

Foreword

This Defense Personal Property System (DPS) Smart Book is for use by Department of Defense (DOD) Transportation Offices, United States Coast Guard Transportation Offices, and Transportation Service Providers (TSPs). It is specifically targeted to assist Personal Property Processing Offices (PPPO), Personal Property Shipping Offices (PPSO), and TSPs successfully operate in DPS.

This Smart Book is effective from 10January 2014 until superseded

Table of Contents

What’s New in DPS	4
When to Use ETOPS	5
DPS “Helpful Hints” for Known Problems.....	6
DPS Interim Solutions for Known SPRs.....	8
DPS Joint/Combined Spouse Move Counseling Process	10
DPS Points of Contact.....	12
DPS Maintenance Release 1.6	13
SCR 6591 – One Time Only (OTO) Shipments (Self-Counseling)	13
SCR 6646 – Allow Rate Filing Submission Separate Peak/Non-Peak LH/SIT	24
SCR 6693 – DoD Mandated Federal Information Processing (FIPS)	27
SPR 6665 – Loss/Damage After Delivery Report does not Populate.....	28
SPR 6697 – (HDT 1-28484542) Slow Response for ED Transaction Preparation SQL.....	28
SPR 6610 – (HDT 1-25354701) Out of Memory (OOM) Error WRT Container Size	29
SPR 6075 – DPS allows a claim to be submitted without putting in if the item was used.....	30
SPR 6597 – (HDT 1-24848932) Partial Address on View/Edit Shipment Information Screen.....	31
SPR 6695 – (HDT 1-128484679) SQL Performance Task (CNH)	32
SPR 6621 – Set weight to minimum if billed weight is below the minimum	32
SPR 6236 – (HDT 1-18605171) Failed rate rejection	32
SPR 6259 – (HDT 1-18334801) DPS Analytics not populating correct data.....	33
SPR 5619 – DPS is not generating SF 1200s for Block 25	35

What's New in DPS

- **Maintenance Release (MR) 1.6.0** was placed into Production on 31 August 2013. See page 15 for a list of System Change Requests (SCRs) and System Problem Reports (SPRs) fixes included in the release. Beginning on page 16 is an explanation of each one with screenshots when applicable.
- **Storage in Transit (SIT) Converted to Customer's Expense and Diversions.** For guidance, please contact the SDDC Operations Team directly or through the SDDC Personal Property Operations Team Organizational box at: usarmy.scott.sddc.mbx.omb-for-pp-ops@mail.mil.
- **DoD Customer Login ID for DPS.** Customers will now have capabilities to create passwords.
- **Screen Freezes In DPS.** The DPS Counseling module now performs a check on your browser to determine if your version of Internet Explorer will cause the DPS Counseling module to freeze. If your browser will cause a screen freeze, DPS displays a pop up window stating, “DPS has detected a version of the Internet Explorer browser that may cause the system to freeze. To avoid this problem, DPS will **launch Counseling in a separate window.**” At this point, click on “Continue” to be redirected to the Counseling module.

When to Use ETOPS

1. **Purpose:** To provide guidance on when to use ETOPS to book shipments.
2. **ETOPS Will Be Used for:**
 - Direct Procurement Method (DPM), and local move shipments should be entered (counseled) in DPS but processed using ETOPS. Once the customer's data has been entered into DPS it will be transferred into and processed in ETOPS.
 - All shipments going into NTS should be entered (counseled) in DPS but processed using ETOPS. NTS shipment releases (NTSR) from the east coast NTS Guardian Moving and Storage, Baltimore MD (AOAH) and Hampton, VA (BOAH) facilities and the west coast NTS facility Metropolitan Van Lines, Benicia, CA (LFAH) should be processed in ETOPS and the shipment documentations mailed or faxed to the NTS facility as outlined in the Personal Property Consignment Instructions Guide (PPCIG). (**ONLY Applies to OCONUS customers**)
3. **ETOPS** is expected to be phased out of service by 2019. For example, NTS capability moves to DPS in 2016.
4. PPSOs should continue to process **OTO/MOTO/BOTO requests** using ETOPS and not in DPS until further notice. HQ SDDC will publish guidance detailing the how the transition to DPS will occur for OTO shipments.
5. PPSOs should continue to process **Special Solicitation** shipments using ETOPS and not in DPS until further notice. HQ SDDC will publish guidance detailing how the transition to DPS will occur for Special Solicitation shipments. Exception: DPS will only be used for those shipments inbound to and outbound from Singapore and outbound from Thailand.

DPS “Helpful Hints” for Known Problems

The DPS Helpful Hints are provided to facilitate the use of DPS by PPPOs/PPSOs and TSPs until full DPS functionality is achieved.

Excess Costs, Interim Fix

In January 2010 an Interim Excess Costs button was added to the DPS Counseling Module to identify and segregate potential Excess Costs shipments for detailed review IAW individual Service Headquarters guidance. The button causes all DPS shipments, under the identified PCS or TDY orders, to be listed in an Excess Costs queue for individual manual scrutiny by the PPSO and Service Headquarters. All potential Excess Costs shipments may now be entered into DPS. A complete DPS Excess Costs redesign is currently under way between the Service Headquarters, USTRANSCOM J5/4, SDDC and JPMO.

Personally Procured Moves (PPM) 1 Mile Issue

1 Mile PPM Reminder for PPPOs: Be aware while creating or validating a PPM shipment. If the mileage calculates as "1 mile", DO NOT submit the shipment. You should go back to the Pickup and Delivery page and reselect the delivery address at 15 minute intervals. There will be times when DTOD is down so DPS will be unable to retrieve the mileage. If after a few attempts the mileage still calculates as "1 mile" you should contact the DPS Help Desk Tier 1/System Response Center (SRC) and create a Service Request.

PPM Module “Trigger Questions”

The below listed “rules of thumb” provide the correct responses for both Incentive Based and the two types of

Actual Cost Reimbursement (ACR) PPMs “Trigger Questions”

- For Incentive Based (IB) PPMs:

The question, “Is Government Transportation Available,” must be answered, “**Yes.**” The question, “Is a Commercial Company being used,” must be answered, “**No.**”

- For ACR not to exceed GCC:

The question “Is Government Transportation Available,” must be answered, “**Yes.**” The question, “Is a commercial company being used,” must be answered, “**Yes.**”

- For ACR:

The question “Is Government Transportation Available,” must be answered, “**No.**”

The question, “Is a Commercial Company being used,” can be answered, “**Yes** or **No.**” *

* The PPPOs/PPSOs processing an ACR PPM should understand that even though the customer might be procuring a commercial company to move their PPM that does not necessarily mean that the question is answered “Yes.”

Transportation Operation Personal Property System (ETOPS) Interface

1. PPSO must click “ETOPS Confirm” under “Route” to complete the transfer of DPM, NTS, NTSR, and Local Move shipments from DPS to ETOPS (shipment status will change from "Send to ETOPS" to "ETOPS Confirm"). Do **NOT** click the "ETOPS Confirm" button until you have verified that the shipment is on the ETOPS Server. If clicked prematurely it will "flag" the shipment and it will not be sent to ETOPS. At that point the SRC must be contacted and a service request initiated.
2. The file transfer process currently occurs on a 15 minute basis. Depending upon the time of shipment routing it may take up to half an hour to transfer to ETOPS.
3. Counseling and transfer of DPM, NTS, and Local Move shipments in DPS is covered in the Counseling User Guide located under the Training tab in DPS. Counseling NTS shipments is in Section 5, counseling NTS Release shipments is in Section 6, and the transfer process of DPM, NTS, and Local Move shipments to ETOPS is in Appendix B. Details to access ETOPS via DPS with Citrix is in the ETOPS User Guide.

Claims – DoD Customer - Pulling the Loss and Damage Report over to the Claim

If the Loss and Damage Report fails to pull over to the claim, the DoD customer should delete the attachments from the Loss and Damage Report. Then click on “Import Loss/Damage Items”. The Loss and Damage Report should successfully pull over to the claim. Once the Loss/Damage Items have successfully pulled over to the claim, the DoD Customer can add the attachments under the Claim screens.

Channel and Rate Type Routing Issue (SR# 1-44199139)

The Code of Service (COS) is unavailable due to the missing Channel/Rate Type. The channel and rate are missing because information was changed on the Pickup and Delivery page and the next button was not selected—users maneuvered through by using the navigation bar on the left. The next button being selected is what establishes the channel. If a PPSO is unable to route/award a shipment due to no Channel/COS populating in the Route A Shipment screen in DPS, users should ensure that they have **ONLY** one (1) session in DPS opened. In addition, if PPSO’s are unable to cancel the shipment due to the missing Channel/COS, please contact the SRC and create a Data Fix Service Request to have the shipment removed from the route queue.

Emailing DD Form 1814 (Carrier Notice of Letter of Suspensions) to the TSPs

When a PPSO initiates a suspension, the TSP should receive an e-mail prompting them to log into DPS to view and/or print the DD form 1814. Many times the DD Form 1814 does not appear in the TSP's queue and the PPSO is no longer able to retrieve a copy in DPS. This problem has been identified and until it is fixed, any PPSO initiating a suspension should print or save a copy of the DD Form 1814 and forward it to the TSP. DPS sends an email to the TSP providing notification of suspension and instruction the TSP to "login to DPS to view and /or print the DD Form 1814." Unfortunately, not all suspension actions are visible for the TSP to view. PPSO's should forward the DD Form 1814 to the TSPs when issuing a Letter of Suspension.

DPS Interim Solutions for Known SPRs

These interim solutions are the best available advice to the user until DPS is fully developed. Team Track/Tracker numbers are provided as well as the anticipated "fix" date for the DPS modification schedule.

Counseling Section - Interim Solutions

1. **Problem:** Non-Appropriated Fund (NAF) Shipments

Details: NAF shipments must be processed in DPS, however, payment for NAF shipments are currently not handled by Syncada. Therefore, NAF shipments must be manually invoiced to the paying office identified on the customer's orders (not submitted in DPS).

Interim Solution: The origin PPSO must create a GBL correction notice changing block 21 to the appropriate paying office listed on the orders. The PPSO must provide the TSP a copy of the correction notice and advise them NOT to invoice US Bank via DPS.

TeamTrack/Tracker Number: 5675. Planned Fix: TBD

Shipment Management Section - Interim Solutions

1. **Problem:** Excess Costs Computation is Not Correct

Details: Excess Costs computation is not correct.

