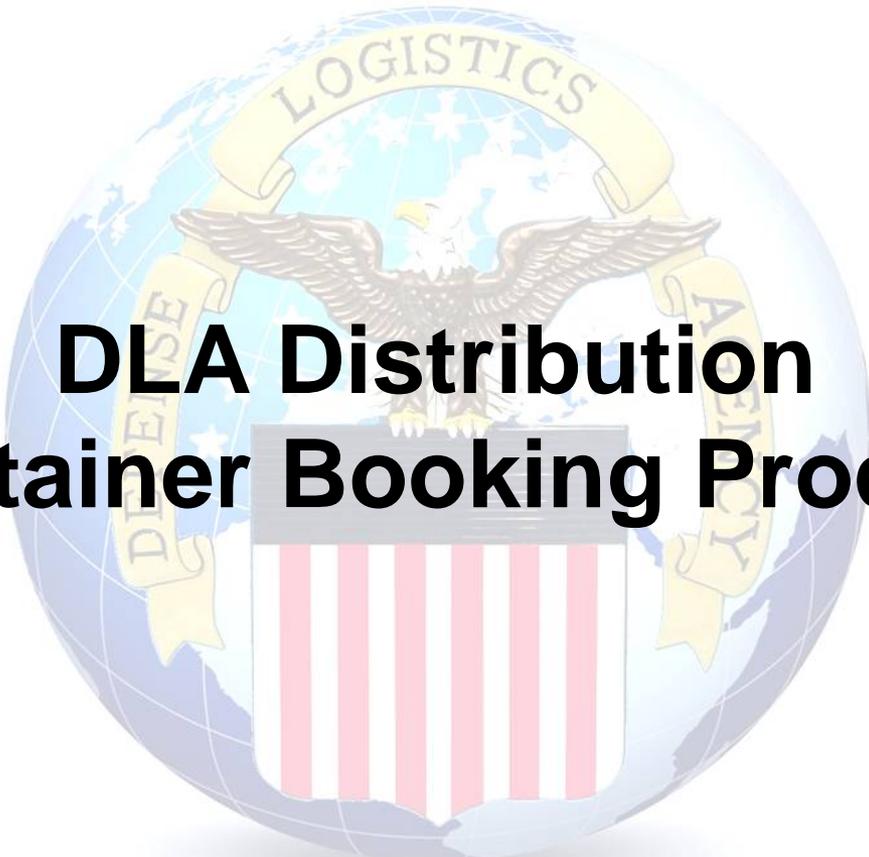


# DEFENSE LOGISTICS AGENCY

AMERICA'S COMBAT LOGISTICS SUPPORT AGENCY

The logo of the Defense Logistics Agency (DLA) is centered in the background. It features a bald eagle with wings spread, perched atop a shield with vertical red and white stripes. The shield is set against a blue globe with white grid lines. A yellow banner arches over the eagle with the word "LOGISTICS" in black. Two vertical yellow banners on either side of the eagle contain the words "DEFENSE" and "AGENCY" respectively.

