

**§ 101-41.305 Procedures governing shipments accorded transit privileges.**

**§ 101-41.305-1 General instructions for preparing GBL's involving transit.**

*Availability of guide.* Instructions necessary to provide carriers with inbound transit information 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. Transit information previously entered on obsolete Forms SF 1131 through SF 1134 (transit GBL) must now be entered on the regular GBL.

[49 FR 14106, Apr. 10, 1984]

**§ 101-41.305-2 Transit records; processing and distribution.**

(a) *Section 10721 quotation and tariff requirements.* Transit shipments shall be handled in accordance with the provisions of the applicable quotations issued under section 10721 of the Revised Interstate Commerce Act (49 U.S.C. 10721), formerly section 22 of the Interstate Commerce Act, or the provisions of the carriers' tariffs providing the transit privileges.

(b) *Application of transit tonnage.* Inbound transit information shall be provided in the "Description of Articles" block of the GBL or, lacking space, on a U.S. Government Bill of Lading continuation sheet which is to be attached to the GBL.

(c) *Furnishing transit certificates.* Transit certificates (record of transit tonnage and application) need not be prepared and furnished to GSA (BWAA/C) when the paying office normally verifies or enters the inbound billing information in the "Description of Articles" block of the GBL. If the paying office does not verify or provide inbound billing information, the certificates shall be furnished to General Services Administration (BWAA/C), Washington, DC 20405, as follows:

(1) One copy promptly after recording the inbound tonnage information, and

(2) One copy promptly after recording the information on reshipment, partial reshipment, or cancellation.

(31 U.S.C. 952, 31 U.S.C. 3726 and 40 U.S.C. 486(c))

[42 FR 36672, July 15, 1977, as amended at 46 FR 42664, Aug. 24, 1981; 48 FR 27726, June 17, 1983; 49 FR 14106, Apr. 10, 1984]

**§ 101-41.305-3 GBL's covering free or surrendered transit.**

A GBL covering free or surrendered transit is issued for use with an outbound shipment from the transit installation where the line-haul charge to the transit installation equals or exceeds the through transportation charge plus the transit charge. After completing the "Certificate of Carrier Billing" section of the GBL covering free transit, the billing carrier shall attach the GBL to an SF 1113 bearing the carrier's bill number and submit both forms to the paying office of the agency concerned with a check for any amount due the United States.

[50 FR 30708, July 29, 1985]

**§ 101-41.305-4 Billing for transit shipment.**

A separate SF 1113 with the word "TRANSIT" typed immediately beneath the caption "ALPHA PREFIX AND SERIAL NO. OF SUBVOUCHER" shall be prepared for each GBL covering a transit shipment.

[49 FR 14106, Apr. 10, 1984]

**§ 101-41.305-5 Paying office action on transit billings.**

The paying office shall verify and, if necessary, correct the transit information shown on the GBL. When the required transit information is not shown, the paying office shall enter the following information in the "Description of Articles" block of the GBL, or on a GBL continuation sheet, under a heading "TRANSIT RESHIPPING CERTIFICATE—INBOUND BILLING REFERENCES": the disbursing office (D.O.) voucher number, bureau voucher number, if any, the date of payment, and the D.O. symbol number of the inbound billing, before forwarding the SF 1113 and a notice of any refunds to GSA

BWAA/C. Vouchers with the accompanying GBL covering free or surrendered transit shall be transmitted to GSA (BWAA/C) separate from other types of transportation vouchers.

[49 FR 14106, Apr. 10, 1984]

**§ 101-41.306 Disposition of GBL forms upon delivery of property to carrier for shipment.**

(a) The shipper (issuing officer or contractor) shall surrender the original GBL, shipping order, freight waybill (original), freight waybill (carrier's copy), and comparable copies from continuation sheets, if any, to the initial carrier's agent at the time the shipment is tendered. The carrier's agent shall acknowledge receipt of the shipment and of the original GBL and copies by inserting in the designated spaces on the lower left side of the original GBL and on all copies of the GBL the pickup date and his signature. The initials of the agent's representative shall be entered under the "Per" heading if appropriate.

(b) The issuing office shall retain a certified memorandum copy; i.e., the issuing office copy (SF 1103-A and SF 1109-A, if any), and sent the consignee copy (SF 1103-B and SF 1109-B, if any) to the consignee. A contractor acting as shipper shall retain one certified memorandum copy, forward one copy to the issuing office, and send the consignee copy to the consignee.

(c) On local or single-line movements, the carrier shall retain the original GBL for use as support for billing of charges after properly executing the "Certificate of Carrier Billing." On interline or intermodal movements, except those falling under the procedures in § 101-41.312, the origin and the interline carriers shall transmit the original GBL to the last line-haul carrier authorized to bill the charges for execution of the "Certificate of Carrier Billing" on the basis of the delivery documents and for billing of the charges. Carriers must not delay movement or delivery of Government shipments because they have not received the original GBL from the origin or interline carriers.

[42 FR 36672, July 15, 1977, as amended at 49 FR 14106, Apr. 10, 1984; 50 FR 30708, July 29, 1985]

**§ 101-41.307 Lost GBL's.**

**§ 101-41.307-1 Substitute document.**

When the original GBL (SF 1103) or original personal property GBL (SF 1203) is lost or destroyed, the billing carrier must use the freight waybill (original) (SF 1105 or SF 1205), properly certified by the carrier, as a substitute document for billing charges. Execution of the "Certificate of Carrier Billing" on the substitute document is not required for charges billed under the exception procedures in § 101-41.312.

[50 FR 30708, July 29, 1985]

**§ 101-41.307-2 Certification of substitute document.**

The billing carrier shall enter on the reverse side of the substitute document a properly executed certificate of delivery showing all information required in the "Certificate of Carrier Billing" section on the face of SF 1103 or SF 1203.

[50 FR 30708, July 29, 1985]

**§ 101-41.307-3 Payment of substitute documents.**

SF 1105 and SF 1205 documents certified in accordance with procedures in § 101-41.307-2 may be construed as doubtful claims and payment delayed (as set forth in § 101-41.604-2(b)(6)) until certifying officers verify that transportation bills associated with these forms have not previously been paid.

[52 FR 21683, June 9, 1987]

**§ 101-41.307-4 Lost original GBL's recovered before settlement.**

When a lost original GBL is recovered by either the Government or the carrier before settlement is effected on the basis of the substitute freight waybill, the original GBL shall be used for payment of the transportation charges. The substitute freight waybill shall be marked "CANCELLED—ORIGINAL BILL OF LADING LOCATED" and returned to the issuing office for correction of its GBL accountability records and for notification to the payment office concerned that payment shall be made on the original GBL.