Interim Solution: Currently DPS calculates Excess Costs for excess weight only based on the estimated weight. Interim Excess solution is to click "Paying Officer Review" if member/employee is potentially in an excess cost status.

TeamTrack/Tracker Number: 255 and 5237. Planned Fix: TBD

2. **Problem:** DPS will not generate a Certificate of Diversion

Interim Solution: Procedures for the Diversion of a Shipment within the Same Rate Area, OCONUS/CONUS: The Diversion functionality in DPS is not like the legacy program. PPSO who have a diversion are requested to contact the Operations Team @ USARMY.scott.SDDC.mbx.omb-for-pp-ops@mail.mil for guidance BEFORE taking any actions in DPS. Depending on the situation/location of the shipment, you will be walked through the steps to divert the shipment and reduce movement delays.

3. **Problem:** Allows user to choose “No Loss” and specify a Loss Amount.

Details: Allows PPSO QA user on Shipment Inspection page to choose 'No Loss' Type but specify a Loss Amount. Logged in as PPSO QA, clicked Origin Inspections under QA Management, clicked Enter Inspections and Shipment Inspection page appears, chose 'No Loss or Damage' and 3000 for a dollar amount for 'Estimated Value of Loss/Damage' field. Application allowed me to continue and save.

Interim Solution: QA user should not use the No Loss or No Dollar Amount function at any time. TeamTrack/Tracker Number: 4998. Planned Fix: TBD

4. **Problem:** Code T Airlift of HHGs.

Interim Solution: Code T shipments with Transportation Priority Two (TP-2) are available for use within DPS. Shipment must be to/from hard-lift areas and/or PPSO must have Service Headquarters approval to use TP-2. For PPSOs to utilize Transportation Priority Four (TP-4, space available airlift), they need approval from the assigned aerial ports/ACA in order for these shipments to be processed as Code T in DPS. DPS will transmit advance TCMD data into FACTS as TP-2 and the responsible Air Clearance Authority (ACA) will change to TP-4. The DPS TP-4 transmission to FACTS is an identified problem that will be fixed in a future release.

5. **Problem:** PPM NTSR Internal Core Error (SPR 7064)

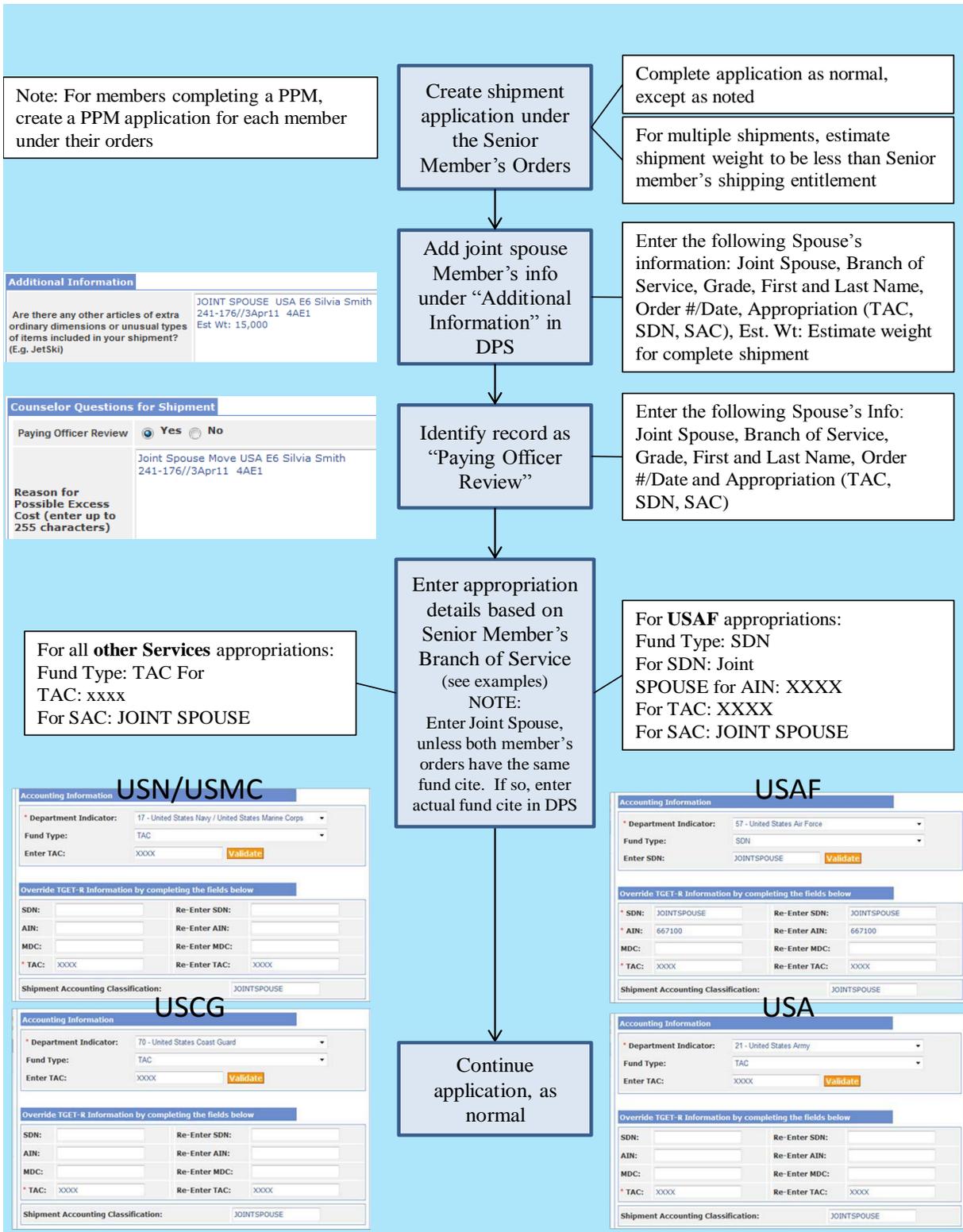
Details: A core error occurs in NTSR shipments and the resulting HHG linked to the NTSR after clicking next on the Pickup/Delivery page.

Interim Solution:

- 1 – Create a second shipment
- 2 – ONLY enter the pick-up and delivery information
- 3 – Click “Next” ***DO NO ENTER ANY OTHER INFORMATION***
- 4 – Go back to the first shipment where the DPS Core Error was received
- 5 – Continue processing the first NTSR shipment

6 – Once the NTSR shipment (first created) has been processed successfully (Routed and Booked), cancel the second shipment that was created

DPS Joint/Combined Spouse Move Counseling Process



DPS Points of Contact

1. Joint Program Management Office, Household Goods Systems (JPMS HHGS)
709 Ward Drive, Bldg 1990
Scott Air Force Base, Illinois 62225
2. SDDC Systems Response Center (SRC)/DPS Help Desk,
Numbers: (800) 462-2176 Option 5; Email: sddc.safb.dpshd@us.army.mil
Electronic transportation Acquisition (ETA) Administration
3. User ID and Password Issues Email: sddc.safb.etaadminhd@us.army.mil
4. For additional information on DPS, go to www.move.mil

DPS Maintenance Release 1.6

Effective 31 August 2013, DPS incorporated new or improved functionality in several areas. The specific System Change Requests (SCRs) or System Problem Reports (SPRs) in this release are listed below.

- SCR 6591 – One Time Only (OTO) Shipments (Self-Counseling)*
- SCR 6646 – Allow Rate Filing Submission Separate Peak/Non-Peak LH/SIT
- SCR 6693 – DoD Mandated Federal Information Processing (FIPS)
- SPR 6665 – Loss/Damage After Delivery Report does not Populate
- SPR 6697 – (HDT 1-28484542) Slow Response for ED Transaction Preparation SQL
- SPR 6610 – (HDT 1-25354701) Out of Memory (OOM) Error WRT Container Size
- SPR 6075 – DPS allows a claim to be submitted without putting in if the item was used
- SPR 6597 – (HDT 1-24848932) Partial Address on View/Edit Shipment Information Screen
- SPR 6695 – (HDT 1-128484679) SQL Performance Task (CNH)
- SPR 6621 – Set weight to minimum if billed weight is below the minimum
- SPR 6236 – (HDT 1-18605171) Failed rate rejection
- SPR 6259 – (HDT 1-18334801) DPS Analytics not populating correct data
- SPR 5619 – DPS is not generating SF 1200s for Block 25

SCR 6591 – One Time Only (OTO) Shipments (Self-Counseling)

***Note:** Please refer to bullet #4 within “When to Use ETOPS” section

Primary Users: DoD Customer, DoD Alternate

As a result of SCR 6591, existing pages used by DoD customers to enter order and shipment information have been modified to support International (iOTO), International Boat (iBOTO), Domestic Haul-Away or Tow-Away Boat (BOTO), and Mobile Home (MOTO) shipments in DPS. Specific changes include the gathering of Boat information on the Additional Information page, options to select accessories for MOTO shipments on the Mobile Home Basic page, classify boat shipments as Haul-Away or Tow-Away on the Boat Basic pages, and revisions to content presented on the following pages:

- Entitlement Summary
- Create New Shipment
- Pickup and Delivery
- Additional Items

Customers also now have the option to create PPM OTO shipments (CONUS only). (The

changes for Counselor users are covered in the One Time Only insert for Government users.)

Additional Information Page

On the **Self Counseling** tab, complete the personal profile and perform the orders entry process until DPS presents the Additional Information page. This page's prompts for Boat and Mobile Home information triggers changes in content on the Entitlement Summary page and on the Create New Shipment page. If "Yes" is selected as a response to questions on this page, DPS presents additional questions. The user must select the **Yes** or **No** option to proceed.

After selecting an option for the POV and Motorcycle questions, DPS displays a succession of questions related to the shipment of a Boat.

