



UNITED STATES MARINE CORPS
MARINE FORCES RESERVE
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4680
G-4
JAN 27 2016

FORCE POLICY LETTER 1-16

From: Commander, Marine Forces Reserve
To: Distribution List

Subj: MARINE FORCES RESERVE CONTAINER MANAGEMENT POLICY

Ref: (a) MCO 4690.1
(b) MCO 3504.1
(c) MCO 3000.18B
(d) MCO 4400.150
(e) MCO 5530.14A
(f) DoD 4500.9R, Part VI
(g) MIL-HDBK-138B

Encl: (1) MARFORRES Container Guidance Manual

1. Situation. The improper use of International Organization for Standardization (ISO) containers as temporary or permanent storage has created availability issues within the Department of Defense Transportation System. ISO containers are a primary asset for transportation and mobility within the Department of Defense (DoD). These assets are sourced commercially, leased and DoD or service-owned. Sourcing through various modes enhances flexibility but creates management challenges.

2. Mission. Provide instruction for the use, management, maintenance, and disposal of ISO containers in order to enhance both Marine Forces Reserve (MARFORRES) and DoD mission capability while controlling excess costs associated with mismanagement.

3. Execution

a. Commander's Intent. MARFORRES augments and reinforces the active duty component with trained units and individual Marines as a sustainable and operational reserve. Therefore, every available asset must be utilized to enhance our ability to deploy quickly and efficiently. The end-state is to improve readiness and mission capability through maintaining accurate accountability, conducting container inspections along with maintaining and staging containers in a ready-to-load state for any mission assigned.

b. Concept of Operations. This policy encompasses those units who maintain ISO containers in accordance with (IAW) reference (a), as well as other ISO-configured equipment utilized by Marine units before, during, and after deployments and exercises. The following are examples of those ISO containers requiring management under this policy: 20 foot, 40 foot, double containers (BICON), triple container (TRICON), quadruple container (QUADCON), and flatrack. This policy is not intended to replace the references, but to frame them as they pertain to MARFORRES.

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c. Tasks

(1) MARFORRES G-4

(a) MARFORRES Distribution Management Office (DMO) and Strategic Mobility Office (SMO) will provide management oversight of the Force container pool.

(b) The DMO is directed to coordinate with Marine Corps Logistics Command (MARCORLOGCOM) on an efficient and responsive staging plan for 20ft and 40ft ISO containers, in order to provide ready and responsive issue in supporting strategic container pool deployment and to ensure there are 20ft and 40ft ISO containers available.

(c) Validate Major Subordinate Commands (MSC) requirements for Marine Corps-owned containers, container transport equipment, and container-handling equipment (CHE).

(d) Develop and implement policies and procedures to facilitate the execution of this policy.

(e) Appoint, in writing, a Force Container Control Officer (CCO) and Alternate Container Control Officer (ACCO) to centrally maintain and disseminate container information, as well as perform command coordination requirements with MARCORLOGCOM Distribution Management Center (DMC).

(f) Ensure effective and efficient container support to MSC approved requesting units.

(g) Submit all requests for commercial leased containers to the MARCORLOGCOM DMC.

(h) Establish a container inspection program IAW the requirements of the convention for safe container (CSC).

(i) Report the status of Marine Corps-owned containers as required to the MARCORLOGCOM DMC, Container Section.

(j) Provide "lessons learned" on container use, IAW reference (b) to Commanding General Training and Education Command (TECOM) (Director, Marine Corps Center For Lessons Learned) for further consideration, dissemination, and standardization as appropriate.

(k) Conduct periodic review of containerization-related initiatives and requirements addressed within reference (c) to ensure that Force container pools and potential leasing requirements match heaviest operational plan (OPLAN) requirements and on-going time-phased force deployment data (TPFDD) refinements.

(l) Ensure all containers are accounted for IAW reference (d) and identified within unit-level embarkation databases, Marine Air Ground Task Force Deployment Support System II (MDSS II), for deliberate planning and crisis.

(m) Coordinate with the MSC CCO to maintain accurate inventory data within the DoD system of record, Army Container Asset Management System (ACAMS), and the Marine Corps accountable property system of record, Global

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Combat Support System-Marine Corps (GCSS-MC). IAW reference (a), ensure documentation is uploaded, and the statuses reflect condition, ownership, location, and disposition.

(n) As requested, provide training on the use of containers (to include determining requirements, procedures for stuffing, blocking/bracing, tie down usage, CHE, and employment of joint modular intermodal containers (JMIC) as they replace QUADCONS for unit deployment use). Ensure appropriate MSC personnel are trained in ACAMS and are certified to inspect containers.

(o) Provide technical assistance concerning procedures for stuffing containers, including procedures for handling ammunition, explosive hazardous material shipments.

(2) MSC G-4

(a) Appoint, in writing, a CCO and ACCO to centrally maintain and disseminate container information, as well as perform command coordination requirements with MARFORRES CCO.

(b) Provide management oversight and accurate accounting of the MSC container pool.

(c) Ensure effective and efficient container support to requesting units.

(d) Coordinate the requesting, receiving, and returning process with unit personnel.

(e) Assist in ownership identification of previously unidentified containers. Coordinate with the Force CCO to arrange the return of commercially-owned and leased containers.

(f) Ensure subordinate CCO's and ACCO's maintain container certifications and inspections on all containers held within their respective container pools.

(g) Report the status of Marine Corps-owned containers as required to the MARFORRES CCO.

(h) Train units to properly utilize containers, determine requirements, understand procedures for stuffing, blocking/bracing, tie down usage, and CHE.

(i) IAW reference (a), coordinate with Unit CCO's to maintain accurate inventory data and dual accountability within ACAMS and GCSS-MC. Ensure that documentation is uploaded, and that statuses reflect condition, ownership, location, and disposition.

(j) Advise Force CCO of any anticipated or actual container shortages.

(k) IAW the enclosure, coordinate the maintenance and disposal of containers.

(l) As directed, provide training on the use of containers (to include determining requirements, procedures for stuffing, blocking/bracing,

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tie down usage, CHE, and employment of JMICs as they replace QUADCONs for unit deployment use). Ensure appropriate MSC personnel are trained in ACAMS and are certified to inspect containers.

(m) Provide technical assistance concerning procedures for stuffing containers, including procedures for handling ammunition, explosive hazardous material shipments.

(3) Unit Commander / Officer-in-Charge (OIC)

(a) Appoint, in writing, a unit CCO and ACCO. Maintain a copy of training certifications and appointment letters on hand for all applicable CCO's and ACCO's.

(b) Assign and maintain CSC trained/certified personnel within the unit, supporting proper accountability, care, and management of containers on hand.

(c) Maintain accurate inventory data and dual accountability within ACAMS and GCSS-MC. Ensure container certifications and inspection documentation are uploaded, maintained on hand, and that their statuses reflect condition, ownership, location, and disposition.

(d) Inspect, recertify, and report the status of Marine Corps-owned containers as required to the applicable MSC CCO.

(e) Allowances and on hand quantities are loaded to Mechanized Allowance Lists and Consolidated Memorandum Receipts (CMR) assigned to Responsible Officers (RO) within GCSS-MC.

(f) When applicable, ensure proper physical security management is met for those ISO containers being utilized IAW ref (e).

(g) IAW reference (f), ensure the complete 11 alpha-numeric character serial number is recorded on the unit CMR.

