM: NAME & ADDRESS OF CONSIGNOR IN THE CLEAR (WHEN APPLICABLE, CODED)
4. TO: CODED & IN-THE-CLEAR NAME & ADDRESS OF CONSIGNEE
5. PIECE NO, TOTAL PIECES, WT AND CU

(ORP) PROJECT CODE MARKING

Figure 4–3. Domestic shipment address marking.

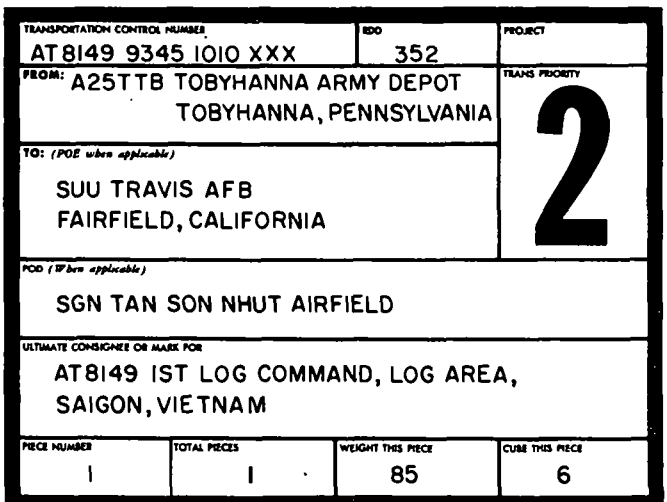


Figure 4–4. Military Shipment Label (DD Form 1387–20)[1] (for transportation priority 2 shipments).

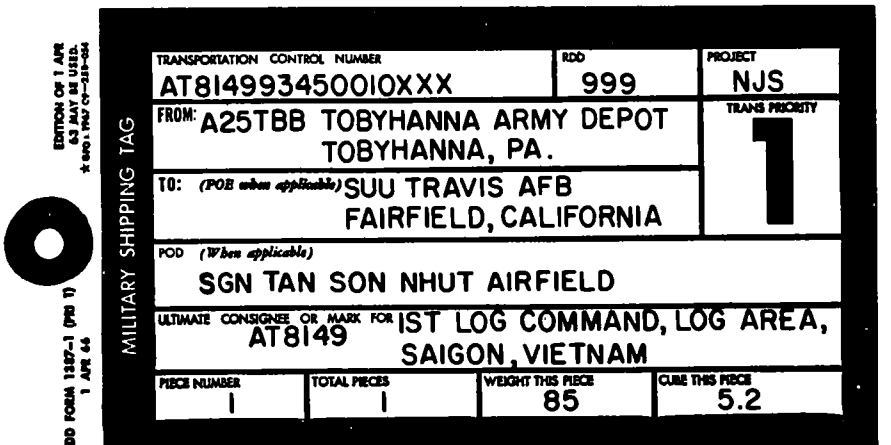


Figure 4–5. Military Shipping Tag, DD Form 1387–1–19 (for transportation priority 1 shipments.)*

CONUS location to a consignee at another CONUS location. When the address marking for domestic shipments is marked on a Military Shipment Label or Military Shipping Tag, the "POD" and "Ultimate Consignee" blocks are not used (fig. 4–2). When a domestic address marking is applied to a plain white label, it will be marked in the five-line format illustrated in figure 4–3. The domestic address marking will contain only the following information:

(1) *Transportation control number (TCN).* The TCN is a 17-figure/letter code group assigned to a shipment unit or consolidated shipment unit to identify and control the shipment throughout the transportation system. MILSTAMP prescribes the format for MILSTRIP (Military Standard Requisitioning and Issue Procedures) TCN's and non-MILSTRIP TCN's. MILSTRIP establishes basic policies, procedures, and directives for requisitioning, issuing, and receiving supplies and equipment. The coded TCN data for a MILSTRIP shipment (fig. 4–6) identifies the branch of service, the requisitioning activity, date of requisition, requisition number and, when the shipment unit exceeds the capacity of a single railcar or truck or for some other reason must be shipped in two or more conveyances, each partial shipment is identified by an alphabetical code in the 16th position of the TCN. When transshipping activities must further divide a partial shipment into two or more

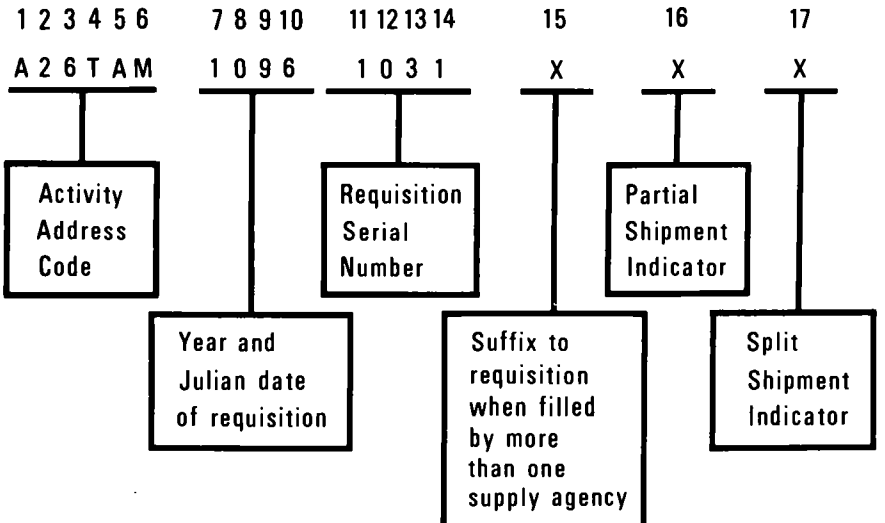


Figure 4–6. Transportation control number for MILSTRIP shipment.

increments for movement in separate conveyances, the alphabetical split shipment code prescribed by MILSTAMP is entered in the 17th position of the TCN. When the entire shipment is to be transported by one conveyance, the shipping and transshipping activity enters the code "X" in the 16th and 17th positions of the TCN. The non-MILSTRIP TCN format is used for SEAVAN's/MILVAN's household goods, personal baggage, privately owned vehicles, and other unitized shipments that are not supply actions. During the process of tallying cargo, the cargo checker identifies each shipment by comparing the TCN marking on each container as it is transferred from one location to another with the TCN recorded on his tally sheet.

(2) *Required delivery date (RDD).* When an item is required to be delivered to the addressee by a certain date, this is indicated by the Julian calendar date that is entered on the second line of the address marking. The Julian calendar is based on each day of the year being consecutively numbered 1 through 365 (fig. 4—7). As an example: the Julian date for 18 December 1973 is "352." In leap years, the days are numbered 1 through 366 (fig. 4—8). When it is necessary to expedite a shipment due to unusual conditions or urgent demands, the "expedite handling" code (999) is entered in the RDD block of the shipping address instead of the Julian date (fig. 4—5). In addition, two red "Expedited Handling" shipment labels DA Label 102 series (Code 999—Shipment

Day	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Day
1	001	032	060	091	121	152	182	213	244	274	305	335	1
2	002	033	061	092	122	153	183	214	245	275	306	336	2
3	003	034	062	093	123	154	184	215	246	276	307	337	3
4	004	035	063	094	124	155	185	216	247	277	308	338	4
5	005	036	064	095	125	156	186	217	248	278	309	339	5
6	006	037	065	096	126	157	187	218	249	279	310	340	6
7	007	038	066	097	127	158	188	219	250	280	311	341	7
8	008	039	067	098	128	159	189	220	251	281	312	342	8
9	009	040	068	099	129	160	190	221	252	282	313	343	9
10	010	041	069	100	130	161	191	222	253	283	314	344	10
11	011	042	070	101	131	162	192	223	254	284	315	345	11
12	012	043	071	102	132	163	193	224	255	285	316	346	12
13	013	044	072	103	133	164	194	225	256	286	317	347	13
14	014	045	073	104	134	165	195	226	257	287	318	348	14
15	015	046	074	105	135	166	196	227	258	288	319	349	15
16	016	047	075	106	136	167	197	228	259	289	320	350	16
17	017	048	076	107	137	168	198	229	260	290	321	351	17
18	018	049	077	108	138	169	199	230	261	291	322	352	18
19	019	050	078	109	139	170	200	231	262	292	323	353	19
20	020	051	079	110	140	171	201	232	263	293	324	354	20
21	021	052	080	111	141	172	202	233	264	294	325	355	21
22	022	053	081	112	142	173	203	234	265	295	326	356	22
23	023	054	082	113	143	174	204	235	266	296	327	357	23
24	024	055	083	114	144	175	205	236	267	297	328	358	24
25	025	056	084	115	145	176	206	237	268	298	329	359	25
26	026	057	085	116	146	177	207	238	269	299	330	360	26
27	027	058	086	117	147	178	208	239	270	300	331	361	27
28	028	059	087	118	148	179	209	240	271	301	332	362	28
29	029		088	119	149	180	210	241	272	302	333	363	29
30	030		089	120	150	181	211	242	273	303	334	364	30
31	031		090		151		212	243		304		365	31

Figure 4—7. Julian calendar (perpetual).

Day	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Day
1	001	032	061	092	122	153	183	214	245	275	306	336	1
2	002	033	062	093	123	154	184	215	246	276	307	337	2
3	003	034	063	094	124	155	185	216	247	277	308	338	3
4	004	035	064	095	125	156	186	217	248	278	309	339	4
5	005	036	065	096	126	157	187	218	249	279	310	340	5
6	006	037	066	097	127	158	188	219	250	280	311	341	6
7	007	038	067	098	128	159	189	220	251	281	312	342	7
8	008	039	068	099	129	160	190	221	252	282	313	343	8
9	009	040	069	100	130	161	191	222	253	283	314	344	9
10	010	041	070	101	131	162	192	223	254	284	315	345	10
11	011	042	071	102	132	163	193	224	255	285	316	346	11
12	012	043	072	103	133	164	194	225	256	286	317	347	12
13	013	044	073	104	134	165	195	226	257	287	318	348	13
14	014	045	074	105	135	166	196	227	258	288	319	349	14
15	015	046	075	106	136	167	197	228	259	289	320	350	15
16	016	047	076	107	137	168	198	229	260	290	321	351	16
17	017	048	077	108	138	169	199	230	261	291	322	352	17
18	018	049	078	109	139	170	200	231	262	292	323	353	18
19	019	050	079	110	140	171	201	232	263	293	324	354	19
20	020	051	080	111	141	172	202	233	264	294	325	355	20
21	021	052	081	112	142	173	203	234	265	295	326	356	21
22	022	053	082	113	143	174	204	235	266	296	327	357	22
23	023	054	083	114	144	175	205	236	267	297	328	358	23
24	024	055	084	115	145	176	206	237	268	298	329	359	24
25	025	056	085	116	146	177	207	238	269	299	330	360	25
26	026	057	086	117	147	178	208	239	270	300	331	361	26
27	027	058	087	118	148	179	209	240	271	301	332	362	27
28	028	059	088	119	149	180	210	241	272	302	333	363	28
29	029	060	089	120	150	181	211	242	273	303	334	364	29
30	030		090	121	151	182	212	243	274	304	335	365	30
31	031		091		152		213	244		305		366	31

Figure 4–8. Julian calendar (leap year).

BACKGROUND IN RED

INNER CIRCLE RED

OUTER CIRCLE WHITE

WHITE NUMBERS

Figure 4—9. DA Label 102 (Expedited Handling Shipment Label) (Code 999).

Label) (fig. 4—9) are placed on each container. One label is placed adjacent to the address markings and the other label is placed on the opposite side of the container. The code (999) identifies the shipment as a critically needed item which should receive the highest priority in processing, shipping, and movement in order that it can be delivered at the earliest practicable date. All code 999 shipments are address marked on a red-bordered (transportation priority 1) Military Shipment Label or Military Shipping Tag.

(3) *Project.* Three position alphabetic/numeric codes are used to identify shipments made in support of specific projects, programs, special exercises, or maneuvers. The code provides cargo checkers and handlers a quick means of identifying components of the shipment for tallying and other terminal clearance purposes. When a project code has been assigned, all containers or equipment in the shipment should have the assigned code marked in the "PROJECT" field of the shipping address. In addition, the project code is printed on a white label having a black-bordered disc or stenciled or printed on a tag when labels are not used. The label or tag will be located near the address marking (fig. 4—3). The code also appears on all requisitions and MILSTAMP documents relating to the project to permit quick identification of the documents for funding and costing purposes.

(4) *Transportation priority (TP).* Each

shipment moving in the DTS is assigned a transportation priority (TP) number which influences the mode of transportation to be used in order for the shipment to be delivered to the consignee by the required delivery date (RDD). The mode of transportation used is also governed by the weight and size of the shipment, nature of material, cost of transportation, distance to be shipped, and modes of transportation available to the consignor and consignee. Transportation priorities and their recommended mode of transportation are:

(*a*) *Transportation priorities 1 and 2.* Airlift is the preferred mode of transportation for priority 1 and 2 shipments; however, other high-speed modes are used when airlift is not available or is considered inappropriate or unnecessary because of size, RDD, or other traffic management considerations. "EXPEDITED HANDLING" shipments (with code "999" in the RDD field of the address markings) are given priority over all other shipments.

(*b*) *Transportation priority 3.* Transportation priority 3 shipments are usually moved by ordinary surface modes of transportation. Airlift is used only when surface transportation is not available or when the only access to the consignee is by air transportation.

(*c*) *Transportation priority 9.* In order to make use of available space on military sponsored aircraft, certain categories of material may be airlifted from overseas to CONUS

on a space available basis. These retrograde shipments are assigned a transportation priority "9."

(5) *From.* The consignor's coded activity address and in-the-clear address appear on this line. The coded activity address is a six-position identification code that is assigned to specific units, activities, or organizations authorized to direct, ship, or receive material. The in-the-clear address is the shipper's mailing address. Address codes and corresponding in-the-clear addresses are contained in the DOD Activity Address Directory, DOD 4000. 25—D

(6) *To.* The coded and in-the-clear addresses of the consignee appear on this line. When shipments are processed through transshipping activities, they must be segregated by handling requirement and destination and staged for further shipment to the correct consignee. In order to determine a shipment's destination during this process, cargo checkers usually refer to the in-the-clear name and address of the consignee. The coded name and address of consignors and consignees provide an abbreviated means of transmitting activity addresses by automated data systems.

(7) *Port of debarkation (POD) and ultimate consignee.* The POD (port of debarkation) and ultimate consignee blocks of the Military Shipment Label and Military Shipping Tag are not used except for oversea shipments.

(8) *Piece number and total pieces.* A ship-

ping piece number is applied to each container in a shipment except:

(*a*) Shipments of the same commodity in standard containers or packages.

(*b*) Full carload and truckload shipments of homogeneous items to a CONUS activity.

In addition to the individual piece number, the total number of pieces in the shipment is shown in the shipping address. When the address is stenciled on a container, the piece number is shown on the bottom line of the address followed by a slash and the total number of pieces in the shipment (fig. 4—3). When the shipment label or shipping tag is used, the piece number and total number of pieces are entered in the blocks provided on the bottom line of the address.

(9) *Weight.* The numerals found in this part of the address marking represent the gross weight (the combined weight of cargo, packing, and the container) in pounds.

(10) *Cube.* For shipping purposes, the cube is expressed in cubic feet. Shipments are occasionally received for transshipment that do not show the cube of the container. When this occurs, the container should be measured by the checker and the cube should be properly marked on the container. The cube is computed by multiplying the length, width, and height of the container. If the measurements are not all even feet, all dimensions should be converted to inches and the total divided by

1728, which is the number of cubic inches in a cubic foot.

EXAMPLE: The measurements of an unmarked container are: length 5 feet 3 inches, width 4 feet 2 inches, height 3 feet 1 inch. The cube is determined in the following manner:

Length 5 feet 3 inches = 63 inches
Width 4 feet 2 inches = 50 inches
Height 3 feet 1 inch = 37 inches

$$\frac{63 \times 50 \times 37}{1{,}728} = \frac{116{,}550}{1{,}728} = 67.4 \text{ cubic feet}$$

d. Oversea Shipment Address. Since most oversea shipments are processed through a CONUS air or ocean port of embarkation (POE), and received overseas at a port of debarkation (POD), the shipping address must contain sufficient information to identify the shipping and receiving terminal. The Military Shipment Label and the Military Shipping Tag are designed to meet the requirements for the oversea as well as domestic addresses. When used for oversea shipments the shipment label or tag is marked in the format illustrated in figure 4—1, which differs from the domestic address format in the following respects.