To indicate that a shipment contains a boat:

1. Select "Yes" for the "Are you Shipping a Boat?" question.

Boat Scenario:

- Users must indicate if the boat is **more than 14 feet in length, 6 feet 10 inches in width or 6 feet 5 inches in height** (Yes/No). Selecting "Yes" prompts DPS to make the shipment type "Boat" available on the Create New Shipments page. Whether it is BOTO or iBOTO is determined by the origin and destination entered on the Pickup and Delivery page.
- If the user selects "Yes", DPS prompts the user to indicate if the boat is a primary residence (Yes/No).
- If the user selects "Yes", and is a civilian, DPS prompts the user to indicate if the boat is **more than 18 feet in length** (Yes/No).
- If the user selects "Yes", DPS presents a warning (boats greater than 18 feet in length are not authorized for civilians).
- After presenting the warning, or if the user selects "No", DPS prompts the user to indicate if they intend to store the boat in CONUS. If the user selects "Yes", DPS presents a message directing the user to contact a counselor for additional information.

2. Select "Yes" or "No" for the "Are you Shipping a Mobile Home?" question. If "Yes" is selected, DPS will present Mobile Home as an option on the Create New Shipment page.

3. Enter the remaining fields and complete the order entry process. DPS presents the Entitlement Summary Page.

Counseling Menu <<

- Customer Profile
 - Customer Information
 - Point of Contact
- My Orders
 - Enter Order Information

Order [LETTER_1] <<

- Orders Details
 - Rank & Hard Copy Orders
 - Order Information
 - Duty Stations
 - Orders Selection
 - Tour Information
 - Additional Information
 - Summary

Entitlements <<

PCS: 9000 lbs.
Remaining PCS:9000 lbs.

Useful Links <<

- [Limitations](#)
- [Online Brochures](#)
- [FAQs](#)
- [Find a counseling office near you](#)
- [Weight Estimator](#)
- [Glossary / Acronyms](#)

Additional Information

Customer: [Customer, Polly -- United States Army -- 234567890]

Based on the information you have provided on previous screens, please indicate if any of the following will apply to your upcoming move.

Orders Additional Information

<p>* Are You Shipping a POV?</p> <p>Shipment of a POV is not authorized except under specific circumstances. You are not entitled to ship a POV except under the following conditions 1. You are physically unable to drive to your new PDS as determined by a medical officer. 2. There is insufficient time for you to drive and report to the new PDS as ordered. Inability of a dependent to drive does not satisfy the criterion. 3. Change of Homeport.</p> <p>If you feel you meet one of the circumstances indicated, you must contact the local Counseling Office for further guidance.</p> <p>It is your responsibility to read the POV pamphlets for SHIPPING YOUR POV and STORING YOUR POV. Click here for list of Vehicle Processing Centers</p>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<p>* Are You Shipping a Motorcycle?</p> <p>Warning: If shipping your motorcycle as a part of your Household Goods, the weight of the motorcycle is chargeable against your weight entitlement.</p>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<p>* Are You Shipping a Boat?</p> <p>* Is the boat (including associated trailer) over 14 feet in length or over 6 feet 10 inches in width or over 6 feet 5 inches in height?</p> <p>* Is the boat your primary residence?</p> <p>You have indicated that you are shipping a Boat that is used as your Primary Residence. If this is correct, please use the 'Find a Counseling Office' tool to locate your local Counseling Office for further guidance on shipping your boat and the household goods associated with the boat.</p>	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Yes <input type="radio"/> No !
<p>* Are You Shipping a Mobile Home?</p> <p>* Do you currently have items in Non-Temporary Storage(NTS)?</p>	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Yes <input type="radio"/> No

Orders Specific Questions

<p>* Will you be storing your HHG in lieu of an HHG Shipment?</p>	<input type="radio"/> Yes <input checked="" type="radio"/> No !
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<< Previous
Next >>

15

Entitlement Summary Page

This page displays appropriate information for the orders selected in the previous pages, and in this example includes links for more information about Boat and Mobile Home shipments, as seen below.

The screenshot shows the 'Defense Personal Property System (DPS)' interface. At the top, there is a navigation bar with links for Home, Self Counseling, Shipment Management, Customer Satisfaction Survey [CSS], Claims, Consignment Guide, Training, and DPS User Satisfaction. Below this is a 'Show:' dropdown menu set to 'Counseling' and a date/time stamp: 'Tuesday, June 18, 2013 6:20:00 PM'. The main content area is titled 'Entitlement Summary' and displays the following information:

- Customer:** [Customer, Polly -- United States Army -- 234567890]
- Order Number:** Another Test
- Warning:** ***Below are your entitlements based on the information entered. This information is subject to change based upon the validation by your counselor.***
- Text:** Please review the information to assure that there are no errors. You may Print a summary by clicking the "Print" button at the bottom of the page. You are a United States Army SSG / E-6 on Bluebark orders (Bluebark) from MIAMI, FL to CHELMSFORD, MA.
- Text:** Your JFTR TDY PCS Weight Allowance is 18,000 pounds UB Weight Allowance is 0 pounds The weight of all shipments (Household Goods (HHG) , Unaccompanied Baggage (UB) and Non-Temporary Storage) will count against your total JFTR TDY weight allowance. *Note: For Uniformed Service Members the weight of your professional books, papers, and equipment is not charged against the authorized weight allowance. The professional books, papers, and equipment for a Uniformed Service Member's non-member spouse may not exceed 500 pounds.
- Text:** The following shipment(s) are authorized:
- List of authorized shipments:**
 - + Household Goods
 - + Boat
 - + Mobile Home
 - + Non-Temporary Storage (NTS)
 - + Non-Temporary Storage (NTS) Release
 - + Unaccompanied Baggage

The 'Boat' and 'Mobile Home' links in the list are highlighted with a red box.

The verbiage for the Boat link:

A small vessel used to travel on the water, powered by wind, power or oars. A boat 14 ft or less can be shipped with Household Goods. A boat 14 ft or more can be shipped using specialized transportation.

The verbiage for the Mobile Home link:

A mobile dwelling constructed or converted and intended for use as a permanent residence and designed to be moved either self-propelled or towed. It includes a house trailer, privately owned railcar converted for use as a residence and a boat a member/employee uses as the place of principal residence as well as all HHG and PBP&E contained in the mobile home and owned or intended for use by the member or the members' dependents.

Create New Shipment Page

This page displays a menu of available shipment types based on the users' orders and previous selections. As a result of SCR 6591, Boat and Mobile Home are available if they were selected on the Additional Information page.

<input type="radio"/> BOAT	Boat/Trailer	<p>A small vessel used to travel on the water, powered either by wind, oars, or motor.</p> <ol style="list-style-type: none"> 1. 14 feet or less in length and 6 feet 10 inches or less in width and 6 feet 5 inches or less in height: Boats with or without associated trailer can be shipped in your HHGs. 2. Over 14 feet in length or over 6 feet 10 inches in width or over 6 feet 5 inches in height: Boats with or without associated trailer can be processed as a One-Time-Only (OTO) shipment. 3. Employees are not authorized to ship a boat/ personal watercraft at government expense if the overall length of the boat/personal watercraft (with or without associated trailer) is over 18 feet (exception - primary residence).
<input type="radio"/> MH	Mobile Home	<p>A mobile dwelling constructed or converted and intended for use as a permanent residence and designed to be moved either self-propelled or towed. It includes a house trailer, privately owned railcar converted for use as a residence and a boat a member uses as the place of principal residence as well as all HHG and PBP&E contained in the mobile home and owned or intended for use by the member or the members' dependents.</p>

Shipment Information Page – Boat

This page contains information specific to the type of shipment, in this case, a boat.

Counseling Menu

- Customer Profile
 - Customer Information
 - Point of Contact
- My Orders
 - Enter Order Information
- Order [DOUGS BOAT]**
 - Orders Details
 - Rank & Hard Copy Orders
 - Order Information
 - Duty Stations
 - Orders Selection
 - Tour Information
 - Additional Information
 - Summary
 - Shipment
 - Create New Shipment**
 - Current Shipments
- Entitlements

Shipment Information

Customer: [Customer, Polly -- United States Army -- 234567890]

Please find information regarding the shipment you have selected to create. You will be required to acknowledge that you have read the information before proceeding.

BOAT

Boats and Trailers

This outline regarding boats and trailers will assist military and civilian members in planning the movement of boats. Boat movements at Government expense almost always result in excess cost. Excess cost for boat shipments can range from \$65.00 to over \$2,000.00. Through careful planning, excess cost may be reduced in some cases and eliminated in others.

Most members are not well informed on the movement of boats in Government shipments. The JFTR/JTR authorizes movement of a boat; up to a cost not to exceed the full JFTR/JTR weight to move a like weight of household goods. This sounds quite simple enough; however, most boats move under a one-time-only (OTO) rate at commercial rates. These rates usually exceed the rates to move a like weight of household goods. When this happens, excess cost is incurred. Please review the following information before you arrange for shipment of your...

...boats, personal watercraft, ultra light aircraft, pianos, organs, firearms, objects of art, air condition vehicles, and snowmobiles, the TSP may replace the item with a comparable used item or pay the un-depreciated replacement cost, because these are large, expensive items that are not part of the typical shipment and have an active, widespread secondary market.

It is your responsibility to obtain additional coverage if you feel this does not meet your needs.

I have read and understand the above entitlement information (required).

