

ATTACHMENT G4

DEFINITIONS

This part defines words and terms commonly used in this performance work statement.

BLUEBARK. United States military personnel, United States citizen civilian employees of the Department of Defense, and the dependents of both categories who travel in connection with the death of an immediate family member. It also applies to designated escorts for dependents of deceased military members. Furthermore, the term is used to designate the personal property shipment of a deceased member.

Call Number or Lot Number. A locally assigned control number provided by the ordering activity when a requirement for services is placed with the contractor. For inbound shipments, the number is normally assigned when the Personal Property Shipping Officer receives the freight bill or written receiving notice from the contractor. For outbound or local drayage shipments, the number is normally assigned at the time the order is placed with the contractor.

Complete Service. The rate bid per each item includes all related services, such as long carry, stairs, elevators, excessive distances, necessary to perform the complete pickup and delivery of the personal property shipment.

Containerization. The use of containers to unitize cargo for transportation, supply, and storage. Containerization incorporates supply, transportation, packaging, storage, and security together with visibility of container and its contents into a distribution system from source to user.

Contracting Officer. The Service member or Department of Defense civilian with the legal authority to enter into, administer, modify, and/or terminate contracts.

Direct Procurement Method. A method of shipment in which the Government manages the shipment throughout. Packing, containerization, local drayage, delivery, unpacking, storage, and related services are obtained from commercial firms under a contractual arrangement or by the use of Government facilities and employees.

Drayage.

- a. Schedule I – Drayage included applies in those instances when a shipment requires drayage to an air, water, or other terminal for onward movement after completion of the shipment preparation by the contractor. If it is being moved from a residence or other pickup point to the contractor's warehouse for onward movement by another freight company, carrier, drayage not included applies.
- b. Schedule II – Drayage included means delivery of the shipment from destination contractor's facility or other destination point to the final delivery point as ordered. When shipment or partial removal of items from shipment is performed and prepared for customer's pickup at destination delivery point, drayage not included applies.

Employee. A civilian individual:

- a. Employed by an Agency (See Agency), regardless of status or grade.
- b. Employed intermittently as an expert or consultant and paid on a daily, while actually employed, basis.
- c. Serving without pay or at \$1 a year (5 U.S.C. § 5701(2), Definitions) (also referred to as "invitational traveler" for temporary duty travel purposes only).

GCWT. Code to designate gross hundredweight.

Government-Owned Containers. Government-Owned Containers (GOC) include all exterior wooden shipping containers purchased by the Government or constructed by the contractor for services under a contract. GOCs include containers meeting the requirements of American Society for Testing and Materials (ASTM) D4169-16, Standard Practice for Performance Testing of Shipping Containers and Systems, ASTM D5118/D5118M-12, Standard Practice for Fabrication of Fiberboard Shipping Boxes, ASTM D6251/D6251M-11, Standard Specification for Wood-Cleated Panelboard Shipping Boxes, and Military Surface Deployment and Distribution Command Pamphlet 55-12. GOCs include all wooden exterior-shipping containers purchased by the Government and received by the contractor awarded those services identified in Schedule II, Inbound Services.

Household Goods. See the Joint Federal Travel Regulations, Appendix A (<http://www.defensetravel.dod.mil/site/travelreg.cfm>) for uniformed members and the Joint Travel Regulations, Appendix A (<http://www.defensetravel.dod.mil/site/travelreg.cfm>) for Department of Defense civilian employees for definitions of household goods.

International. The movement of household goods or unaccompanied baggage between a point in the Continental United States and a point in an overseas area.

Intertheater. The movement of household goods or unaccompanied baggage between one overseas theater and another overseas theater.

Intratheater. The movement of household goods or unaccompanied baggage within one overseas theater.

Issuing Officer. Only authorized or acting Personal Property Shipping Offices may issue Personal Property Bills of Lading. Such authorized persons may be military personnel or civilian employees of the government on duty at the issuing office. As stated in 41 CFR §101-41.302-4, accountability for Personal Property Bills of Ladings used by a contractor-shipper remains with the issuing office. The name and title of the issuing officer and the name and address of the issuing office, rather than those of the contractor-shipper must appear on the Personal Property Bills of Lading.

Item or Article. The terms item and article used in this Regulation are interchangeable. Each shipping piece or package and the contents constitute one item.

Lot Number. See Call Number.

Member. A commissioned officer, commissioned warrant officer, warrant officer, and enlisted person, including a retired person, of the Uniformed Services.