(h) Advise MSC CCO of any anticipated or actual container shortages.

(i) IAW the enclosure, coordinate the maintenance and disposal of containers.

(j) Ensure CCO and ACCO execute responsibilities as per the references and as listed in the enclosure, ensuring compliance with this policy.

(4) CCO / ACCO

(a) Establish an ACAMS and GCSS-MC account.

(b) Manage applicable container pool. Maintain positive control and accurate inventory data in ACAMS and GCSS-MC. Ensure documentation is uploaded, and their statuses reflect condition, ownership, location, and disposition.

(c) Conduct physical inventories, inspections, and recertify Marine Corps-owned containers as directed by higher headquarters. Ensuring

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proper reporting of the physical location, serial number, condition code, and ownership of containers they either own or possess.

(d) Execute responsibilities as per the references and as listed in the enclosure, ensuring compliance with this policy.

4. Administration and Logistics

a. Inventory and reporting applies to every unit and higher Headquarters that possess all applicable ISO containers including table of authorized material control number (TAMCN) assets, stock list level (SL)-3 components; to include carrier-owned, commercial, and leased.

b. IAW reference (f), ISO containers are a transportation asset and are intended to be used solely for that purpose and not to be utilized for storage or warehousing in garrison. MARFORRES G-4 will be the approving authority on a case-by-case basis for utilizing these assets for non-transportation purposes (i.e. limited facility space, temporary training and limited exercise storage). Requests must include container type, serial number, location, estimated duration, and a detailed description of why the asset is required for storage or warehousing purposes, to include operational justification. All requests must be routed through and endorsed by the applicable MSC G-3/G-4; those requests identifying limited facility space must include an endorsement from Facilities.

c. Any leased or DoD-controlled container as classified in the enclosure must be returned to the carrier at the earliest opportunity in order to avoid detention and ancillary costs.

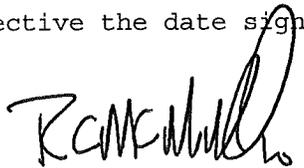
d. CSC inspections, maintenance, and storage; all applicable ISO containers will be inspected to CSC standards, maintained, stored, and/or disposed of IAW the references provided.

e. Procurement of containers will be IAW reference (a).

5. Command and Signal

a. Command. This Policy is applicable to MARFORRES units.

b. Signal. This Policy is effective the date signed.


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Directives issued by this Headquarters are published and distributed electronically.

MARFORRES
CONTAINER
GUIDANCE

2016

This manual provides Marine Forces Reserve (MARFORRES) guidance, responsibilities, and procedures for the management and control of International Organization for Standardization (ISO) containers.

Enclosure (1)

Marine Forces Reserve Container Guidance

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<http://www.marines.mil/news/publications/Documents/MCO%204680.5A.pdf>
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<http://www.marines.mil/Portals/59/Publications/MCO%203504.1.pdf>
3. MCO 3000.18B, Marine Corps Force Deployment Planning and Execution Manual:
<http://www.marines.mil/News/Publications/ELECTRONICLIBRARY/ElectronicLibraryDisplay/tabid/13082/Article/126771/mco-300018b.aspx>
4. MCO 4400.150, Consumer-Level Supply Policy:
<http://www.marines.mil/Portals/59/Publications/MCO%204400.150.pdf>
5. MCO 5530.14A, Marine Corps Physical Security Program Manual:
http://www.marines.mil/Portals/59/Publications/MCO%205530_14A.pdf
6. DoD 4500.9R, Part VI, Defense Transportation Regulations (DTR):
<http://www.transcom.mil/dtr/part-vi/>
7. MIL-HDBK-138B: <https://www3.dac.army.mil/DET/hdbk138/138B.pdf>
8. MARFORRES Distribution Management Office Share Point:
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1. GENERAL

1.1. Preface. The purpose of this manual is to provide Marine Forces Reserve (MARFORRES) guidance, responsibilities, and procedures for the management and control of containers meeting the standards of the International Organization for Standardization (ISO) and certified under the International Convention for Safe Containers (CSC). This policy encompasses all intermodal containers and container services, either Department of Defense (DoD) or Marine Corps-owned, leased or commercially-provided, held by DoD/Marine activities before, during and/or after use. Specifically included are container roll on/off platforms (CROP), flatracks, load and roll pallets (LRP), quadruple container (QUADCON) with Marine Corps or DoD-level ownership. Following the container management procedures contained herein will help ensure all MARFORRES units are managing on-hand intermodal containers in compliance with the DTR Part VI-Management and Control of Intermodal Containers and System 463L Equipment.

1.2. Scope. This manual provides guidance for MARFORRES units that utilize commodities within the DoD intermodal equipment system. The equipment system includes intermodal containers and container services, either DoD/Marine owned, leased or commercially provided, and other ISO configured equipment held by DoD/Marine activities before, during and/or after use. Also specifically included are CROPs, flatracks, LRPs, and QUADCONs; with Marine Corps or DoD-level ownership.

1.3. Organizational Overview, Roles, and Responsibilities

a. Surface Deployment and Distribution Command (SDDC) is the Army Service Component Command of the U.S. Transportation Command (USTRANSCOM) and is a major subordinate command to Army Materiel Command (AMC). SDDC serves as the Global Container Manager (GCM) providing DoD ISO container management in coordination with all Military Services for DoD ISO containers moving within the Defense Transportation System (DTS), and/or other global multimodal systems/methods, and in use or owned by the Marine Corps.

b. Army Intermodal and Distribution Platform Management Office (AIDPMO) is under SDDC management and provides inventory, accountability, tracking, and visibility services and support through automated web-based databases. AIDPMO is the DoD's single manager for all DoD-owned ISO containers, flatracks, and other distribution platforms. Additionally, they are Defense Logistics Agency's (DLA) authorized ordering activity (AOA) acting as the central point for all intermodal equipment leasing under the Master Lease Streamlining Contract (MLSC). MARFORRES G-4 DMO/SMO provides container control management guidance and procedures for all MARFORRES units. Container management encompasses all functions and responsibilities required to provide life cycle and operational management of all DoD/Marine owned, leased, and commercial controlled ISO containers from acquisition to

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disposal. Data management processes are achieved through close coordination with SDDC, MARCORLOGCOM, HQMC-LPD, and AIDPMO.

c. COMMARCORLOGCOM is designated as the Distribution Process Owner (DPO) for the Marine Corps, and as such, is the Distribution and Container Management authority for all Marine Forces.

d. Major Subordinate Command (MSC) and unit Container Control Officers (CCO) provide for unit level container control management.

(1) At a minimum, CCOs are responsible for the following:

a. Perform statistical and administrative tracking of all unit containers.

b. Provide visibility and accountability of current container management processes.

c. Maintain data and inventory integrity in ACAMS. Data management processes are achieved through close coordination with the MARFORRES CCO and the MARFORRES G-4 DMO/SMO Container Management Team.

d. Make recommendations to MARFORRES and MSC CCO regarding container management activities and requirements.

e. Maintain container certifications and inspections, and ensure those data elements are accurately reflected within the units ACAMS online database.

f. Coordinate with unit responsible officer (RO), ensuring dual accountability is being met between ACAMS and GCSS-MC; to include proper recording within unit CMR.

g. Ensure appropriate unit personnel are trained in ACAMS and are certified to inspect the unit's containers.

