



# MCAS Cherry Point

## Distribution Management Office

### Freight Shipment Control

5/30/2014

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# Mission Statement

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Freight Shipment Control's (FSC) mission is to provide prudent distribution management and top-quality logistic support to Marine Corps Air Station Cherry Point (MCASCHPT), II Marine Air Wing (MAW) and various tenant Commands aboard the installation. This entails the comprehensive validation and substantiation of all distribution procedures administered by logistic agencies.

# Goals



- The goals of the freight section are to provide responsive service and support to Marine Unit's and tenant Commands aboard and deployed from MCAS Cherry Point.
- We will strive to reduce shipment processing and customer wait time through the consistent pursuit of logistic excellence and mission accomplishment.
- These goals will be achieved through the education and coordination of it's customers and personnel.



# Shipping Procedures

- A Unit may request shipping support by submitting a DD form 1149, <http://www.dtic.mil/whs/directives/infomgt/forms/efoms/dd1149.pdf>.
- A unit may submit either document by one of the following methods:
  - Email: CHPT.DMO.FREIGHT <CHPT.DMO.FREIGHT@usmc.mil>
  - Fax: (252) 466-3570
  - Courier: Bldg. 298, room 1, front desk

**Note:** Instructions for completing the DD form 1149 is provided on the DMO website: <http://www.cherrypoint.marines.mil/Resources/DMO.aspx>



# Shipping Procedures (cont.)

- DMO requires up to 24 hours to examine a source document. **(Note: If there are any discrepancies with the DD form 1149 the document will be returned for correction)**
- Once the document has been thoroughly examined DMO will provide one of the following endorsements:
  - Email: Correspondence letter authorizing shipment attached to original DD form 1149
  - Fax: Original DD form 1149 with DMO : Correspondence letter authorizing
  - Courier: Original DD form 1149 with DMO : Correspondence letter authorizing



# Shipping Procedures (cont.)

- Once the unit receives confirmation to ship, it's the unit's responsibility to transport all cargo with approval documentation to the Defense Logistics Agency's shipping section.



# Logistics Support Procedures

- A Unit may request shipping support by submitting a DMO Work Order Request, <http://www.cherrypoint.marines.mil/Resources/DMO.aspx>
- A unit may submit the document by one of the following methods:
  - Email: [CHPT.DMO.FREIGHT <CHPT.DMO.FREIGHT@usmc.mil>](mailto:CHPT.DMO.FREIGHT@usmc.mil)
  - Fax: (252) 466-3570
  - Courier: Bldg. 298, room 1, front desk



# Logistics Support Procedures(cont.)

- DMO requires up to 24 hours to examine a source document. **(Note: If there are any discrepancies with the work order the document will be returned for correction)**
- Once the document has been thoroughly examined DMO will assign a work order number and submit to DLA for estimates.
- DLA provides DMO with estimated cost for work.
- DMO accepts estimated cost for work and notifies requesting unit.
- DMO coordinates with unit and DLA for requested services.



# Hours of Operation

## Website:

- <http://www.cherrypoint.marines.mil/Resources/DMO.aspx>

## Location:

- Building 298, room 1

## Hours of Operation:

- Monday – Friday: 0730 – 1630
- Saturday and Sunday: Closed
- Afterhours/Emergency Operations: (466) 288 – 2412



# Points of Contact

- **Distribution Management Chief** : MSgt Gibson • (252) 466-3997 • [jeffrey.l.gibson1@usmc.mil](mailto:jeffrey.l.gibson1@usmc.mil)
- **SNCOIC**: SSgt Kays • (252) 466-3633 • [alexander.kays@usmc.mil](mailto:alexander.kays@usmc.mil)
- **NCOIC**: Cpl Endres • (252) 466-4306 • [greycy.endres@usmc.mil](mailto:greycy.endres@usmc.mil)
- **Assistant NCOIC**: Cpl Eberhardt • (252) 466-4455 • [ashleigh.eberhardt@usmc.mil](mailto:ashleigh.eberhardt@usmc.mil)
- **Clerk**: LCpl Diaz • (252) 466-4044 • [jenifer.diaz@usmc.mil](mailto:jenifer.diaz@usmc.mil)
- **Clerk**: LCpl Nez • (252) 466-3883 • [joshua.nez1@usmc.mil](mailto:joshua.nez1@usmc.mil)
- **Clerk**: LCpl King • (252) 466-3968 • [cameron.r.king@usmc.mil](mailto:cameron.r.king@usmc.mil)



# Resources

- DD Form 1149:
  - <http://www.cherrypoint.marines.mil/Resources/DMO.aspx>
- DAASC:
  - <https://www.transactionservices.dla.mil/daasing/dodaac.asp?cu=d>
- DTR:
  - DoD 4500.9-R-Part II
- TAC MANUAL:
  - MCO 4610\_37D
- WORK ORDER:
  - <http://www.cherrypoint.marines.mil/Resources/DMO.aspx>
- DMO WEBSITE:
  - <http://www.cherrypoint.marines.mil/Resources/DMO.aspx>