NOTE: “Retired person” includes members of the Fleet Reserve and Fleet Marine Corps Reserve who are in receipt of retainer pay.)

Member/Employee. Any member of the Government’s uniformed or civilian service.

Metrics. A statistical measurement of performance.

NCWT. Code used to designate net hundredweight.

Ordering Officer. The contracting officer of a using activity or a Government individual appointed by the contracting officer authorized to order services under the contract.

Outsize Air Cargo. A single item that exceeds 1,000 inches long by 117 inches wide by 105 inches high in any one dimension.

Packaging. The processes and procedures used to protect materiel from deterioration, damage, or both. It includes cleaning, drying, preserving, packing, marking, and unitization.

Packed by Owner. Those articles packed in a container by the owner.

Packing. Assembly of packaged items into a shipping container with necessary blocking, bracing, cushioning, weatherproofing, reinforcement, and marking.

Personal Property. Household goods, unaccompanied baggage, privately owned vehicles, and mobile homes, as defined in the Joint Federal Travel Regulations and the Joint Travel Regulations.

Personal Property Shipping Officer (PPSO). The individual designated by authority to perform assigned traffic management functions at military installations or activities, regardless of whether or not that is the organizational title of the individual. For the purpose of this contract, the term PPSO includes representatives designated to order the services required and to inspect and evaluate those services performed by the contractor for acceptance or rejection.

Professional Books, Papers, and Equipment for Member/Employee. (Also called PRO or PRO-Gear.) Articles of household goods in a Customer's possession needed for the performance of official duties at the next or a later destination. Examples of Professional Books, Papers, and Equipment include:

- a. The following items are considered PBP&E/Pro-Gear:
 - (1) Reference material.
 - (2) Instruments, tools, and equipment peculiar to technicians, mechanics, and members of the professions.
 - (3) Specialized clothing such as diving suits, flying suits; astronaut's suits, flying suits and helmets, band uniforms, chaplain's vestments, and other specialized apparel not normal or usual uniform or clothing.
 - (4) Communications equipment used by a member in association with the Military Affiliated Radio System.
 - (5) Individually owned or specially issued field clothing and equipment.
 - (6) Government-or uniformed service-owned accountable Organizational Clothing and Individual Clothing property issued to the employee or member by the Service/Department of Defense Component for official use.

NOTE: Excluded from PBP&E/Pro-Gear are:

- (a) Commercial products for sale/resale used in conducting business,
- (b) Sports equipment,
- (c) Office furniture,
- (d) Household furniture,
- (e) Shop fixtures,
- (f) Furniture of any kind even though used in connection with (ICW) the PBP&E (e.g., bookcases, study/computer desks, file cabinets, and racks),
- (g) Personal computer equipment and peripheral devices,
- (h) Memorabilia including awards, plaques or other objects presented for past performance (includes any type of going-away gifts, office decorations, pictures, etc.),
- (i) Table service including flatware (including serving pieces), dishes (including serving pieces, salvers and their heating units), other utensils, and glassware.

Other items of a professional nature that are not necessary at the next/subsequent PDS, such as text books from previous schools unrelated to future duties, personal books, even if used as part

of a past professional reading program or course of instruction and reference material that ordinarily would be available at the next/subsequent PDS either in hard copy or available on the Internet.

Pro Number. The abbreviation of the word progressive and is usually prefixed to an agent's record numbers on freight bills.

Quality Assurance Evaluator (QAE). Representative of the Personal Property Shipping Officer who has been appointed as a QAE to be responsible for providing technical assistance to the contracting officer in administration of the contract. The QAE must be responsible for inspection and acceptance of materials and services rendered by the contractor.

Residence. Normally considered to be the home, barracks, or other dwelling of the Service/Agency customer.

Unaccompanied Baggage. (See the Joint Travel Regulations, Appendix A, for complete definition.) That portion of the member's/employee's authorized weight allowance of personal property that is not transported free on a ticket used for personal travel and which is shipped separately from the bulk of the household goods. This shipment may be shipped by the expedited transportation mode. Examples are: personal clothing; professional books and equipment needed on arrival for performance of official duties; pots, pans, linens, and other light housekeeping items; collapsible cribs, playpens and baby carriages; small radios, portable televisions and small tape recorders; special equipment required for patients; and other items required for the health, comfort, and morale of the member/employee. (In addition, refer to individual Service/Agency Regulations for specific definition of unaccompanied baggage.)