1.4. Categories

a. **Carrier-owned containers, to include freight forwarder.** Any container owned or leased by the ocean liner carrier that is used by the carrier to meet the contracted commitment for the movement of DoD/Marine cargo.

b. **Common-Use.** Services, material, or facilities provided by a DoD agency or a Military Department on a common basis for two or more DoD agencies, elements, or other organizations as directed.

c. **DoD Common-user containers.** DoD owned, leased, or controlled 20 or 40 foot ISO container managed as an element of the DoD common-use container system. DoD common-use containers, both owned and leased, will be managed by USTRANSCOM, through SDDC, while

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in the DTS across the range of military operations. During movement in the DTS, USTRANSCOM, through SDDC, will manage and control the movement of these containers from provision of the empty at origin for loading through their transition to control by a Theater's movement control structure.

d. **Commercial containers** are generally available through two sources: ocean carriers as part of their intermodal service, or container leasing companies for use in the DoD-operated system. These containers do incur detention charges.

e. **Government-owned containers** are those purchased by the U.S. Government with most having ISO numbers starting with USMU, USMC, USAU or USAX and are painted in recognizable tan or olive colors. They are used to support trans-loading operations and are the preferred category of container for long-term temporary storage in any area of responsibility (AOR). Government owned containers do not incur detention charges but can incur port storage assessment(s).

f. **Leased containers.** MARCORLOGCOM acts as the Marine Corps' sole authorized agent to lease containers. MARCORLOGCOM coordinates all approved requirements on container leasing arrangements. They lease new or used containers and intermodal equipment used in day-to-day common use service. These containers will incur detention charges.

g. **Service-unique/owned Container.** A 20' or 40' ISO container, or QUADCON, procured and owned by a single DoD component. Containers may be either on an individual unit property record or contained within a component pool (i.e., USMC Maritime Pre-positioning Force containers). They may also be temporarily assigned to the DoD common-use container system and are often referred to as a Component-Owned Container.

h. **Unit-owned containers** support the transportation and logistical needs of units, purchased by using unit funds, or issued to the unit for command purposes.

2. CONTAINER MANAGEMENT AND SYSTEM OF RECORD

2.1. Management. USMC-owned 20ft and 40ft ISO containers are pooled assets controlled by MARFORRES G-4 and managed by the MARFORRES CCO. Unit's request ISO containers via Naval AMHS message to support specific exercise or operation mobility requirements. Delivery and return transportation costs associated with the container requests may be reimbursed under exercise/operation funds. Unit CCOs shall be responsible for tracking, controlling utilization, and ensuring prompt return of ISO containers. A specific list of CCO responsibilities can be found in Appendix C and a template appointment letter is provided in Appendix D. MSC's and unit Commanders must comply with DoD 4500.9R, Part VI Chapter 601(C) (11) to include the appointment of a CCO to ensure proper control of intermodal containers and associated

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assets. DoD, HQMC, MARCORLOGCOM, and MARFORRES guidance stipulate that the appointment must be in writing and renewed every two years or upon replacement. A copy of all letters must be provided to MARFORRES and MSC CCO.

2.2. Container Utilization Restrictions

a. DoD-owned, controlled and leased containers. Per the Defense Transportation Regulation, Part VI, Chapter 602.B.4, Carrier-owned, leased, and/or DoD-controlled containers may only be used for non-transportation purposes in contingency operations where such use is vital to successful accomplishment of the mission. Maintaining leased and commercial containers on-hand is prohibited unless specifically authorized by MARCORLOGCOM via CG MARFORRES.

b. USMC-owned containers. Commanding General, MARFORRES G-4 AC/S is the single approval authority for utilization other than transportation. Commands may request to use containers for non-transportation purposes; all requests must be routed through their applicable MSC G-3/G-4 to the Commanding General, MARFORRES (attention G-4). Requests must include container type, serial number, location, estimated duration, and justification. Units granted non-transportation permission shall document custody in accordance with this policy, and shall assume inspection, maintenance and repair responsibility for the containers upon approval.

2.3. Army Container Asset Management System (ACAMS). ACAMS is the DoD database for container management, directed for use by all Military Services. All CCO's located at both Government Owned Government Operated (GOGO) facilities/bases and Government Owned Contractor Operated (GOCO) facilities/bases are required to maintain ACAMS as their container management system, including all Marine Corps commands within the purview of the Commanding General, MARFORRES. Inventories will be conducted every even year utilizing ACAMS as the single accountable/inventory system for containers.

a. ACAMS is a secure, web-based commercial off-the-shelf (COTS) software application DoD designated as the DoD-wide system of record to provide life cycle management and control of all Marine Corps owned and leased container assets. The ACAMS application has been customized to meet the functional requirements of container managers worldwide, to account for control and provide visibility of container assets. It is also used to accomplish statutory and regulatory report requirements (i.e., Container Movement Reports, Equipment Inspection and Maintenance Worksheet DA Form 2404 (Appendix I), and physical inventory reports). ACAMS provides the Marine Corps with capabilities to centrally manage procurement, registration, inspection, maintenance, status, location, ownership, and special characteristics of intermodal assets (containers, QUADCONS, etc.). ACAMS maintains a complete history of events associated to each intermodal asset and provides robust report capability, summary, and detailed data for all levels of Marine Corps management. ACAMS hosts

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the DoD ISO register of containers and is used to capture the Biennial DoD Container Inventory. AIDPMO is the proponent for ACAMS.

b. For ACAMS access, contact Tanya Hartshorn at Tanya.hortshorn@us.army.mil or Albert Edwards at albert.h.edwards@us.army.mil. The HELP DESK HOTLINE is 1-800-303-0926.

c. For ACAMS assistance, contact the help desk and/or review Appendix A, which contains AIDPMO, ACAMS and MARFORRES G-4 contact information.

3. GOVERNMENT OWNED CONTAINERS

3.1. Receipt of Empty Containers/Government Owned

a. Containers must be receipted in ACAMS within two (2) business days of receipt. Below procedures are to be followed (Appendix D):

(1) Those containers not already listed in ACAMS must also be added and properly receipted.

(2) Select Container Functions and click on Receive.

(3) Select Assets and then Modify. Modify the Use Code field to empty. Click on the actual date received on the calendar.

(4) Modify the Condition field to Requires Inspection.

(5) Modify the Inspection Grade field to Unknown.

(6) Inspect containers:

a. When DA Form 2404 is filled out, a damage measurement must be inserted on the ISO Container Checklist (i.e. light hole in upper left corner measuring 4cmx5cm). Explicit damage information and measurements are required.

b. After inspecting the container, modify the Condition Field to either Serviceable or Needs Repair/Not Serviceable.

c. As instructed above, attach both the DA Form 2404 and ISO Container Inspection Checklist in ACAMS.

d. Follow container maintenance instructions outlined in APPENDIX G.

e. Upon completion of repairs, modify the Condition and Inspection Grade fields to the appropriate status.

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f. If estimated repairs exceed \$2,000, QA Inspection will mark beyond economical repair (BER) with cost on a DA Form 2404. The unit CCO will then modify the "Condition" field to BER and the "Inspection Grade" field to "unknown". Unit CCO's will turn in BER containers to DLA Disposition Services (DRMO/Disposal) via normal unit disposal procedures/process IAW the unit SOP.

g. Once container disposal is completed, unit CCO will submit a copy of the completed disposal document from DLA Disposition/DRMO showing that the container was disposed of appropriately.

