

TRANSPORTATION SERVICE PROVIDER (TSP) NOTICE OF			1. DATE (DDMMYYYY)
<input type="checkbox"/> WARNING	<input type="checkbox"/> SUSPENSION	<input type="checkbox"/> REINSTATEMENT	<input type="checkbox"/> CANCELLATION
2. FROM		3. TO	
SECTION I - SHIPMENT DATA			
4. CUSTOMER'S NAME		5. BILL OF LADING (BL)	
SECTION II - TSP ACTION			
6.			
<input type="checkbox"/> 6a. DUE TO THE VIOLATIONS CITED BELOW, YOU ARE HEREBY WARNED THAT A REPETITION OF THE TYPE OF SERVICE PROVIDED IN SECTION I ABOVE WILL SERVE AS A BASIS FOR YOUR SUSPENSION.			
<input type="checkbox"/> 6b. DUE TO THE VIOLATIONS CITED BELOW, YOU ARE HEREBY SUSPENDED AT THIS ACTIVITY UNTIL PROOF OF CORRECTIVE ACTION IS PROVIDED AND ACCEPTED BY THIS OFFICE.			
<input type="checkbox"/> 6c. YOU WILL BE REINSTATED TO THE LIST OF TSPs ELIGIBLE TO SERVE THIS ACTIVITY ON THE DATE SHOWN BELOW.			
7. TENDER OF SERVICE VIOLATIONS/REMARKS			
8a. NAME OF TRANSPORTATION OFFICER (Last, First, Middle Initial)		8b. SIGNATURE OF TRANSPORTATION OFFICER	9. DATE OF ACTION (DDMMYYYY)

INSTRUCTIONS

A. - E. **Administrative Actions.** The DD Form 1814 is sent to the TSPs via the Defense Personal Property System (DPS).

Letter of Warning (LOW). The LOW must state, as a minimum:

1. Customer's name,
2. Bill of Lading (BL) number, and
3. The DP3 rules and DoD regulations indicating the violation on the shipment(s)

Letter of Suspension (LOS). The LOS must state the following to substantiate the suspension:

1. Customer's name,
2. BL number,
3. The DP3 rules and DoD regulations indicating the violation on the shipment(s)
4. Enter into DPS Notes (QA Management module): "Failure to provide corrective action within 30 days from the effective date of a suspension may result in the LOS remaining in effect, until corrective action has been provided and accepted".

Non-Use Action. Temporarily suspending a TSP from all or specified business actions within Defense Personal Property Program by USTRANSCOM. Only USTRANSCOM can issue non-use action to TSPs. Transportation Office (TO) can recommend to USTRANSCOM the immediate non-use of a TSP

Letter of Reinstatement/Cancellation. When the TO or USTRANSCOM is satisfied that the TSP has taken corrective action, the TO or USTRANSCOM shall issue a letter of reinstatement to advise the date reinstatement will be effective. Notification to TSP is made via DPS.