(1) *To.* Instead of the name and address of the ultimate consignee, the coded and in-the-clear name and address of the air or ocean POE are shown in this block. Each air and ocean terminal is assigned a three-position MILSTAMP identification code. The water port identification code indicates the major geo-

graphical area in which the port is located (first position), the subarea (second position), and the specific port or port area (third position). The codes assigned to air terminals may provide an indication of the terminal's geographical area; in many cases, the code is a three-letter abbreviation of the terminal's in-the-clear name.

EXAMPLE: JFK is the assigned code for John F. Kennedy International Airport, New York, New York.

(2) *POD.* The coded and in-the-clear addresses of the oversea air or ocean port of debarkation are shown in this block. Cargo checkers at CONUS POE's must refer to this portion of the shipping address when cargo is being staged for shipment to different oversea localities to insure that a shipment intended for a water port located in Northern Europe (area code "J") is not being inadvertently placed with cargo to be loaded aboard a ship destined for Korea (area code "U"). Cargo checkers assigned to oversea air or ocean ports of debarkation should know the three-position code for their respective terminal and, during the discharge of cargo from aircraft or ships, should be particularly watchful to insure that all cargo addressed to their terminal is discharged, or that cargo handlers do not inadvertently discharge cargo intended for another terminal. Ships are frequently loaded with cargo destined for several ports of call, which may be a considerable distance apart, perhaps in different countries.

(3) *Ultimate consignee.* The information required to identify the ultimate consignee is the same as that required in the "TO: . . . ." block of the domestic address; it includes the six-position activity identification code and the in-the-clear name and address of the consignee. The POD cargo checkers refer to this portion of the address when the cargo is being prepared for shipment to its final destination. When this block is obliterated to the extent that it is not legible, or when it has not been filled in, the coded name and address of the ultimate consignee can be obtained from the first six positions of the TCN entered on the top line of the address marking.

4—5. Explosives and Other Dangerous Cargo Markings

a. General. In the interest of safety, the Department of Transportation and other Federal regulatory agencies have established detailed requirements governing the marking, handling, and shipment of explosives and other types of dangerous cargo moving in interstate or international commerce. Shipments of explosives or other dangerous articles shipped by the military services must conform to the rules and regulations of these regulatory agencies. In addition to explosives, other items that are classified as dangerous include flammable liquids, gases, solids, oxidizing materials, corrosive liquids, compressed gases, poisonous substances, and radioactive materials. To enable transport operators, cargo handlers, ware-

housemen, cargo checkers, and other interested persons to identify these dangerous commodities quickly, a special group of colored labels is used. The dangerous articles that require these labels are referred to as "label cargo."

b. Exceptions. Depending upon the mode of transportation and the category of cargo, the requirements for applying these colored labels are not necessarily always the same. As an example, with the exception of poisons, radioactive material, and certain types of explosives, it is permissible, when shipping full carloads or truckloads of the same type of label cargo, to place identification placards on the outside of the railcar or truck in lieu of labeling each individual container. However, if the label cargo is to be loaded aboard an aircraft or ship, the appropriate colored label must be applied to each container.

c. Labels for Dangerous Cargo Other Than Explosives. As previously mentioned, the cargo labeling requirements of the various regulatory agencies (United States Coast Guard, Federal Aviation Agency, and Interstate Commerce Commission) vary in some cases. Also, the label for air shipment of these dangerous articles differs from the format of the label used when the shipment is moving by surface transportation (rail, truck, or ship); however, the colors are the same for all modes of transportation. The label color for each category of dangerous cargo shipped by surface or air transportation is as follows:

(1) *Red label.*

(*a*) *Flammable liquids.* DA Label 47, a red diamond-shaped label with black printing and the word CAUTION in large letters (fig. 4—10) is used to identify surface shipments of flammable liquids such as alcohol, benzine, or other petroleum products. DA Label 56, the red and black label with the word FLAMMABLE in large letters is used to identify flammable liquids being shipped by air.

(*b*) *Flammable compressed gases.* Flammable compressed gases such as acteylene are also marked with (DA Label 56) a red label. DA Label 31, the flammable compressed gas label illustrated in figure 4—11 is used when the shipment is being made by surface transportation. Flammable compressed gases shipped by air are marked with the same red label that is used for air shipment of flammable liquids.

(2) *Yellow label.* Oxidizing materials and flammable solids such as paper, charcoal, or cotton waste are identified by DA Label 57, a bright yellow label with black printing when the shipment is moved by surface transportation (fig. 4—12). DA Label 58, the black and yellow label with black printing is used for air shipments.

(3) *Green label.* Containers of nonflammable compressed gases such as compressed air, oxygen, or nitrogen are marked with DA Label 65, a green CAUTION label with black printing when moving by surface transportation (fig. 4—13). Air shipments are marked

Figure 4—10. Red label for flammable liquids (surface and air).

Figure 4–11. Red label for flammable compressed gases (surface).

Figure 4—12. Yellow label for flammable solids or oxidizing materials (surface and air).

Figure 4–13. Green label for nonflammable gases (surface and air).

with the green and black NONFLAMMABLE COMPRESSED GAS label (DA Label 66).

(4) *White label.*

(*a*) *Acids, corrosive liquids, and alkaline caustic liquids.* White CAUTION labels (DA Labels 13, 63 and 64) are required on containers of acids, alkaline caustic liquids, or corrosive liquids being shipped by surface transportation (fig. 4—14). Liquid cleaning compounds, battery acid, and muriatic acid are examples of white label cargo requiring this label. DA Label 62, the diamond shaped black and white CORROSIVE LIQUID label is used for shipments of corrosive liquids, acids, and alkaline caustic liquids being shipped by air.

(*b*) *Poison gas, poisons, and tear gas.* White labels are also used to identify poisonous materials as well as poison gas and tear gas being shipped by surface transportation. The labels (DA Label 25, 69, and 71) are easily distinguished from the caustic, corrosive, and acid labels by red printing (fig. 4—15). DA Label 67, the red and white POISON label with red printing on the white background is used for these three commodities when they are shipped by air.

(5) *Radioactive materials labels.* Radioactive materials are divided into three classes (I, II, and III). Each class of radioactive material is identified by its own distinctive label as illustrated in figure 4—16 and as described below. The same label is used for surface and air transportation. Detailed definitions of the

different classes of radioactive materials may be obtained from parts 172 and 173, Title 49, Code of Federal Regulations.

(*a*) DA Label 117. (Radioactive White—I). The label is white with a black border and has a bright red vertical bar in the lower half of the label.

(*b*) DA Label 118. (Radioactive Yellow—II). The upper half of the label is bright yellow and the lower half is white. The two vertical bars on the lower half of the label are bright red.

(*c*) DA Label 119. (Radioactive Yellow—III.) The radioactive—III label is identical to the radioactive—II label except that it has three bright red vertical bars in the lower half of the label.

d. Labeling of Explosives. Only certain categories of explosives or certain shipping conditions require labeling; however, all packages containing explosives are required to be plainly marked with their proper shipping name, such as: "AMMUNITION FOR CANNON WITH EXPLOSIVE PROJECTILES." The shipping name, precautionary instructions, weight of explosive, and other identification data are either stenciled or printed on the container. Examples of the categories of explosive requiring labels are described below. Detailed identification and labeling requirements for all categories of explosives and other dangerous materials being shipped by military aircraft are contained in TM 38–250 CG 108 (Rules


Remove
LEAKING Packages
Wash Acid Off with Water
CAUTION
ACID DO NOT DROP
Do not load with Explosives or near articles bearing YELLOW labels
EXPLOSIVES


Remove
LEAKING Packages
Wash Alkaline Caustic Liquid Off With Water
CAUTION
ALKALINE CAUSTIC LIQUID DO NOT DROP
Do not load with Explosives or near articles bearing YELLOW labels

Figure 4–14. White label for acids, caustic liquids, and corrosive liquids (surface and air).

WARNING!
BEWARE OF FUMES
POISON GAS
Name of Contents
CAUTION—KEEP COOL—DO NOT DROP
This is to certify that the contents of this package are properly described by name and are packed and marked and are in proper condition for transportation according to the Regulations prescribed by the Interstate Commerce Commission
EXPRESS
69

WARNING
KEEP AWAY from FEED or FOOD PRODUCTS
POISON
CAUTION—DO NOT DROP
IF LEAKING DON'T
BREATHE FUMES
TOUCH CONTENTS
SWALLOW
This is to certify that the contents of this package are properly described by name and are packed and marked and are in proper condition for transportation according to the Regulations prescribed by the Interstate Commerce Commission
EXPRESS
71

Figure 4–15. White label for tear gas, poison gas, and other poisonous materials (surface and air).

Figure 4—16. Radioactive material labels.

and Regulations for Military Explosives and Hazardous Munitions) prescribes the marking and labeling requirements for military explosives transported on board vessels.

(1) All ammunition or explosives containing an additional dangerous element require the appropriate colored label to identify the dangerous element. As an example, a shipment marked "AMMUNITION FOR CANNON WITH GAS-PROJECTILES" would require a white poison gas label, or a shipment marked "TEAR GAS CARTRIDGES" must be marked with a tear gas label.

(2) Special foreworks such as incendiary bombs, illuminating projectiles, or aircraft flares are labeled with DA Label 88, a red 4 inch x 4 inch square SPECIAL FIREWORKS label if shipped by surface transportation or DA Label 68 the red and black diamond-shaped label if shipped by air (fig. 4—17).

(3) All samples of explosives when shipped for laboratory examination are identified by a red EXPLOSIVE label (fig. 4—18). DA Label 138, the 4 inch x 4 inch square label is used to identify surface shipments and DA Label 68, the diamond-shaped label is used for shipments moving by air.

(4) Explosives are divided into three general classes (class A, B, or C).

(*a*) *Class A.* Generally speaking, class A explosives are materials that detonate readily and are classified as a maximum hazard. Class A explosives are not required to be marked with a special label.

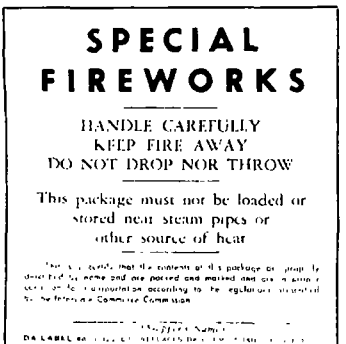


Figure 4—17. Red label for special fireworks (surface and air).

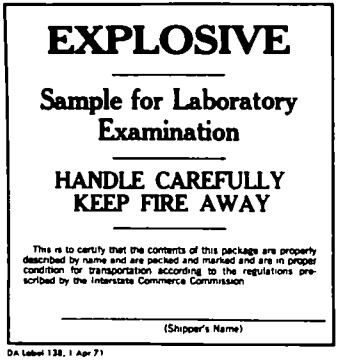


Figure 4–18. Red labels for samples of explosives (surface and air).

(*b*) *Class B.* Those explosives that function by rapid burning rather than by detonation are classified as class B explosives. Due to their hazardous flammability, a special red label is required on each container of class B explosives shipped by rail express or by aircraft. DA Label 139, the 4 inch x 4 inch square label is used for surface shipments and DA Label 68, the diamond-shaped label is used for air shipments (fig. 4–19).

(c) Class C. Class C explosives contain class A or class B explosives or both, but in small quantities. Small arms ammunition is an example of the most commonly shipped class C explosive Class C explosives do not require a colored label.

e. Temporary Storage of Dangerous Cargo. In order to meet the special storage requirements for label cargo, ocean terminals, air terminals, and other transfer activities, establish designated temporary holding areas where these commodities are separated from other types of cargo until they are transshipped to their next destination. The size and location of these areas vary, depending upon the terminal's operating space and the volume of label cargo it transships. In order to minimize the possibility of injury to personnel and damage to property, certain fire prevention, ventilation, security, and other requirements must be considered in the selection of these holding areas. Cargo checkers and cargo handlers must know the location of the designated holding

Figure 4–19. .Red Class B explosives label (express and air shipment).

areas for label cargo and exert a continuous effort to insure that these commodities are directed to the correct area as they are received in the terminal. A good cargo checker knows not only what categories of dangerous cargo the different colored labels identify, but also which categories of cargo should not be stored together.

4—6. Precautionary and Special Handling Instructions

a. General. In addition to the precautionary warnings and instructions printed on colored hazardous cargo labels, various other precautionary warnings and handling instructions are applied to the exterior of containers and items of equipment when special handling is required. For some types of cargo, and under certain shipping conditions, these warnings and handling instructions are required by Government regulatory agencies, Federal laws, or military regulations. In other cases, the markings are applied only for the purpose of protecting the fragile or sensitive contents of a container from damage that could be caused by improper handling or storage. During cargo transfer operations, cargo checkers should be especially watchful for these markings and bring them to the attention of the cargo handlers when an item is being improperly handled or stored.

b. Precautionary Instructions. All air shipments of dangerous and hazardous materials,

biologicals, classified material, and any other material requiring special handling must be identified by a "Special Handling Data/Certification" label (DD Form 1387–2). The DD Form 1387–2 (fig. 4–20) identifies the cargo and contains special handling instructions. The label is easily identified by its red border and is applied on the same side of the container as the address marking.

c. Special Handling Markings. MIL–STD–129 emphasizes that special handling markings are not to be used indiscriminately but only on those items that actually require such handling. The most commonly used markings are:

(1) *Fragile.* Containers packed with delicate or fragile articles are marked "Fragile" in at least three locations. Red-bordered fragile labels (DA Label 5) (fig. 4–21) may be used or the word "Fragile," the fracture symbol, and a red border may be stenciled or printed on the container. When containers are marked GLASS—DO NOT DROP OR THROW, or GLASS—HANDLE WITH CARE or with a similar precautionary marking, the "Fragile" marking is not required.

(2) *Arrows.* Many items moving in the DTS must be shipped, handled, and stored in an upright position in order to reduce the possibility of leakage or damage. The shipping containers for these types of items are marked on at least two sides with an arrow and the word "UP" (fig. 4–22) to indicate the top surface of the container.

SPECIAL HANDLING DATA/CERTIFICATION

TRANSPORTATION CONTROL NUMBER	NOMENCLATURE OF ITEM	NET EXPLOSIVE WEIGHT	GROSS WEIGHT
AT8149 9345 0010 XXX	Ethyl Chloride		
DESTINATION SGN TAN SON NHUT AIRFIELD	Flammable liquid Red label	N/A	76 lb

HANDLING INSTRUCTIONS

A gas at ordinary temperature, but when compressed becomes a colorless, flammable, and volatile liquid. Has an ether-like odor. Store in cool, well-ventilated area away from fire hazards, open flames, and strong oxidizing materials. Keep containers tightly closed. Use carbon dioxide and dry chemical for extinguishing fire. Avoid using water.

Dangerous article.

SHIPPER CERTIFICATION- This is to CERTIFY that the contents of the packages in this shipment are properly described by name and are packed, marked, and in proper condition for transportation in accordance with

* SUBPARAGRAPH 6-9c AFM 71-4 TM 38-250 NAVMEPS 15-03-500 AND MCO P4030.19

☐ OFFICIAL AIR TRANSPORT RESTRICTED ARTICLES TARIFF 8, CAB NO 82

☐ OTHER (Specify)

☐ SHIPMENT WITHIN PASSENGER/CARGO AIRCRAFT LIMITATIONS

SIGNATURE	DATE
Joe E. Doe	11 Nov 71

DD FORM 1387-2, 1 APR 66 — REPLACES EDITION OF 1 APR 63, WHICH MAY BE USED

Figure 4—20. Special Handling Data/Certification Label. (DD Form 1387—2 and 1387—2c).