3.2. Storage Containers

a. Marine Corps owned containers are not authorized for unit storage without CG MARFORRES, G-4 approval.

b. Commands may request to use containers for non-transportation purposes; all requests must be routed through their applicable MSC G-3/G-4 to the CG, MARFORRES (attention G-4). Requests must include container type, serial number, location, estimated duration, and justification. Of note, those requests identifying limited facility space must include an endorsement from Facilities.

c. All containers approved for storage use will have a current DA Form 2404 posted to ACAMS by the unit CCO.

d. The following containers/types SHALL NOT be used for storage:

- (1) Leased containers
- (2) Commercial containers

4. LEASED CONTAINERS

4.1. Receipt of Empty Containers

a. Unit CCOs must receipt containers in ACAMS within two (2) business days of receipt. Below procedures are to be followed:

(1) Those containers not already listed in ACAMS must also be added and properly receipted.

(2) Select Container Functions and click on Receive.

(3) Select Assets and then Modify. Modify the Use Code field to Empty. Click on the actual date received on the calendar.

(4) Modify the Condition Field to Requires Inspection.

(5) Modify the Inspection Grade field to Unknown.

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(6) Containers are to be inspected, and identified to MARFORRES CCO for awareness and follow-on guidance/directions pertaining to leased containers.

(7) Inspect containers.

4.2. Leased Containers Additional Information

a. The Anti-deficiency Act, 31 USC §.1341 states that having equipment (containers) on an expired lease is an unauthorized commitment of government funds. To avoid future excess work and costs, when leased containers come in or are identified, Unit CCOs will notify MARFORRES CCO immediately.

b. MARFORRES CCO will then coordinate appropriate follow-on actions with MARCORLOGCOM and AIDPMO for the disposition of leased containers.

4.3. Redelivery/Recovery of Leased Containers. When leased containers are identified, MARFORRES CCO will coordinate with MARCORLOGCOM and the appropriate Carrier/Owner for its return. Upon pick up, the unit CCO must update ACAMS using the "ship" tab for the container, and updating with the Consignee DODAAC which will be the Lease Owner/Carrier/Owner (provided prior to scheduled pick-up and on the CBL). This way when the container is updated to Off Hired Lease, the Location DODAAC is automatically changed and no longer shows as being on charge to the Marine Corps. If the unit does not make the update, the system will still show the container as being at the Command when it is not.

a. One day prior to the Owner/Vendor picking up redelivered containers, units must do a walk around inspection verifying that any debris, foreign markings, placards, unit stickers, etc., have been removed from all containers, and that they are completely empty of any and all government property. Also, verify that an inspection has been completed and the DA Form 2404 has been uploaded into ACAMS. This is done so that if the vendor submits a damage claim the Marine Corps has something on file to verify if the damage was incurred while on lease or after redelivery.

b. Once the Owner/Vendor receives/affirms the request for pick up and provides the necessary documents, they will be able to coordinate directly with the Unit CCOs provided to set up the pickup arrangements/date/location. Unit CCOs must have personnel on hand at the designated time/place of the scheduled pick-up, and must inform MSC CCO when complete.

5. COMMERCIAL CONTAINERS

5.1. Redeliver/Recovery of Commercial Containers. Units are required to notify MARFORRES CCO of on-hand commercial carrier (owner) assets within seven calendar days of receipt.

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a. Within ACAMS under the OWNER DODAAC field, Unit CCOs will click on the hyperlink listed, and the carrier is identified along with POC.

b. The Unit CCO is responsible for updating the Carrier Notify Date field in ACAMS with the date the carrier was first notified to pick up the container.

c. Updating the Carrier Notify Date in ACAMS will stop detention charges. If the Carrier Notify Date field is left blank, detention charges will accrue.

d. When shipping a commercial carrier back to its owner, input Commercial Carrier under Consignee in ACAMS, similar as with Leased Containers.

e. Once a month, MARFORRES CCO will submit a list of containers for carrier pick-up through the GCM help desk at SDDC.ops.helpdeskGCM@us.army.mil.

f. MARFORRES CCO will follow through working with the commercial carrier/other parties on retrieving their containers, similar to that of Leased Containers. MARFORRES CCO will pass instructions and action items back to MSC and Unit CCOs as appropriate.

6. INSPECTION OF CONTAINERS

6.1. Inspection of all Containers

a. All containers need to be inspected upon identification, inventory, possession, and reporting. All empty containers that need repair must be inspected. Once inspected, a DA Form 2404 and container checklist must be completed.

b. Whether a container is deemed Serviceable or Unserviceable, both the DA Form 2404 and ISO inspection checklist must be scanned and uploaded into ACAMS. Forms must be kept on file for two years or until re-inspection per the DTR part VI chapter 604.

c. All containers will be inspected before they loaded with any material.

d. Before shipping/using empty Marine Corps owned containers, the Unit CCO must do a walk around inspection, check for missing numbers and check CSC Sticker (if applicable). CCOs should ensure that the doors open and close properly and that the containers are clean on the inside. This should be done one day prior to shipping/utilizing containers.

e. When a container is deemed serviceable, and a recertification has been completed, the next inspection date will be

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updated to a date 30 months from the date of inspection. If the size type code differs on the inspection report from ACAMS, that will also need to be updated. The Inspection Grade will be updated to the inspection grade on the serviceable 2404, if it is different from ACAMS.

f. All CCOs must be CSC certified. CSC/ISO Certification information can be found at the Navy E-Learning website (Appendix B).

7. CONTAINER MAINTENANCE

7.1. Container Repair Estimate Procedure. A container repair estimate must be developed using DA Form 2404. Re-stenciling, labor, material, as well as the total cost must be included in the container repair estimate and must be listed on the DA Form 2404. MARFORRES G-4 will utilize GCSS-MC funding for container repair on SAC 1 assets (unit funded), except for QUADCONs, which are SAC 3 Controlled Items, and will follow unit established WIR procedures. A DA Form 2404 and container inspection checklist must still be completed and loaded into ACAMS regardless of the maintenance process.

7.2. BER Containers. Containers are not to be considered BER until estimated repair costs exceed the following (determined by container age):

Years	Threshold
< 5	\$2,000
5-10	\$1,713
> 10	\$1,186

Unit CCOs are to put the cost on the DA Form 2404 even if the container is obviously BER; the repair cost is also put into the Repair Estimate field in ACAMS. When a unit identifies a container as BER, the data plate and all markings need to be reported to MARFORRES CCO and properly annotate in ACAMS. MARFORRES and MSC CCO will monitor ACAMS and generate a monthly listing of BER identified assets/roll-up from the FORCE.

7.3. Administrative Process/ACAMS. Inspectors must record the estimated repair cost on the DA Form 2404. The MARFORRES CCO will enter the estimated repair cost in ACAMS, even if the container is obviously BER. When a container is identified as BER, the unit CCO shall update ACAMS with "Awaiting Disposal." Once container disposal is completed, the MARFORRES CCO or unit CCO will upload the completed disposal document from DLA Disposition/DRMO into ACAMS and set owner to "Disposed." MARFORRES CCO will monitor ACAMS and generate a monthly listing of BER identified assets/roll-up from the Force.

