

shipment and the certificate of delivery is given to the carrier upon tender of shipment for use as supporting documentation with the voucher covering the transportation charges involved.

(2) SF 1104 (shipping order) is retained by the carrier's agent at the shipping point.

(3) SF 1103-A (memorandum copy) for use by the shipper for fiscal or administrative purposes.

(4) SF 1105 (freight waybill (original)) accompanies the shipment or is otherwise sent to destination in compliance with origin carrier's instructions. It also serves as the substitute billing document when the original GBL is lost.

(5) SF 1106 (freight waybill (carrier's copy)) is for disposition by the carrier.

(6) SF 1103-A (memorandum copy), of which there are two or four copies, is for use by the shipper for fiscal and administrative purposes.

(7) SF 1103-B (memorandum copy- consignee) is sent to the consignee immediately after surrender of the original to the initial carrier.

(b) [Reserved]

(c) The U.S. Government Bill of Lading-Privately Owned Personal Property (POPPGBL) is a seven-part form available in either snap-out or computer pin-feed formats. The sets are carbon interleaved for simultaneous preparation. The POPPGBL is arranged in the following order:

(1) SF 1203 (original) is given to the carrier upon tender of the shipment for use as supporting documentation and is to be submitted with the voucher covering the transportation charges involved.

(2) SF 1204 (shipping order) is retained by the carrier's agent at the shipping point.

(3) SF 1203-A (memorandum copy), one of three copies, for use by the shipper for fiscal or administrative purposes. The remaining two memorandum copies are behind the SF 1203-B.

(4) SF 1205 (freight waybill (original)) is given to the origin carrier and is either carried to destination or is otherwise sent to destination in compliance with origin carrier's instructions. It also serves as the substitute billing

document when the original POPPGBL is lost or destroyed.

(5) SF 1203-B (memorandum copy- consignee) is given to the consignee (property owner) at time of pickup of the shipment.

(6) SF 1203-A (memorandum copy) same as (3).

(7) SF 1203-A (memorandum copy) same as (3).

(d) The GBL continuation sheets (SF 1109 through 1112) are also available in seven- or nine-part sets and are arranged in order corresponding to the GBL sets. The continuation sheets are for use with the regular GBL and the personal property GBL.

[50 FR 30707, July 29, 1985, as amended at 52 FR 21682, June 9, 1987]

**§101-41.302-3 Terms and conditions governing acceptance and use of GBL's.**

(a) In no case shall prepayment of charges be demanded by the carrier nor collection be made from the consignee. The GBL, properly certified and attached to an SF 1113, Public Voucher for Transportation Charges, shall be presented to the paying office indicated in the "Bill Charges To" section on the face of the GBL for payment to:

(1) The last carrier or forwarder in privity with the contract of carriage as evidenced by the covering GBL;

(2) A participating carrier or forwarder in privity with the contract of carriage as evidenced by the covering GBL when the bill is submitted with a waiver accomplished by the last carrier (as described in paragraph (a)(1) of this section) in favor of the billing carrier;

(3) A carrier (as described in paragraph (a)(1) of this section) or its properly designated warehouse agent billing in the name of the carrier as authorized in §101-41.309-2 dealing with certification of shipments in storage; or

(4) An agent of the carrier or forwarder (as described in paragraph (a)(1) or (2) of this section): *Provided*, The bill is submitted in the name of the principal. The agent's mailing address may be shown on those bills, and the checks, drawn in the name of the principal, may be mailed to the agent.

(b) The GBL is subject to the same rules and conditions as govern shipments made on the usual commercial forms unless otherwise specifically provided or stated herein.

(c) The shipment made on the GBL shall take a rate no higher than that chargeable had the shipment been made on the uniform straight bill of lading, uniform express receipt, or any other form provided for commercial shipments.

(d) No charge shall be made by any carrier for the execution and presentation of a GBL in manner and form as provided in this subpart 101-41.3.

(e) The shipment is made at the restricted or limited valuation specified in the tariff or classification or established under section 10721 of the Revised Interstate Commerce Act (49 U.S.C. 10721), formerly section 22 of the Interstate Commerce Act, or to another equivalent contract, arrangement, or exemption from regulation at or under which the lowest rate is available, unless otherwise indicated on the face of the GBL.

(f) Receipt for the shipment is subject to the consignee's annotation of loss, damage, or shrinkage on the delivering carrier's documents and the consignee's copy of the same documents. When loss or damage is not discovered until after delivery of shipment and receipt therefor, the consignee shall promptly notify, preferably by telephone, the nearest office of the last delivering carrier and extend to the carrier the privilege of examining the shipment.

(g) In case of loss, damage, or shrinkage in transit, the rules and conditions governing commercial shipments, as they relate to the period within which notice thereof shall be given the carrier or to the period within which claim therefor shall be made or suit instituted, shall not apply. Deletion of this item will be considered valid only with the written concurrence of the Government official responsible for making the shipment.

(h) Carrier's rights to shipping charges are not affected by facts set out in the issuing office section of the GBL.

(i) The nondiscrimination clauses contained in section 202 of Executive

Order 11246, as amended by Executive Order 11375, relative to equal employment opportunity for all persons without regard to race, color, religion, sex, or national origin, and the implementing rules and regulations prescribed by the Secretary of Labor are incorporated by reference in the GBL.

[42 FR 36672, July 15, 1977, as amended at 46 FR 42664, Aug. 24, 1981]

**§ 101-41.302-4 General instructions for the preparation of GBL's and common problem areas.**

(a) *Availability of guide.* Instructions for the preparation of GBL's and related forms are furnished in the GSA guide "How to Prepare and Process U.S. Government Bills of Lading" (national stock number 7610-00-682-6740). Agencies may obtain copies of the guide by submitting a requisition in FEDSTRIP/MILSTRIP format to the GSA regional office providing support to the requesting activity.

(b) *Use of U.S.-flag carriers.* The use of U.S.-flag vessels by officers and employees of the United States for the transportation of their personal effects and the use of U.S.-flag certificated air carriers for any Government-financed movement of freight by air is required by statute (46 U.S.C. 1241 and 49 U.S.C. 1517) when such vessels and air carriers are available. Compliance with these statutes is required whether the United States pays the transportation charges to the carrier direct or through reimbursement of an individual or other entity. Uniform standards and procedures prescribed by the Comptroller General of the United States for guidance of all departments, agencies, officers, and employees of the United States; carriers; and others concerned, in conforming to these statutes are found in 4 CFR 52.2 and in various Comptroller General decisions.

(c) *Common problem areas.* (1) The "For Use of Billing Carrier Only" section is reserved for recording certain data by the accounting officer of the billing carrier and must not be covered by marks or writing by others handling the GBL. This boxed section on the memorandum copies of the GBL form is available to the issuing officer for showing estimated transportation