Print << Previous Next >>

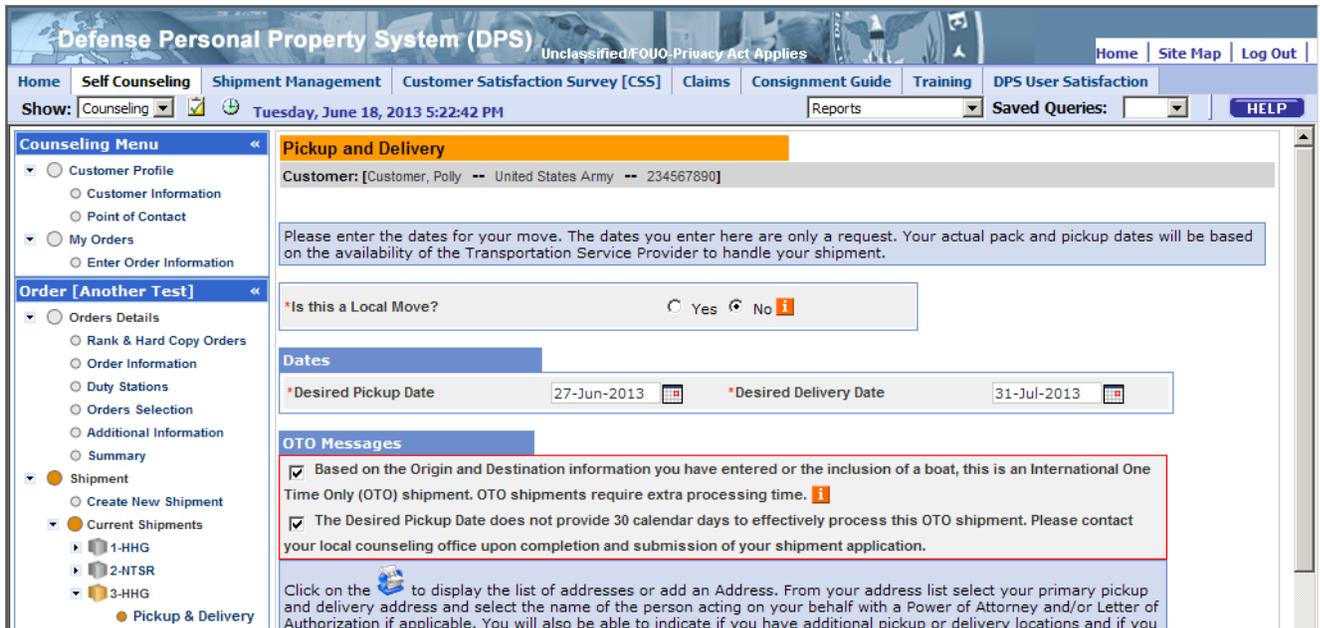
Shipment Information Page – Mobile Home

This page contains information specific to the type of shipment, in this case, a mobile home.

Counseling Menu << Customer Profile Customer Information Point of Contact My Orders Enter Order Information	Shipment Information Customer: [Customer, Polly -- United States Army -- 234567890]
Order [DOUGS MH] << Orders Details Rank & Hard Copy Orders Order Information Duty Stations Orders Selection Tour Information Additional Information Summary Shipment Create New Shipment Current Shipments	Please find information regarding the shipment you have selected to create. You will be required to acknowledge that you have read the information before proceeding.
Entitlements << PCS: 9000 lbs. Remaining PCS: 9000 lbs.	Mobile Home Who Can Ship A Mobile Home? You are eligible to ship a mobile home if: <ul style="list-style-type: none">You have received permanent-change-of-station orders and are entitled to a shipment of household goods.You own your mobile home or have permission from the lien holder prior to movement of your mobile home.You acquired your mobile home on or before the effective date of orders authorizing the move.Your mobile home will be used at destination as a residence by you and/or your dependents.The body and chassis of your mobile home, including tires and tubes, are roadworthy and will withstand the rigors of the move.Your mobile home can be moved legally from origin to destination according to limitations imposed by various state(s) regulations for size and weight. Your Entitlement: mileage and other factors considered in the guide. However, if either the owner or the TSP has obtained an appraisal of the vehicle from a qualified appraiser, settlement will be based on the appraised value rather than the book value. For boats, personal watercraft, ultra light aircraft, pianos, organs, firearms, objects of art, all-terrain vehicles, and snowmobiles, the TSP may replace the item with a comparable used item or pay the un-depreciated replacement cost, because these are large, expensive items that are not part of the typical shipment and have an active, widespread secondary market. <input checked="" type="checkbox"/> I have read and understand the above entitlement information (required).
Print	<< Previous Next >>

Pickup and Delivery Page

This page contains the Pickup and Delivery addresses for the shipment. If the shipment is a BOTO or MOTO, or if it is an iUB or iHHG shipment to or from an OTO location, OTO messages will be displayed and must be acknowledged before proceeding.



Personally Procured Moves (PPMs) are not authorized for iOTO shipment channels, as shown in the warning displayed when a user tries to do so.



Basic Boat Page

This page includes mandatory fields for estimated weight, boat type, length, width, height, and registration number, as well as non-mandatory fields for make, model, year, engine type, remarks, and whether a trailer is included in the shipment. If a trailer is included, additional fields are displayed for the trailer, including length, width, height, license plate number, license issuing state, expiration of license plate, roadworthiness, and a mandatory question asking if the shipment method is to be tow-away or haul-away.

Tow-Away service is the movement of boats on associated trailers by a commercial Transportation Service Provider in tow of a self-contained power unit capable of being operated over the highways. In other words, the boat will be towed on its own trailer by the TSP using their truck. Haul-Away service is the movement of boats (with or without associated trailer) by specialized equipment used to transport boats on cradles, racks, or flatbeds from an origin to a destination. Boats without trailers are generally picked up and delivered to a marina. The member/employee is responsible for arrangement and cost of specialized transportation

equipment (such as a crane, hoist, or other required equipment) at both origin and destination to load/off-load the boat.

Counseling Menu

- Customer Profile
 - Customer Information
 - Point of Contact
- My Orders
 - Enter Order Information

Order [DOUGS BOAT]

- Orders Details
 - Rank & Hard Copy Orders
 - Order Information
 - Duty Stations
 - Orders Selection
 - Tour Information
 - Additional Information
 - Summary
- Shipment
 - Create New Shipment
 - Current Shipments
 - 1-BOAT
 - Pickup & Delivery
 - Basic
 - Scheduling
 - Responsibilities
 - Summary
 - Counseling Office
 - Submit

Entitlements

PCS: 9000 lbs.
Remaining PCS:9000 lbs.

Useful Links

- Limitations
- Online Brochures
- FAQs
- Find a counseling office near you
- Weight Estimator
- Glossary / Acronyms

Basic Boat

Customer: [Customer, Polly -- United States Army -- 234567890]

Note: Small vessels (i.e. Canoe, Skiff, Dinghy, Scull, Kayak, Rowboat) 14 feet or less in length and 6 feet 10 inches or less in width and 6 feet 5 inches or less in height should be moved as part of your Household Goods (HHG) shipment.

Shipments Weights

* Estimated Weight of Boat (include trailer weight - if shipped with associated trailer)

Boat Information

Make
 Model
 Year
 * Type
 * Length Ft. In.
 * Width Ft. In.
 * Height Ft. In.
 * Registration Number
 Engine Type
 Trailer Included In Shipment? Yes No

Trailer Information

Length Ft. In.
 Width Ft. In.
 Height Ft. In.
 License Plate Number
 State Licensed
 Expiration Date
 Is trailer roadworthy? Yes No
 * Shipment Method Tow-Away Haul-Away

Additional Information

Remarks:
 250 characters left

<< Previous Next >>

For International BOTO shipments (iBOTO), this page is displayed somewhat differently, as shown below. The international page does not ask for a Shipment Method, but asks for additional Shipment Weights and Restricted Items information.

Basic Boat Page – International

Counseling Menu <input type="radio"/> Customer Profile <input type="radio"/> Customer Information <input type="radio"/> Point of Contact <input type="radio"/> My Orders <input type="radio"/> Enter Order Information Order [DOUGS IBOTO] <input type="radio"/> Orders Details <input type="radio"/> Rank & Hard Copy Orders <input type="radio"/> Order Information <input type="radio"/> Duty Stations <input type="radio"/> Orders Selection <input type="radio"/> Tour Information <input type="radio"/> Additional Information <input type="radio"/> Summary <input checked="" type="radio"/> Shipment <input type="radio"/> Create New Shipment <input checked="" type="radio"/> Current Shipments <input checked="" type="radio"/> 1-BOAT <input type="radio"/> Pickup & Delivery <input checked="" type="radio"/> Basic <input type="radio"/> Additional Items <input type="radio"/> Scheduling <input type="radio"/> Responsibilities <input type="radio"/> Summary <input type="radio"/> Counseling Office <input type="radio"/> Submit Entitlements PCS: 9000 lbs. Remaining PCS: 9000 lbs. UB: 1550 lbs. Remaining UB: 1550 lbs. Useful Links <input type="radio"/> Limitations <input type="radio"/> Online Brochures <input type="radio"/> FAQs <input type="radio"/> Find a counseling office near you <input type="radio"/> Weight Estimator <input type="radio"/> Glossary / Acronyms	Basic Boat Customer: [Customer, Polly -- United States Army -- 234567890] <p>Note: Small vessels (i.e. Canoe, Skiff, Dinghy, Scull, Kayak, Rowboat) 14 feet or less in length and 6 feet 10 inches or less in width and 6 feet 5 inches or less in height should be moved as part of your Household Goods (HHG) shipment.</p>																																		
	Shipment Weights Destination Shipping Information (from Consignment Guide)	<table border="1"> <tr> <td>* Estimated Weight of Boat (include trailer weight - if shipped with associated trailer)</td> <td>10084</td> <td></td> </tr> <tr> <td>* Total Estimated weight of your household goods being shipped to the same destination [If none, must enter a value of "0"] [i.e. enter the total estimated weight of all items that are being shipped]</td> <td>4700</td> <td>Weight Estimator Form</td> </tr> <tr> <td>* Estimated weight of PBP&E [Pro Gear] [i.e. enter the portion of Total estimated weight that is Pro Gear]</td> <td>125 <input type="text"/></td> <td>How will PBP&E affect my household goods weight? <input type="text"/></td> </tr> <tr> <td>* Estimated weight of Spouse's PBP&E [Pro Gear] [i.e. enter the portion of Total estimated weight that is Pro Gear]</td> <td>20 <input type="text"/></td> <td>How will Spouse PBP&E affect my household goods weight? <input type="text"/></td> </tr> <tr> <td>* Spouse's Profession [NOTE: Your spouse is only entitled to ship a <u>maximum of 500 lbs</u> Pro Gear in support of their occupation or community support activities]</td> <td>Asphalt Worker</td> <td></td> </tr> </table>	* Estimated Weight of Boat (include trailer weight - if shipped with associated trailer)	10084		* Total Estimated weight of your household goods being shipped to the same destination [If none, must enter a value of "0"] [i.e. enter the total estimated weight of all items that are being shipped]	4700	Weight Estimator Form	* Estimated weight of PBP&E [Pro Gear] [i.e. enter the portion of Total estimated weight that is Pro Gear]	125 <input type="text"/>	How will PBP&E affect my household goods weight? <input type="text"/>	* Estimated weight of Spouse's PBP&E [Pro Gear] [i.e. enter the portion of Total estimated weight that is Pro Gear]	20 <input type="text"/>	How will Spouse PBP&E affect my household goods weight? <input type="text"/>	* Spouse's Profession [NOTE: Your spouse is only entitled to ship a <u>maximum of 500 lbs</u> Pro Gear in support of their occupation or community support activities]	Asphalt Worker																			
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Boat Information	Trailer Information																																		
<table border="1"> <tr><td>Make</td><td>Bayliner</td></tr> <tr><td>Model</td><td>285 Cruiser</td></tr> <tr><td>Year</td><td>2011</td></tr> <tr><td>* Type</td><td>Cabin Cruiser</td></tr> <tr><td>* Length</td><td>28 Ft. 7 In.</td></tr> <tr><td>* Width</td><td>9 Ft. 11 In.</td></tr> <tr><td>* Height</td><td>14 Ft. In.</td></tr> <tr><td>* Registration Number</td><td>55168468-C</td></tr> <tr><td>Engine Type</td><td>Inboard</td></tr> <tr><td>Trailer Included In Shipment?</td><td><input checked="" type="radio"/> Yes <input type="radio"/> No</td></tr> </table>	Make	Bayliner	Model	285 Cruiser	Year	2011	* Type	Cabin Cruiser	* Length	28 Ft. 7 In.	* Width	9 Ft. 11 In.	* Height	14 Ft. In.	* Registration Number	55168468-C	Engine Type	Inboard	Trailer Included In Shipment?	<input checked="" type="radio"/> Yes <input type="radio"/> No	<table border="1"> <tr><td>Length</td><td>34 Ft. In.</td></tr> <tr><td>Width</td><td>8 Ft. 6 In.</td></tr> <tr><td>Height</td><td>4 Ft. In.</td></tr> <tr><td>License Plate Number</td><td>JP2481</td></tr> <tr><td>State Licensed</td><td>AL</td></tr> <tr><td>Expiration Date</td><td>05-Feb-2014</td></tr> <tr><td>Is trailer roadworthy?</td><td><input checked="" type="radio"/> Yes <input type="radio"/> No</td></tr> </table>	Length	34 Ft. In.	Width	8 Ft. 6 In.	Height	4 Ft. In.	License Plate Number	JP2481	State Licensed	AL	Expiration Date	05-Feb-2014	Is trailer roadworthy?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Make	Bayliner																																		
Model	285 Cruiser																																		
Year	2011																																		
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License Plate Number	JP2481																																		
State Licensed	AL																																		
Expiration Date	05-Feb-2014																																		
Is trailer roadworthy?	<input checked="" type="radio"/> Yes <input type="radio"/> No																																		
Additional Information Remarks: <input type="text"/> 250 characters left	Restricted Items Please review the Destination Shipping Instructions for a list of restricted items for the UK. Does your shipment contain any items that fall within the List of Restricted Items for the UK? <input type="radio"/> Yes <input checked="" type="radio"/> No																																		
<input style="background-color: orange; color: white;" type="button" value=" << Previous "/> <input style="background-color: orange; color: white;" type="button" value=" Next >> "/>																																			