¼" BORDER IN RED

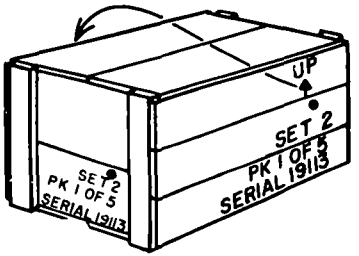
FRACTURE FEATURES IN RED

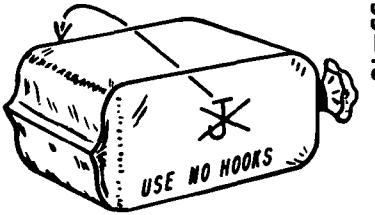
LETTERING IN RED

BACKGROUND IN WHITE

Figure 4—21. Fragile label.

(3) *Center of balance and sling or lifting points.* Cargo handling operations involving the lifting of vehicles and other equipment are extremely dangerous when performed in an improper manner. Since the physical characteristics of different types of equipment vary, shippers usually provide instructions on where to attach lifting slings on unboxed equipment and indicate the location of the center of balance on large or unbalanced containers. The





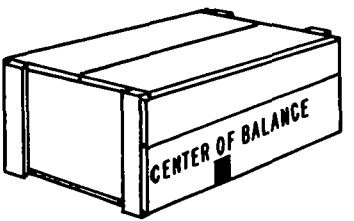


Figure 4–22. Special handling markings.

lifting points on unboxed vehicles are marked with a vertical line, 1 inch wide and not less than 3 inches long on both sides of the container and the words "CENTER OF BALANCE" are stenciled or printed above or alongside the line (fig. 4—22). Safety is the responsibility of every individual involved in cargo handling operations; an alert cargo checker who understands the purpose of these markings can assist in accident prevention by preventing an inexperienced or careless cargo handler from improperly slinging a load.

(4) *Use no hooks.* Hand-held hooks, which are components of cargo hatch sets, are sometimes used by cargo handlers to move cloth-wrapped bundles or bales. Since the use of these hooks on items such as burlap-wrapped tarpaulins or clothing will result in damage, the legend "USE NO HOOKS" and a hook symbol with a superimposed "X" (fig. 4—22) are stenciled on two sides of the bundle when use of hooks is prohibited.

4—7. Commodity Category Markings

a. General. In addition to other nomenclature and identification markings, MIL—STD—129 provides for color marking symbols for different commodities of supplies and equipment being shipped overseas. With the exception of medical supplies, these color marking symbols are used only when specified by a Military Department. This additional marking requirement usually occurs only when

a large volume of supplies and equipment is being shipped in support of combat operations. The application of color marking symbols for medical supplies being shipped to oversea units is required at all times.

b. Purpose. When the commodity color marking symbols are used, a cargo checker who knows the different colored symbols can determine the type of cargo in a container at a quick glance. This quick identification system is extremely helpful when supplies are being sorted by commodities or when a priority requirement exists for a specific item. To locate the required item, the cargo checker does not have to examine the TCN, FSN, or nomenclature marking on every container; he would only need to concentrate on those containers marked with the appropriate color symbol.

c. Category Symbols and Label Colors. When color coding of different commodities of cargo is required, special colored labels (DA Labels 129, 131, 136 series, and 137 series) with black symbols as illustrated in figure 4—23 are used. The labels measure from 3 inches by 3 inches to 10 inches by 12 inches depending upon the size of the container.

d. Marking Requirements. Except for CONEX transporters, MILVAN's, and SEAVAN's, four-color marking symbol labels are applied to each rectangular shipping container, one on each side, one end, and top (fig. 4—24). On CONEX transporters, a one-color marking symbol label is applied to each marking board.

CATEGORY	SYMBOL LABEL	BACKGROUND
TANK-AUTOMOTIVE		YELLOW (DA LABEL 121)
ELECTRONICS		ORANGE (DA LABEL 122)
CONSTRUCTION & MHE		RED (DA LABEL 123)
RAIL & MARINE		RED (DA LABEL 124)
WEAPONS		YELLOW (DA LABEL 125)
GENERAL SUPPLIES	GS	GREEN (DA LABEL 126)
CLOTHING & TEXTILES		GREEN (DA LABEL 127)
PUB.-PRINTED MATTER-STATIONERY		WHITE (DA LABEL 128)
AIRCRAFT COMPONENTS/AVIONICS		BLUE (DA LABEL 129)
MISSILE		YELLOW (DA LABEL 130)
MEDICAL		MAROON (DA LABEL 131)
POL STORAGE & DISPENSING EQUIP	POL	GREEN (DA LABEL 136 SERIES)
POL		WHITE OR YELLOW (DA LABEL 137 SERIES)

Figure 4–23. Commodity category symbols and colors.

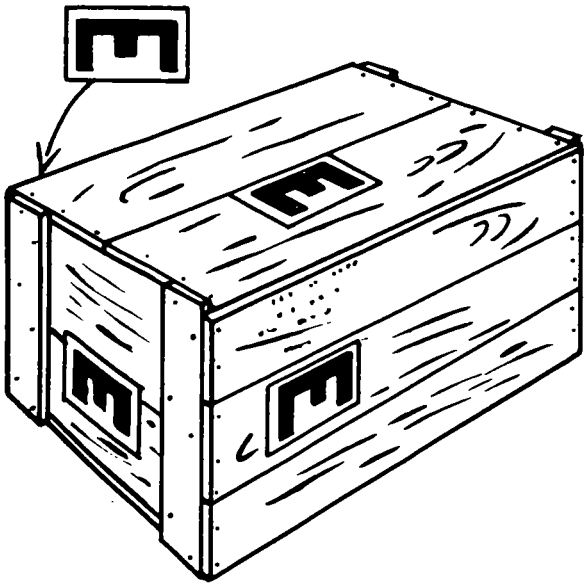


Figure 4—24. Color marking rectangular shipping containers.

When a container, palletized load, or CONEX transporter consists of two or more commodities, the labels are only applied to the interior containers. These labels are not applied to MILVAN's or SEAVAN's under any conditions. Loose unpacked items are marked by applying the color marking symbol labels to both sides of a tag which is attached to the item.

e. Exceptions to the Use of Color Marking Symbol Labels. The color marking symbol labels are not used on the following categories of cargo:

(1) Major unpacked items that are easily recognizable, such as vehicles, artillery pieces, or boats.

(2) Explosives and other dangerous articles are marked with the distinctive color labels explained in paragraph 4—5*d*. The use of additional colored labels is forbidden by Federal statutes and military regulations.

(3) Perishable and nonperishable subsistence items (except items for resale) are always identified by stenciling or printing a solid black crescent on the shipping container (fig. 4—25). The requirement for marking with the crescent symbol is included in the procurement negotiations; therefore, there is no requirement for additional color markings.

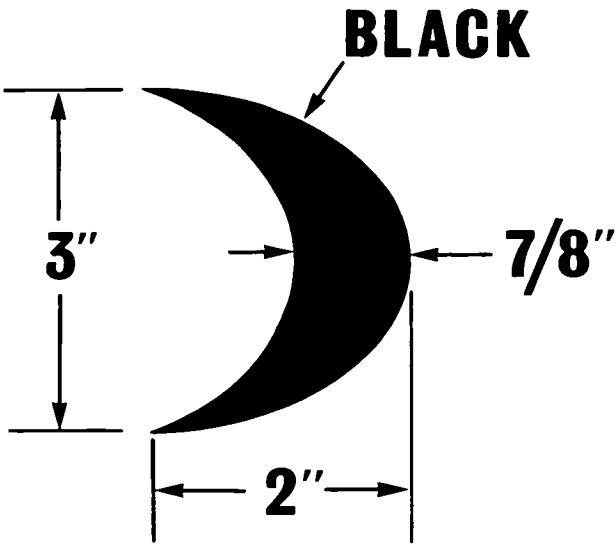


Figure 4—25. Crescent symbol for subsistence items.

CHAPTER 5
DOCUMENTATION

5—1. General

A document may be defined as "a writing that provides information." The various transportation documents used in the defense transportation system provide the necessary information to identify, regulate, and report the movement of cargo shipments as they are processed through the functional components of the system—rail, truck, barge, ocean, and air terminals operated by MAC, MTMTS, and oversea commands. Some of these documents are sent to the transshipping terminal or consignee to advise that a shipment is being sent. Certain documents are required to accompany the shipment while it is in transit, while others are used to provide notification that a shipment has been received. A cargo checker is usually involved in the use of only one of two of the various transportation documents, however, much of the feeder data required to complete other documents is provided or verified by the cargo checker. For this reason cargo checkers should thoroughly understand certain information entered on the documents that he uses and should be familiar with how various other documents are used to account for, control, and report the movement of cargo.

5—2. Transportation Control and Movement Document

a. Purpose. The transportation control and movement document, commonly referred to as "TCMD," is the backbone of the MILSTAMP documentation system. It is the basic movement and control document which may be used for the following purposes:

(1) By shippers to obtain shipping clearances and routing instructions.

(2) To provide advance notice of shipments being sent to terminals and other transfer points in order that the necessary arrangements can be made for labor, cargo handling equipment, temporary storage space, and transportation requirements.

(3) As a waybill, which is prepared by the shipper and accompanies the shipment to each transfer point and the final destination. Upon receipt of the shipment, the TCMD is used as a tally sheet by cargo checkers. Once the shipment has been checked and the quantity and condition of the cargo have been determined, this information is recorded on the TCMD and a copy can be given the carrier as a delivery receipt.

(4) As a source document for preparation of other documents. Once an aircraft or vessel is loaded, a cargo manifest must be prepared which specifies in detail the amount and type of cargo being shipped. When cargo is shipped by an ocean vessel, additional documents (Vessel Stowage Plan, Ocean Cargo Manifest Recapitulation, and Cargo Outturn Report) must be prepared. Much of the information contained in these documents

and other logistic management reports is obtained from the TCMD which the cargo checkers use as tally sheets.

b. Preparation. A seperate TCMD must be prepared for each shipment unit entering the transportation system. They may be mechanically prepared as a punchcard (fig. 5—1) (to utilize the benefits of automated or mechanized processing techniques), as an administrative message, or a manually prepared TCMD. The manual version (fig. 5—2) of the TCMD is a 7-part carbon interleaf form (DD Form 1384) on which the information is coded if the shipment is to enter a mechanized documentation system or if it is to be transported by or shipped to another service. The manual version is the format most commonly used for checking cargo. Cargo checkers are not usually required to prepare TCMD's, so only a general description of some of the coded entries is provided in this manual. The purpose for which the form is to be used determines the amount of information required. As an example, many shipments require only blocks 1 through 24 (fig. 5—2) to be completed by the shipper; blocks 25 through 27 are completed by the cargo checkers as the shipment unit is received and checked at the different transfer points; and blocks 28 through 31 are completed by the consignee when the shipment arrives at its final destination. The lower portion of the form (blocks 32 through 44) is used to provide supplemental information such as dimensions of large items, vehicle

DOC IDENT	TRAILER CON. TAINER	CONSIGNOR	COMMODITY				POE	POD	MODE	TYPE PACK	TRANSPORTATION CONTROL NUMBER					CONSIGNEE	PRIORITY	ROD	PROJECT	DATE SHIPPED		ETA	TRANSP ACCT CODE	PIECES	WEIGHT	CUBE
			ITEM	EXCEPTION	AIR OR SURF						SERVICE	REGNR	ITEM	DATE	SERIAL	SUPPLEMENTAL				HOUR	DATE					
1 2 3	4 5 6 7 8	9	10 11 12 13	14 15 16 17	18 19	20	21 22 23	24 25 26	27	28 29	30 31	32 33 34 35 36	37 38 39	40 41 42 43	44 45 46 47 48	49 50 51 52 53 54 55 56 57	58 59 60	61 62 63 64	65 66 67 68	69 70 71 72	73 74 75 76 77 78	79 80	81 82 83 84 85 86 87 88	89 90 91 92 93 94 95 96	97 98 99 100 101 102 103 104	105 106 107 108 109 110 111 112
T	X	1	F	0	2	0	1	0	3	9	3	Z	Z	2	0	C	H	A	1	B	B	X	F	B	5	6	4	3	7	1	7	5	2	0	5	5	X	X	X	F	B	5	6	4	3	3						1	7	8	6	F	1	9	A	0	0	0	1	0	0	5	5	5	5	0	5	6	0

This TCMD is transceived only to the WTCA.

Figure 5—1. Punchcard TCMD format.

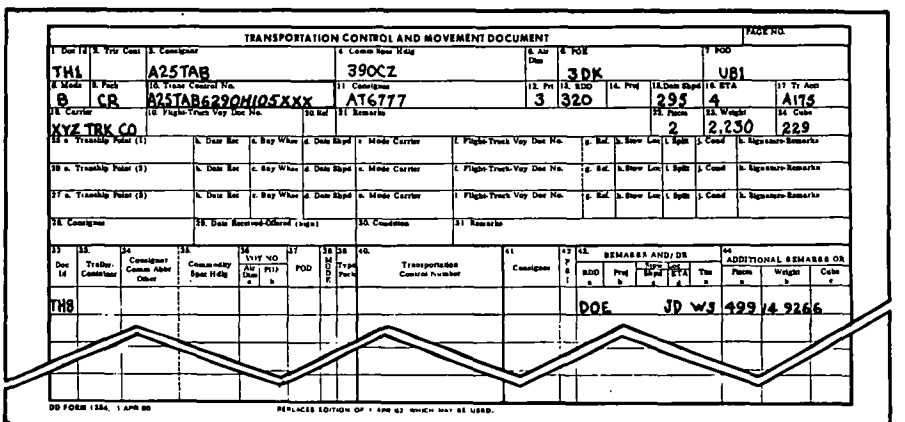


Figure 5–2. DD Form 1384 (illustrating manual TCMD).

serial numbers, and ownership data for shipments of personal property. This information is referred to as trailer data. Tables 5—1 provides a general explanation of the type of coded information recorded on the manual form of the TCMD. Movement codes are changed periodically; therefore, in the checking and documentation of cargo, the codes contained in the current DOD regulation 4500. 32 should be used instead of those given in the appendixes of this text. Codes given in the appendixes to this manual were extracted from DOD Regulation 4500—32—R and are included only for training purposes.

5—3. Cargo Prestowage Plan

Advance planning is the key to efficient terminal operations. This planning includes a determination of the temporary cargo storage area required, amount and type of equipment required to receive and load the cargo, the number of personnel required, and a cargo prestowage plan. The prestowage plan, also referred to as the loading plan, is prepared before any cargo is loaded aboard the ship. The prestowage plan is a diagram of the ship, showing the number, location and capacity of the ship's booms, each of its cargo stowage spaces, and the deck areas that are suitable for transporting cargo. It shows where the cargo is to be stowed in each of the ship's cargo stowage lo-

Table 5–1. Coded Information on Manual Form of TCMD

Block No	*Description*	*No. of characters*	*Explanation*
1	Document identifier	3	The document identifier code (DIC) indicates the purpose for which the form is being used or the type of shipment to which it relates. The code also specifies the format for any additional transportation information which may be required. As an example, reference to appendix B indicates that the letter "T" (fig. 5–2) identifies the form as a MILSTAMP document. The letter "H" in the second position identifies the shipment as household goods. The third character (numeral 1) indicates that the document is being used as the principal shipping document or prime document for a single shipment unit that does not require clearance approval prior to shipping.
2	Trailer/Container . . .	5	The information entered in this block provides a quick means of checking

Table 5–1. Coded Information on Manual Form of TCMD (Cont'd)

Block No.	*Description*	*No of characters*	*Explanation*
			shipping container, SEAVAN, or roll on/roll off (RORO) serial numbers. When a shipment is moving in a controlled container such as a CONEX, the last five digits of the container serial number are entered in this block. When two or more shipment units are consolidated in a noncontrolled container (including palletized unit loads), the assigned container number will be preceded by one of the following codes to indicate the shipper service: A — Army activities F — Air Force activities G — General Services Administration M — Marine Corps activites N — Navy activities S — DSA activities Z — Coast Guard activities

			When controlled or noncontrolled containers are loaded on RORO trailers or SEAVAN's, the container serial number is entered in block 3 and the RORO trailer or SEAVAN serial number is entered in block 2. The last four digits of a RORO trailer serial number is preceded by an "S" or "V"to indicate whether the trailer is a stake and platform or a van type trailer. If the shipment is not moving by RORO trailer, SEAVAN, controlled container, or as part of a consolidated shipment in a noncontrolled container, block 2 is left blank.
3	Consignor.....	6	The coded address of the shipping installation, unit, or other agency appears in this block. This address code should be the same as the one appearing in the "FROM" block of the Military Shipment Label, Military Shipping Tag, or other address marking appearing on the shipping container.