8. CROP, LRP, and FLATRACK GUIDANCE

8.1. CROP. Inspect all CROP's using CROP manual TM 9-3990-260-14&P sections 5-6 and 10-6, found here:
<https://www.logsa.army.mil/etmpdf/files/070000/076000/077334.pdf>

MARFORRES Container Guidance

a. If rejected per the inspection criteria outlined in the CROP manual, prepare a DA Form 2404 (front sheet only). Annotate damage measurements, shortcomings, and deficiencies on the first page, left column of the DA Form 2404 (e.g. "rejected no straps").

b. If serviceable, annotate on front page of DA Form 2404.

8.2. LRP. To add an LRP in ACAMS refer to APPENDIX D as well as the below instructions.

a. When adding or modifying a LRP, the Category Name field is annotated "2LRP". The "2" in the front stands for 20 ft size type code.

8.3. Flatrack. Flatracks are inspected to Military (MIL)-Handbook (HDBK)-138B standards. Inspect to revised standards when the MIL Handbook is replaced with a MIL Standard.
<https://www3.dac.army.mil/DET/hdbk138/138B.pdf>

9. ADDITIONAL GUIDANCE, REFERENCES, AND TERMS

9.1. Storage. 20' and 40' ISO Containers will not be used for unit storage unless specifically authorized and approved via AMHS message by CG MARFORRES. All 20ft and 40ft containers, not authorized for temporary storage, will be empty and coordinated for staging at a designated MARFORRES Strategic Mobility Container Pool.

9.2. Containers maintained on-hand will be Government owned. Maintaining leased and commercial containers on-hand is prohibited unless specifically authorized by HQMC, via MARCORLOGCOM, MARFORCOM, and MARFORRES. Once/if approved, Unit CCOs will update ACAMS accordingly.

9.3. Army Stenciled Without Permission (SWOP). If units receive/have a container and it is marked "SWOP" in ACAMS, CCOs should provide the container numbers to MARFORRES and MSC CCO via email. Do not use the container until further notice.

9.4. Containers Marked Retired in ACAMS. If a container number is noted in ACAMS that does not represent a specific actual container, do not try to delete the number from ACAMS. The container number is to be "Retired", and maintained within the system, tracking the entire life history of the asset in ACAMS

9.5. Container Marked Disposed in ACAMS. A container that has been deemed BER and is no longer in circulation is marked as "Disposed".

9.6. READY FOR USE. This means the container is ready and serviceable, has all required inspections and certifications, as per the DTR.

MARFORRES Container Guidance

9.7 READY FOR DISPOSAL. Container is BER and waiting for disposal appointment/pick-up.

9.8 IN MAINTENANCE. Container is in life cycle maintenance sequence for repair/refurbishment.

9.9 REMARKING/RESTENCILING. Remarking or Re-stenciling of any container asset will be coordinated through MARFORRES CCO for specific instructions and authorizations IAW MIL-HDBK-138B and AIDPMO.
(Appendix C)

9.10 CONTAINER CHECK-OUT FORM. Containers can be checked out for unit exercises and deployments (Appendix I). Submit the request for a container via Naval AMHS message.

10. APPENDICES

MARFORRES Container Guidance

APPENDIX A

MARFORRES G-4 DMO/SMO Container Management Team

MARFORRES Container Control Officer: GySgt Anthony Richard

DSN 647-8882; COMM 504-697-8882; email anthony.w.richard@usmc.mil

MARFORRES Assistant Container Control Officer: Sgt Eric Oropeza

DSN 647-8881; COMM 504-697-8881; email eric.oropeza@usmc.mil

MARFORRES Distribution Management Officer: CWO2 Erick D Gamble

DSN 647-8856; COMM 504-697-8856; email erick.gamble@usmc.mil

MARFORRES Strategic Mobility Officer: Maj Peter K Basabe

DSN 647-8853; COMM 504-697-8853; email peter.basabe@usmc.mil

MARFORRES Embarkation Officer: CWO3 Jose Alvarez

DSN 647-8825; COMM 504-697-8825; email jose.n.alvarez@usmc.mil

COMMARCORLOGCOM Container Management Team

Head, Distribution Operations: Cameron Klunder

DSN 567-8242; COMM 229-639-8242; email cameron.klunder@usmc.mil

Lead Distribution Assistant: Calvin Ormerod

DSN 567-8447; COMM 229-639-8447; email calvin.ormerod.ctr@usmc.mil

Army Intermodal and Distribution Platform Management Office
(AIDPMO)

AIDPMO Lead and Supervisor: Mr. John Rummer

DSN 767-5307; COMM 618-220-5307; email John.c.rummer.civ@mail.mil

AIDPMO Leasing Team Lead: Mr. Leanon Trawick

DSN 767-6352; COMM 618-220-6352; email Leanon.trawick.civ@mail.mil

AIDPMO Inventory Team Lead: Mr. Christopher Clodfelter

DSN 767-4473; COMM 618-220-4473; email
Christopher.r.clodfelter.civ@mail.mil

Appendix A (continued)

AIDPMO Inventory Team Mailbox; email usarmy.scott.sddc.mbx.g3-aidpmo-inventory@mail.mil

AIDPMO Maintenance Team Lead: Mr. Scott Leo

DSN 767-7502; COMM 618.220.7502; email Scott.h.leo.civ@mail.mil

Maintenance Team Mailbox; email usarmy.scott.sddc.mbx.g3-aidpmo-maintenance@mail.mil

Army Container Asset Management System (ACAMS)

General Questions/Support ACAMS Help Desk

DSN 767-5120; COMM 618-220-5120 or 5223

ACAMS Help Desk Mailbox; email usarmy.scott.sddc.mbx.acams-helpdesk@mail.mil

ACAMS Program Manager: Mr. Robert Little

DSN 767-5222; COMM 618-220-5222; email robert.a.little4.civ@mail.mil

ACAMS Technical Manager: Ms. Deborah Arbelo

DSN 767 5201; COMM 618-220-5201; email deborah.s.arbelo.civ@mail.mil

APPENDIX B

Intermodal Dry Cargo Container/Convention for Safe Container (CSC)
Inspection Certification Course

1. CSC/ISO Certification information can be found at the Navy E-Learning website: <http://www.aas.prod.nel.training.navy.mil>.
2. Upon entering the site, you must register and log-in, then click "Course Catalog," enter "Ammo-43" under the search field, click apply filter and hit search.
3. Click on AMMO-43 course, and select "enroll" to register.
4. Click "My Learning Tab" and select launch to begin the online training.
5. Ensure a copy of the CSC certification certificate is maintained with each Unit CCO, and a copy also forwarded to MARFORRES and MSC CCO.