Basic Mobile Home Page

This page includes mandatory fields for the mobile home's weight, make, model, year, type, overall dimensions, roof type, number of axles and braking axles, as well as non-mandatory fields for serial numbers, SIT (origin and destination), expansion capability, accessorial services, and remarks/additional information. At the bottom of the page, the maximum allowance authorized for this move is listed, with a note specifying the details of what is included in that figure.

Counseling Menu <<

- Customer Profile
 - Customer Information
 - Point of Contact
- My Orders
 - Enter Order Information

Order [DOUGS MH] <<

- Orders Details
 - Rank & Hard Copy Orders
 - Order Information
 - Duty Stations
 - Orders Selection
 - Tour Information
 - Additional Information
 - Summary
- Shipment
 - Create New Shipment
 - Current Shipments
 - 1-MH
 - Pickup & Delivery
 - Basic**
 - Scheduling
 - Responsibilities
 - Summary
 - Counseling Office
 - Submit

Entitlements <<

PCS: 9000 lbs.
Remaining PCS: 0 lbs.

Useful Links <<

- [Limitations](#)
- [Online Brochures](#)
- [FAQs](#)
- [Find a counseling office near you](#)
- [Weight Estimator](#)
- [Glossary / Acronyms](#)

Basic Mobile Home

Customer: [Customer, Polly -- United States Army -- 234567890]

Please provide basic information about your shipment.

Moving your MOBILE Home

Shipment Weights

* Mobile Home Weight:

Mobile Home Information

* Make:	<input type="text" value="Fleetwood"/>	* Length:	<input type="text" value="56"/> Ft. <input type="text"/> In.
* Model:	<input type="text" value="16562S"/>	* Width:	<input type="text" value="15"/> Ft. <input type="text" value="6"/> In.
* Year:	<input type="text" value="2009"/>	* Height:	<input type="text" value="12"/> Ft. <input type="text"/> In.
* Type:	<input type="text" value="Single"/>	* Type of Roof:	<input type="text" value="Pitched"/>
Serial Number (1):	<input type="text" value="452FC1511168"/>	* Number of axles:	<input type="text" value="2"/>
Serial Number (2):	<input type="text"/>	* Number of braking axles:	<input type="text" value="1"/>
Serial Number (3):	<input type="text"/>		
Is SIT required at origin?	<input type="radio"/> Yes <input checked="" type="radio"/> No	Is the mobile home expandable?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Is SIT required at destination?	<input checked="" type="radio"/> Yes <input type="radio"/> No	If yes, enter the description and dimensions of the Expando unit:	<input type="text"/>

Customer Requested Accessorial Services

<input checked="" type="checkbox"/> 406A - Packing	<input checked="" type="checkbox"/> 406B - Unpacking	<input checked="" type="checkbox"/> 407 - Appliance Service	<input checked="" type="checkbox"/> 408 - Preparation For Movement
<input checked="" type="checkbox"/> 409A - Hitch Installation	<input checked="" type="checkbox"/> 409B - Hitch Removal	<input checked="" type="checkbox"/> 410A - Unblocking	<input checked="" type="checkbox"/> 410B - Blocking
<input checked="" type="checkbox"/> 411A - Unanchoring	<input checked="" type="checkbox"/> 411B - Anchoring	<input checked="" type="checkbox"/> 412A - Unskirting	<input checked="" type="checkbox"/> 412B - Skirting
<input type="checkbox"/> 413A - Expando-Removal/Preparation	<input type="checkbox"/> 413B - Expando-Installation	<input type="checkbox"/> 414A - Double-wide Separate/Prepare	<input type="checkbox"/> 414B - Double-wide Reassembly
<input checked="" type="checkbox"/> 415A - Install Member Axles	<input checked="" type="checkbox"/> 415B - Remove Member Axles		

Additional Information

Is there additional information you feel is pertinent to the processing of your mobile home shipment? (e.g., 'wrecker service requested' and 'crane service needed').

250 characters left

Maximum allowance authorized: \$54,012.21

Note: The amount shown above is the estimated authorized cost to move your full JFTR/JTR household goods weight allowance. If the cost to move your Mobile Home exceeds the cost of moving your authorized JFTR/JTR weight allowance, possible excess costs may occur.

You may also incur possible excess costs for the movement of the contents of the Mobile Home to include any additional accessorial services not normally associated with the movement of the Mobile Home.

<< Previous
Next >>

Additional Items Page (Formerly the Motorcycles-Firearms Page)

For PPSO and DoD Customer users, the Motorcycle-Firearms page is now the Additional Items page. There is still a Motorcycle-Firearms page, but it is only seen by the Counselor when using the OTO Update Queue. For more changes affecting Government and TSP users, please refer to the respective inserts for these two user groups.

The Additional Items page allows you to enter information about any motorcycles or firearms you intend to ship. There are two changes to this page:

- To display the Add/Edit dialog boxes for either motorcycles or firearms, check Yes in the corresponding row (as shown below). After that this page is functionally the same as before release 1.6.0

NOTE: If you did not indicate that you are shipping a motorcycle on the Additional Information page, the motorcycle question is not available.

The screenshot displays the 'Additional Items' page. On the left is a 'Counseling Menu' and 'Order [LETTER_1]' sidebar. The main area has two sections: 'Motorcycles' with the question '* You have indicated you have a motorcycle. Do you want to add it to this shipment?' and 'Firearms' with the question '* Do you want to add a firearm to this shipment?'. Both have 'Yes' and 'No' radio buttons. Below these are 'Previous' and 'Next' buttons. An 'Add/Edit' dialog box is open, showing fields for motorcycle details: 'Is Vehicle Drivable:' (Yes selected), 'Vehicle Identification Number (VIN):' (1151651651687), 'Chassis Number:' (434356), 'License Plate Number:' (AR 4205), 'Make:' (Sheffield), 'Model Year:' (2010), 'Model:' (Enigma), 'Engine Size[numeric]:' (1100), 'Licensing State:' (FL), 'Country of Manufacturer:' (UNITED KINGDOM), and 'Weight[numeric]' (900). 'Save' and 'Cancel' buttons are at the bottom of the dialog.

Check **Yes** under Motorcycles or Firearms to add the first item (as shown above).

NOTE: The **Engine Size** (numeric) and **Weight** (numeric) fields require that you use certain units of measure not listed. The engine size must be entered in cubic centimeters (cc) and the weight must be entered in pounds. Please do not enter the units in the field, **only the number**. For example, type “1100” into the Engine Size field and **not** “1100 cc”.

If you check **No** under Firearms, an additional question is displayed, as shown below. You must check the box before proceeding.

Firearms

* Do you want to add a firearm to this shipment? Yes No

* I certify that this shipment does not contain firearms.

To add additional firearms or motorcycles, click either the Add Motorcycle or Add Firearm button as shown below

Counseling Menu

- Customer Profile
 - Customer Information
 - Point of Contact
- My Orders
 - Enter Order Information
- Order [LETTER_1]**
 - Orders Details
 - Rank & Hard Copy Orders
 - Order Information
 - Duty Stations
 - Orders Selection
 - Tour Information
 - Additional Information
 - Summary
 - Shipment
 - Create New Shipment
 - Current Shipments
 - 1-HHG
 - Pickup & Delivery
 - Basic
 - Additional Items

Additional Items

Customer: [Customer, Polly -- United States Army -- 234567890]

Motorcycles

Action	#	Make	Model	Model Year	Engine Size	Licensing State	Estimated wt.	Country of Manufacturer
	1	Sheffield	Enigma	2010	1100	FL	900	UNITED KINGDOM

Add Motorcycle

Firearms

Action	#	Model	Serial Number	Model Year	Caliber Size	Make	Firearm code	Country of Manufacturer
	1	Capetown Express Double	65665411	1955	.375 HH	Holland & Holland	Acquired from a licensed dealer.	UNITED KINGDOM

Add Firearm

<< Previous
Next >>

After entering information for all motorcycles and firearms you intend to ship, click the Next button to proceed to the Scheduling page and the rest of the OTO shipment creation process, which is the same as for standard shipments.