Table 5—1. Coded Information on Manual Form of TCMD (Cont'd)

Block No	*Description*	*No of characters*	*Explanation*
4	Commodity-Special Handling	2 air/5 surface	The information appearing in this block provides a quick means of identifying material for manifesting and customs requirements, stevedore billing, transportation costs, and other cost accounting purposes. It also provides an indication of whether the shipment requires special attention during shipment, handling, or storage. When a shipment is to be moved by air, the code will consist of only two characters. A five-character code which provides more detailed information is used for shipments moving by water. *Air commodity code.* The first character of the two-character air commodity code identifies the commodity. Reference to appendix C indicates that there are 24 general categories of cargo. The second character indicates any special handling

or attention that may be required; if none is required, the code "Z" is used. It should be noted that, when the second character of the code is other than R, Z, or a numeral, a special Handling Data/Certification Label (DD Form 1387–2) must be attached to the shipment. Cargo checkers and warehousemen can obtain detailed handling instructions by referring to this label.

Water commodity and cargo exception code. The five-character water commodity code is composed in the following manner:

First position—major commodity category
Second position—minor commodity category
Third position—specific commodity
Fourth position—type of cargo
Fifth position—exception/handling.

Table 5–1. Coded Information on Manual Form of TCMD (Cont'd)

Block No.	Description	No of characters	Explanation
			Appendix D, which contains a partial list of the codes, reveals that the code 390CZ entered in block 4 of figure 5–2 identifies the shipment as household goods in a Government container; the "C" advises the terminal that the household goods are to be loaded on the same ship as the owner for concurrent travel; the "Z" indicates that no special handling is required.
5	Air dimensions	1	The air dimension code is used only for shipments moving by aircraft; it identifies the type of cargo aircraft capable of transporting the largest container in the shipment. Appendix E shows that the code "A" is used to identify containers that will fit on any type of cargo aircraft, whereas, a shipment assigned an air dimension code of "W" will only fit into a C133.

6	POE	3	A port of embarkation (POE) is an air or ocean terminal at which troops, equipment, or material are loaded aboard aircraft or vessels. Every terminal throughout the world which is used in the transportation of DOD shipments is assigned an identification code. As mentioned in paragraph 4–4*d*, ocean terminal codes indicate the major geographical area, the subarea, and the specific port, port area, or island. The partial list of water port designators provided in Appendix F indicates that the shipment described in figure 5–2 was loaded at the Military Ocean Terminal, Bay Area (Oakland, California). The code "3" identifies the major geographical area (United States, California coast). The subarea (San Francisco lower bay) is indicated by the code "D" and each terminal in the San Francisco area that is used by the DOD is identified by the last character.
7	POD	3	The same code system as used for POE's is used to identify the air or

Table 5—1. Coded Information on Manual Form of TCMD (Cont'd)

Block No.	Description	No of characters	Explanation
			ocean terminal where the shipment is designated to be unloaded.
8	Mode	1	Advance information as to the mode of transportation by which a shipment will be arriving is particularly helpful to terminal operations personnel. Reference to this block of the advance TCMD enables terminal personnel to make the necessary preparations for receiving and handling the shipment. The mode of shipment codes in appendix G show that the shipment described in figure 5—2 is being shipped to the ocean terminal by truck and that the shipment is less than a truckload.
9	Pack	2	The method of packaging a shipment unit or shipment units in consolidation is indicated by one of the codes listed in appendix H (partial listing).

10	Trans Control Number	17	Cargo checkers are particularly interested in the TCN since, during the process of checking cargo, they must compare this TCN with the TCN entered in the address marking of the container. The comparison of these two numbers is the most positive method of accurately identifying a shipment. A detailed description of the data contained in the TCN is provided in paragraph 4–4c(1).
11	Consignee	6	The activity address code entered in this block should be the same as that entered in the "TO" block of the address marking or the "Ultimate Consignee" block if the shipment is to be shipped overseas. Information on how the code is assigned is contained in paragraph 4–4c(5).
12	Pri	1	The transportation priority code (1, 2, 3, or 9) entered in this block should be the same as the TP appearing in the address marking. Paragraph 4–4c(4) provides information on how the TP is assigned to a shipment.

Table 5—1. Coded Information on Manual Form of TCMD (Cont'd)

Block No.	*Description*	*No of characters*	*Explanation*
13	RDD	3	The required delivery date (RDD) is the Julian calendar date by which the shipment must be delivered to the consignee. For more details on how the Julian calendar date is arrived at, refer to paragraph 4—4c(2).
14	Proj	3	This block is left blank unless the shipment unit is moving in support of a project which has been assigned a specific identification code. Refer to paragraph 4—4c(3) for more details on the RDD.
15	Date shpd	3	The Julian date entered in this block is the date the shipment is released to the carrier or to the POE when the shipper is located in the vicinity of the POE. When the TCMD is for an air shipment, only the last two characters of the Julian calendar will be used; they will be preceded by a single-character hour code to indicate the anticipated hour of re-

			lease to the carrier at the point of origin.
16	ETA	1	The ETA (estimated time of arrival) is actually the estimate of the number of days the shipment will be in transit to the POE.
17	Tr Acct	4	Military services and other DOD agencies that use the defense transportation system are required to pay for the transportation and terminal services involved in the movement of shipments within the system. Four-character transportation account codes are assigned to these agencies to facilitate shipper identification for cost accounting and billing purposes.
18-19	Carrier/Flight-Truck-Voy Doc No.	N/A	MILSTAMP provides that entry of this information on the TCMD is optional.
20	Ref	N/A	MILSTAMP directs that this block will be left blank.

Table 5—1. Coded Information on Manual Form of TCMD (Cont'd)

Block No	Description	No of characters	Explanation
21	Remarks	N/A	This block is used only when a shipper is providing information which is not applicable to the entire move. As an example, if a shipper is advised by the originating carrier that the shipment will be transferred to another truck prior its delivery to the POE, the shipper could note this fact in the remarks block.
22	Pieces	Varies	The function of checking cargo basically involves the counting and inspection of each container or item of cargo as it is transferred from one location to another. In order to determine whether there are any overages or shortages, the cargo checker must refer to the piece count shown in this block.
23-24	Weight/Cube	Varies	The weight and cube shown in these blocks is for the entire shipment unit unless the shipment unit is mov-

			ing by more than one vehicle. When a shipment unit is moving in more than one vehicle, only the number of pieces, weight, and cube loaded on the transporting vehicle will be shown.
25-27	Transship point	N/A	This portion of the form is completed by a cargo checker each time the shipment is transferred from one carrier to another, from a carrier to a temporary storage location, or from a temporary storage location to a carrier. The form is designed to accommodate three separate transshipments. The information that the cargo checkers enter in blocks *a* through *k* is used to prepare manifests, vessel stowage plans, and a number of other documents. Therefore, the cargo checker must thoroughly understand how to record the correct information in the appropriate block. Detailed instructions for completing this portion of the form are provided in chapter 6.

Table 5—1. Coded Information on Manual Form of TCMD (Cont'd)

Block No	Description	No. of characters	Explanation
28-31	Consignee	N/A	These blocks are completed by the consignee when the shipment has been delivered. When these blocks have been completed, the consignee will have a record of when the shipment was received and its condition upon arrival. A copy of the completed TCMD, signed by the consignee, may also be given to the delivering carrier as a delivery receipt to verify that the shipment has been completed.
32	Document Identifier	3	Chapter 6 explains and illustrates how cargo checkers use the lower portion of the form to record their cargo tally. As previously mentioned, this portion of the form is also used to provide supplemental information for special categories of shipments. When used for this purpose, the information is referred to as "trailer data" or "header data," depending

upon the type of shipment it describes. Trailer data provide additional information for a single shipment unit (described in blocks 1 through 24), whereas header data identify the RORO trailer, SEAVAN, or consolidation container that the shipment is moving in. When mechanically prepared punchcard TCMD's are used as prime documents, the supplemental information must be entered on separate punchcards. These supplemental cards accompany the prime document (TCMD) and are referred to as "trailer" or "header cards." When the manually prepared DD Form 1384 is used as a prime document, these cards are not required. In order to identify the type of supplemental information entered in columns 33 through 44, the appropriate three-character identifier code is entered in column 32. Figure 5–2 identifies the data entered on that line as Personal Property Ownership data. The elements of data required

Table 5–1. Coded Information on Manual Form of TCMD (Cont'd)

Block No.	Description	No. of characters	Explanation
			for each type of shipment are contained in MILSTAMP. The types of shipments that require trailer or header data are: *Trailer Cards* *a.* Shipment units having any piece with a dimension exceeding 6 feet in any direction (except CONEX's and POV's). *b.* Ammunition, explosives, and other dangerous articles. *c.* Personal property such as POV's, household goods, and unaccompanied baggage. *d.* Miscellaneous commodity shipments which require supplemental information and which do not have a specific code assigned, such as perishable subsistence or classified shipments. *e.* Seal identification serial numbers for containers.

			Header Cards *a.* RORO trailers, SEAVAN's, and Air Cargo Pallets require additional identification information which is entered as "Header Card Line Entry." *b.* Multiple shipment units consolidated into a single container (e.g., CONEX, unitized pallet load, etc.).

cations, the total tonnage to be loaded in each location, both measurement and long tons, as well as the total tonnage to be loaded aboard the ship. Prior to the commencement of loading operations, copies of the prestowage plan are distributed to hatch foremen, cargo checkers, and other key personnel who are responsible for insuring that the cargo is delivered to the correct shipside location, stowed in the predesignated location aboard the ship, and properly accounted for.

5—4. Cargo Stowage Plan

As the cargo loading progresses, it is not uncommon for changes to occur in the loading plan; therefore, a final plan must be prepared to show where the cargo is actually loaded. This final plan is the cargo stowage plan (fig. 5—3). In addition to showing the stowage location of the cargo, it provides a summary of cargo to be discharged at each POD, identifies heavy lifts, indicates the capacity and location of ship's booms, and contains remarks on special items of cargo such as mail and materials of high value. Copies of the cargo stowage plan, along with other required documents, are delivered to the vessel's master prior to the ship's departure from the loading terminal. Copies are also mailed to each POD to provide the advance information required for preplanning the discharge and transshipment of the cargo.

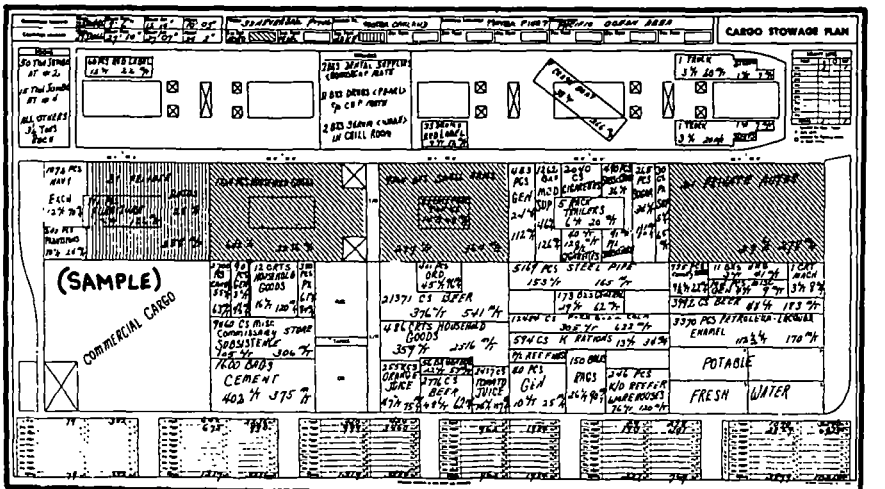


Figure 5–3. Cargo stowage plan.

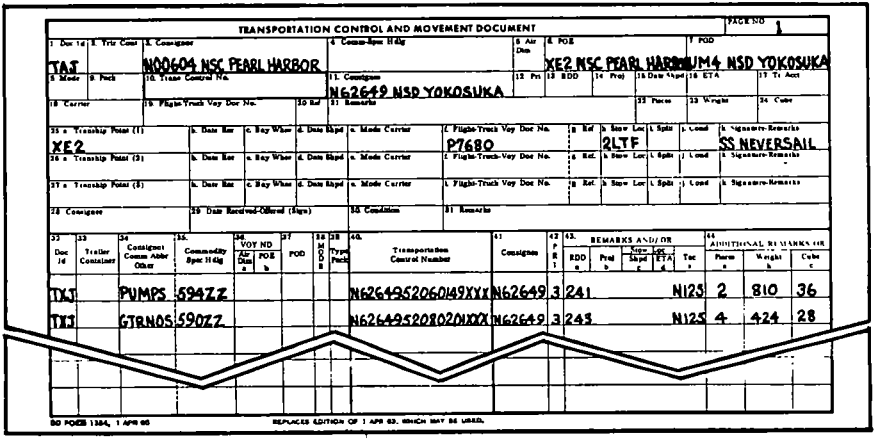
5—5. Cargo Manifest

A manifest is required to be prepared for each ship on which cargo has been loaded. It provides a detailed listing of all cargo, dunnage, and lashing gear loaded aboard the vessel; it also lists the specific stowage location of the cargo. Since this information is obtained from the cargo checker's tally sheets, the importance of accurate cargo checking is obvious. The cargo manifest can be prepared in one of three formats: the DD Form 1384 (TCMD) may be manually prepared (fig. 5—4); a punchcard form may be mechanically prepared; or DD Form 1385, (Cargo Manifest) (fig. 5—5) may be mechanically or manually prepared. Copies of the completed manifest are sent to the designated POD's along with the cargo stowage plan, an ocean cargo manifest recapitulation, and an ocean cargo manifest summary. A manifest is also required for each aircraft on which cargo or passengers are being transported.

5—6. Ocean Cargo Manifest Recapitulation or Summary

The DD Form 1386 is designd to be used for either the manifest recapitulation or the manifest summary; the purpose for which it is being used is indicated by entering an "X" in the appropriate block located in the upper left corner of the form.

a. Ocean Cargo Manifest Recapitulation. The manifest recapitulation (fig. 5—6) pro-



TRANSPORTATION CONTROL AND MOVEMENT DOCUMENT

PAGE NO 1

1 Doc Id	2 Trfc Const	3 Consignor	4 Comm-Spec H'dlg	5 Air Dim	6 POE	7 POD
TAT		N00604 NSC PEARL HARBOR			XE2 NSC PEARL HARBOR	UM4 NSD YOKOSUKA

8 Mode	9 Pack	10 Trans Control No.	11 Consignee	12 Pri	13 RDD	14 Proj	15 Date Shpd	16 ETA	17 Tr Acct
			N62649 NSD YOKOSUKA						

18 Carrier	19 Flight-Truck Voy Doc No.	20 Rel	21 Remarks	22 Pieces	23 Weight	24 Cube

25 a Trnship Point (1)	b. Date Rec	c. Bay Whse	d. Date Shpd	e. Mode Carrier	f. Flight-Truck Voy Doc No.	g Rel	h Stow Loc	i. Split	j. Load	k Signature-Remarks
XE2					P7680		2LTF			SS NEVERSAIL
26 a Trnship Point (2)	b. Date Rec	c. Bay Whse	d. Date Shpd	e. Mode Carrier	f. Flight-Truck Voy Doc No.	g Rel	h Stow Loc	i. Split	j. Load	k Signature-Remarks
27 a Trnship Point (3)	b. Date Rec	c. Bay Whse	d. Date Shpd	e. Mode Carrier	f. Flight-Truck Voy Doc No.	g Rel	h Stow Loc	i. Split	j. Load	k Signature-Remarks

28 Consignee | 29 Date Received-Offered (Sign) | 30 Condition | 31 Remarks

32 Doc Id	33 Trailer Container	34 Consignee Comm Abbr Other	35 Commodity Spec H'dlg	36 VOY ND Air Dim a	36 VOY ND POE b	37 POD	38 ND B	39 Type Pack	40 Transportation Control Number	41 Consignee	42 PRI	43 REMARKS AND/OR RDD a	43 Proj b	43 Stow Loc Shpd c	43 Stow Loc ETA d	43 Toc e	44 ADDITIONAL REMARKS OR Pieces f	44 Weight h	44 Cube i
TAT		PUMPS	594ZZ						N62649520600149XXX	N62649	3	241			N12S		2	810	36
TAT		GTRNOS	590ZZ						N62649520802001XXX	N62649	3	243			N12S		4	424	28

DD FORM 1384, 1 APR 66 — REPLACES EDITION OF 1 APR 63, WHICH MAY BE USED.