## DLA Distribution Container Booking Process



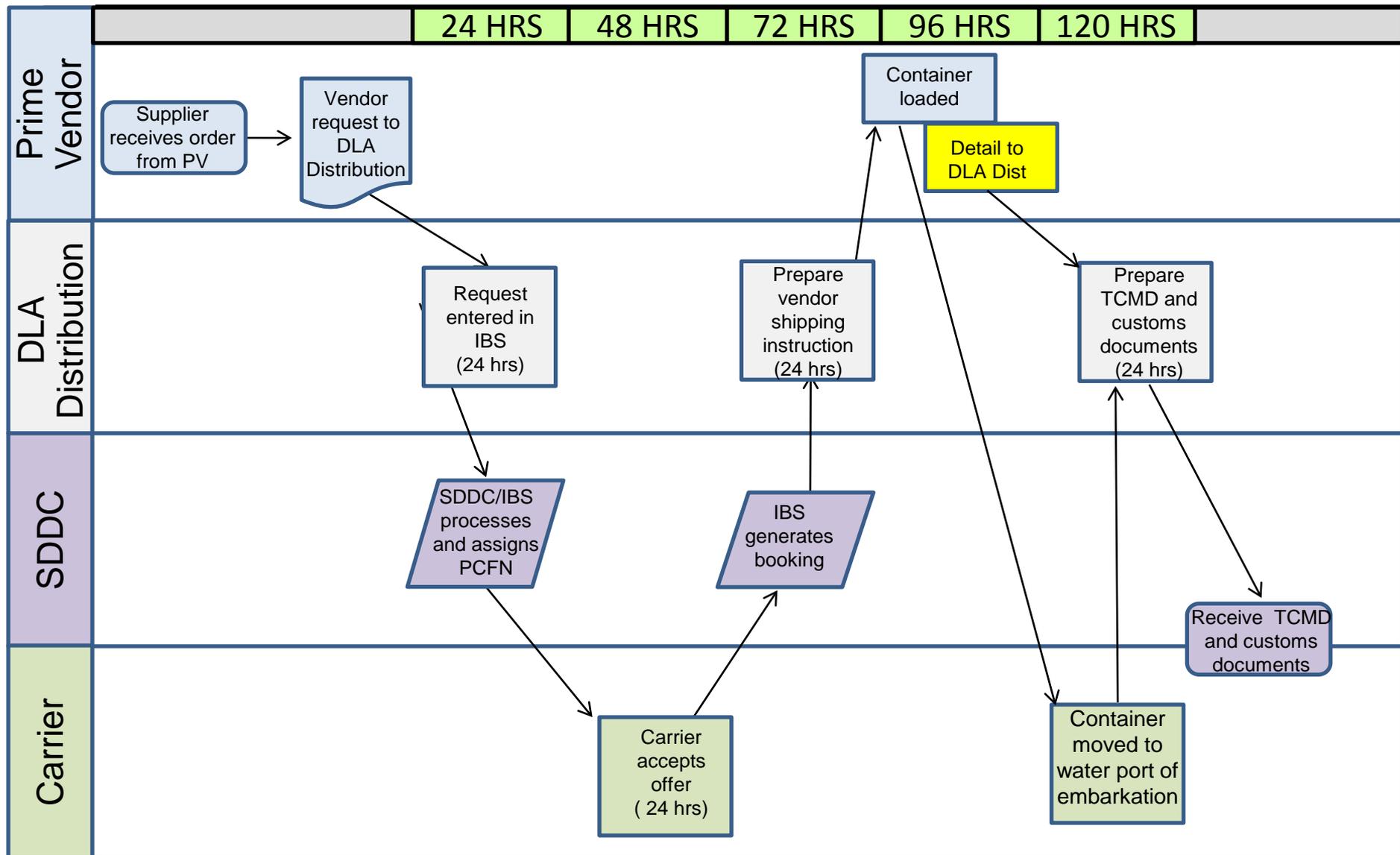
# Agenda

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- Container Process Flow
- Roles and Responsibilities
- NDN Routes
- Tools for Smoother Processing



# Booking Process Flow





# DLA Distribution

## Liaison between supplier and carrier

- Booking cargo with SDDC within 24 hours
- Continuous check until booking confirmed
- Ensures cargo is booked to correct vessel, correct ports, correct terms
- Ensures paperwork is completed – carrier paid – customs clearance





# SDDC

## Liaison between DLA Distribution & carrier

- Ensure booking request meets terms of the contract
- NDN bookings closely monitored
- Ensures shippers are submitting documentation in a timely manner





# Carrier

- Confirms booking request with SDDC
- Dispatches container to supplier location by available date
- Ensures container meets booked vessel
- Ensures cargo is manifested prior to sailing
  - Cargo not manifested runs risk of being frustrated





# Supplier

- Booking request submitted on time
- Review shipping instructions
- Equipment check
  - Temperature at required setting
  - Pictures: Load configuration / temperature gauge
- Contact DLA Distribution
  - Changes to booking
  - Carrier service failures