SCR 6646 – Allow Rate Filing Submission Separate Peak/Non-Peak LH/SIT

Primary Users: TSP Master, TSP Rate Filing Rep, SDDC Rates, DPS Master, and SDDC Manager

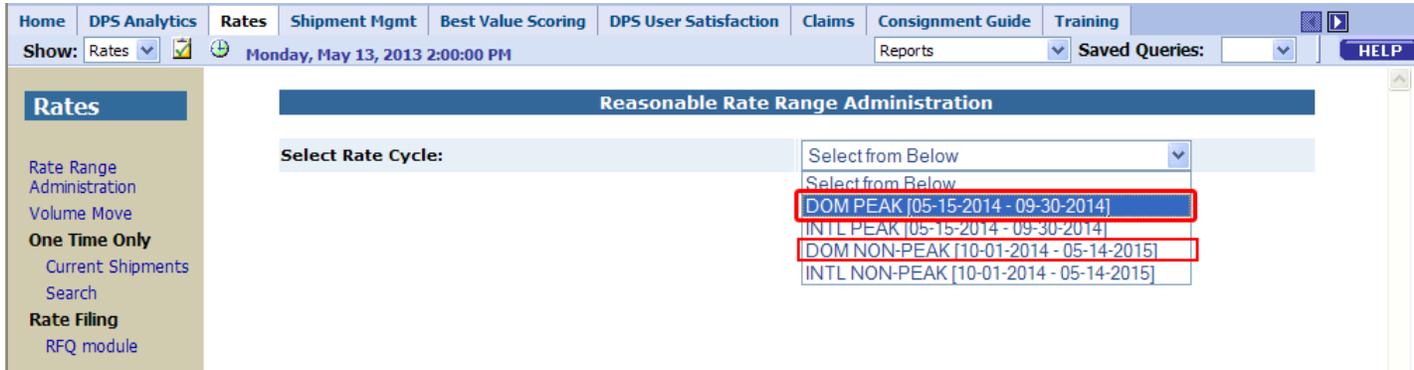
Note: Other DPS users with an interest in domestic Peak and Non-Peak rate information include TSP Quality Assurance users and SDDC Qualifications, BVS, Quality Assurance and Reference users. Transportation Office, Service Headquarters and Government agency users may also view domestic rate information in the Analytics module.

Prior to release 1.6.0, domestic rates were filed for Linehaul and SIT. With this release, TSPs and their representatives will be able to file Peak and Non-Peak rates for Linehaul and SIT. In the DPS Rates module, the RFQ Workbench, BidLinx, and Bulk Rate functions were modified to allow for submission of Peak and Non-Peak rates for domestic channels. Associated bulk rate rejection codes were modified to update existing code descriptions and the use of Peak and Non-Peak designations. Other changes include updated notification email content. The domestic market will use Peak and Non-Peak Traffic Distribution Lists (TDL) for each channel and code

of service. The validation process for annual rates will check Peak and Non-Peak rates for error codes and identify any issues in the Annual Rate Rejection Notice Email.

Domestic Rate Range Administration

SDDC Rates users in Rate Range Administration will encounter a revision due to this SCR. The Select Rate Cycle menu will now list domestic Peak and Non-Peak rate cycles, listed as DOM PEAK and DOM NON-PEAK, followed by the effective dates for those periods, as shown below.



Bulk Rate Filing

Bulk rate filing is a high volume rate filing method which uses comma-delimited (.csv) text files prepared by the TSP or its representative and uploaded to DPS using the Bulk Rate Filing interface. Below is an example of a comma-delimited text file containing sample domestic rates using the new format. The order of data is SCAC, Market, Origin, Destination, COS, Peak LH, Peak SIT, Non-Peak LH, Non-Peak SIT.

```
ALLV, DHHG, US66, REGION 1, D, 50.1, 49.8, 52.2, 48.7
CVII, DHHG, US47, REGION 11, 2, 50.55, 52.12, 51.21, 49.94
AAGP, DHHG, US47, REGION 1, 2, 45.5, 53.75, 50, 48
```

As you can see, the bulk rate data now contains Peak and Non-Peak SIT and Linehaul, where before SCR 6646 domestic shipments only had Linehaul and SIT rates.

BidLinx Rate Filing

BidLinx rate filing is a high or low volume rate filing method using Microsoft Excel spreadsheets prepared by the TSP or its representative and uploaded to DPS using the BidLinx interface. Below is an example of a spreadsheet containing sample domestic rates using the new format.

	A	B	C	D	E	F	G	H	I
1	SCAC	Market ID	Origin	Destination	COS	Peak LH	Peak SIT	Non-Peak LH	Non-Peak SIT
2	ALLV	DHHG	US66	REGION 1	D	50.1	49.8	52.2	48.7
3	CVII	DHHG	US47	REGION 11	2	50.55	52.12	51.21	49.94
4	AAGP	DHHG	US47	REGION 1	2	45.5	53.75	50	48

The order of data, which is the same as for Bulk Rate Filing, can be seen in the header row (SCAC, Market, Origin, etc.).

NOTE: To obtain a spreadsheet with the updated format, download the updated BidLinx tool by clicking the *Download BidLinx Tool* link on the Export page. This page can be accessed by clicking *Export* in the Actions menu on any RFQ Details page. See the Rate Filing User Guide – TSP Edition for more details.

RFQ Workbench Rate Filing

RFQ Workbench rate filing is a low volume rate filing method which allows the TSP or its representative to enter rates information directly into the DPS interface.

The screenshot shows the 'RFQ Details' page for RFQ DHHG140515-150515. The 'RFQ Information' section shows the name, description, and status (Complete). Below this, there are tabs for 'Lanes', 'Accessorials', 'Capacity', and 'Packages'. The 'Lanes' tab is active, showing a table of biddable attributes for 9 regions (REGION 1 to REGION 9). The table has columns for 'Lane ID', 'Origin State', 'Dest Region', 'Peak LH Discount', 'Peak SIT Discount', 'Non Peak LH Discount', 'NonPeak SIT Discount', 'Awarded', 'Award Level', 'Peak LH Discount', and 'Peak'. The 'Peak LH Discount', 'Peak SIT Discount', 'Non Peak LH Discount', and 'NonPeak SIT Discount' columns are highlighted in yellow.

				Biddable Attributes							
	Lane ID	Origin State	Dest Region	Peak LH Discount	Peak SIT Discount	Non Peak LH Discount	NonPeak SIT Discount	Awarded	Award Level	Peak LH Discount	Peak
<input type="checkbox"/>	1000	US8101000	REGION 1								
<input type="checkbox"/>	1001	US8101000	REGION 2								
<input type="checkbox"/>	1002	US8101000	REGION 3								
<input type="checkbox"/>	1003	US8101000	REGION 4								
<input type="checkbox"/>	1004	US8101000	REGION 5								
<input type="checkbox"/>	1005	US8101000	REGION 6								
<input type="checkbox"/>	1006	US8101000	REGION 7								
<input type="checkbox"/>	1007	US8101000	REGION 8								
<input type="checkbox"/>	1008	US8101000	REGION 9								

As you can see, the RFQ Workbench interface now contains domestic data entry fields Peak and Non-Peak SIT and Linehaul, where before SCR 6646 domestic shipments only had Linehaul and SIT rates.

SCR 6693 – DoD Mandated Federal Information Processing (FIPS)

Primary Users: DoD Customer, Counselor, PPSO Inbound, PPSO Outbound, PPSO Outbound Supervisor

Prior to release 1.6.0, DPS utilized the Federal Information Processing Standards (FIPS) 10-4 set of country codes. In release 1.6.0, DPS has been modified to use the International Organization for Standardization (ISO) 3166 set of codes approved for DoD Military Intelligence Community use, as mandated by the Department of Defense. The graphic below displays examples of the FIPS/ISO codes.

Note: The FIPS to ISO code (now called GENC) change does not affect the Country Codes used for Rate Filing. Those will remain the same as always.

Country	FIPS Code	ISO Code
Germany	GM	DE
Guam	GQ	GU
Puerto Rico	RQ	PR
United States	US	US

Country abbreviations appear in various pages in the DPS application. For example, on the View/Edit Shipment Information page for an Outside Continental United States (OCONUS) shipment in the Location Information area (see below) and the channel field on the Route Shipments and Award Shipments pages.

Location Information:

Updates to pickup, in-transit and delivery addresses in Shipment Management will not be reflected in the DoD Customer's profile.