Figure 5–4. DD Form 1384 (illustrating manual TCMD water manifest).

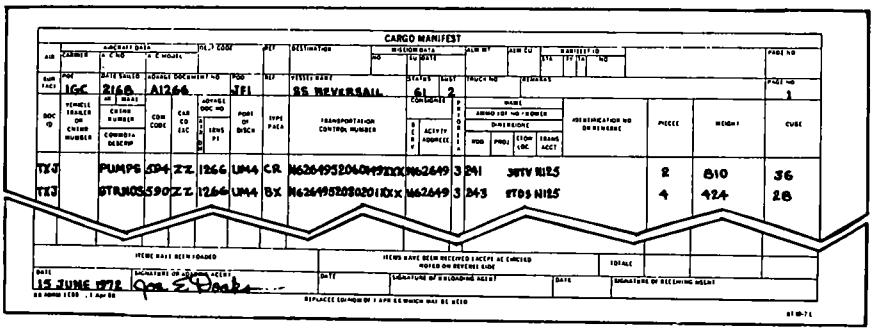


Figure 5–5. DD Form 1385, (Cargo Manifest).

X RECAPITULATION (Line a applicable) ☐ SUMMARY (Line b applicable)

OCEAN CARGO MANIFEST RECAPITULATION OR SUMMARY

X ORIGINAL ☐ REVISED

1. VESSEL NAME	2. STATUS	3. ADV DOC NO	4. DATE	5. LOADING PORT	6. HEAVY LIFTS	7. OUTSIZE DIMENSION	PAGE NO	NO OF PAGES
SS NEVERSAIL	1 USNS	P1572	1204	3DK MOTBA OAKLAND	1	8	1	1

DESCRIPTION AND LOCATION OF HEAVY LIFTS AND OTHER SPECIAL DATA

a. DESTINATION PORT / b. DESTINATION PORT	DESCRIPTION / COMMODITY CATEGORY	LENGTH WIDTH HEIGHT / FOR MSTS USE	SELF SUS	NOR ES	VES	CGO	STOW LOCATION / 1 PRIMARY 1 ST OR ACCT CODE	L/T / ON DECK
RG1 SAIGON	CRANE	420L 120W 120H		X		X	3ODP	16
	LASHING MATERIAL -GOVT PROPERTY- RETAIN							
	1,050 BMF 1X8 PINE LUMBER							
	5 PCS (150 FT) WIRE ROPE 3/4"							
	12 EACH TURNBUCKLES 18"							
	60 EACH WIRE CLIPS 3/4"							

TOTAL CARGO LOADED

DESTINATION PORT / NO OF UNITS POS & MAIL OR OTHER	SVC	L/T	M/T
RG1 SAIGON	N	810	1,650
UD6 PUSAN	A	165	612
UB1 NAHA	M	110	310
TOTAL		1,085	2,572

I HEREBY CERTIFY THAT THE ARTICLES LISTED HEREON HAVE BEEN PLACED ABOARD IN APPARENT GOOD ORDER AND CONDITION

I HEREBY ACKNOWLEDGE having received the cargo manifested hereon in apparent good order and condition for delivery as indicated, except as otherwise specifically noted.

SIGNATURE	GRADE OR RANK	TITLE	MASTER OF VESSEL (Signature)
R. M. Lodum	MAJOR	DOC. OFF.	Joseph Hornblower

NAME AND MAILING ADDRESS OF PREPARING ACTIVITY: MOT, BAYONNE, N.J.

DD FORM 1386, 1 APR 65 — REPLACES EDITION OF 1 APR 63 AND DD FORMS 1386-1, 1386-2 AND 1385-2 WHICH ARE OBSOLETE.

Figure 5—6. DD Form 1386, (Ocean Cargo Manifest Recapitulation or Summary) (illustrating Ocean Cargo Manifest Recapitulation).

vides personnel of the receiving terminal a means of quickly determining the total long tons and measurement tons of cargo loaded for their terminal, the number of heavy lifts requiring special cranes or rerigging of ship's gear, the number of items having outsize dimensions, and the amount of dunnage and lashing material used to secure the cargo. When the DD Form 1386 (Ocean Cargo Manifest) is used as a manifest recapitulation, the information listed in line *a* will be entered in the body of the form.

b. Ocean Cargo Manifest Summary. The cargo manifest summary (fig. 5—7) is the official source document used by MSC to bill shippers for transportation costs. The information to be entered in the body of the form is indicated on line *b*.

5—7. Cargo Traffic Message

Each activity responsible for preparing a cargo manifest is also required to accomplish prompt transmission of a cargo traffic message to each port of discharge. The elements of information required in the message include:

a. Ship identification data.

b. Vessel movement information (to include expected time of arrival at each port of debarkation).

c. Vessel operational and handling information.

d. Total number of long tons and measurement tons of cargo loaded.

☐ RECAPITULATION (Line a applicable) ☒ SUMMARY (Line b applicable)

OCEAN CARGO MANIFEST RECAPITULATION OR SUMMARY

☐ ORIGINAL ☐ REVISED

1 VESSEL NAME	2 STATUS	3 VOY DOC NO	4 DATE	5 LOADING PORT	6 HEAVY LIFTS	7 OUTSIZE DIMENSION	PAGE NO	NO OF PAGES
SS NEVERSAIL	6	A6509	2210	IGC MOTB			1	1

	DESCRIPTION AND LOCATION OF HEAVY LIFTS AND OTHER SPECIAL DATA									TOTAL CARGO LOADED			
a	DESTINATION PORT	DESCRIPTION	LENGTH WIDTH HEIGHT	SELF SUS	ROR SE	VES	CGO	STOR LOCATION	L/T	DESTINATION PORT	SVC	L/T	M/T
b	DESTINATION PORT	COMMODITY CATEGORY	FOR MSTS USE					TRANSPORTATION ACCT CODE	ON DECK	NO OF UNITS NO. S/MAIL OR OTHER			
	JFI	REEFER, FREEZE						F9A0					42
		SPECIAL, NOS						N727					10
		SPECIAL, NOS						N727	X				41
		POV						A145		4			46
		HOUSEHOLD GOODS						A146					65

I HEREBY CERTIFY THAT THE ARTICLES LISTED HEREON HAVE BEEN PLACED ABOARD IN APPARENT GOOD ORDER AND CONDITION

I HEREBY ACKNOWLEDGE having received the cargo manifested hereon in apparent good order and condition for delivery as indicated except as otherwise specifically noted.

SIGNATURE	GRADE OR RANK	TITLE	MASTER OF VESSEL (Signature)
R. M. Cohune	MAJOR	DOC. OFF.	Joseph Hornblower

NAME AND MAILING ADDRESS OF PREPARING ACTIVITY: MOT, BAYONNE, N.J.

DD FORM 1386, 1 APR 64 REPLACES EDITION OF 1 APR 57 AND DD FORMS 1386-1-1, 1385-1-2, AND 1385-2 WHICH ARE OBSOLETE.

Figure 5—7. DD Form 1386 (Ocean Cargo Manifest Recapitulation or Summary) (illustrating Ocean Cargo Manifest Summary).

e. Summary of cargo loaded for each POD, including location, TCN, and number of pieces of protected (sensitive) cargo.

5—8. Cargo Outturn Reporting

a. General. In view of the enormous volume of material shipped through the DOD transportation system, it may be expected that some damage, pilferage, and loss or misshipment of material will occur. In order to reduce the cost to the Government resulting from these losses, DOD Regulation 4500.32–R requires each discharging terminal to submit a detailed report of all changes in quantity and condition of cargo that occurred while the cargo was in the custody of ocean carriers, their agents, or vessels. It identifies those changes, in the form of overages, shortages, apparent pilferages, and damages, as they appear from a comparison between the cargo as shown on the manifest and the cargo as tallied by the cargo checker when it was discharged from the vessel or delivered to the Government by the carrier. The report is identified as the Cargo Outturn Report; prior to the submission of the report, a Cargo Outturn and Cargo Outturn Reconciliation Message must be transmitted to the loading terminals (POE's), appropriate MSC office, and the MTMTS area headquarters that has supervisory responsibility for the loading terminal. These messages, the report with all supporting documents, and the replies

required are collectively referred to in MILSTAMP as the Cargo Outturn Reporting System (CORS).

b. Objective. The cargo outturn reporting system is designed to:

(1) Make sure that each discrepancy noted is an actual discrepancy. Sometimes a loading terminal will erroneously list cargo on the manifest despite the fact that the items were not actually loaded. Sometimes cargo is loaded aboard ship but not listed on the manifest. These types of discrepancies are usually the result of either inaccurate cargo checking or careless manifest preparation.

(2) Decide who is responsible for the actual loss or damage. This is done on the basis of the complete cargo outturn report including the cargo checker's tally at the time of discharge, written statements, photos, etc. If it is decided that the ocean carrier is responsible, legal steps are taken to force the carrier to pay for the loss or damage.

(3) Provide a source of information which enables the shipper services to maintain accurate accountability records.

(4) Reduce future losses by applying the knowledge gained from the Cargo Outturn Report.

c. Reporting Procedure. Immediately following the discharge of cargo from a vessel, overages and shortages are detected by comparing the cargo checker's tallies with the quantity of cargo listed on the manifest. Cargo showing ap-

parent signs of pilferage or damage should be examined and recorded on the tally while the cargo is still in its stowage location. The cargo checker should record on his tally sheet the exact location of the cargo at the time pilferage or damage was first discovered, indicate the extent of any damage, and arrange for photographs to be taken to support any future claims made by the Government. After all cargo has been discharged from the vessel and the condition and quantity of cargo have been determined, the procedures described below are followed:

(1) *Cargo outturn message.* The outturn message is the first action required. It is transmitted to the loading activity, MSC, and other selected addresses as an administrative message within 7 days after completion of the vessel's discharge. The message identifies the port of discharge and the vessel and includes a brief coded summary of the cargo. If all cargo that was manifested is received in apparent good order, the code "CAGO" is used; when differences exist between the manifest and the cargo received or there is evidence of pilferage or damage, the code "OSOD" (over, short, or damaged) is included in the message.

(2) *Cargo outturn reconciliation.* The outturn reconciliation is also transmitted in an administrative message format and must be sent within 15 days after completion of the vessel discharge. The outturn reconciliation is prepared by the activity responsible for submitting the outturn report. The reconciliation

process is designed to eliminate reporting of erroneous conditions; therefore, the message should not include overages or shortages which have been corrected since the initial outturn message was sent. To assist in resolving any remaining discrepancies, all other ports on the vessel's itinerary are included on the message distribution list on the chance that missing cargo scheduled for one port of discharge can be located in another port. In addition to identifying the port of discharge and the vessel, the outturn reconciliation includes a description of the over or short cargo.

(3) *Cargo outturn report.* Within 45 days from the date of vessel discharge, the DD Form 470, (Cargo Outturn Report) (fig. 5—8) with the appropriate supporting documents must be forwarded by the discharging terminal to the addresses listed in DOD Regulation 4500.32—R. As in the case of some of the previously described forms, the cargo checker does not prepare the cargo outturn report, but he is the person who is relied upon to provide important information required in the report. A brief description of the report and the supporting documents, as well as special considerations that should be observed when compiling data for the report, are given below.

(*a*) *DD Form 470.* This form is used as the cover sheet for the appropriate backup or supporting documents which provide detailed information of any discrepancies. Blocks 1 through 12 (fig. 5—8) provide general information which identify the POE, POD, and the

CARGO OUTTURN REPORT

AK4T28 BREMERHAVEN TERMINAL USATTGE TRANSPORTATION BRANCH APO NEW YORK 09069	SS NEVERSAIL	P6509	1 / 1
☐ ☐ ☐ / ☐ ☐ ☒ ☐	3DK MILITARY OCEAN TERMINAL BAY AREA OAKLAND, CALIF 94626	SAME AS BLOCK 5	JF1 BREMERHAVEN
SAME AS BLOCK 1	DISCHARGE — COMMENCED: DATE 2019, HOUR 0730; COMPLETED: DATE 2022, HOUR 1100	☒ ☐ ☐	☐ ☒ CARGO

a. DD FORM 788
b. SIX (6) PHOTOGRAPHS
c. STATEMENT OF CHIEF MATE SS NEVERSAIL.
d. EXTRACT OF SS NEVERSAIL LOGBOOK.
e. DD FORM 470c
f. TALLY SHEET (DD FORM 1384.

DD FORM 788 REFLECTS ONLY MINOR SURFACE SCRATCHES ON BODY OF 1966 CHEVROLET (TCN A26EAA1303P015XXX) UPON LOADING ABOARD VESSEL. ATTACHED PHOTOGRAPHS TAKEN AT TIME OF OPENING HATCH NUMBER 3 SHOWS CONSIDERABLE DAMAGE TO LEFT SIDE OF VEHICLE. EXTRACT OF VESSEL LOG (16 JANUARY 1972) AND STATEMENT OF CHIEF MATE DISCLOSES THAT DAMAGE OCCURRED AS THE RESULT OF THE SHIFTING OF OTHER CARGO (ASPHALT PROCESSING MACHINERY) DURING STRONG WINDS AND HIGH SEAS. IT IS RECOMMENDED THAT SUBSEQUENT SHIPMENTS OF HEAVY MACHINERY BE BLOCKED, BRACED, AND LASHED TO PRECLUDE SHIFTING EN ROUTE.

SAMPLE

RANDOLPH D. FAIRFIELD	CGO. DOC. OFF.	Randolph D. Fairfield	23 FEB 72

DD FORM 470

Figure 5–8. DD Form 470, (Cargo Outturn Report).

vessel. When no discrepancies have been detected during or after vessel discharge, or if all discrepancies have been reconciled, the report will only consist of the DD Form 470 with an annotation of "Negative Outturn" in block 13. If discrepancies are detected that may be the result of a vessel incident (collision, fire, grounding, etc.), the cause, place, and time of such incident will be indicated in block 13. When the discrepancy involves SEAVAN's, the serial numbers of any over or short SEAVAN's is entered in block 13.

(*b*) *DD Form 470c.* The Cargo Outturn Report (Detail and Continuation Sheet) (fig. 5—9) is designed to provide a complete description of each over, short, damaged or pilfered item that is shipped break bulk. The form is also used to report unreconciled overages of SEAVAN's, MILVAN's, RORO trailers, CONEX's, or other consolidation containers. Part of the information required to complete the form can be obtained from the cargo manifest; the information required in blocks c through *h* is obtained from the cargo checker's tally sheets.

(*c*) *Standard Form 361.* The Discrepancy in Shipment Report (DISREP) is used to document shipment discrepancies to cargo shipped inside of SEAVAN's, MILVAN's, RORO trailers, CONEX's, or other shipment units in consolidation. The form is designed to provide detailed information describing the carrier, mode of transportation, loading and

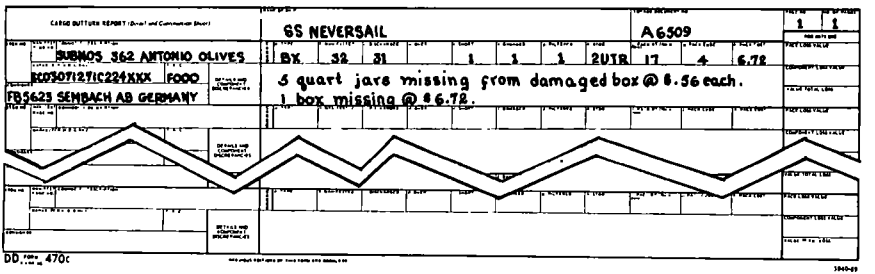


Figure 5—9. DD Form 470c, (Cargo Outturn Report) (Detail and Continuation Sheet).

unloading data, cargo discrepancy data, consignee, and consignor.