# Northern Distribution Network

- Cargo routing to Gulf and East Coast ports regardless of origin
  - Allow for additional transit times
- Port of Debarkation will be JN1 or JN3
- Additional requirements for paperwork





# Tools

## Vendor request form

SAVE ZOOM TO FIT EMAIL PRINT

**Vendor Container Booking Request Form**

PRIME VENDOR:  Tax Code:   
 Defense Logistics Agency - Distribution (DLA)  
 New Cumberland, TX 77070  
 Email: dclat@dlas.dla.mil  
 Com: 1-800-458-5207 Fax: 717-770-2701

SUB-VENDOR:  IAC:

DLA Use Address:  CONTRACT NUMBER/CON:

Vendor POC, Phone & Email:   
 POC:  N/A:  YES  NO

Email:  Available Loading Date:  SAIL DATE:

Carrier Preference:  Preferred Vessel & Voy/Oce:  Preferred Port of Loading:

Number of Standard:  30 FOOT ONLY  Temperature:  Destination DODMAC:

Number of 45 Cubic:  40 FOOT ONLY  Temperature:  DECLARED VALUE:

Number of Standard Dry:  Size:  Product Commodity:

Number of 45 Cubic Dry:  Size:  Vendor Reference #:

WEIGHT:  QUANTITY:  SUB:

HAZARDOUS MATERIAL:  UN #:  Packing Group:  HAZ Class:

YES  Express Shipping:  N/A  N/A

No  Technical Number:

Notes:

CONTACT DLA RESET FORM

## Shipping Instruction

Page 1 of 1

Seawen Booking Data

VSM Assigned Vendor Request Number : 00000006678  
 Vendor Warehouse Number : 761504 PULB120511-1  
 Booking Number : 07277629  
 Port Call File Number : 761504  
 Container Size (FE) : 40 HQ/DB CU  
 Type Equipment Code :  
 Container Type : REEF  
 Container Temp : 05  
 Ocean Carrier : APX  
 Voy/Oce No : 143501  
 Vessel Name : MDE ENDEBRANCE  
 Available to Load Date : 07/25/2011  
 Date Due at Port : 07/28/2011  
 Scheduled Sail Date : 07/26/2011  
 POD Arrival Date : 08/14/2011  
 Contractual ETD : 10/10/2011  
 POE : ICEP  
 POB : JIN  
 Ultimate Commodity : U/0301F  
 Submarine : 13E1  
 Number of Containers : 8

Container TCN  
 1 : SC110133914850N/4U  
 2 : SC110133914850N/4U  
 3 : SC110133914850N/4U  
 4 : SC110133914850N/4U  
 5 : SC110133914850N/4U  
 6 : SC110133914850N/4U  
 7 : SC110133914850N/4U  
 8 : SC110133914850N/4U

CAGE : 7647  
 QUAKER VALLEY FOODS - HIRTSOL PA  
 220 HIRTSOL PKWY, SUITE 100  
 HIRTSOL, PA 17033 U.S.A.

View: [Open All](#) [Print](#) [Refresh](#) [Home](#) [Feedback](#) [Help](#) [Log Out](#) [Print](#) [Print](#)

## Packing List

*Kindly ensure TBW is entered correctly from the load plan in field 2 as the same shipping instructions will be used for multiple load numbers mentioned below. Please fill out section regarding container condition.*

Seawen Booking Data

VSM Assigned Vendor Request Number : 00000006684  
 Vendor Warehouse Number : 761504  
 TWR INDEX & ZONE: SUPP0120584-1AF  
 Booking Number : 02M791504  
 Port Call File Number : 761504  
 Container Size (FE) : 40 HQ/DB CU  
 Type Equipment Code :  
 Container Type : REEF  
 Container Temp : 05  
 Ocean Carrier : MAEU  
 Voy/Oce No : 143501  
 Vessel Name : SEA LAND MERCURY  
 Available to Load Date : 07/20/2011  
 Date Due at Port : 07/29/2011  
 Scheduled Sail Date : 07/21/2011  
 POD Arrival Date : 08/17/2011  
 Contractual AOO : 10/11/2011  
 POE : ISMA  
 POB : JIN  
 Ultimate Commodity : U/0301F  
 Submarine : YES

