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NASA Procedural Requirements

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Request Notification of Change (NASA Only)

Subject: NASA Transportation and General Traffic Management**Responsible Office: Office of Strategic Infrastructure**[| TOC](#) | [Preface](#) | [Chapter1](#) | [Chapter2](#) | [Chapter3](#) | [Chapter4](#) | [Chapter5](#) | [AppendixA](#) |
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Appendix A. Definitions

Astray Freight. Shipments or portions of shipments found in a carrier's possession or delivered to a Government installation for which a valid bill, waybill, or freight bill is not available or which is being held for any reason except transfer.

Dangerous Goods. Articles or substances that are capable of posing a risk to health, safety, property, or the environment and are shown in the list of dangerous goods or are classified according to the IATA Dangerous Goods Regulations (DGR).

Discrepancy. Any variation between the data shown on the bill of lading or other transportation document and the quantity, condition of the containers, or contents actually received. This includes overages, shortages, visible damages, and concealed damages.

Freight Classification. A system of grouping together commodities of like or similar transportation characteristics for assigning ratings to be used in applying rates.

Hazardous Material (HAZMAT). A substance or material that the DOT has determined is capable of posing an unreasonable risk to health, safety, and property when transported in commerce. The term includes hazardous substances, hazardous wastes, marine pollutants, elevated temperature materials, materials designated as hazardous in the Hazardous Materials Table in 49 CFR, 172.101, and materials that meet the defining criteria for hazard classes and divisions in the 49 CFR, 173.

Household Goods. Household furnishings such as furniture or equipment, clothing, books, baggage, and personal property and effects associated with the home and person at the time of shipment or storage. The term usually does not include the following items:

- a. Motorcycles and similar motor vehicles.
- b. Trailers with or without property.
- c. Airplanes.
- d. Mobile homes and camp trailers.
- e. Boats.
- f. Birds, pets, and livestock.
- g. Building or construction materials.
- h. Cordwood.
- i. Property belonging to persons other than the head or immediate family members of a household.
- j. Property intended for use in conducting a commercial enterprise.

Life Cycle Cost - Vehicle Leasing Versus Ownership. The total cost to the government of acquisition and ownership of a vehicle asset over its useful life; as compared to the leasing costs, including monthly lease and mileage fees of an equivalent vehicle asset for the same useful life period.

Logistics. The science of planning for, providing, and applying the available resources necessary to operate and maintain a given system or product in a specified operational environment.

Negotiated Tender. A special tender that is offered by commercial carrier(s) in response to a request for adjustment.

Oversized and Overweight Shipments. Non-routine shipments of freight that require special consideration and transportation planning involving transportability factors and one or more of the following: a. Special Permits required for shipments scheduled to move over the open highways. b. freight exceeding the dimensions or weights prescribed in the Railway Equipment Register and Railway Line Clearance. c. cargo that must move via marine or air modes due to transit time limitations, item configuration, or environmental requirements that do not permit the use of other modes.

Preventive Maintenance Compliance. The tracking and record keeping of preventive maintenance performance dates, as compared to the scheduled dates planned for the preventive maintenance were to be performed.

Test Loading. A planned test to determine the preliminary loading, securing, and offloading methods for oversized, overweight, sensitive, or dangerous items aboard a military aircraft or other modes of transportation.

Traffic and Transportation Management. Responsibilities that encompass the planning, direction, control, supervisory, and administrative tasks required to provide for efficient and economic freight movement or passenger transportation service.

Transit Privilege. The opportunity of storing or processing a shipment at a transit point and subsequently re-forwarding the same material or its equivalent to its destination and receiving the benefit of the lowest rate in effect from the initial point or origin to the final destination, plus transit charges.

Transportability. The inherent capability of material to be moved by towing or self-propulsion or by carrier via railways, highways, waterways, and airways. Transportability includes consideration of the sensitive or dangerous nature of material and equipment or those items susceptible to damage in transit.

Transportation Officer or Traffic Manager. An individual with the assigned responsibility for the direct administration and operation of all traffic management functions, which includes applicable offsite locations.

Transportation Planning. The science of applying traffic management principles to programs and projects as well as the equipment and related hardware procurements.

Vehicle Cost Per Mile. The measurement of vehicle utilization compared to the cost of vehicle retention. Standard performance equals dividing the total cost of vehicle operating expenses (both direct and indirect) by the total number of miles driven. The resulting metric is demonstrated in dollars (dollars and cents) per mile driven.

Vehicle Utilization. The analysis of data to determine the practical use/requirement of individual vehicle(s) within a fleet of vehicles. The utilization is then factored into the "cost benefit" of retaining, rightsizing or removing a vehicle from within a fleet. Approved data points for analysis are:

- a. Number of hours driven per day/per month.
- b. Number of days driven per month.
- c. Number trips driven per month.
- d. Number of miles driven per month/per year.

Volume Movements. Freight shipments amounting to or exceeding 200,000 pounds, scheduled to move from one point of origin to one point of destination, regardless of the amount of time between forwarding of the first consignment and receipt of the last consignment.

Voluntary Tender. Tenders offered by commercial carrier(s) for reasons best known to the carrier(s) and that are not in response to an adjustment request from NASA. As the term implies, a tender is offered by a commercial carrier on a voluntary basis for soliciting Government shipments involving freight, household goods, or passengers.

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