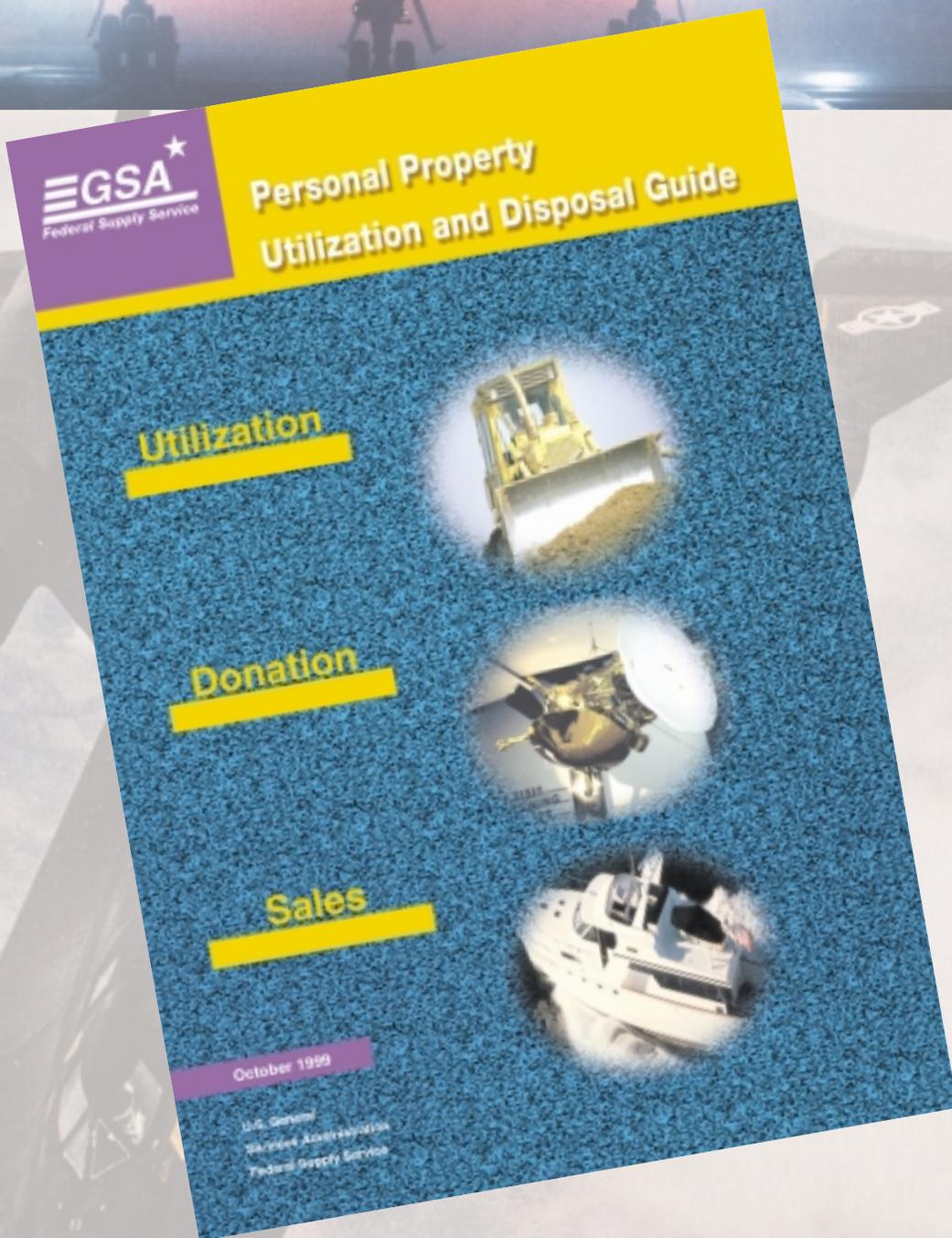


Transportation and Property Management



GSA TRANSPORTATION BUSINESS PRACTICES KEEPS PACE WITH INDUSTRY

By Eleni Martin, GSA

To keep pace with industry and to use better business practices to manage transportation, the U.S. General Services Administration has revised government-wide transportation management regulations. The new regulations include the new mandate for agency pre-payment audit programs and broad policy to assist Federal agencies in developing transportation programs best suited to their needs.