Number of Containers : 2  
 Container TCN  
 1 : SC110133914850N/4U  
 2 : SC110133914850N/4U  
 CAGE : 7647

TEXAS BEST FOODS/WISE FOOD INC  
 3120 VALLEYVIEW DRIVE  
 COLUMBUS OH 43084 US

Internal Container Condition:  Clean  Dirty  Other  
 External Container Condition:  Good  Bad  Damaged  Other

Is there an odor in the container?  Yes  No  
 Is the Trailer door closed properly?  Yes  No  
 Container Acceptable?  Yes  No

Any Comments on the condition?  
 CGR store supervisor's Name/Signature: *David M... / [Signature]*  
 Driver's Name/Signature: *[Signature]*

1	Dim	7.211	2	TH	20.630
2	Booking	07277629			
3	Container Size	40HQ/DBCU			
4	Container Type	REFR			
5	Refrigerated Container Temp	20.0 C			
6	Set Reefer Temp on Arrival	20.0 C			
7	Container Opening Temperature	20.0 C			
8	Container Closing Temperature	20.0 C			
9	Temp To	REFRIGERATED			
10	Container	MERCURY			
11	Voy/Oce	143501			
12	Class	U/0301			
13	Weight	1400	14	Volume	92.60
14	Gross Weight	1400			
15	Trucking Co	EXT			
16	Time	11:00	17	Time	11:00
18	TMD	219			
19	TMD	219			
20	TMD	219			
21	TMD	219			
22	TMD	219			
23	TMD	219			
24	TMD	219			
25	TMD	219			
26	TMD	219			
27	TMD	219			
28	TMD	219			

INVOICE/PACKING LIST

SHIP TO: Supreme Subsistence Prime Vendor  
 Supreme Foodservice Group  
 Supreme Regional Distribution Center (SRDC)  
 1 Km North Camp Bastion Village  
 Moorook, Alghorah  
 WA  
 Business Logistics (LAFIN) SA  
 60/100 St 16 Number, Stirling region,  
 LAFIN SA 5175

DODMAC: UY878

Quantity: 14 Units From  
 Temp Ranges: 1 (Refrigerated)  
 RDC: 122  
 Container TCN: SC110133914850N/4U  
 BOO/SHIP TO: 761504  
 PCPN: 761504  
 Vessel - Seawen Food