APPENDIX C

Identification of Container Markings

Web site for the Mil-HDBK 138B is <https://www-tdps.tacom.army.mil/SPI/05/78/21.pdf>

MIL-HDBK-138B

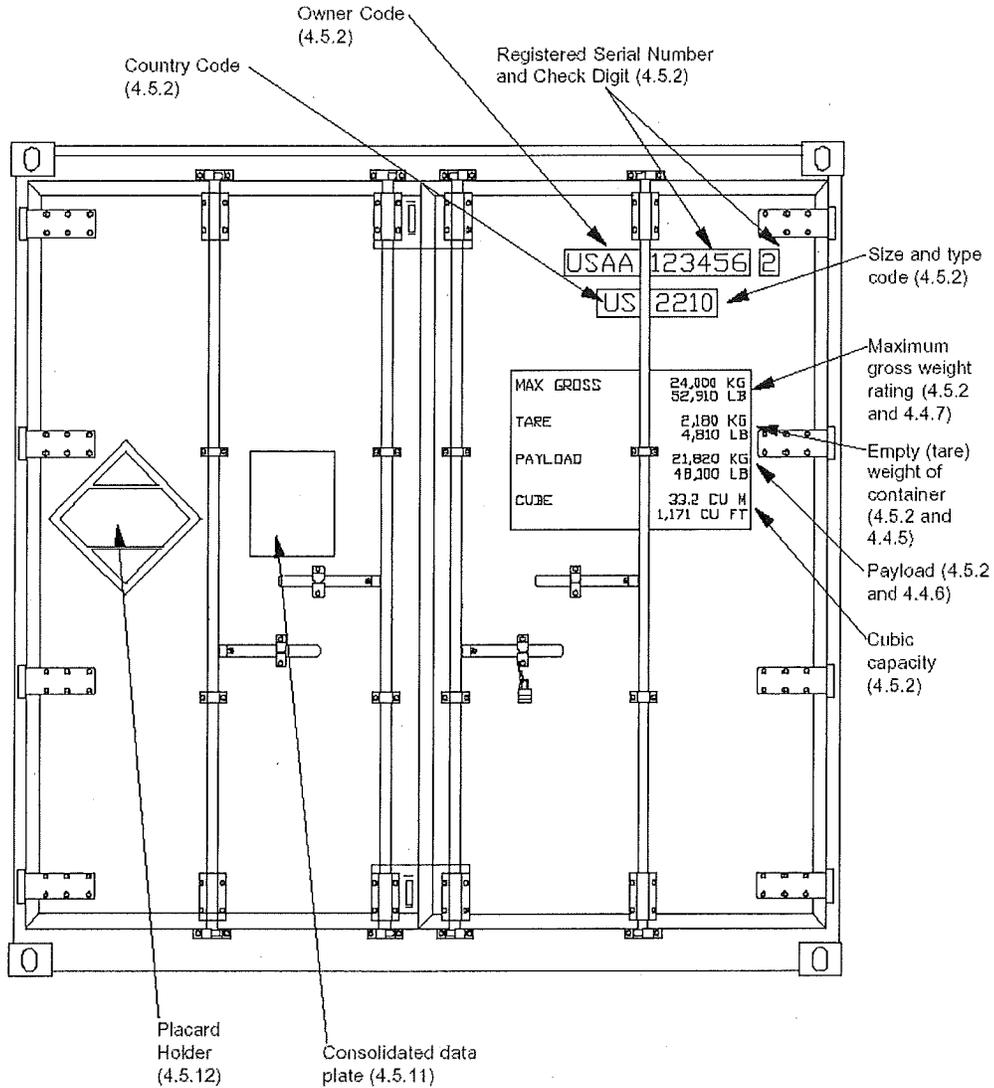


FIGURE 4.5A –TYPICAL DOOR MARKINGS

APPENDIX C (Continued)

MIL-HDBK-138B

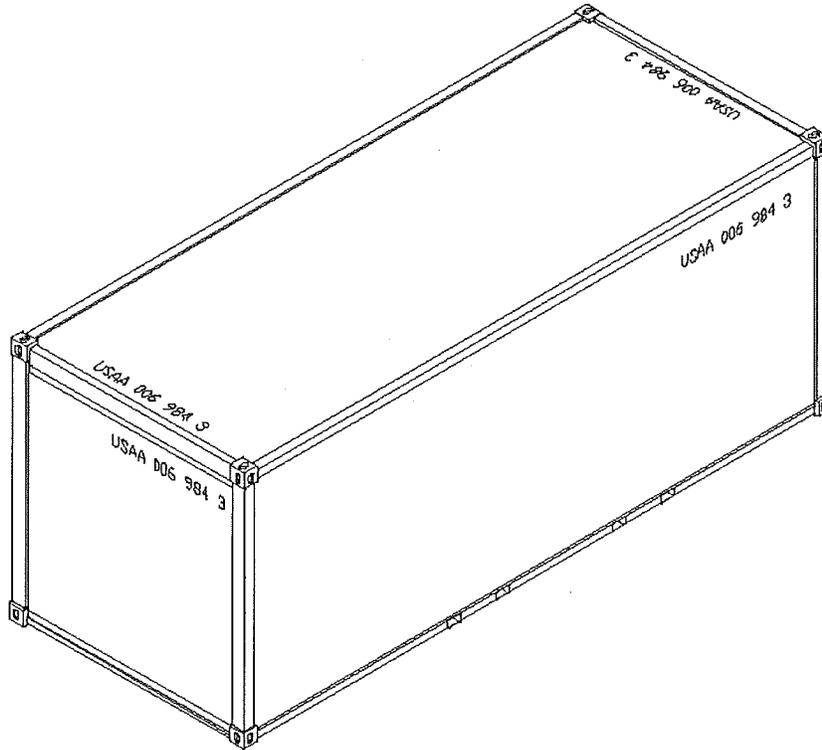


FIGURE 4.5B -TYPICAL HORIZONTAL LAYOUT OF ISO IDENTIFICATION MARKINGS

APPENDIX C (cont)

MIL-HDBK-138B

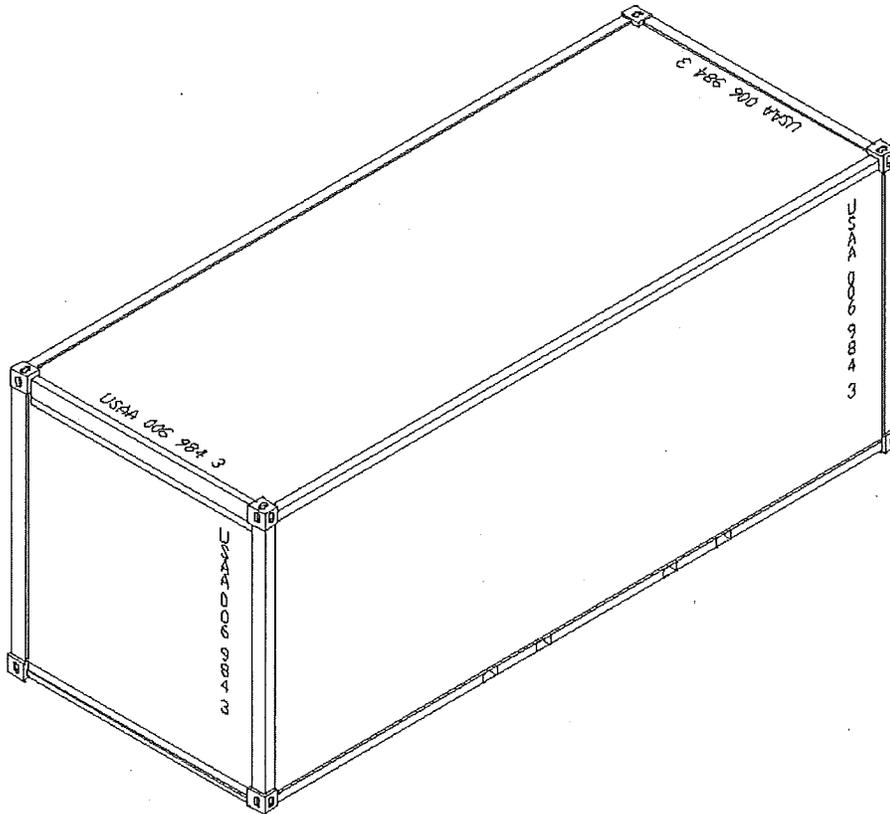


FIGURE 4.5C -TYPICAL VERTICAL LAYOUT OF
ISO IDENTIFICATION MARKINGS

APPENDIX D

Army Container Asset Management System (ACAMS)
Standardized Procedures and Basic Access Functions