“With the government spending around \$12 to \$18 billion to move supplies, furniture, and household goods,” said Ted Bembenek, Acting Director, Transportation Management Policy Division, Office of Government-wide Policy, “we saw a need to revitalize the regulations to make more sense in today’s electronic world. GSA is changing 93 years of culture and custom.” Regulation changes will:

- Implement Public Law 105-264 that mandates agency pre-payment audit programs.
- Retire the nine-page paper Government Bills of Lading (GBLs) for domestic freight and household goods, effective September 30, 2001. (International shipments will continue to require a GBL form.)
- Promote the use of electronic transportation documents.
- Expand the use of charge cards as an option or additional way to pay for transportation services.



The use of electronic GBLs make it easier for Federal agencies to conduct prepayment audits on transportation documents. When conducting prepayment audits, agencies will have three choices. They can create their own internal plan, hire a contractor, or use an FSS audit division contractor. Some transportation modes and forms of payment will not lend themselves to a pre-payment audit. In those cases, agencies can apply for waivers to allow for continuing use of post-payments audits.

“To meet tomorrow’s challenges, we must foster a strong partnership with other government agencies and industry,” said Bembenek. “The Government-wide Transportation Policy Council (GTPC) will serve as the forum to explore commercial business practices and systems beneficial to government agencies and leverage our business needs for the best value, cost and service.” The GTPC is composed of representatives from each Federal agency with an interest in transportation.

FMR102-117, the rewrite of the transportation management regulations, will be published in the Federal Register by the end of the month. FMR 102-118, the rewrite of the transportation audit regulations, was published in the Federal Register on February 22. The regulations will also be posted on the GSA website

NEW AUDIT REGULATIONS PUBLISHED

The new Transportation Audit Regulations were published in the Federal Register Vol. 65, No. 81 on April 26. They are 41 CFR Parts 101-41 and 102-118, Transportation Payment and Audit, effective April 20, 2000. They can be found at www.policyworks.gov/transportation

Also, look for the new Audit Handbooks on Transportation and Travel, soon to be available on GSA’s website at www.fss.gsa.gov/trans.trav

MOVING ABROAD? THINGS GETTING HECTIC? UP TO YOUR NECK IN LAST MINUTE DETAILS?

Below is a list of paperwork that you may want to consider keeping with you for easy access instead of packing along with your household goods:

1. Passports and Visas for *each* member of the family (without separate passports, family members cannot travel separately, even in cases of family crisis).
2. Birth Certificates
3. Citizenship Certifications
4. Medical/Dental Records
5. Marriage Certificates
6. Divorce and Child-Custody Papers or Adoption Papers
7. Wills
8. Driver's Licenses (inquire with local motor vehicle bureau as to the requirements to keep licenses up-to-date while you are abroad).
9. Insurance Claim Records (these could assist you in applying for insurance coverage at your new residence and save you some money).
10. Income Tax Records (in case you are requested to produce or refer to previous tax records).



You may want to make a list and/or copies of important family documents to leave with your lawyer or family member. You may also want to include the names of institutions that are holding funds or particular information on your behalf. Check with your carrier handling the shipment and they will be able to provide you with what documents you will need for your specific location.

C O N T A C T

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TRACKER, TRACKER, WHO'S GOT TRACKER?

GSA has been distributing a software program known as TRACKER to our Federal agency customers. This software was designed to capture household goods shipment data from Federal agencies on shipments that have actually moved. Submitted files of TRACKER data to GSA result in the comparison of an agency's household goods shipments to quarterly shipment reports submitted to GSA from the carrier industry identifying those shipments it actually moved. Using these two pieces of actual shipment information, we are able to trace carrier activity in a more accurate manner to ensure that the carrier is submitting all shipment data in accordance with the Centralized Household Goods Traffic Management Program (CHAMP) reporting requirements under the Tender of Service. This comparison of agency and carrier shipment information also allows us to ensure that the Industrial Funding Fee (IFF) is being submitted accurately in accordance with CHAMP requirements.

We realize that many agencies are downsizing or not replacing employees as they move on. However, we would appreciate your assistance in this endeavor.

The TRACKER software can be found on the ITMS CD or on our website at: www.kc.gsa.gov/fsstt. We will accept TRACKER data from Federal agencies, both in hard copy and electronic format.

For any issues involving the TRACKER software, please contact the Property and Traffic Management Division, Kansas City, Missouri.

C O N T A C T

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