Enter Extra Pickup

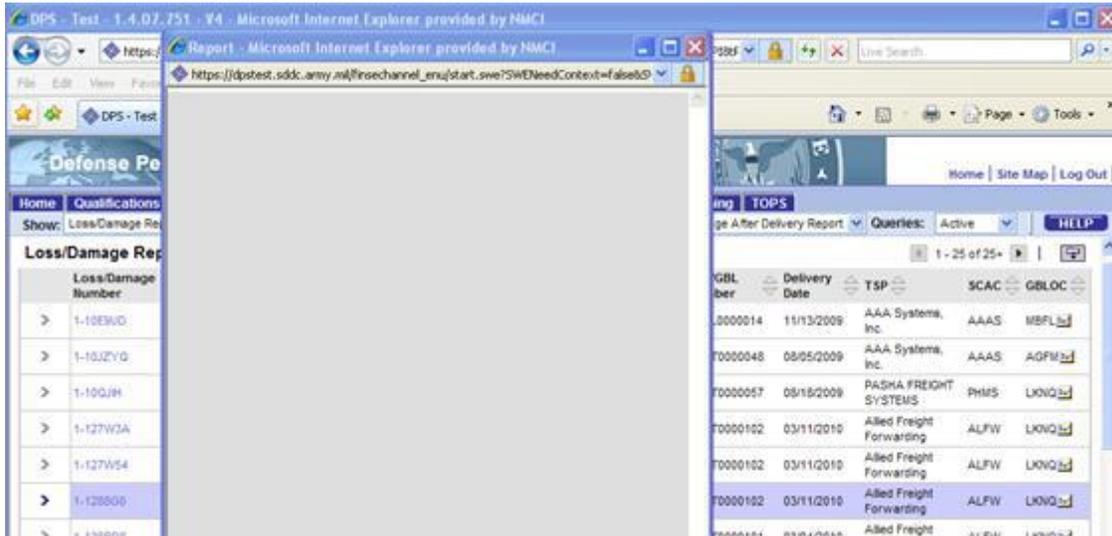
Enter Extra Delivery

Edit	Location	Street	City	State	Zip	Country
Edit Location	Shipment Primary Pickup Address	58558 Green Hill Rd	CHELMSFORD	MA	01824	US
Edit Location	Shipment Primary Delivery Address	1 Army Way	BAUMHOLDER			DE
Edit Location	Shipment Authorized Delivery Address	1 Army Way	BAUMHOLDER			DE
Edit Location	Shipment Authorized Pickup Address	58558 Green Hill Rd	CHELMSFORD	MA	01824	US

SPR 6665 – Loss/Damage After Delivery Report does not Populate

Primary Users: All users with read access to the Claims Modules

Prior to 1.6.0, when attempting to view the Loss/Damage After Delivery Report, it did not display any data. The user was presented with a blank screen as seen below:



The issue has been resolved and now the Loss/Damage After Delivery Report populates with the information that was entered by the user.

Defense Personal Property System (DPS) Unclassified//FOUO/Privacy Act Applies [Home](#) [Site Map](#) [Log Out](#)

Home [DPS Analytics](#) [DPS User Satisfaction](#) **Claims** [Consignment Guide](#) [Training](#) [TOPS](#)

Show: Monday, June 24, 2013 5:29:15 PM Reports Saved Queries: [HELP](#)

The purpose of this document is to provide a summary of loss or damage discovered after delivery that has been entered into the DPS system. Notice to the TSP of loss or damage will occur through the DPS system - this form is a summary of that information contained in DPS. You will not be paid by either the TSP or the government for any item that is not listed on these forms.

PPBOL/Order Number	Name of Owner	Rank/Grade	Weight of Shipment	SCAC Code	Pick-up Date	TSP Reference Number	Origin of Shipment	Destination of Shipment
AGFM0000297	Polly Customer	LTC-CHANG TEST JOAQUIN 2013	490.00	AAAA	2/9/2011 8:00:00 AM		CHELMSFORD,MA UNITED STATES	MIAMI,FL UNITED STATES

Sequence	Item	Description of Damage	Inventory Number
1	chair	legs cracked	

Generated by SDDCClaims, Tim User SDDC0087 on 06/24/2013

[Refresh](#) - [Print](#)

SPR 6697 – (HDT 1-28484542) Slow Response for ED Transaction Preparation SQL

Primary Users: DoD Customer, Counselor, PPSO Outbound Supervisor

DPS performance monitoring identified a system-related performance issue with the execution of a SQL query. The performance deficit was remediated by reducing buffer gets, reducing other SQL resource utilization, and improving transaction execution times.

SPR 6610 – (HDT 1-25354701) Out of Memory (OOM) Error WRT Container Size

Primary Users: PPSO Inbound, SDDC DPS Master

The Container Page allowed users to enter extremely large number of containers (up to 6 digits). The user is then prompted to enter a serial number for each container in the Container Seal Number fields. When the number of containers is large, it can generate a page that is several megabytes and consequently causes an Out of Memory (OOM) error on the Web server. The page has been modified to limit the number of containers to two digits (99 containers) as shown in the screen below.

Defense Personal Property System (DPS) Unclassified//FOUO-Privacy Act Applies [Home](#) [Site Map](#) [Log Out](#)

Home 2DMSL DPS Analytics Customer Surveys Forms Rates Counseling Tracking **Shipment Mgmt** DPS User Satisfaction Claims Consignn [HELP](#)

Show: Shipment Mgmt Thursday, June 20, 2013 7:47:41 PM Reports Saved Queries:

Main

- Outbound Management
 - Route Shipments
 - Award Shipments
 - Premove Surveys
 - Pending
 - Preapprovals Pending
 - Outbound Shipments
 - SIT@Origin
- Inbound Management
- SIT Management
- Shipment Requests and Corrections
- QA Management
- Administration
- Search/Reports

Shipment Pickup

Customer Name: USCG, Jon
 Customer SSN: 1234454
 Service Branch: Coast Guard
 Order Number: ABCD-222
 Order Type: Permanent Change of Station

Shipment Type: HHG
 Shipment Market: dHHG
 BL/GBL Number: AGFM0000087
 Channel: US14 To REGION 13 (Florida)
 Code Of Service: D
 TSP SCAC: APII
 TSP Name: APOLLO INTERSTATE, INC.
 Origin Servicing Agent:
 Destination Servicing Agent:
 Required Delivery Date: 2010-01-20

Actual Weights

* Gross: 100000
 * Tare: 90000
 * Pro Gear: 100
 * Spouse Pro Gear: 100
 Net: 10000

Actual Dates

* Pack Date (yyyy-mm-dd): 2013-06-17
 * Pickup Date (yyyy-mm-dd): 2013-06-18

Containers

* Number Of Containers: 99
 Total Container Cube: 2

Back Continue

As shown in the screen below, the resulting Shipment Container Information page will now contain, at most, 99 Container Seal Number fields.

Shipment Container Information	
Customer Name:	USCG, Jon
Customer SSN:	1234454
Service Branch:	Coast Guard
Order Number:	ABCD-222
Order Type:	Permanent Change of Station
Shipment Type:	HHG
Shipment Market:	dHHG
BL/GBL Number:	AGFM0000087
Channel:	US14 To

Enter the container seal numbers below.

Container Number	Container Seal Number:
1	<input type="text"/>
2	<input type="text"/>
3	<input type="text"/>
4	<input type="text"/>
5	<input type="text"/>
6	<input type="text"/>
7	<input type="text"/>
94	<input type="text"/>
95	<input type="text"/>
96	<input type="text"/>
97	<input type="text"/>
98	<input type="text"/>
99	<input type="text"/>

Submit Container Info

Back

SPR 6075 – DPS allows a claim to be submitted without putting in if the item was used

Primary Users: DoD Customer, PPSO Outbound, PPSO Outbound Supervisor, TSP Master

Prior to DPS Release 1.6.0 DPS allowed a claim to be submitted without the user providing a response for a mandatory field- “Acquired Used?” Observe that in the screen below, when attempting to save without answering the “Acquired Used?” question, DPS displays the error in red toward the top of the page and does not save the claim item.

Defense Personal Property System (DPS) Unclassified/FOUO-Privacy Act Applies

Home | Site Map | Log Out

Home | Self Counseling | Shipment Management | Customer Satisfaction Survey [CSS] | **Claims** | Consignment Guide | Training | DPS User Satisfaction

Show: Claims | Thursday, June 20, 2013 8:09:40 PM | Reports | Saved Queries: Active | HELP

Add/Update Claim Items

SAVE CANCEL

'Acquired Used?' is a required field. Please enter a value for the field.(SBL-DAT-00498)

Item Name: Blender
 Item Description: Fancy German Blender
 Inventory Number: 22515
 Item Status: Demand Pending
 Loss Type: Missing
 Make/Model:
 Did carton have damage?: N
 * Is whole carton missing?: N
 Damage Description (250 characters maximum): It just gone.
 Comment (255 characters maximum):
 Denied Remark:

Claimed Amount: \$250.00
 Recovery Date:
 Recovery Amount:
 Acquired Used?:
 Purchase Cost: \$250.00
 Purchase Year(YYYY): 2009

SPR 6597 – (HDT 1-24848932) Partial Address on View/Edit Shipment Information Screen

Primary Users: DoD Customer, Counselor, PPSO Outbound Supervisor, TSP Master, PPCIG Managers

On the View/Edit Shipment Information Screen, the "Shipment Primary Pickup Address" (Street field) did not display the entire street address, if the street address contained more than one line. A fix was implemented to allow the entire primary pickup and delivery addresses to display on the View/Edit Shipment Information and View Shipment Information.

1.6.0 View Edit Page:

Location Information:

Updates to pickup, in-transit and delivery addresses in Shipment Management will not be reflected in the DoD Customer's profile.

Location	Street	City	State	Zip	Country
Shipment Primary Pickup Address	1111	ANNAPOLIS	MD	21401	US
Shipment Primary Delivery Address	123 Main Steet	CHELMSFORD	MA		US
Shipment Authorized Pickup Address	1111	ANNAPOLIS	MD	21401	US
Shipment Authorized Delivery Address	1111	TAMPA	FL	33604	US
Shipment Diversion Delivery Address	1111	TAMPA	FL	33604	US

SPR 6695 – (HDT 1-128484679) SQL Performance Task (CNH)

Primary Users: SDDC Electronic Billing, SDDC Operations, SDDC Siebel Admin, Powertrack User, TSP Billing Representative, TSP Master, PPSO Outbound Supervisor, SDDC Manager (including Europe and Pacific)

Prior to release 1.6.0, the Tracking/Payment module exhibited a slow response for PPSO Pre-pickup travel order queries. DPS performance monitoring identified a system-related issue with the SQL statement in question. Remediation of the statement was effected to improve DPS performance of this task.

SPR 6621 – Set weight to minimum if billed weight is below the minimum

Primary Users: TSP Master, PPSO QA

Prior to release 1.6.0, DPS produced a costing error when a TSP failed to enter the minimum weight for iHHG, dHHG and UB shipments. DPS will now calculate cost based on the minimums when these weights are missing or below minimum. Minimum weights are:

- Domestic HHG – 1000 lbs.
- International HHG – 500 lbs.
- UB – 300 lbs.

SPR 6236 – (HDT 1-18605171) Failed rate rejection

Primary Users: PPSO Outbound, PPSO Outbound Supervisor

Prior to release 1.6.0, DPS failed to validate whether TSPs were intrastate approved or not and allowed 40 TSPs to file intrastate rates, even when the checkbox "intrastate approved" was unchecked in the ETOSSS. The validation has been fixed and now checks to see if the TSP is authorized to work in that market. If not, the end-of-round email will return with error code 3: "TSP is not authorized to work in the market."

