

## § 101-41.000

## 41 CFR Ch. 101 (7-1-99 Edition)

- 101-41.4901-1169 Standard Form 1169, U.S. Government Transportation Request (Original).
- 101-41.4901-1169-A Standard Form 1169-A, U.S. Government Transportation Request (Memorandum Copy).
- 101-41.4901-1170 Standard Form 1170, Redemption of Unused Tickets.
- 101-41.4901-1170-1 Standard Form 1170-EDP (Electronic Data Processing), Redemption of Unused Tickets (computer-generated).
- 101-41.4901-1186 Standard Form 1186, Transmittal for Transportation Schedules and Related Basic Documents.
- 101-41.4901-1200 Standard Form 1200, Government Bill of Lading Correction Notice.
- 101-41.4901-1203 Standard Form 1203, U.S. Government Bill of Lading—Privately Owned Personal Property (Original).
- 101-41.4901-1203-A Standard Form 1203-A, U.S. Government Bill of Lading—Privately Owned Personal Property (Memorandum Copy).
- 101-41.4901-1203-B Standard Form 1203-B, U.S. Government Bill of Lading—Privately Owned Personal Property (Memorandum Copy—Consignee).
- 101-41.4901-1204 Standard Form 1204, U.S. Government Bill of Lading—Privately Owned Personal Property (Shipping Order).
- 101-41.4901-1205 Standard Form 1205, U.S. Government Freight Waybill—Privately Owned Personal Property (Original).
- 101-41.4902 GSA forms.
- 101-41.4902-7931 GSA Form 7931, Certificate of Settlement (Original)
- 101-41.4902-7931-1 GSA Form 7931, Certificate of Settlement (Claimant's Notice).
- 101-41.4902-7931-2 GSA Form 7931, Certificate of Settlement (Claimant's Notice in Advance of Payment).
- 101-41.4902-7932 GSA Form 7932, Settlement Certificate.
- 101-41.4902-7933 GSA Form 7933, Certificate of Settlement Transmittal.

AUTHORITY: 31 U.S.C. 3726, and 40 U.S.C. 486(c).

SOURCE: 42 FR 36672, July 15, 1977, unless otherwise noted.

### § 101-41.000 Scope of part.

This part sets forth policies and procedures governing the documentation and audit of payments for domestic and foreign freight and passenger transportation services furnished for the account of the United States; provides for uniformity in the procurement of and payment for such services; and furnishes information and guidance to agencies, to common and contract car-

riers and forwarders as defined in § 101-41.002, and to all others concerned. It continues those regulations and other information formerly in title 4 CFR Subchapter D—Transportation, as amended, pertinent to the transportation audit function for which relocation has been authorized by Pub. L. 93-604, 88 Stat. 1959, approved January 2, 1975.

### § 101-41.001 Applicability of part.

The provisions of this part are applicable to all agencies whose payments for transportation services are subject to audit as provided by section 322 of the Transportation Act of 1940, as amended (31 U.S.C. 3726).

(31 U.S.C. 952, 31 U.S.C. 3726; 40 U.S.C. 486(c))  
[46 FR 42661, Aug. 24, 1981, as amended at 48 FR 27725, June 17, 1983]

### § 101-41.002 Definitions.

(a) *Agency*, as used in this part 101-41, means any department, agency, or establishment of the United States Government whose payments for transportation services are subject to the transportation audit provisions of section 322 of the Transportation Act of 1940, as amended (31 U.S.C. 3726).

(b) *Carrier* means any carrier or forwarder, or duly authorized agent of either, subject to the provisions of section 322 of the Transportation Act of 1940, as amended (31 U.S.C. 3726), offering to provide transportation services for the account of the United States.

(c) *Electronic data interchange* (EDI) means the electronic exchange of transportation information by means of electronic transmission of the information in lieu of the creation of a paper document.

(d) *Signature*, in the case of an EDI transmission, means a discreet authenticating code intended to bind parties to the terms and conditions of a contract.