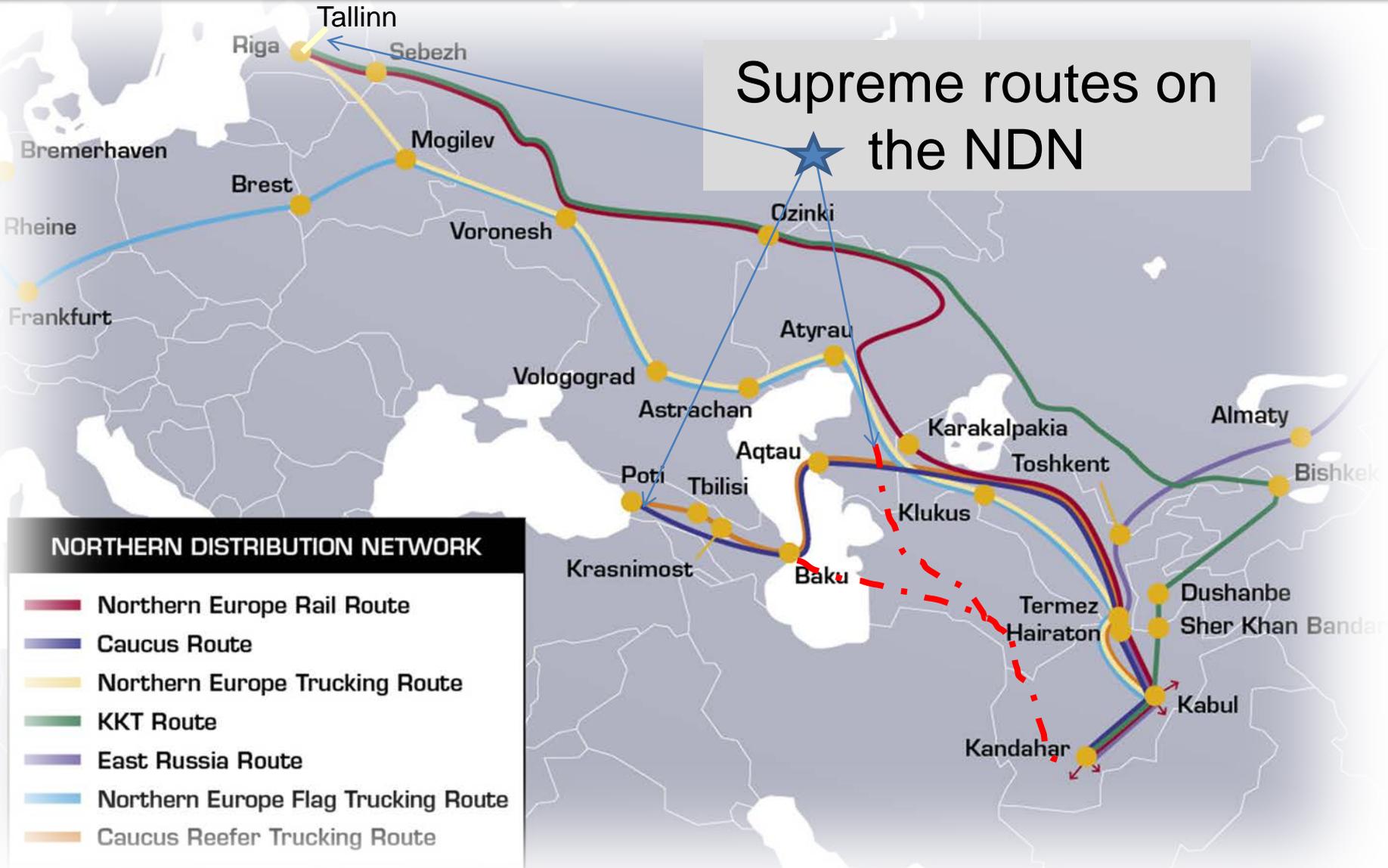
Date: 07 Jul 11  
 Container #: M001040700  
 Gross Weight (KG): 14,000.00  
 P.O. #: 002018-1  
 Seal No.: 0001-0001  
 Invoice #: 110814  
 Shipping Ref #: 2004  
 SEAC: 000000  
 POB: 000  
 POD: 011  
 SMC: 5100

ITEM #	SEI	HS CODE	Description	Unit	Quantity	Amount
0000000000	0000000000	1400	MEAL KIT-40, GEN, GENERAL TROL BML, 17L, 16 SERVING(S), 1/2 CT 15	CT	140	\$ 2,142.00
0000000000	0000000000	1400	MEAL KIT-40, GEN, SUBSTITUTION BML, 17L, 16 SERVING(S), 1/2 CT 15	CT	140	\$ 1,614.00
0000000000	0000000000	0710	MEAL KIT-40, DELI, BML, 17L, 16 SERVING(S), 1/2 CT 15	CT	140	\$ 9,762.00

Cube Feet: 900.40  
 Total Number of Units: 720  
 Total Amount: \$ 12,518.00



# Supreme routes on the NDN





# Major Challenges at Riga

- Incomplete or missing original documents not delivered to Riga team prior arrival of vessel, resulting in
  - Frustrated cargo
  - Demurrage charges on containers at port
  - Extended lead time by weeks
  - Late supplies arriving to Afghanistan
  - Expired product
- Cargo not properly wrapped, palletized or packed for shipment over 5,200 KM on the NDN route, resulting in damaged, destroyed or compromised product



