



U.S. Department of
Transportation

Office of the Secretary
of Transportation

ORDER

DOT 4000.2C

8-25-83

Subject: USE OF COMMERCIAL FORMS AND PROCEDURES IN LIEU OF GOVERNMENT
BILLS OF LADING

1. PURPOSE. This Order prescribes the use of commercial forms and procedures, in lieu of Government Bills of Lading (GBL), for small domestic and international shipments on which transportation charges will not normally exceed \$100.00.
2. CANCELLATION. DOT 4000.2B, USE OF COMMERCIAL FORMS AND PROCEDURES IN LIEU OF GOVERNMENT BILLS OF LADING, of 12-22-76, including Attachment 1
3. BACKGROUND. Federal Property Management Regulations (FPMR) 101-41 provides discretionary authority for the use of commercial forms and procedures in lieu of GBL's provided:
 - a. An administrative determination is made that use of commercial forms and procedures is more efficient and economical than use of GBL's.
 - b. Transportation charges do not generally exceed \$100.00 per shipment.
 - c. A letter of agreement is executed by each participating carrier (or agent) signifying acceptance of the arrangements.
 - d. Shipping activities and carriers agree on billing arrangements.
 - e. Commercial forms and procedures are not used for household goods van shipments.
 - f. Restrictions on the use of Foreign - Flag carriers as set forth in FPMR 101-41.302-4(b) are adhered to by shipping activities.
 - g. All charges for transportation services furnished under commercial documentation are paid to the origin carrier or forwarder and are not waived to any other carrier or forwarder.
4. ACTION. It has been determined that the use of commercial forms and procedures will be more efficient and economical than use of GBL's and related procedures. Therefore, all shipping activities of the Department will use commercial forms and procedures for materiel shipments on which charges do not generally exceed \$100.00, subject to the conditions and restrictions cited in 3.c.-g. above.

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5. GENERAL. Carriers covered by agreements entered into by the General Services Administration (GSA) on behalf of all Federal civil agencies, and which fulfill the requirements of paragraph 3.c. above, are listed in FPMR Bulletins of Subchapter G - Transportation and Motor Vehicle. Any additional agreements entered into by DOT activities should be patterned after the GSA agreements, and in any event must contain the following provision:

"The shipments covered by this agreement are subject to the terms and conditions (except as to billing carrier and prepayment) set forth in Standard Form 1103, U.S. Government Bill of Lading, and any other applicable contract or agreement of the carrier for the transportation of shipments for the United States on U.S. Government bills of lading."

Any such agreements also shall include, where applicable, the carrier's concurrence in the use of cash for payment of transportation charges for covered shipments.

FOR THE SECRETARY OF TRANSPORTATION:



Robert L. Fairman
Assistant Secretary
for Administration