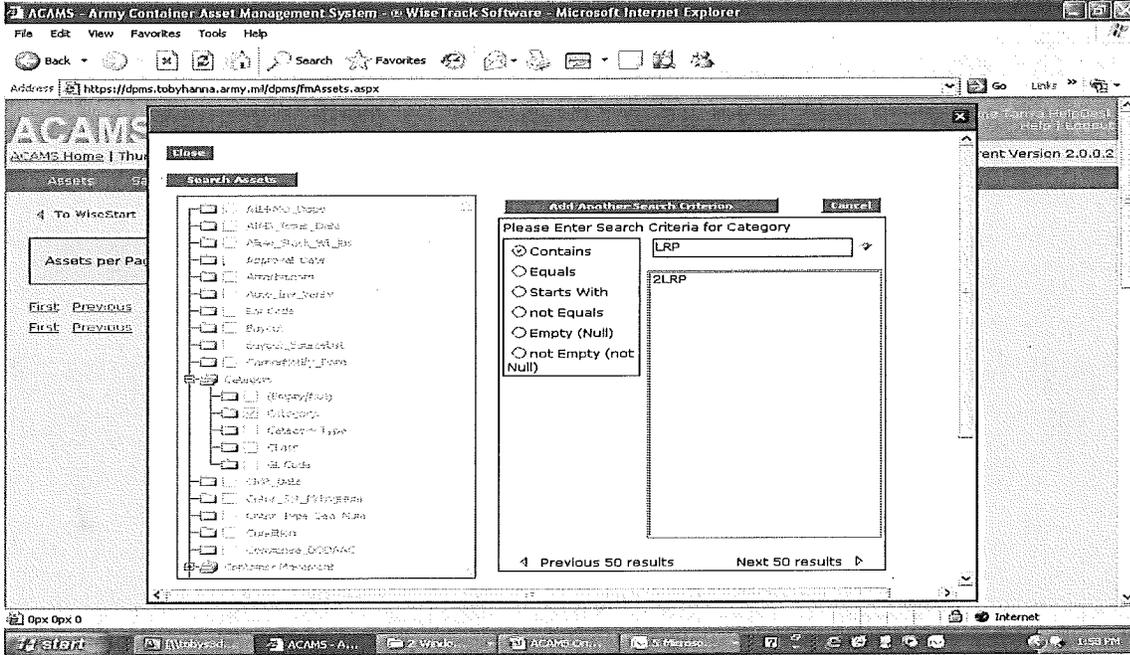
Definitions:

1. ACAMS USER - The Unit CCO/Representative that is managing unit container assets
2. AIDPMO - DOD Manager for ACAMS System
1. **Receipt of a Container from Delivery, Transfer, or Inventory in ACAMS**
 - A. The ACAMS USER will "Receive" the container
 - B. Modify **Condition** to "Requires Inspection" and modify **Inspection Grade** to "Unknown"
2. **Inspection Completed for Container**
 - A. Update **Condition** to either "Serviceable, Needs Repair/Not Serviceable."
 - B. Update **Inspection Grade** to either "Ammo Grade (Munitions Capable) or Cargo Worthy Grade" (for General Cargo.)
 - C. Needs Repair: ACAMS USER: When you update the Condition Field, this automatically generates a requirement for the Unit CCO to upload the completed DA Form 2404 and ISO Container Inspection Checklist to ACAMS.
 - D. Not Serviceable: ACAM USER: Attach the DA Form 2404 and ISO Container Inspection Checklist into ACAMS. Coordinate disposal appointment/removal of asset, and update ACAMS with status "Await Disposal". Once the container is physically removed from your location and turned into disposal, the ACAMS USER will "Ship" the container by entering DLA Disposal/DRMO CONSIGNEE DODAAC (SYL024) in ACAMS. (If you do not "ship" these containers, the containers will remain in your on-hand balance)
 - E. Regardless of the serviceability, Unit CCOs must scan and upload the DA Form 2404 and ISO container inspection checklist into ACAMS.

APPENDIX D (Continued)

Army Container Asset Management System (ACAMS)

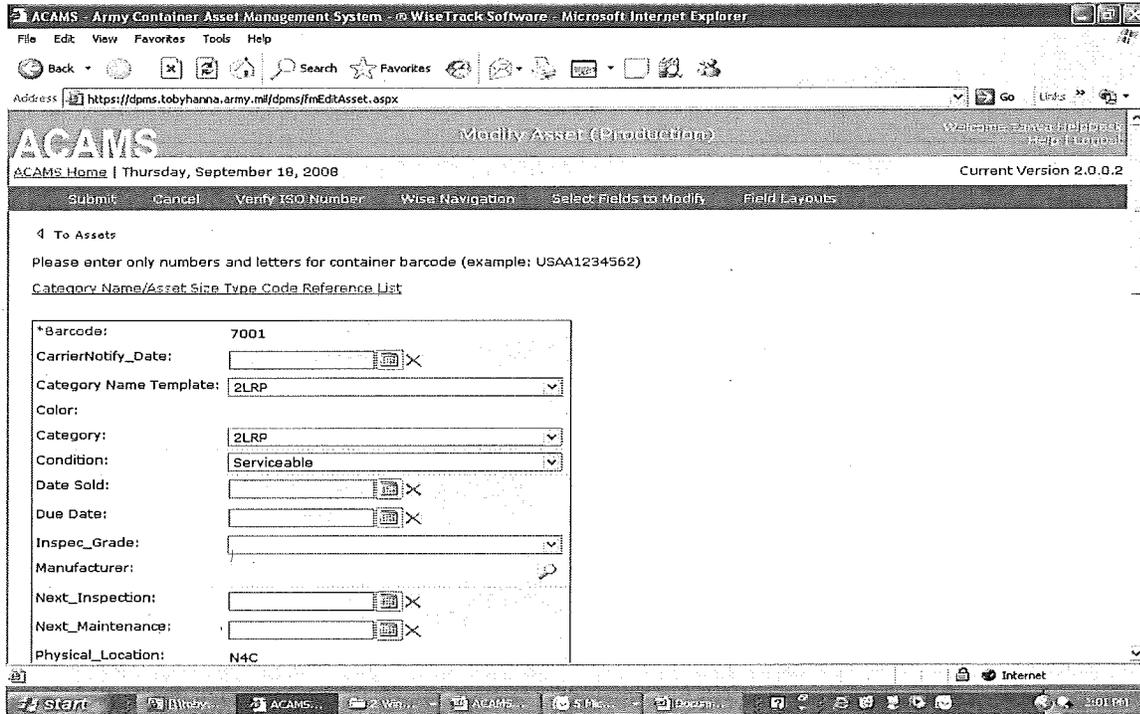
Standardized Procedures—Adding a LRP



Above is a view on search for LRP

APPENDIX D (Continued)

Below is a view on modifying and what is in the "Category Name Template" and "Category"



MARFORRES Container Guidance

APPENDIX E

Container Control Officer Appointment Letter (Sample)

From: Commanding Officer, (Unit)
To: Last, First M. XXX XX 1234/4321 USMC
Subj: Container Control Officer Appointment
Ref: (a) MARFORRESFO xx-xx, dtd DD MMM YY
(b) MCO 4680.5A
(c) DOD 4500.9R

1. IAW the references, you are assigned as the Primary/Alternate Container Control Officer for Unit.

 Primary Container Control Officer (CCO): is a designated official within the command who is responsible for accountability, control, reporting, usage, and maintenance tracking of Marine Corps-owned and controlled ISO containers, QUADCONS, and associated equipment. Report functions include all updates to ACAMS (i.e., container inventory, movements and receipts tracking, condition status, inspections, maintenance tracking, and disposal), and execution of the DoD Annual Inventory requirements.

