Sealift Intermodal Policy

References: Refer to Enclosure 1.

1. **PURPOSE**

1.1. This Instruction is authorized under sub-paragraph E2.1.1.16. of Enclosure 2 to Department of Defense Directive (DODD) 5105.22, Defense Logistics Agency.

1.1.1. This Instruction does not supersede an existing Defense Logistics Agency (DLA) Directive, Instruction or Regulation.

1.1.2. This Instruction applies to Headquarters (HQ) DLA and all DLA Field Activities (DLA FA).

1.1.3. This Instruction establishes and implements policies, processes and procedures necessary to the effective, efficient and economical conduct of official Agency business.

2. **APPLICABILITY**

2.1. This Instruction provides broad and supplemental guidance to traffic management specialists and anyone performing transportation and traffic management functions throughout the Defense Logistics Agency.

2.2. The outputs of this process are:

2.2.1. Responsive transportation

2.2.2. Cost effective transportation

2.2.3. Efficient transportation

2.2.4. A responsive carrier network

2.2.5. Leveraged transportation rates

2.3. The focus of sealift is primarily to ensure that materiel is delivered at the “Right Time” and at the “Right Price”. However it indirectly supports the “Right Place” and “Right Item” tenets of the Agency also.

2.3.1. The basis for measurement of sealift performance is the Agency’s Customer Wait Time Goals. However, for special programs, such as the Army’s Velocity Management, metrics may be different. It is important to include these performance metrics at the time of sealift requirement notification to the proper acquisition authority.

2.3.2. This Instruction links to the DLA Strategic Plan performance goals to provide responsive, best value supplies and services consistently to our customers and structure internal processes to deliver customer outcomes effectively and efficiently.
3. POLICY

3.1. It is DLA policy that responsiveness to customer requirements is the primary objective of all DLA transportation and traffic management functions, including sealift. DLA’s sealift policy is drawn directly from the National Security Sealift Policy, the DOD Transportation Acquisition Policy and the Defense Transportation Regulation.

3.2. As prudence and economies allow, the following sealift factors will be considered.

3.2.1. Detection and elimination of unnecessary cross hauling, circuitous routing, and other practices which result in needless expenditure of transportation funds and the wasteful use of transportation services and equipment.

3.2.2. Adequate shipment planning techniques, which provide optimum consolidation, use of stop off/split deliveries, dedicated trucks, and other customer driven services will be utilized.

3.2.3. The use of best value transportation, commensurate with cost, transportation priority (TP), required delivery date (RDD), payment procedures, in transit visibility capabilities, other value added services and contractual requirements will be utilized to determine carrier.

3.2.4. DLA shipping sites will utilize their large shipping/business base to promote long term relationships and leverage services. Leverage is best obtained through negotiations handled by the Military Traffic Management Command (MTMC) and Military Sealift Command (MSC).

3.2.5. Unless documented “mission failure” is imminent, long-term agreements and/or contracts negotiated by MTMC and MSC will be utilized by DLA shipping sites.

3.2.6. DLA shipping sites will investigate and control demurrage and detention by all modes of transportation.

3.2.7. DLA shipping sites will monitor carrier performance and will take prescribed actions to report unacceptable performance.

3.2.8. DLA shipping sites will effectively consolidate and unitize materiel into shipment units.

3.2.9. DLA shipping sites will support customer requirements for total asset visibility through the transportation system.

4. RESPONSIBILITIES

4.6.1. Forecast requirements.

4.6.1.1. HQ DLA issuing a request for sealift forecast requirements. Determining which materiel shipments are to be included in the forecasts will be based on the use of the information. DLA HQ will provide direction to the activities being queried as to the scope and use of the forecast.

4.6.1.2. Submitting input per HQ request. The activities providing the forecast will use historical data, the parameters identified in the HQ query and known changes to the business during the timeframe for which the forecast is provided. Historical data is only a reference point. Proactive efforts must be made to provide the most accurate forecast available.

4.6.1.3. Receiving, consolidating, and submitting forecasts. HQ DLA will receive, consolidate, and submit the forecasts, as required.

4.6.2. Obtaining Sealift.
4.6.2.1. Determining the proper contractual vehicle is the responsibility of the shipping activity. Standing contracts as well as ad hoc contracts can be considered. Information provided by the customer activity and operational direction from upper echelon activities can impact this decision. The Military Traffic Management Command and Military Sealift Command are the most likely sources of over ocean transportation services.

4.6.2.2. Performing traffic management functions to provide economical and efficient transportation to fulfill mission requirements. Some key traffic management functions include the following:

4.6.2.2.1. Ensuring proper equipment is utilized. Shipper activities are responsible for ensuring equipment meets all statutory, regulatory and industry standards. Likewise, shipping activities are responsible for properly securing cargo to minimize damage and loss during transit. All reasonably potential modes of transportation should be considered when securing cargo.

4.6.2.2.2. Monitoring carrier performance. Shipping activities are directly responsible for monitoring carrier performance. Upper echelon Agency activities will remain aware of carrier performance. Ensuring that commercial carriers promptly (and in accordance with contractual vehicles) deliver materiel is a critical element in providing prompt and reliable transportation services. See Carrier Performance Process Guidance for additional information on this topic.

4.6.2.2.3. Preparing Transportation Discrepancy Reports (TDRs) and other documents associated with lack of performance. This is the responsibility of the shipping activity. Materiel lost or damaged in transit must be properly documented and accounted for. See Transportation Discrepancy Reporting Process Guidelines for additional information on this topic.

4.6.2.2.4. Training Transportation and Packaging Personnel to Store and Ship Hazardous Materials (HM). This is the responsibility of the activity for which the individual is assigned. All personnel associated with the storage and shipment of hazardous material must be properly trained and certified. See Hazardous Material (HAZMAT) Training for Transportation and Packaging Personnel for additional information on this topic.

4.6.2.2.5. Transporting classified shipments properly. This is the responsibility of the shipping activity. The transportation of classified materiel offers some unique challenges and requirements. See Classified Shipments/Transportation Security for additional information on this topic.

4.6.2.2.6. Determining proper payment procedures. This is the responsibility of the shipping activity. Generally, the costs of items requisitioned from DLA include freight charges. However, shipping activity personnel must be aware of special cases and the source of funding. Additionally, personnel involved in the financial management of the activity must be aware of the proper payment methodology and their responsibilities.

5. PROCEDURES: N/A

6. EFFECTIVE DATE: July 8, 2003

ENCLOSURE
Enclosure 1

References


Transportation Acquisition Policy, January 1998.  

The Defense Transportation Regulation, DOD 4500.9-R.  
Reference Part II, Cargo Movement.