SPR 6259 – (HDT 1-18334801) DPS Analytics not populating correct data

Primary Users: All Analytics Users

Prior to release 1.6.0, DPS Analytics - Answers would sometimes display incorrect, missing, or unknown GBLOCs. The queries were corrected so that they will pull correct data, as shown below.

The screenshot shows the DPS Analytics interface. The table below represents the data displayed in the 'Answers' section. A red box highlights the 'AGFM' value in the 'Orig GBLOC' column for a row with 'Delivered Complete' status.

GBLOC Origin	GBLOC Destination	BOS	Counseling Office	Orig GBLOC	Dest GBLOC	GBL	Status	COS	Rank	Last Name	First Name	TO Created Date
			BRUNSWICK NAVAL AIR STATION	AGFM	AGFM	AGFM 0000329	Transportation Service Provider (TSP) Selection	D	COL	McGwire	Mark	1/20/2010 6:31:09 PM
							In Storage-in-Transit (SIT) at Destination	D	MG	AirForce	Air49	5/14/2009 7:54:45 PM
							Delivered Complete		GS-12	Anderson	Scott	12/9/2008 4:11:24 PM
									GS-13	Civilian	Sally	7/8/2009 2:44:28 PM
									SGT	Ratcliff	Dana	11/16/2009 3:00:41 PM
			CHELMSFORD (MAIL IN)	AGFM	AGFM		In Counseling, Submitted	COL	AirForce	Air14		7/15/2009 1:34:32 PM
							Send to the Transportation Operational Personal Property Standard System (TOPS)	CMS	Gordon	Jeff		9/21/2010 3:07:49 PM
								2LT	Customer	AirForce		6/1/2009 2:10:47 PM
							Transportation Operational Personal Property Standard System (TOPS) Sent	GEN	Air	Air25		6/3/2009 4:13:39 PM
								LTG	roker	al		8/4/2009 11:57:57 AM
								MSG	Bray	Edward		4/17/2009 3:56:05 PM
			DOVER AFB, DE	AGFM	AGFM		Delivered Complete	MAJ	Kitty	Miss		9/2/2009 12:37:23 PM
AGFM	AGFM	Air Force				AGFM 0000034	Delivered Complete	D	MSG	Smith	Abner	12/1/2008 3:13:20 PM
						AGFM 0000213	Delivered Complete	D	SSG	Swanson	Mike	12/11/2008 3:00:40 PM
						AGFM 0000374	Presurvey Done	D	CPT	Perp	Etal	12/9/2009 7:19:22 PM
								MC	AirForce	Air43		2/9/2009 2:52:17 PM

Also, under this SPR the Analytics home page was revised to facilitate ease of use, as shown below.

Defense Personal Property System (DPS) Unclassified/FOUO-Privacy Act Applies

Home | Site Map | Log Out

Home | **DPS Analytics** | DPS User Satisfaction | Claims | Consignment Guide | Training | TOPS

Show: Home Page | Monday, June 24, 2013 9:51:38 PM | Reports | Saved Queries: | HELP

The DPS Analytics module presents data that is either pulled from a database in real-time or extracted, transformed and loaded on a daily basis. The graphics below indicate the current status of the data sources for reports and data presented in the Analytics module.

If an extract, transform and load gauge indicates a process is running or has failed, do not use the related reporting function (e.g., Excel or TDL Analytics).

To access analytics functions, select an option from the **Show menu** in the upper left corner of the page.

Main Extraction Transformation and Loading Job Status

■ ETL Failed - Do Not Use
 ■ ETL Running - Do Not Use
 ■ Data Available

Main Data Set Status



Dashboards/Areas of Analysis

Last ETL started on 06/24/2013 06:23:46 PM GMT and finished at 06/24/2013 06:42:00 PM GMT

Claims Analytics	Invoice Analytics	Covering Claims / Paid Claims
QA Analytics / TSP Quality Measures	Rates Analytics	Rates TSP Analytics
RFQ Analytics	Shipment Management	Shipment Analytics
Survey Analytics	Telephone Surveyor Analytics	TSP Reports Analytics / Qualifications

Excel Extraction Transformation and Loading Job Status

■ ETL Failed - Do Not Use
 ■ ETL Running - Do Not Use
 ■ Data Available

Excel Data Status



Dashboards/Areas of Analysis

Last ETL started on 06/24/2013 06:57:32 PM GMT and finished at 06/24/2013 06:59:14 PM GMT

[Excel Analytics](#)

The page displays graphics indicating the current status of the data sources for reports and data presented in the Analytics module. If a load gauge indicates a process is running or has failed, do not use the related reporting function (e.g. Excel, or TDL Analytics).

SPR 5619 – DPS is not generating SF 1200s for Block 25

Primary Users: PPSO Outbound, PPSO Outbound Supervisor

Prior to release 1.6.0, DPS did not always generate a GBL correction when the data elements listed below were updated after the initial printing of the GBL.

Block Description:

- 1 - Agent Name
- 3 - Code of service
- 6 - Req Pack Date
- 7 - Req PU Date
- 8 - RDD
- 10 - Last name, First name, middle initial, Rank, Gaining unit, auth wt
- 11 - Orders number
- 12 - Orders date
- 13 - XtraPU Street, XtraPU City, Xtra PU county, Xtra PU State, Xtra PU zip, Xtra Delv Street, Xtra Delv City, Xtra Delv County, Xtra Delv State, Xtra Delv zip
- 15 - TCN
- 18 - Receiving agent name, Delv street, Delv City, Delv County, Delv State, Delv zip
- 19 - PU City, PU County, PU State, PU Zip
- 24 - TAC, MDC, Navy NMF Code
- 25 - Remarks

With DPS 1.6, the GBL Correction is now automatically generated (but not automatically printed) and contains the correct information in blocks 11 and 12, as shown below.

BILL OF LADING				— PRIVATELY OWNED PERSONAL PROPERTY	ORIGINAL	B/L NO. DBAT0000334
1. TRANSPORTATION COMPANY (& AGENT) (JPMO-HHGS) AAA SYSTEMS, INC. TENDERED TO				2. SCAC AAAS	3. SERVICE CODE D	4. SHIPMENT NO. 1 / 1
5. DATE B/L PRINTED 20130522	10. PROPERTY OWNER'S NAME, SOCIAL SECURITY NO., RANK AND PAY GRADE Lily, Silly XXXX-XX-3480 SMA/E-9 WOD usa				11. AUTHORITY FOR SHIPMENT (Order No. par. No., HQ) spr3619 usa	
6. REQUESTED PICKUP DATE 20130527	7. REQUESTED DELIVERY DATE 20130527	8. REQUIRED DELIVERY DATE 20130628	9. PRIVACY ACT DATA (5 USC 552a) THIS FORM SERVES AS A PROCUREMENT ACCOUNTABILITY AND PAYMENT FORM IN THE SHIPMENT OF PRIVATELY OWNED PERSONAL PROPERTY FOR THE ACCOUNT OF THE U.S. INFORMATION THEREON MAY BE USED TO PREPARE RELATED COSUMENTS OR COLLECT EXCESS COSTS. DISCLOSURE OF INFORMATION IS VOLUNTARY BUT ITS ABSENCE MAY PRECLUDE SHIPMENT OR PROPERTY.		12. DATE OF ORDER 20130522	15. TRANSPORTATION CONTROL NO.
13. EXTRA PICKUP/DELIVERY (Complete address) SERVICE NOT APPLICABLE			14. DEPARTMENT/AGENCY United States Army		17. FULL NAME OF SHIPPER FORT DRUM, NY	
18. RECEIVED BY THE TRANSPORTATION COMPANY NAMED ABOVE. THE PROPERTY HERINAFTER DESCRIBED, IN APPARENT GOOD ORDER AND CONDITION (CONTENTS AND VALUE UNKNOWN), TO BE FORWARDED TO DESTINATION BY THE SAID COMPANY AND CONNECTING LINES. THERE TO BE DELIVERED IN LIKE GOOD ORDER AND CONDITION TO SAID CONSIGNEE. THIS BILL OF LADING IS GOVERNED BY THE REGULATIONS RELATING THERETO AS PUBLISHED IN TITLE 41, PART 102-118 OF THE CODE OF FEDERAL REGULATIONS. TERMS AND CONDITIONS ARE ALSO CONTAINED IN THE TENDER OF SERVICE.				19. FROM (Complete address of point of pickup) (See block 13.) 1st street FORT DRUM, NY 13602		
18. CONSIGNEE (Name and destination delivery address) (See block 13.) Lily, Silly SMA/E-9 usa 1 skippy street						



GOVERNMENT BILL OF LADING CORRECTION NOTICE			DATE NOTICE PREPARED 20130522
1. GBL NUMBER DBAT0000334	2. DATE GBL WAS ISSUED 20130522	3. TOTAL WEIGHT SHOWN ON GBL 2000	
4. ORIGIN (As shown in "Origin" block on GBL.) 1st street FORT DRUM, NY 13602		5. DESTINATION (As shown in "Destination" block on GBL.) CODE 435 BLDG 3376 FLEET IND CENTER 937 N HARBOR DR STE 310 SAN DIEGO, CA 92132	
6. ROUTE (Complete routing shown on GBL.)		7. ISSUING OFFICE (As shown on GBL under "For use of Issuing Office.") FORT DRUM, NY TRANS DIV, DIRECTOR OF LOGISTICS 15 LEWIS AVE FORT DRUM, NY 13602 DBAT	
8. TO: (Name and address of carrier/activity to which directed, including ZIP Code.)		9. Complete Items 9a, b, and c only when correction is made after transportation charges have been paid.	
		a. D.O. VOUCHER NUMBER	
		b. D.O. VOUCHER DATE	
		c. D.O. SYMBOL	
10. FROM: FORT DRUM, NY TRANS DIV, DIRECTOR OF LOGISTICS 15 LEWIS AVE FORT DRUM, NY 13602			
11. BILL OF LADING NOW READS (Show the information as it reads prior to correction.)		12. CORRECT BILL OF LADING TO READ (Show how the corrected information should read.)	
BLOCK 6: 20130527 BLOCK 7: 20130527 BLOCK 8: 20130628		BLOCK 6: 20130522 BLOCK 7: 20130522 BLOCK 8: 20130522	

NOTE: If the GBL/BL has never been printed by any user, a correction notice is not required when these changes are made.