# Solution to Overcome Challenges at Riga

Challenges can be overcome easily and assist Riga team on timely movement, if suppliers ensure and comply as below

- Provide proper complete documents as outlined in the supplier manual
- Relevant Veterinary Certificates are issued correctly with indicated details from authorities involved (USDA / USDC / USDHHS)
- Relevant Health Certificate and Certificate of Origin are issued from relevant authorities
- Correct certificates are issued as outlined in the supplier manual for Vet and Non-Vet products
- Courier original documents to Riga team prior arrival of vessel
- Proper wrapping of cargo to sustain movement approx 5200 km road journey via NDN route
- Proper palletizing of cargo (i.e., keeping into view the road journey and terrain involved prior to reaching theaters)
- Ensuring that weights (in Kg) are matching/same on all documents provided
- Ensuring details loaded in the containers match to the invoice/packing list provided
- Ensuring seal numbers are correct and documents are corrected/rectified if the seal has undergone any change prior arrival to port
- Correct conversions are done from lbs to kg
- “US Military or For US Forces” should not be mentioned on any documents



# SPV Supreme Contact Details

- All documents should be sent to Riga Team by utilizing UPS only to the following address:
  - Nata Loznikova
  - Supreme Logistics (Latvija) SIA
  - Getlinu str. 18, Rumbula, Stopinu Region
  - Latvia, LV-2121
- Scanned copies should be forwarded to the following:
  - [spv-supplychainkابل@supreme-group.net](mailto:spv-supplychainkابل@supreme-group.net)
  - [spv-supplychain@supreme-group.net](mailto:spv-supplychain@supreme-group.net)
  - [nata.loznikova@supreme-group.net](mailto:nata.loznikova@supreme-group.net)
  - [deniss.zhurko@supreme-group.net](mailto:deniss.zhurko@supreme-group.net)
  - [maksim.zabavnikov@supreme-group.net](mailto:maksim.zabavnikov@supreme-group.net)
  - [darja.zhurko@supreme-group.net](mailto:darja.zhurko@supreme-group.net)
- Please contact below concerned for any further clarification to Supplier Manual or NDN-Guidelines

Name	Email	Tel. No
Syed Nasir Ahmed Supply Chain Support Manager	<a href="mailto:nasir.ahmed@supreme-group.net">nasir.ahmed@supreme-group.net</a>	+971 56 6820183
Cesar dela Paz Supply Chain Manager - SPV	<a href="mailto:cesar.delapaz@supreme-group.net">cesar.delapaz@supreme-group.net</a>	+971 56 6818380



# NDN – Documents Required

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Please ensure below relevant documents are sent to Riga, Latvia for shipments moving via NDN route

- Health Certificate
- Veterinary Transit Certificate
- Certificate of Origin
- Export Health Certificate / Certificate of Export
- Certificate of Origin, Health & Human Consumption
- Invoice
- Packing List
- Pallet Manifest



# NDN – Veterinary Product Documents

## Veterinary Documentation set

- for fresh meat
- for meat or poultry products
- for meat or poultry preparations
- for egg products and fresh poultry

Type of the certificate	Issued by	Certified by
Health Certificate	USDA	USDA
Veterinary Transit Certificate	USDA	USDA
Certificate of Origin (COO)	Supplier	Notary or Chamber of Industry & Commerce



# NDN – Veterinary Product Documents

Veterinary Documentation set for fish / sea products

Type of the certificate	Issued by	Certified by
<b>Export Health Certificate/ Certificate of Export</b>	USDC / USDHHS	USDC / USDHHS
<b>Certificate of Origin, Health &amp; Human Consumption</b>	Supplier	Notary



