


TRANSPORTATION AND TRAFFIC MANAGEMENT

1. **REASON FOR ISSUE.** To adhere to the revision of Departmentwide directives and regulations related to acquisition and materiel management policies and responsibilities formerly contained in VA Manual MP-2, Subchapter G, Part 108-40.
2. **SUMMARY OF CONTENTS.** This directive contains policy pertaining to freight transportation and traffic management.
3. **RESPONSIBLE OFFICE.** Office of the Deputy Assistant Secretary for Acquisition and Materiel Management (90).
4. **RELATED HANDBOOK.** VA Handbook 7240, Transportation and Traffic Management.
5. **RESCISSION.** VA Manual MP-2, Subchapter G, Part 108-40.

CERTIFIED BY:

BY DIRECTION OF THE SECRETARY
OF VETERANS AFFAIRS:



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TRANSPORTATION AND TRAFFIC MANAGEMENT

1. PURPOSE. This directive provides Departmentwide policy for freight and household goods transportation and traffic management. It implements and supplements provisions of the Federal Property Management Regulations (FPMR), Part 101-40.

2. POLICY. Federal agencies are required to conduct transportation and traffic management activities in a manner most advantageous to the Government in terms of service, economy, and efficiency.

a. VA facilities and activities will obtain traffic management assistance from the VA Transportation and Logistics Center (VATLC) located in the Office of Acquisition and Materiel Management (OA&MM) (90M) or from the General Services Administration (GSA) zone office servicing their facility or activity.

b. Shipments will be coordinated to take advantage of consolidations, stopoffs, truckload and carload rates, and rates under the Revised Interstate Commerce Act (49 U.S.C. 10721).

c. All shipments from VA field facilities (with the exception of the National Cemetery System's (NCS) Centralized Contracting Division) made by methods other than the U.S. Postal Service will be processed through the facility Acquisition and Materiel Management Service (A&MMS). VA Form 222, Request for Notice of Shipment, will be used to request shipping services from A&MMS. VA Form 90-134, Combination Requisition and Shipping Ticket, will be used to request freight transportation services from the A&MMS or the VATLC when use of a Government Bill of Lading (GBL) is anticipated.

d. The VATLC will be used by facilities to assist with making transportation arrangements, selecting carriers, providing cost efficient freight rates and services, and GBL preparation. GSA's Automated Rate Filing and Retrieval System (ARFARS) provides rating and routing assistance via computer access for a fee. GSA does not prepare GBLs for other agencies.

e. Shipments of Regional Research Equipment Program (RREP) materials will comply with VA Handbook 7343.307-59.

3. RESPONSIBILITY

a. The Chief, A&MMS; Director, Publications Service; Chief, NCS Centralized Contracting Division; Director, Hines Service and Distribution Center; Director, Central Office Building and Supply Service, and DAS/A&MM (90M) are responsible for their respective organizational shipping activities.

b. The DAS/A&MM (90M) will conduct periodic technical reviews of traffic management functions at the Forms and Publications Depot, NCS Centralized Contracting Division, Hines Service and Distribution Center, and VA medical centers.

c. Requests and recommendations related to carrier tariffs, rates, and carrier operating authority will be forwarded to the DAS/A&MM (90M) who will evaluate the submission and either approve and forward it to the General Services Administration as necessary or deny it and return it to the originator with a detailed explanation of the denial.

4. REFERENCES:

- a. Federal Property Management Regulations (FPMR), Part 101-40
- b. Code of Federal Regulations (CFR)
- c. Federal Acquisition Regulation (FAR) 47.102
- d. VA Acquisition Regulation (VAAR)
- e. VA Handbooks 7343, 7345, and 7128