 Alternate Container Control Officer (ACCO): is designated within the command and assists the Primary CCO with all container management responsibilities.

DODAAC/UIC/RUC: M XXXXX
Activity: MSC/E
Commercial phone: XXX-XXX-XXXX
DSN: XXX
Email: I.M.ResponsibleCCO@usmc.mil
Unit mailing address: Rank, Name

2. You are directed to carry out the duties as detailed in Appendix B of the reference.

3. This appointment will remain in effect until your transfer or the designation of your replacement, and will be maintained within the command for inspection and review purposes.

F. M. LAST

Copy to:
Unit CCO
MSC CCO
MARFORRES CCO

MARFORRES Container Guidance

APPENDIX F

Certified Container Inspector Appointment Letter (Sample)

From: Commanding Officer, (Unit)
To: Last, First M. XXX XX 1234/4321 USMC
Subj: Certified Container Inspector Appointment
Ref: (a) MARFORRESFO xx-xx, dtd DD MMM YY
Encl: (1) ISO/CSC Inspection Course Certificate

1. Per the reference, you are appointed as a Certified Container Inspector for (Unit).
2. You are directed to perform and record inspections in accordance with the references. Diligence and attention to detail in your inspections and documentation is required in order to assist in the management of Marine Forces Reserve container inventory and keep unnecessary costs to a minimum.
3. This appointment will remain in effect for 48 months from the date indicated on your inspection course certificate or until your transfer.

F. M. LAST

Copy to:
Unit CCO
MSC CCO
MARFORRES CCO

APPENDIX G

CONTAINER INSPECTION FORM DA 2404

Container/Shelter Passed Inspection - Failed Inspection

EQUIPMENT INSPECTION AND MAINTENANCE WORKSHEET									
1. ORGANIZATION					2. REFERENCE AND MODEL				
3. REGISTRATION SERIAL/SH	4a. UNES	4b. HOURS	6. PMS	7. START	5. DATE	8. TYPE INSPECTION			
6. ITEM NUMBER			7. TEMPERATURE			APPLICABLE REFERENCE			
COLUMN a - Enter TM item number.			COLUMN b - Enter the applicable condition status symbol			COLUMN c - Enter deficiencies and shortcomings.			
COLUMN d - Show corrective action for deficiency or shortcoming listed in Column c.			COLUMN e - Individual ascertaining completed corrective action initial in this column.						
<p>STATUS SYMBOLS</p> <p>"X" - Indicates a deficiency in the equipment that places it in an inoperable status.</p> <p>CIRCLED "X" - Indicates a deficiency, however, the equipment may be operated under specific limitations as directed by higher authority or as prescribed locally, until corrective action can be accomplished.</p> <p>HORIZONTAL DASH "-" - Indicates that a required inspection, component replacement, maintenance operation check, or test flight is due but has not been accomplished, or an overdue MWO has not been accomplished.</p> <p>DIAGONAL "/" - Indicates a material defect other than a deficiency which must be corrected to increase efficiency or to make the item completely serviceable.</p> <p>LAST NAME INITIAL IN BLACK, BLUE-BLACK INK, OR PENCIL - Indicates that a completely satisfactory condition exists.</p> <p>FOR AIRCRAFT - Status symbols will be recorded in red.</p>									
<p>ALL INSPECTIONS AND EQUIPMENT CONDITIONS RECORDED ON THIS FORM HAVE BEEN DETERMINED IN ACCORDANCE WITH DIAGNOSTIC PROCEDURES AND STANDARDS IN THE TM CITED HEREON.</p>									
8. SIGNATURE (Inspector)		9. TIME		10. SIGNATURE (Inspector/Supervisor)		11. TIME		12. MAINTENANCE REQUIRED	
TM ITEM NO. a	STATUS b	DEFICIENCIES AND SHORTCOMINGS c			CORRECTIVE ACTION d			INITIAL WHEN CORRECTED e	
1		CSC reinspection. Repairs required.							
2	/	Roadside ventilator attached with pop rivets - replace with blind rivets							
3	X	Roadside door, top cam retainer missing.							
4	X	Curbside top side rail, improper splice.							
5		Unserviceable for IMDG and non- IMDG							

- Block 1 - Enter your unit's full mailing address.
- Block 2 - Enter type of container and 4 digit owner code, i.e. end opening steel container, USAA.
- Block 3 - Enter registration number and check digit, i.e., 007622 6.
- Block 4 - Enter date inspection was performed.
- Block 5 - Enter "CSC".
- Block 6 and 7 - Enter "MIL-HDBK-138B" and "Jan 2002".
- Block 8. Printed name and signature
- TM ITEM NUMBERS 2, 3, 4 - Enter short description of minor defect. Put "/" or "X" in corresponding STATUS column.
- TM ITEM NUMBER 5 - Enter either "Unserviceable for IMDG (UN hazard class I), serviceable for general cargo (non-IMDG)", or "Unserviceable for general cargo (non-IMDG) only."

APPENDIX H

CONTAINER CHECKOUT FORM

Container Checkout Form

All container users will maintain accountability; ensure proper usage and care of containers while in their custody. Any modification or alteration to a container is prohibited. Please read and initial.

General: Serviceable containers may be used for transportation of cargo locally, while unserviceable containers may be used for temporary storage for up to 30 days. Containers required for longer periods are issued on a case by case basis. Initial: _____

Unacceptable Uses: Leased or government-owned containers shall not be used as quarters, offices, shelters, force protection walls, and/or for non-storage uses. Improperly utilized containers will be recovered from this type of usage. Damage will be documented on a DD 2404 and when necessary a DD 200 (Financial Liability Investigation of Property Loss (FLIPL)) will be submitted to AIDPMO thru the CCO. Initial: _____

Modified/Altered/Damaged/Destroyed Containers: Local modifications to containers such as cutouts for power, lighting or air conditioning are prohibited on all containers. Containers that have been modified, altered, damaged or destroyed must be documented and reported. Containers found to be modified, damaged or destroyed, not previously documented and reported prior to 7 July 2006, are cause for and AR 15-6 (or service equivalent) investigation. Initial: _____

Stenciling of Containers: You are not authorized to re-stencil any containers to include making any permanent markings. Initial: _____

Transportation of Containers: Users are responsible for coordinating with the MARFORRES CCO for scheduling the delivery/return of empty containers and updating of the location of the container. Unserviceable containers may not be used for transportation of cargo and serviceable containers must be inspected prior to loading of cargo by UNIT CCO. Initial: _____

Projected time container will be loaned out: _____ (number of days)

Location of where the container will be: _____

Container Serial Number: _____

Condition: _____

MARFORRES CCO Representative:

Name/Department/Unit: _____

Phone#: _____

Signature: _____

Date: _____