USTRANSCOM Personal Property Advisory #26-0001

Date: 1 Oct 2025

From: USTRANSCOM Defense Personal Property Management Office (DPMO), Scott AFB, IL 62225

To: Military Service Headquarters Representatives, Worldwide Personal Property Shipping Offices (PPSOs), Personal Property Processing Offices (PPPOs), and Department of Defense (DoD)-Approved Transportation Service Providers (TSP) and Non-Temporary Storage (NTS) Transportation Service Providers (TSPs)

Subject: Storage-In-Transit (SIT) Warehouse Approvals

1. Effective 15 Oct 2025, USTRANSCOM Storage Branch (SB) will begin accepting applications for the approval of DoD SIT warehouses. The initial window for submissions will open on 15 October and commence through 5 November 2025. The second window will open on 14 January and commence through 4 February 2026.

2. To begin the DoD SIT warehouse approval process, provide a request on company letterhead stating your interest in becoming SIT approved. Please include the following in the letter:

a. Complete company name (including DBA, if applicable)
b. Physical warehouse address (including suite number, building number)
c. POC name, email address, and phone number

3. Once a request is received the SB will send out a checklist of required documents to be provided by your company for approval. It will be your designated company's representative(s) responsibility to submit documents in a timely manner. **Do not withhold documents for submission!** If your SIT Pre-Award is not completed by the deadline established by the SB it will be terminated, and you will be ineligible to re-submit for approval until the next submission window.

4. Once all required documents have been received/approved by the Alternate Program Manager (APM) or Program Manager (PM), a physical inspection by our office will be the final step in the approval process. The APM or PM may grant temporary SIT approval when the SB is unable to complete the required physical inspection prior to granting permanent approval. Temporary approval may be rescinded by the APM or PM for the following:

a. Once our initial inspection is conducted, you fail to correct all deficiencies noted within the time frame established by the SB and present proof of corrective actions.
b. If it is determined your facility cannot be approved due to conditions and/or operations that would endanger the military shipments in storage.
Note: If temporary SIT approval for your facility is rescinded, all military shipments in storage will be relocated to an approved facility at no expense to the Government.

5. Please send your SIT approval request or direct any inquiries regarding this advisory to transcom.scott.tcj9.mbx.pp-smo@mail.mil.

6. This message was approved for release by the Chief of Operations, Defense Personal Property Program, TCJ9-O.