

DIRECTORATE OF LOGISTIC (DOL)  
STANDARD OPERATING PROCEDURES (SOP)  
#007-10 - Container Utilization

**PURPOSE.** This SOP provides information pertaining to Army owned or leased, unit owned, deployable, non-deployable, and storage containers on Fort Sill, Oklahoma (FSOK).

**APPLICABILITY.** These policies and procedures apply to FSOK civilian employees (both Government and Contractor), military members of permanently assigned units, tenant units of Fort Sill, mobilizing and demobilizing units, and any other persons requesting container support on Fort Sill.

**RESPONSIBILITY.** Unit Movements Office (UMO) and the Freight Office will be the process owners and responsible for implementing the policies and procedures in this SOP and updating the SOP.

**PROCEDURES.**

1. Deployable Containers.

a. A container is considered deployable if it meets the following requirements:

(1) Must be in the Army Container Asset Management System (ACAMS) as an Army owned/leased asset.

(2) Must have an International Convention for Safe Containers (CSC) data plate.

(3) Must have registration number assigned by Army Intermodal and Distribution Platform Management Office (AIDPMO).

(4) Current Inspection date. If a container has been damaged, a certified inspector must perform an inspection as required by DOD Reg. 4500.9R, Part VI, Container Management, to maintain CSC certification.

b. Once a unit is issued deployable container(s) for deployment from FSOK, unit has 10 days from receipt of container(s) upon redeployment to empty the container(s) before DOL/UMO reclaims container(s).

c. Once deployable containers are found being used as storage, the Container Control Officer (CCO) will notify the appropriate Chain of Command and provide a 30-day window to empty the containers. Once the 30-day window has been reached, the Chain of Command will be notified prior to containers being reclaimed and placed in the DOL container yard. If a container is not empty at the time of pick up, it will still be transported to the DOL container yard. If locked, the locks will be cut (with an MP and Supply Officer present). Items will be inventoried and given back to the unit if a representative is present. If a representative is not present, serviceable items will be turned back into the supply system.

2. Non-deployable Containers.

a. Containers are not considered non-deployable until:

(1) Inspected by a certified inspector and determined to be non-deployable.

(2) Proper paperwork submitted to LOGSA explaining the container is no longer deployable but can still be used as storage.

b. Once all the proper steps have been taken and Army Intermodal and the Distribution Platform Management Office (AIDPMO) approves the container to be taken out of the inventory, the following steps must be performed before the container can be used as storage:

(1) All CSC data plates and numbers will be removed from the container.

(2) AIDPMO-assigned registration number must be removed or obliterated.

(3) The container must be stenciled with a control number provided by the CCO.

(4) The CCO will add the DOL storage number to the container storage list.

3. Requesting Container Usage. All container requests must go to the Transportation Officer or Traffic Manager for recommendation to approve or disapprove. Once a recommendation is determined, the request will be forwarded to the Director of Logistics for final approval or disapproval. If approved, the Director, Transportation Officer or Traffic Manager will forward the request to the necessary personnel for the execution of issuing the container. For deployments (contingency and/or training) a formal request for containers is not required.

4. Storage Containers. The use of temporary storage containers is not to exceed 90 days. If the requirement exceeds 90 days, you must resubmit a request along with justification for the extension. If a unit/organization needs permanent long term storage all options should be looked at before requesting containers (containers were not intended for this purpose). If containers are determined to be the only option, the unit will be advised to initiate a request to purchase with unit funds.

5. Container Movement.

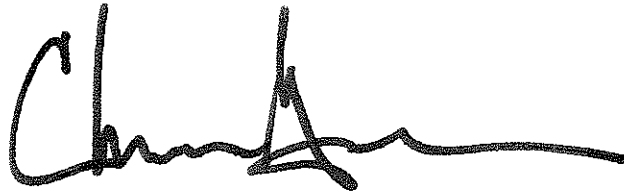
a. All container movement requests must be routed through the Installation Traffic Manager.

b. The following will be verified prior to the execution of the move.

(1) The container will be checked in ACAMS to verify ownership. If the container is Army owned, the POC will be notified that the steps in paragraph 3, above, must be taken.

(2) If the container is not registered in ACAMS, the unit will be given five days to provide proof of ownership. If unit personnel fail to provide the requested documents, the container will be placed back into the container deployable stock. If a container is put back in deployable stock and a container is still needed, follow the steps described above for temporary storage and long term storage.

6. Unit Owned Containers. Unit owned deployable containers must be managed in ACAMS by a unit appointed CCO.

A handwritten signature in black ink, appearing to read 'Chris Grigsby', with a long horizontal flourish extending to the right.

CHRISTOPHER C. GRIGSBY  
Director of Logistics

**REFERENCES.**

1. FORSCOM 55-1
2. DA Memorandum dated 23 Dec 2009
3. DOD Reg. 4500.9R, Part VI Container Management