(*d*) *DD Form 788.* Cargo checkers should thoroughly understand how to record entries on the Private Vehicle Shipping Document. The form is specifically designed for the shipment of personally owned vehicles; it is used as the cargo checker's tally sheet as well as a shipping document. When properly utilized, the form provides a detailed description of the privately owned vehicle and its condition from the time the owner turns it in at the POE to the time of pickup at the POD. If the vehicle is damaged any time between turn-in and pickup, a copy of the DD Form 788 is attached to the Cargo Outturn Report as a supporting document. Detailed instructions on the use of this form when checking and tallying POV's are provided in chapter 6.

(*e*) *Miscellaneous supporting documents.* Successful claims processing and effective loss and damage prevention programs can only be achieved by accurately and completely investigating and documenting each discrepancy as soon as it is detected. Each terminal should have standing operating procedures which provide cargo checkers, hatch foremen, stevedore officers, and others the necessary guidance on the actions to be taken when cargo damage or pilferage is discovered. When the damage or pilferage is substantial in quantity or value or whenever protected cargo is involved, consideration should be given to ob-

taining the additional documentary evidence listed below.

1. Statements of the vessel's master, officers, or agent concurring in, taking exception to, or explaining the discrepancies or agreeing to repair or replace damaged or missing items. An effort to obtain these statements is usually made by the terminal operations officer or ship platoon leader.

2. Original tally sheets showing the quantity discharged, condition of cargo as noted thereon by the checker or tally clerk, and place of stowage.

3. Statements of witnesses.

4. Cargo survey reports (reports of inspection of the cargo to determine the nature and extent of the discrepancy) jointly conducted by the carrier and representatives of the activity preparing the Cargo Outturn Report.

5. Stevedore damage reports, with identification of the stevedore and a report of recovery action being taken.

6. Reports of investigation.

7. Extracts from vessel's logbook.

8. Photographs and diagrams. (Whenever practical, photographs of damage or evidence of apparent pilferage should be taken while the cargo is still in stow).

9. Any other available information which will assist in the cargo loss prevention, claims collection, or property accountability programs.

CHAPTER 6
CARGO CHECKING

6—1. General

In addition to the documents described in chapter 5, the cargo checker's tally is also considered to be an official document. It is signed by the checker as being accurate, used by other persons to prepare additional documents, and later filed as part of the terminal records. In order to achieve the greatest degree of accuracy, the cargo checker should record the entries on his tally sheet as he actually inspects and counts the cargo at the time it is being transferred. The use of a commonly used tallying method, legibly entered on the tally sheet, reduces the possibility of misinterpretation.

6—2. Tallying Methods

The checking of cargo involves two general functions: inspection of the cargo for quantity, condition, and identification markings; and making observations a matter of record.The latter function is referred to as "tallying." Any method of tallying cargo may be used that quickly provides an accurate and legible cargo count. The best method for tallying one type of cargo, such as boxes of rations, may not be the most accurate method for another type of cargo, such as serially numbered vehicles or individually numbered packages. To satisfy

various requirements, four tallying methods are in general use in the Army: package, unit, block, and straight. Cargo checkers should understand each of these methods and be capable of determining which is most appropriate for the type of cargo being tallied.

a. Package Method. When a shipment consists of individually numbered pieces, the package method of tallying provides the most accurate accountability. When cargo is tallied by the package method, the cargo checker lists each piece number on his tally. As each numbered piece is transferred, he crosses out the corresponding number on his tally sheet. The piece number and total number of pieces are shown at the bottom of the address marking on the container (fig. 4—3). If a piece is damaged or missing, the checker draws a circle around the appropriate piece number and identifies it as short or damaged. As the result of a marking or shipping error, two pieces may bear the same piece number, making one of the pieces excess. In this case the number of the extra piece will also be recorded on the tally, circled, and annotated "over." Refer to figure 6—1 for an example of the package tallying method. In this example, pieces number 1, 3, and 5 were received and in good condition, piece number 2 was received in a damaged condition, an extra piece number 3 was received, and piece number 4 was missing. When a discrepancy of the type described is detected, the checker should also circle blocks 22, 23, and 24 of the DD Form

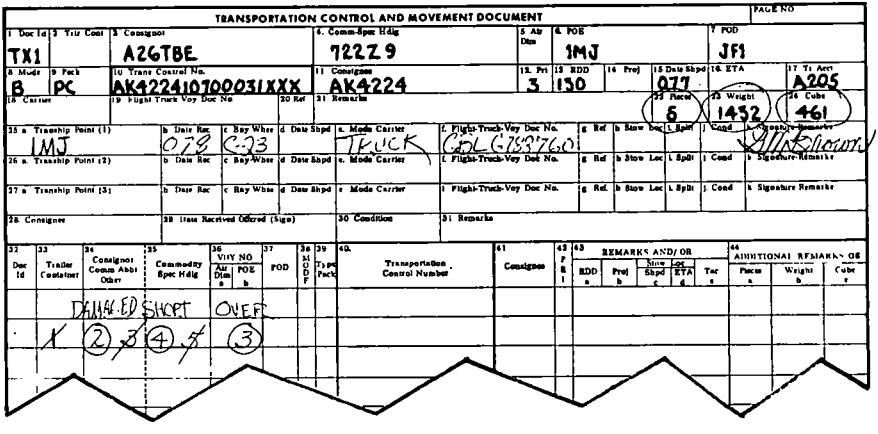


Figure 6–1. Package method of tallying.

1384 when it is being used as a tally sheet. Boldly drawn circles around these three blocks alert the documentation personnel to the fact that a discrepancy exists. Caution should be exercised when tallying a piece as missing; it is not unusual to find pieces of a shipment unit stowed in two or more different locations within a ship's cargo compartment or a railcar.

b. Unit Method. Equipment such as trucks, tanks, MILVAN's, SEAVAN's, and other large serially numbered items that are handled separately are usually tallied by the unit method. If the shipper has provided the terminal or other transfer activity the necessary advance documentation data, the tally sheet (DD Form 1384) is prepared prior to arrival of the cargo and will contain the required trailer data. By referring to the lower portion of figure 6–2 (columns 32 through 44), the checker may observe that the trailer data describes the vehicle and includes its serial number. He compares the serial number stenciled on the vehicle with the serial number recorded in the trailer data line entry; if they correspond, he places a checkmark on the tally to indicate that the vehicle has been received. Under certain circumstances the description of the item may not be included as a trailer data line entry. In this case, the checker enters such identifying information on the tally (such as: truck, cargo, 2½-ton, 6 X 6, USA 2C431); this entry constitutes the tally.

TRANSPORTATION CONTROL AND MOVEMENT DOCUMENT

1 Doc Id	2 Trlr Cont	3 Consignor	4 Comm-Spec Hdlg	5 Air Dim	6 POE	7 POD
TVO		A25TBB	867ZZ		1GC	JF1

8 Mode	9 Pack	10 Trans Control No.	11 Consignee	12 Pri	13 RDD	14 Proj	15 Date Shpd	16 ETA	17 Tr Acct
D	VO	AK4334920900IXXX	AK4334	3	255		221	2	A205

18 Carrier	19 Flight-Truck Voy Doc No.	20 Ref	21 Remarks	22 Pieces	23 Weight	24 Cube
				1	12880	1690

a. Transship Point	b. Date Rec	c. Bay Whse	d. Date Shpd	e. Mode Carrier	f. Flight-Truck Voy Doc No.	g. Ref	h. Stow Loc	i. Split	j. Cond	k. Signature-Remarks
25 (1) S Stevenson	260									M P Roby
26 (2) JF1	261	Yard								J P Smith
27 (3)										

28 Consignee	29 Date Received-Offered (Sign)	30 Condition	31 Remarks

32 Doc Id	33 Trailer Container	34 Consignor Comm Abbr Other	35 Commodity Spec Hdlg	36 VOY NO a Air Dim	36 b POE	37 POD	38 MODE	39 Type Pack	40 Transportation Control Number	41 Consignee	42 PRI	43 REMARKS AND/OR a RDD	b Proj	c Stow Loc Shpd	d ETA	e Tac	44 ADDITIONAL REMARKS OR a Pieces	b Weight	c Cube
TVS		M55	B67Z7	1GC		JF1	3	VO	AK4334920900IXXX	AK4334	3	00255L096W111H					USA 417671		

Note: Left side of windshield broken
Left headlight lense broken
Alerted Roof - J P Smith

Figure 6–2. Unit method of tallying.

c. *Block Method.* The block method provides a rapid and reasonably accurate means of tallying when items of the same commodity are being loaded or unloaded in uniform drafts consisting of an equal number of pieces on each pallet or in each net. This method requires the cargo checker to determine the number of pieces in each draft, which he records in parentheses in the left margin of the tally sheet; as each draft is transferred, the checker enters a tally mark adjacent to the number. A quick determination of the total number of drafts handled may be made by recording these tally marks in groups consisting of four vertical marks and one diagonal mark. Figure 6—3 illustrates the block method of tallying. In this example, seven drafts of 48 cases have been tallied as indicated by six vertical and one diagonal tally mark. The number of pieces contained in a partial draft must be counted and added to the tally marks; in this case the tally totals 382 cases.

d. Straight Method. When general cargo with different amounts in each draft is involved, the checker cannot use the other three methods but must use the straight tally. The straight tally system requires the checker to make an individual count of each piece in each draft. He enters this count on the tally sheet as each draft is transferred (fig. 6—4).

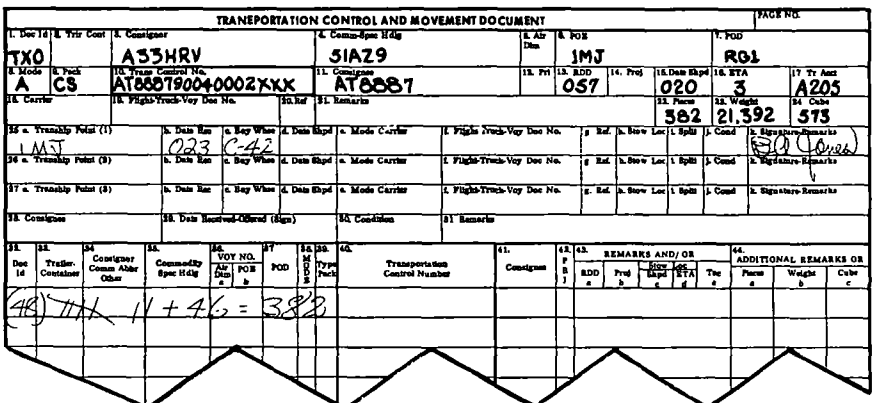


Figure 6–3. Block method of tallying.

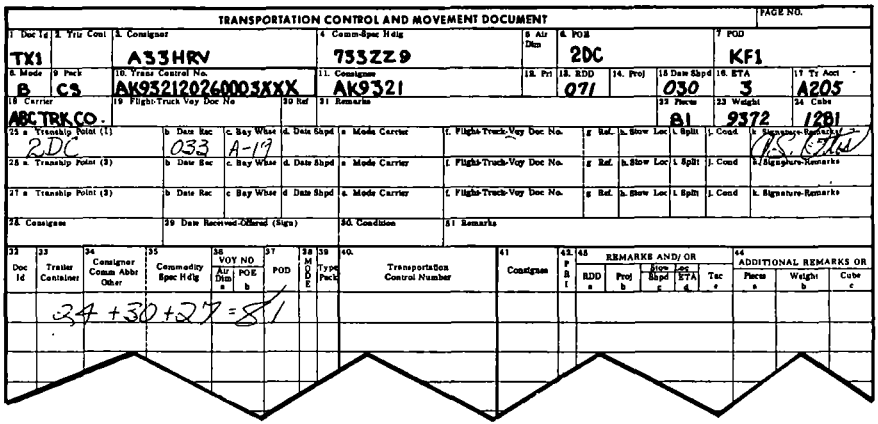


Figure 6–4. Straight method of tallying.

6—3. Cargo Checking Procedure

a. General. The procedures and techniques of checking cargo, and in some cases the tally form used, vary at different terminals. This variance in most cases depends upon the extent to which the automatic data processing and electronic communication equipment is employed. As an example, under certain circumstances, data about cargo and transportation are electronically transmitted to the next transfer point where computer printouts of TCMD data can be provided to the cargo checkers for use as tally sheets. In such cases, the appropriate data will appear in blocks 1 through 24 and columns 32 through 44 when header or trailer data are required. In localities where this electronic capability does not exist and when other types of advance cargo data are not received prior to arrival of the cargo, the cargo checker will have to originate the tally sheets by copying identification and shipping data marked on the cargo containers. The simplest situation for the checker is when the tally sheet accompanies the cargo from one location to another. Terminal personnel may prepare their own forms of tally sheets to meet specific requirements. An exception is DD Form 788, which is used for privately owned vehicles. Most oversea military terminals and transfer activities use the manual TCMD (DD Form 1384) for checking and documenting cargo.

b. DD Form 1384 (used as a tally sheet). As

previously mentioned, there are a number of different types of transshipping functions which require the checking and tallying of cargo (rail, truck, air, and inland barge transfer operations). However, the unloading of ocean vessels in oversea POD's is the most common function of terminal service companies and is generally of greater magnitude than the other types of transshipping functions. In order to illustrate the use of the DD Form 1384 as a cargo tally sheet, a description of a cargo movement through an oversea terminal is provided below.

(1) Upon completion of vessel loading, the POE transmits the ocean cargo manifest data to the designated POD. This advance manifest information enables the POD to prepare the cargo tally sheets prior to arrival of the vessel.

(2) Just prior to the commencement of vessel's discharge, the chief checker distributes the tally sheets to the appropriate hatch checkers aboard ship. The determination of which checker receives which tally sheets is made by referring to the vessel stowage location code appearing on the cargo manifest (fig. 5–5). The four-position code identifies the hatch, hold, or deck level, and the approximate stowage location of the cargo within a compartment. As an example, in appendix I the stowage location "3UTV" appears in figure 5–5, indicating that the crate of pumps is stowed in number three hatch, on

the upper 'tween deck, and against the forward bulkhead of the cargo compartment. The tally sheet for this shipment unit would, therefore, be given to the cargo checker assigned to work in hatch number 3.

(3) As the cargo is discharged from the ship, the cargo checker identifies the cargo by comparing the TCN which appears on the top line of the address marking with the TCN appearing in block 10 of the DD Form 1384. Discrepancy comments and the cargo tally are then recorded in the lower portion of the form by one of the methods explained in paragraph 6—2 and the appropriate entries are recorded in blocks *a* through *k* of line 25. As the last piece of shipment unit is being discharged, the checker detaches one copy of his cargo tally which will later be turned over to the chief cargo checker. The remaining copies are attached to the last draft of cargo, to be used by the next checker. In addition to understanding the type of information required in blocks *a* through *k*, described below, the checker should be capable of determining when an entry in one or more of the blocks is not required.

(*a*) *Transship point.* When cargo is being received into or relocated within a terminal, the appropriate three-position air or ocean terminal designator explained in paragraph 5—2a(2) block 6 is entered in this space. When cargo is being checked into or off a ship, the vessel's name or identification number is listed as the transshipping point. If the ac-

tivity has not been assigned a code, the name of the locality will be spelled out in the clear.

(*b*) *Date received.* The Julian date on which an incoming shipment is checked off a truck, railcar, or ship is recorded in this block.

(*c*) *Bay/warehouse.* Nearly every transfer activity requires intransit storage space, either covered, open, or a combination of both. In order to facilitate identification of specific areas, warehouses are usually subdivided into bays which are lettered or numbered. This is frequently accomplished by actually painting lines and the assigned bay number or letters on the floor. When cargo is temporarily stored in one of these locations, the cargo checker who receives the shipment indicates its storage location in this block of DD Form 1384; this entry permits rapid location of the item when it is due to be transshipped to its next destination.