# NDN – Veterinary Product Documents

## Veterinary Documentation set for honey

Type of the certificate	Issued by	Certified by
Health Certificate	USDHHS	USDHHS
Certificate of Origin, Health & Human Consumption	Supplier	Notary



# NDN – Veterinary Product Documents

Veterinary Documentation set for milk products

Type of the certificate	Issued by	Certified by
<b>Animal Health Certificate</b>	USDA	USDA
<b>Certificate of Origin (COO)</b>	Supplier	Notary or Chamber of Industry &Commerce



# Important details whilst filling Veterinary Certificate



United States Food Safety and Inspection Service  
Department of Agriculture  
Washington, D.C. 20250  
Veterinary Certificate for Fresh Meat for Transit and/or Storage in the European Union

**COUNTRY: United States** **Veterinary certificate to EU**

1.1. Consignor Name Address Tel N°		1.2. Certificate reference number 1.2.a	
1.5. Consignee Name Address Postal code Tel N°		1.3. Central Competent Authority	
1.7. Country of origin ISO code 1.8. Region of origin Code		1.4. Local Competent Authority	
1.11. Place of origin Name Address Approval number		1.6. Person responsible for the load in EU Name Address Postal code Tel N°	
1.13. Place of loading		1.9. Country of destination ISO code 1.10. Region of destination Code	
1.15. Means of transport Aeroplane <input type="checkbox"/> Ship <input type="checkbox"/> Road vehicle <input type="checkbox"/> Railway wagon <input type="checkbox"/> Other <input type="checkbox"/>		1.12. Place of destination Customs warehouse <input checked="" type="checkbox"/> Ship supplier <input type="checkbox"/>	
1.18. Description of commodity		1.14. Date of departure	
1.21. Temperature of product Ambient <input type="checkbox"/> Chilled <input type="checkbox"/> Frozen <input type="checkbox"/>		1.16. Entry BIP in EU	
1.23. Identification of container/label number		1.17. No.(s) of CITES	
1.25. Commodities certified for: Human consumption <input type="checkbox"/>		1.19. Commodity code (HS code)	
1.26. For transit through 3rd country		1.20. Quantity	
1.28. Identification of the commodities Species (Scientific name) Nature of commodity Treatment type Approval number of establishments Abattoir Cutting plant Manufacturing plant		1.22. Number of packages	
Number of packages		1.24. Type of packaging	
Net weight			

As per requirements of completion of dox

Supreme Logistics (Latvija) SIA  
Getlinu str.18, Rumbula, LV-2121,  
Latvia Phone +37167267757

Same as 1.6

Am42456

Riga Latvia (for Maersk)

Muuga EE (for APL)

H.S. CODE as per Product

Net/gross in kg!!!

Afganistan

AF

Ink signature in color other than black!

(Signature of Official Veterinarian)



# Link to European Union (EU) Documents

- **European Union (EU) Health Certificates**
  - <http://www.ams.usda.gov/AMSV1.0/DYGradingEuropeanUnionHealthCertification>
- **Instructions for Completion of Health Certificate Worksheet for Export Certificate to the European Union**
  - <http://www.ams.usda.gov/AMSV1.0/getfile?dDocName=STELPRDC5090080>
- **Kindly revert to Supplier Manual or SPV Supreme Supply Chain Team for further clarification**



# NDN – Non-Veterinary Product Documents

Documentation Required for Entry to EU of NON-VETERINARY products			
Original / copy	Name of the document	Issues/certifies the document	Comments
<b>original</b>	Health Certificate	<b>Supplier</b>	
<b>original</b>	Invoice	<b>Supplier</b>	
<b>original</b>	Packing list	<b>Supplier</b>	
<b>original</b>	Certificate of Origin	- <b>US Chamber of Commerce &amp; Industry</b> - <b>or Notary</b>	

Certificate of Origin (COO) should have reference to a **container #, Invoice #, Seal #, and** should state **weight (net/gross in kg!)** of the goods.

The weights stated in Certificate of Origin (COO) should be the same as in all other shipping documents for the particular lot.

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