(31 U.S.C. 952, 31 U.S.C. 3726; 40 U.S.C. 486(c))  
[46 FR 42661, Aug. 24, 1981, as amended at 48 FR 27725, June 17, 1983; 54 FR 15941, Apr. 20, 1989]

### § 101-41.003 Exceptions to regulations.

Exceptions to the regulations in this part 101-41 shall be granted only by the Administrator of General Services or

his designee. Requests for exceptions shall be made in writing to the General Services Administration (BW), Washington, DC 20405. A copy of the authorizing statement for each deviation, including the nature of the deviation, the reasons for such special action, and the Administrator's approval, will be made available for public inspection in accordance with subpart 105-60.3 of this title.

(31 U.S.C. 952, 31 U.S.C. 3726; 40 U.S.C. 486(c))  
[46 FR 42661, Aug. 24, 1981, as amended at 48 FR 27726, June 17, 1983]

#### § 101-41.004 Agency implementation.

(a) Agencies shall issue new or revise existing regulations and procedures to conform to the provisions of this part 101-41 and shall forward two copies of such new or revised regulations and procedures to the General Services Administration (BWCP), Washington, DC 20405.

(b) Government corporations may adopt all or part of the provisions of this part 101-41 only if advance notice of the extent of adoption and of the effective date of adoption is sent to the address shown in paragraph (a) of this section.

(31 U.S.C. 952, 31 U.S.C. 3726; 40 U.S.C. 486(c))  
[42 FR 36672, July 15, 1977, as amended at 46 FR 42661, Aug. 24, 1981; 48 FR 27726, June 17, 1983]

#### § 101-41.005 Forms.

Certain GSA and Standard forms required by the procedures governing the documentation and audit of payments for transportation services furnished for the account of the United States are illustrated in subpart 101-41.49.

#### § 101-41.006 Electronic data interchange (EDI) records.

(a) For the purposes of EDI only, a paper or microform record need not be created to satisfy the requirements of this part if the record is initially prepared in a coordinated electronic exchange medium. Each record kept in such a coordinated medium shall be accompanied by a statement clearly indicating the type of data included in the record and certifying that the information contained in it has been accurately duplicated. This statement shall

be executed by the person duplicating the records. The records shall be indexed and retained in such a manner that they are easily accessible and the carrier or the agency shall have the facilities available to locate, identify, and reproduce the records in readable form without loss of clarity.

(b) The transmission of records between the agency, the carrier, and the General Services Administration may be in an electronic media.

[54 FR 15941, Apr. 20, 1989]

#### § 101-41.007 EDI policy.

When mutually agreeable to the procuring agency and the participating carrier, authorization is granted to use EDI for the procurement of transportation services, provided that there are sufficient procedures to safeguard the integrity of the billing and payment process. An authenticating signature will be used in each transaction as the equivalent of a signature to certify receipt, delivery of goods, and that the bill accurately reflects the services provided and that the carrier charged the lowest charges available for the service. Each carrier must also provide a sec. 10721 quotation or present a unilateral ordering agreement to GSA or other agency of the Government that is establishing an EDI program, binding the carrier to all the requirements of part 101-41 with the exception of the forms being used. EDI standards are prescribed in § 101-41.104.

[54 FR 15941, Apr. 19, 1989]

### Subpart 101-41.1—General

#### § 101-41.100 Scope of subpart.

This subpart provides guidance concerning the audit of transportation payments. The provisions shall be enforced and implemented by each head of an agency who has been delegated authority by the Administrator of General Services to perform, as his designee, the audit for which the General Services Administration has responsibility under 31 U.S.C. 3726, as amended, consistent with the delegation.

(31 U.S.C. 952, 31 U.S.C. 3726; 40 U.S.C. 486(c))  
[46 FR 42661, Aug. 24, 1981, as amended at 48 FR 27725, June 17, 1983]