(*d*) *Date shipped.* The Julian date that a shipment is checked out of the terminal is recorded in this block.

(*e*) *Mode carrier.* The entry recorded in this block provides a record of the means by which the shipment departed from the terminal. The entry is spelled out in the clear, such as: driveaway, rail, truck, aircraft, barge, etc.

(*f*) *Flight-truck-voyage document number.* Detailed identification of the carrier is established by the entry recorded in this block. Each trip made by an aircraft or ship is as-

and attaches the six carbon copies of the initial tally to the shipment unit as it is discharged from the ship. The checker retains the seventh copy which he subsequently turns over to the chief cargo checker.

(5) As the shipment unit is placed in a warehouse or other storage area, the intransit storage checker will use six copies to conduct his check of the cargo, enter his tally below that of the shipboard checker's tally, and record the appropriate entries in blocks *a, b,* and c, and then place his signature in block *k* of line number 26. When the intransit storage checker has completed his tally, he will detach one copy of the tally sheet and secure the remaining five copies to the cargo. The detached copy is turned in to the documentation section where it is used to update the terminal's cargo inventory record. If a shipment is transferred directly from ship to truck, railcar or barge, the appropriate information would be recorded in blocks *a, d, e,* and *f.* Blocks *b* and c would be left blank.

(6) When the cargo is later loaded aboard the carrier for shipment to the consignee, the cargo checker records his tally on the five copies attached to the cargo and enters the appropriate information on line number 27. At this point the terminal policy may require preparation of a new document to be issued to the carrier as a freight waybill; or, the cargo checker may obtain the signature of the carrier, detach one copy to be retained in the

terminal records, and turn the other copies over to the carrier.

(7) Upon receipt of the shipment by the consignee, it is again checked for quantity and condition and the appropriate information is entered in blocks 28 through 31 by the consignee, with one copy returned to the carrier to be retained as a receipt of delivery.

6—4. Checking Privately Owned Vehicles

a. General. AR 55—71 and DOD Regulation 4500.34—R requires a DD Form 788 (Private Vehicle Shipping Document) to be prepared for each POV (privately owned vehicle) shipped through a military ocean terminal. When a POV is delivered directly to a commercial terminal for ocean shipment, the commercial carrier's form is used instead of the DD Form 788. When a POV is turned into a military activity, and is later transferred to a commercial terminal for loading aboard ship, both the DD Form 788 and the commercial carrier's form is used. The DD Form 788 is designed to provide a completely documented description and picture of the vehicle's condition at the time it is turned in for shipment and at all times while it is in Government custody.

b. Description of Form. The Private Vehicle Shipping Document is a six-part, carbon interleaved form (fig. 6—5). The form is designed to be used in five separate inspection and documentation phases during the shipment of a POV. In each of these phases of shipment,

mirrors, ash trays and windshield wipers, are removed from the vehicle and packed in a fiberboard or other suitable container that can be banded or sealed with gummed tape. The vehicle checker will list each of the items in the "Packing List of Accessory Items" at the top of the reverse of DD Form 788. To provide security, the sealed container is placed in the trunk or other compartment that is capable of being locked.

(*c*) The checker conducts a joint inspection of the POV with the owner/agent. During this inspection, any damage, regardless of how small, is indicated by recording an "X" at the appropriate location on the vehicle diagrams provided in block (6) of the form. Additional details for each deficiency are recorded in block (7) in the manner indicated in figure 6—5. Beneath the vehicle diagrams, the checker indicates the presence of a radio, heater, clock, spare tire, and any other major accessory (not packed in the container) by entering code "X" in the appropriate block for each item. Upon completion of the inspection, the Government checker enters the date in block (2) above the vehicle diagrams, prints his name and signs above his printed name. The owner or his agent acknowledges the conditions of the vehicle and agrees with the inspection comments by dating and signing the DD Form 788 in block (1) above the checker's signature. Two copies of the form are placed in the glove compartment of the POV. One completed copy is given to the owner, and two

copies will be forwarded by airmail from the port of embarkation to the port of debarkation.

(2) *Phase II.* The second inspection and documentation phase commences when the stevedore personnel at the loading terminal take possession of the POV. Before the vehicle is moved to shipside for loading, the stevedore's checker inspects the vehicle and compares its condition with the discrepancies the first checker recorded on the DD Form 788. If damage not indicated by a code "X" or indication of pilferage are detected, the checker should annotate the vehicle sketches with the "square" code, provide a brief description of the damage/pilferage in block (7), and immediately notify the POV office. The checker verifys his inspection by entering the date, his printed name and signature in blocks (3).

(3) *Phase III.* This phase begins when the vehicle is loaded aboard ship and the vessel operator takes possession of it. As soon as the stowage compartment is opened at the port of debarkation, and while the vehicle is still in its stowage location, the vehicle should be inspected again. For this inspection the "triangle" code should be used to annotate the DD Form 788.

(4) *Phase IV.* Phase IV begins when the stevedore contractor at the discharge terminal accepts the POV from the vessel operator, it continues until the POV is turned over to the POV office personnel or delivered to the POV storage area. Any damage or pilferage occuring while the POV is in the custody of the steve-

APPENDIX A
REFERENCES

A—1. Department of Defense Regulations

DOD Reg 4000.25—D (Part I and II)	Activity Address Directory
DOD Reg 4500.32—R	Military Standard Transportation and Movement Procedures (MILSTAMP)
DOD Reg 4500.34—R	Personal Property Traffic Management Regulation

A—2. Army Regulations (AR)

55—38	Reporting of Transportation Discrepancies in Shipments
55—55	Transportation of Radioactive and Fissile Materials Other Than Weapons
55—56	Transportation of Dangerous or Hazardous Chemical Materials
55—71	Transportation of Personal Property and Related Services
55—228	Transportation by Water of Explosives and Hazardous Cargo

APPENDIX B
DOCUMENT IDENTIFIER CODES

NUMBER OF CHARACTERS:	Three
TYPE OF CODE:	Alphameric
DATA LOCATION:	Block 1, DD Form 1384
EXPLANATION:	The Document Identifier Code (DIC) specifies the format and use of each of the MILSTAMP documents (i.e., TCMD, manifest, tracer, trailer cards, etc.). The DIC is mandatory on all MILSTAMP DOCUMENTATION: manual, mechanized, or TWX.

TCMD/MANIFEST ITEM DOCUMENT IDENTIFIERS

First Position: Always "T"

Second Postion: Type of Shipment or Document

- A Manifest.
- B Accompanied Baggage.
- C Armed Forces Courier Service (ARFCOS).
- D Intraservice use only.
- E Ammunition and Explosives.
- F Unaccompanied Baggage.

Third Position: Prime and Trailer Card Identification

ADVANCE TCMD DOCUMENTS
AIR MANIFEST DOCUMENTS
WATER MANIFEST DOCUMENTS

∅ — J	Single Shipment Unit Prime Document for Shipments Cleared by Positive Release Procedures, e.g., Export Traffic Release.
1 A J	Single Shipment Unit Prime Document (except above).
2 B K	Prime Document for RORO trailer, SEAVAN, or Air Cargo Pallet.
3 C L	Prime Document for the Consolidation of Multiple Shipment Units into a Single Container (e.g., CONEX, Unitized Pallet Load, etc.).
4 D M	Single Shipment Unit Prime Document when Consolidated into Container, Unitized Pallet Load, RORO Trailer or SEAVAN.
5 E N	Outsized Dimensions Trailer Data.
6 F O	Ammunition, Explosives, and Other Dangerous Articles, Nomenclature Trailer Data.
7 G P	Ammunition Lot Number Trailer Data.
8 H Q	Personal Property Ownership Data Trailer Data.
9 I R	Miscellaneous Information Trailer Data.

APPENDIX C
AIR COMMODITY AND SPECIAL HANDLING CODES

NUMBER OF CHARACTERS: Two
TYPE CODE: Alphameric
DATA LOCATION: Block 4 or column 35, DD Form 1384
EXPLANATION: Commodity code to be used for all shipments via air. Identifies materiel for manifesting and customs requirements, and denotes cargo requiring special handling or reporting.
FIRST DIGIT: Commodity

Code	*Description*
A	Supplies and equipment for aircraft and aerial targets, including aircraft and maintenance parts, engines and maintenance parts, aircraft accessories, aircraft instruments and laboratory test equipment, aerial targets and gliders, aircraft/missile technical order compliance kits, aerial delivery equipment, tailored tarpaulins, and miscellaneous aerial equipment, etc.
B	Construction materials: includes paint and related materials; prefabricated building, wood and wood products, metal and composition materials and their products, commercial hardware and miscellaneous items, cement, asphalt, building maintenance materials, etc.
C	Chemical Corps items and all other chemicals not covered in other classifications.
D	Animals.
E	Engineer supplies (other than those listed in "B")

Code	Description
F	Fuels, lubricants, including gases, fuel and lubricating supplies and equipment, gas generating supplies and equipment other than noxious gases.
G	Printed forms, publications, drawings, etc.
H	Signal Corps supplies and equipment, including radio equipment and supplies, communications equipment and supplies, electrical equipment and supplies, etc.
J	Unaccompanied baggage authorized air movement.
K	Clothing, parachutes, including clothing equipment except arms and chemical supplies, cordage, fabrics and leathers, etc.
L	Armed Forces Courier Service (ARFCOS) material: includes communication documents, cryptologic equipment and State Department diplomatic material.
M	Medical supplies.
N	Ship's parts, Navy.
P	Photographic supplies and equipment, including training films.
Q	Plants, plant products, insects, mites, nematodes, mollusks, coil, meat (other than rations) animal products, vectors, and cultures of animal and plant diseases.
R	Rations and subsistence supplies.
S	Office and school supplies and equipment, including office machines, furniture and stationery, school supplies and equipment, synthetic and special training devices other than training films, etc.
T	Household goods.
U	Mail.
V	Vehicles, machinery, shop and warehouse equipment and supplies, including special tools and equipment, ground servicing and special purpose vehicles, marine equipment and supplies, repair and maintenance parts for the above.
W	Weapons, ordnance supplies and equipment, including ammunition.

Code	Description
X	Intelligence materials including maps/charts, data and information vital to, but not limited to, the following military functions: flight safety, escape and evasion, current offensive/defensive operations, foreign clearance requirements, targeting, NASA projects.
Y	Personnel services.
Z	Human remains.

SECOND DIGIT: Special Handling

Code	Description
A	Dangerous material requiring hand-to-hand receipt.
B	Whole blood.
C	Material which must be accompanied by a military courier when required under armed protection.
D	Dangerous material (*includes all regulated items except Special Weapons and their components*).
E	Aircraft engine.
F	Foodstuffs requiring normal refrigeration.
G	Unassigned.
H	Hazardous material (*includes only Special Weapons and their components*).
I	Inbond shipment.
J	Materiel normally dangerous but condition has been removed in shipment processing. DD Form 1387–2 must certify to that effect.
K	Unassigned.
L	Unassigned.
M	Unassigned.
N	Unassigned.
O	Blank.
P	Cargo requiring protection from freezing.
Q	Extremely Fragile Items (including delicate instruments).
R	Revenue.
S	Sets or systems that must move together to ultimate consignee.
T	Unassigned.
U	Unassigned.

Code	*Description*
V	Vaccine.
W	Cargo, other than listed above, requiring normal refrigeration.
X	Cargo, other than listed above, requiring subfreezing refrigeration.
Y	Protected cargo, other than above, including sensitive, pilferable, or controlled cargo requiring hand-to-hand receipt and/or security precautions.
Z	No special handling required.

Shipments of .Mail. The second digit of the air commodity and special handling code for mail shipments will indicate the type of mail as follows:*

CODE	*TYPE*
U1	Airmail
U2	Military Ordinary Mail
U3	Space Available Mail (SAM) and Parcel Airlift Mail (PAL)
U4	Surface Mail (Except TP—(9))
U7	Empty Mail Bags
U9	TP9 Retrograde Surface Mail

*Whenever a second position special handling code, other than "K," "Z," or "1—9" must be used, a DD Form 1387—2 is required.

APPENDIX D
WATER COMMODITY AND CARGO EXCEPTION CODES

NUMBER OF CHARACTERS: Five
TYPE CODE: Alphameric
DATA LOCATION: Block 4, DD Form 1384
EXPLANATION: The commodity code is to be used for all shipments via water. It identifies commodities for ocean manifesting, MSC billing, cost accounting, contractor payment, and cargo exception.
USE OF WATER COMMODITY CODE: The Water Commodity Code is used to describe the predominant commodity within the shipment unit. This code will be entered on the TCMD when shipment by water transportation has been decided upon. When two or more items are combined within the shipment unit, the item with the greatest volume will describe the shipment unit. When an NOS Commodity Code must be used, a Miscellaneous Trailer Card/TCMD Line Entry (T−9) will be utilized in the documentation to provide a brief description which most nearly identifies the contents of the shipment unit. The Water Commodity Code will always be shown as five positions on all documents where coded commodity data are specified.
CODE STRUCTURE:

First Position: Major commodity category

Second Position:	Minor commodity category
Third Position:	Specific commodity
Fourth Position:	Type of cargo
Fifth Position:	Exception/handling

ALPHABETIC (ALPHA) ABBREVIATION: In addition to the cargo commodity code the six-position alpha abbreviation for each Water Commodity Code is used for each shipment unit and consolidation of shipment units on the ocean manifest.

COMMODITY GROUPS: Each type of commodity falls within one of the commodity groups and code series listed below. For example: All refrigerated cargo is included in the 100 code series, and privately owned property is included in the 300 code series.

Code series	*Commodity group*
100—149	Chill
150—199	Freeze
200—299	Bulk
300—359	Privately owned passenger vehicles
360—389	Baggage
390—399	Household goods

Code series	*Commodity group*
400–489	Ammunition and explosives
490–499	Radioactive waste
500–799	General
800–899	Special
900–999	Aircraft assembled

FIRST, SECOND, AND THIRD POSITIONS: The commodity groups listed above illustrate how the first position of the commodity code identifies the major commodity category. The following partial list of commodities illustrates how the second and third positions of code identify the minor commodity category and the specific commodity. Also included are the appropriate alpha abbreviation mentioned above.

Alpha abbreviation	*Code*	*Description*
DUNLSH	099	Dunnage and lashing gear (nonrevenue)
	REFER CARGO (100–199)	
	Chill (Above 32°) (100–149)	
BUTTER	100	Butter, margarine
BAKERY	101	Bakery products
CDYCHL	103	Candy or confectionery
CHEESE	105	Cheese
CONCHL	106	Condiments

Alpha abbreviation	*Code*	*Description*
EGGCHL	107	Eggs
DAIRY	108	Dairy and dairy products (except as otherwise specifically identified.
FSHCHL	110	Fish
FRUCHL	115	Fruit
JUICES	117	Juices
LARCHL	118	Lard, shortening
MTSCHL	119	Meats
MLKCHL	120	Milk
VEGGHL	125	Vegetables
YSTCHL	129	Yeast
SUBSCHL	130	Subsistence chill, NOS
BAT4ØØ	131	Batteries — temperature controlled +40° to Ø°
CHLNOS	135	Chill, NOS (other than subsistence)
MS3541	141	Medical supplies—temperature controlled 35° to 41°
MS3545	142	Medical supplies—temperature controlled 35° to 45°

Alpho abbreviation	*Code*	*Description*
MS5070	143	Medical supplies—temperature controlled 50° to 70°
MS5080	144	Medical supplies—temperature controlled 50° and 80°
	Freeze (Below 32°) (150–199)	
BKYFRZ	150	Bakery products
BUTFRZ	151	Butter
DESFRZ	153	Dessert topping
FSHFRZ	155	Fish
FRUFRZ	160	Fruits
ICECRM	165	Ice cream
JUCFRZ	170	Juice concentrates
MARFRZ	174	Margarine
MLSFRZ	175	Meals, prepared
MTSFRZ	180	Meats
MLKFRZ	183	Milk
POLFRZ	186	Poultry and parts
SHFFRZ	187	Shellfish
VEGFRZ	189	Vegetables
SUBFRZ	192	Subsistence freeze, NOS

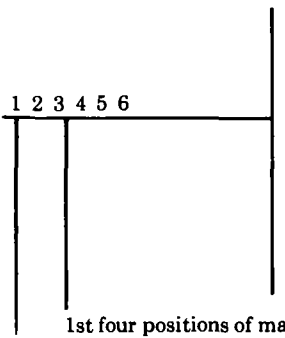
Alpha abbreviation	*Code*	*Description*
FRZNOS	195	Freeze, NOS (other than subsistence)

BULK CARGO (200–299)

(Unpackaged Dry or Liquid Cargo, Except POL)

BULKNS	200	Bulk NOS
ASPHLT	210	Asphalt
CEMENT	220	Cement
COAL	230	Coal
COKE	231	Coke
COAL B	232	Coal, bituminous
COAL A	233	Coal, anthracite
FERTLZ	240	Fertilizer
GRNHVY	250	Grain, heavy
GRNLT	260	Grain, light
OILSED	270	Oils, edible
ORE	280	Ore

PRIVATELY OWNED PASSENGER VEHICLES—UNBOXED (300–359)



	300	Sedans, foreign manufacture
	310	Unassigned
1 2 3 4 5 6	320	Sedans, domestic manufacture
	330	Other than sedans, foreign manufacture
	340	Unassigned
	350	Other than sedans, domestic manufacture

BAGGAGE (360–389)

BGHDAC	360	Baggage, hold, accompanied
CGHDUN	370	Baggage, hold, unaccompanied
BGPRI	380	Baggage, pri-bag

HOUSEHOLD GOODS (390–399)

HHGGOV	390	HHG, Government container method
HHGOTH	391	HHG, other than listed in this series
HHGTB2	392	HHG, TGBL, Mode 2
HHGTB5	395	HHG, TGBL, Mode 5

HOUSEHOLD GOODS (390–399) continued

HHGSTK	396	HHG, TGBL, entering the DOD Transportation System during a strike period

FOURTH POSITION: The alphabetical figure appearing in the fourth position of the water commodity code indicates the nature of the commodity.

Code	*Type of cargo*
A	Radioactive materials (Radioactive label)
B	Mixed hazardous materials (Consolidated only as authorized by USCG regulations, Title 46 CFR (DIC T–2 or T–3 only)
C	Concurrent HHG or POV
D	Contaminated cargo (not including any hazardous materials)
E	Empty hazardous materials containers or packaging (empty label)
F	Explosives, class C
G	Nonflammable compressed gas (green label)
H	Subject to damage from heat
I	Explosives, class A
J	Explosives, class B
K	Spontaneously combustible (red label)
L	Water reactive materials (red label)

Code	*Type of cargo*
M	Magnetic material
N	Exempt hazardous materials (no label required)
O	Flammable compressed gases (red gas label)
P	Poison, class B (poison label)
Q	Subject to damage from freezing
R	Flammable liquids (red label)
S	Poisons, class A (poison gas label)
T	Tear gases, class C (tear gas label)
U	Combustible liquids
V	Hazardous articles (CFR 46, 146.27)
W	Corrosive liquids or solids (white labels)
X	Flammable solids (yellow label)
Y	Oxidizing materials (yellow label)
Z	No special type of cargo code applicable

FIFTH POSITION: The alphabetic or numeric code entered in the fifth position of the water commodity code identifies those commodities that require special or precautionary handling. For example: The fifth position of the water commodity code for a classified shipment would be a 2; If the classified shipment is a heavy lift, a B would appear in the fifth position of the code; if any piece in the shipment has a dimension exceeding 6 feet (except as

described below), but is not a heavy lift, the code entry would be a K; if the classified shipment is a heavy lift and outsized an S entry would appear in the fifth position.

Type special handling cargo	Single handling condition (a)	Mixed handling requirements (Columns a plus b, c or d)		
		Heavy lift (HL) (b)	Outsized dimensions (O.D.) (c)	HL&OD (d)
Not to be assigned	1	—	—	—
Classified	2	B	K	S
Reserved	3	C	L	T
Protected (sensitive)	4	D	M	U
Protected (pilferable)	5	E	N	V
Protected (controlled)	6	F	O	W
Unassigned	7	G	P	X
Unassigned	8	H	Q	Y
No special handling type except as indicated by I,R, or Z	9	I	R	Z

Notes. 1. *Heavy lift (HL).* Five short tons (2,000 lb) or more. Applies to any piece, package, or palletized, unitized, or containerized unit (excluding SEAVAN/MILVAN).

2. *Outsized dimensions.* Dimensions of any piece, package, or palletized, unitized, or containerized unit (excluding SEAVAN's/MILVAN's, CONEX's and POV's) which exceed 6 feet in any dimension. Use DIC T-5 trailer card/line entry to indicate actual dimensions in inches.

APPENDIX E
AIR DIMENSION CODES

NUMBER OF CHARACTERS: One

TYPE CODE: Alphabetic

DATA LOCATION: Block 5 or column 36a, DD Form 1384

EXPLANATION: Identifies dimensional charactertistics of air shipments, pallets, or containers by relating them to dimensional restrictions of compatible or individual aircraft. Shipments with dimensions which exceed the limits of the MILSTAMP Air Dimension Code Table will be coded "Z" and documented with an outsized dimension trailer card (T−5) for air clearance. The ACA will provide the appropriate code. Shipments with dimensions within the limits of the chart will be coded "A." (Cargo aircraft compartment dimensional data are contained in US Air Force Specification Bulletin 518.)

Code	*Description (in order of door size, smallest to largest, with blanks retained for future aircraft)*
A	No restrictions
B	C46, C47, C7A
C	Unassigned
D	Unassigned
E	C54, R5D, DC4, C121, R7Y, L1049

Code	*Description (in order of door size, smallest to largest, with blanks retained for future aircraft (cont'd)*
F	C−118, R6D, DC−6, DC−7, C−97
G	Unassigned
H	Unassigned
J	Unassigned
K	Unassigned
L	Unassigned
M	CL44, AW 650, C119, C123
N	Unassigned
P	B707, DC8, DC9, C135, L−188, B727, B737
Q	C130, L100−20, L100−30, L382
R	C141
S	C5
T	B747, DC 10
U	C124
V	Unassigned
W	C133
X	Unassigned
Y	Unassigned
Z	ACA Compute

APPENDIX F
WATERPORT DESIGNATORS

NUMBER OF CHARACTERS: Three
TYPE OF CODE: Alphameric
DATA LOCATION: Blocks 6 and 7, DD Form 1384
EXPLANATION: A code used to identify worldwide water ports used in the transportation of DOD materiel. The first position identifies a major geographic area. The second position identifies a subarea. The third position identifies the specific port, port area, or island.

Note. For all ships and mobile units, or when a valid POD code is not available to the shipping activity from the activity address directory or other authorized source, and such information is not provided in the clearance cycle, indicate code 000 in the POD field (block 7). The WTCA will provide a valid POD code to the POE prior to transshipment of the materiel.

DOD–MAJOR OCEAN TRAFFIC AREA GEOGRAPHICAL DESCRIPTIONS

Area code	*Area*	*Geographical description*
1	United States, east coast	Includes all ocean ports of Maine, New Hampshire, Massachusetts, Rhode Island, Connecticut,

Area code	*Area*	*Geographical description*
		New York, New Jersey, Pennsylvania, Delaware, Maryland, District of Columbia, Virginia, North Carolina, South Carolina, Georgia, the east coast of Florida (including Key West), port of Montreal, Canada, and all ports on Lake Erie, Lake Ontario, and Lake Michigan.
2	United States, gulf coast	Includes all ocean ports of the West coast of Florida (excluding Key West), Alabama, Mississippi, Louisiana, and Texas.
3	United States, ... California coast	Includes all ocean ports of California.
4	United States, northwest coast ..	Includes all ocean ports of Oregon, Washington, and those of British Columbia below 50° north latitude.
A	North Atlantic	Includes all ocean ports of New Brunswick, Prince Edward Island, Newfoundland, Nova Scotia, Greenland, Iceland, and east to 12° west longitude and all

Area code	*Area*	*Geographical description*
		arctic points of Canada to 100° west longitude.
B	Canal Zone and Panama	Includes all ocean ports of the Republic of Panama and the Panama Canal Zone.
C	Caribbean area	Includes all ocean ports of Bermuda, Virgin Islands, Leeward Islands, Windward Islands, Tobago, Trinidad

PORT DESIGNATORS

300. . .UNITED STATES—CALIFORNIA COAST

Subareas

A ..... Humboldt Bay area (all north of 40°)

B ..... North Central area (north of 38° except inland of San Francisco bay)

C ..... San Francisco upper bay

D ..... San Francisco lower bay (down to 37°)

E ..... Monterey Bay (36° to 37°)

F ..... Estero Bay (35° to 36°)

G ..... Santa Barbara Channel (34° to 35°)

Subareas (Cont'd)

H ..... Los Angeles area (33° to 34°)

J ..... San Diego area (below 34°)

Humboldt Bay area

3A1 .... Eureka

North Central area
San Francisco upper bay area

3C1 .... Ozol

3C2 .... Richmond

3CB .... Richmond (NFD, Point Molate)

3C3 .... Martinez

3CC .... Sacramento

3C4 .... Port Chicago

3CD .... Port Chicago (NAD, Concord)

3C5 .... Stockton

3CE .... Stockton Annex (NSC, Oakland)

3C6 .... Oleum

3C7 .... Mare Island

3C8 .... Tiburon

3C9 .... Port Costa

San Francisco lower bay area

3D1 .... San Francisco

San Francisco lower bay area (cont'd)

3D2	Oakland
3DB	Oakland (NSC)
3DK ...	Oakland (MOTBA)
3DS	Oakland, Ca. (Sea-Land Terminal)
3D3	Alameda
3DC	Alameda (NAS)
3DL	Alameda (MOTBA)
3D4	Redwood City

Monterey Bay area

3E1	Davenport
3E2	Monterey

Estero Bay area

3F1	Avila
3F2	Point San Luis
3F3	Estero Bay

APPENDIX G
MODE OF SHIPMENT CODES

NUMBER OF CHARACTERS:	One
TYPE CODE:	Alphabetic or numeric
DATA LOCATION:	Block 8 or column 38, DD Form 1384
EXPLANATION:	Identifies the method of shipment within segments of the transportation pipeline.

Code	*Description*
A	Motor, truckload
B	Motor, less truckload
C	Van (unpacked, uncrated personal and/or Government property)
D	Driveaway, truckaway, towaway
E	Busline
F	Military Airlift Command (MAC)
G	Surface, parcel post
H	Air, parcel post
I	Government truck, including common service, except as qualifying for local delivery.
J	REA express

Code	*Description*
K	Rail, carload
L	Rail, less carload
M	Freight forwarder
N	LOGAIR
O	Organic military air
P	Through bill of lading
Q	Air freight
R	Air express
S	Air charter
T	Air freight forwarder
U	QUICKTRANS
V	SEAVAN service
W	Water, river, lake, coastal (Commercial)
X	Sealift Express Service (SEA-EX)
	Note. Not to be shown on TCMD's; for use in shipment status and tracing only.
Y	Intratheater airlift system
Z	MSC (controlled/contract/arranged space)
2	Government Watercraft, Barge/Lighter
3	Roll on/roll off service (RORO)
4	Armed Forces Courier Service (ARFCOS)

Code	*Description*
5.....	United Parcel Service
6.....	Military Ordinary Mail (MOM)
7.....	Weapons System Pouch Service
8.....	PIPELINE
9.....	Local delivery, including deliveries between air or water terminals and adjacent activities within CONUS, the local delivery area is defined in tariffs governing local application of carrier service as filed with appropriate authority.

APPENDIX H
TYPE PACK CODES

NUMBER OF CHARACTERS:	Two
TYPE CODE:	Alphameric
DATA LOCATION:	Block 9 or column 39, DD Form 1384
EXPLANATION:	This code is used to identify the type of pack used for the shipment unit and for the consolidation.

Code	*Description*
BD....	Bundle
BE....	Bale
BG....	Bag, burlap or cloth
BL....	Barrel
BS....	Basket
BX ...	Box
CA....	Cabinet
CB....	Carboy
CC....	Household goods containers, wood, (Fed. Spec. PPP–B–580)
CL....	Coil

Code	*Description*
CN ...	Can
CO	Container, other than CU, CW or X
CR	Crate
CS	Case
CT	Carton
CU	Container, Navy cargo, transporter
CW ...	Container, commercial highway lift (PTTC)
CY	Cylinder
DB	Dufflebag
DR	Drum
EC	Engine container
ED	Engine cradle or dolly
FK	Footlocker
HA ...	Hamper
KE ...	Keg
LS	Loose (not packaged)
MW ...	Multiwall container (formerly referred to as triple wall or triwall secured or attached to pallet)
MX ...	Mixed (more than 1 type of shipping container)
PC	Piece

Code	*Description*
PL	Pail
PT	Palletized unit load (other than code MW)
RL	Reel
RO	Roll
RT	Roll on/roll off trailer
SA	Sack, paper
SB	Skid box
SD	Skid
SH	Sheet
SL	Spool
SW ...	Suitcase
TB	Tub
TK ...	Trunk
TU	Tube
UX ...	Unitized (Unitized cargo on roll on/roll off vehicles is considered roll on/roll off.)
VE	Vehicle
VO	Vehicle in operating condition
VS	SEAVAN-tote
WR ...	Wrapped
X	Container, CONEX (to be assigned based on CONEX number)

Code	*Description*
Y	Military (MILVAN) SEAVAN
Z	Commercial SEAVAN

APPENDIX I
VESSEL STOWAGE LOCATION CODES

NUMBER OF CHARACTERS: Four
TYPE OF CODE: Alphameric
EXPLANATION: Identifies stowage location of cargo in a vessel.

HATCH NUMBER—FIRST DIGIT

(Hatch numbers are numeric)

Hatch Number
1
2
3
4
5
6
7
8

HOLD OR DECK—SECOND AND THIRD DIGITS

Code	
1D	First deck

Code	
2D	Second deck
3D	Third deck
AL	Ammo locker
CM	Care of mate
CH	Chill of box or room
DT	Deep tank
FL	Flight deck
FD	Forecastle deck
FT	Forecastle 'tween deck
FR	Freeze box or room
HD	Hanger deck
LZ	Lazarette
LH	Lower hold
LR	Lower reefer flat
LK	Lower trunk
LT	Lower 'tween deck
LV	Lower van flat
MR	Mailroom
MD	Main deck
MT	Main 'tween deck

Code	
LM	Mast locker
ML	Mate locker
MK	Middle trunk
OD*	On deck
RD	Orlog deck
PL	Paint locker
PD	Prom deck
RB	Reefer box (cargo)
SL	Security locker
SD	Shelter deck
SR	Ship's refrigerator
ST	Strong room
TA	Tank deck
TD	'Tween deck
UD	Upper deck
UR	Upper reefer flat
UK	Upper trunk
UT	Upper 'tween deck
UV	Upper van flat

*Reserve "0" alpha. Do not use for any other value.
Note. For vessels with lettered decks, use appropriate letter and the letter D for the 2d digit.

SECTIONS OR COMPARTMENTS—FOURTH DIGIT

Code	
A	Aft (toward the stern)
D	Aft across
K	Aft end of square
H	Against aft bulkhead
V	Against forward bulkhead
O	All over the hatch or hold
B	Deck box
F	Forward (toward the bow)
C	Forward across
J	Forward end of square
G	Gun crew quarters
P	Port wing
I	Port wing abreast
N	Port wing aft
M	Port wing forward
Q	Square of the hatch
R	Starboard wing
U	Starboard wing abreast
T	Starboard wing aft

Code	
S	Starboard wing forward
E	Top stow
W	Wings (port and starboard)
X	Wings abreast

Note: For vessels with numbered sections or compartments, use appropriate number.

By Order of the Secretary of the Army:

CREIGHTON W. ABRAMS
General, United States Army
Chief of Staff

Official:

VERNE L. BOWERS
Major General, United States Army
The Adjutant Genetal

Distribution:
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