

Storage – In – Transit (SIT)

An explanation of Entitlement: temporary storage



- What is SIT
- Time limitations
- Extensions
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- Partial withdrawal
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- Civilian Employees





What is SIT?

➤ JTR 5236

➤ STORAGE IN TRANSIT (SIT)

- Short-term storage that is part of HHG transportation.
- Also referred to as temporary storage
- Items may be stored at origin or destination, at a location between origin and destination in transit or a combination of all three (intransit, origin or destination.)
- Usually for 90 or fewer days, but may be extended.
- Not authorized for short distance (local) and/or TDY moves

NOTE: *SIT is used when the member is in transit to their new duty station or if the member is looking/waiting for housing. If more than 90 days of storage is needed, member MUST discuss alternate options with their counseling office.*



Time Limitations

➤ Restrictions (JTR 5238)

- SIT time period restriction must be enforced
- SIT cannot begin before the date HHG are released to a transportation service provider (TSP) for transportation.

➤ First 90 Days of SIT (JTR 5240)

- Member authorized 90 days SIT
- If HHG not removed from SIT prior to first 90-day period, storage charges are member's responsibility (unless additional SIT is authorized)
- If orders are amended, modified, cancelled or revoked



Time Limitations, cont.

Second 90 Days of SIT/Additional SIT (JTR 5242 & 5244)

- When conditions beyond the member's control occur and shipment cannot be removed from SIT during the first 90 days, authorization may be approved for an additional 90 days.
- SIT may be approved in the following instances (on a case-by-case basis)
 - Serious illness of the member
 - Serious illness or death of a dependent
 - Impending assignment to GOVT/GOVT-controlled quarters or privatized housing
 - Member is directed TDY after arrival at Permanent Duty Station (PDS)
 - Non-availability of suitable housing
 - Awaiting completion of residence under construction (see note 3 on next slide)
 - Acts of God (i.e. natural disasters such as floods, earthquakes, etc.)



Time Limitations, cont.

- Navy Pub 490 N5375 for Navy Personnel
- Storage after 180 days:
 - Additional SIT past 180 days may be authorized when a Member is on TDY or deployed for more than 90 Days or for an Indefinite Period while HHG are in SIT
 - Additional SIT may be authorized when there are circumstances beyond the member's control
- **NOTE 1: Members who are going on deployment immediately upon reporting to their new command should discuss having items placed into Non-Temporary (long term) Storage (NTS).**
- **NOTE 2: It is the MEMBER'S responsibility to request an extension PRIOR to deployment. Members can be held responsible for storage costs if an extension is not requested prior to deployment.**
- **NOTE 3: Additional SIT may **NOT** be authorized/approved when a member elects to have a home built while other housing is available**
- **NOTE 4: Additional SIT may **NOT** be authorized/approved when a member elects to occupy privatized housing too small to accommodate all of their household goods.**



Extensions

- JTR 4242-C & 5244-B
- Must submit a written request
- Must submit DD Form 1857, *Temporary Commercial Storage at Government Expense*
- Must include all supporting documents (i.e. letter of deployment, current orders that include all modifications or amendments, etc.)
- Request **must** be submitted **PRIOR** to expiration of first 90 day period in person, by fax or by email.

NOTE: It is the members' responsibility to ensure all requests and updates are submitted **PRIOR TO EXPIRATION** date.

- The responsible origin or destination Personal Property Shipping Office (PPSO) will approve on a case by case basis.



Excess Costs

- JTR 5240 & NAVSUP FLASH 11-05
- Member receives SIT expiration notice. Notice is sent to the email on record via the Defense Personal Property System (DPS) at 45 and 30 day increments.
- If member does not submit extension request, PPSO will make every attempt to contact member, including notifying current command of non-response.
- If member cannot be found or does not respond, PPSO may convert SIT shipment to owner's expense.



SIT to NTS

- JTR 5252
 - SIT may be converted to Non-Temporary (long term) Storage (NTS) upon authorization/approval. The responsible origin/destination Personal Property Office (PPSO) will approve/deny requests. Member may request conversion to NTS if:
 - Member receives new orders
 - Member is deployed before taking receipt of SIT (SIT may be extended for deployment period with supporting documentation)
- NOTE:** the preferred method of storage during deployment is NTS at origin. Members should discuss options with origin PPSO



Partial Withdrawal

- JTR 5246
- Members may be authorized one partial lot withdrawal and delivery from SIT. These requests should be requested **BEFORE** shipment is picked up and/or placed into storage. Items for partial delivery should be annotated on inventory sheets.
- A second partial lot withdrawal and delivery may be authorized if unforeseen circumstances beyond the members' control (ex: delay in projected quarters availability) occur that result in hardship to the member/dependents
- Member must submit written request that includes inventory numbers
- Written request is submitted to origin or destination PPSO

NOTE: Members may be charged an excess cost if the multiple withdrawals from SIT exceeds the cost of having the entire shipment delivered in one lot.



SIT & New, Amended, Modified or Cancelled Orders

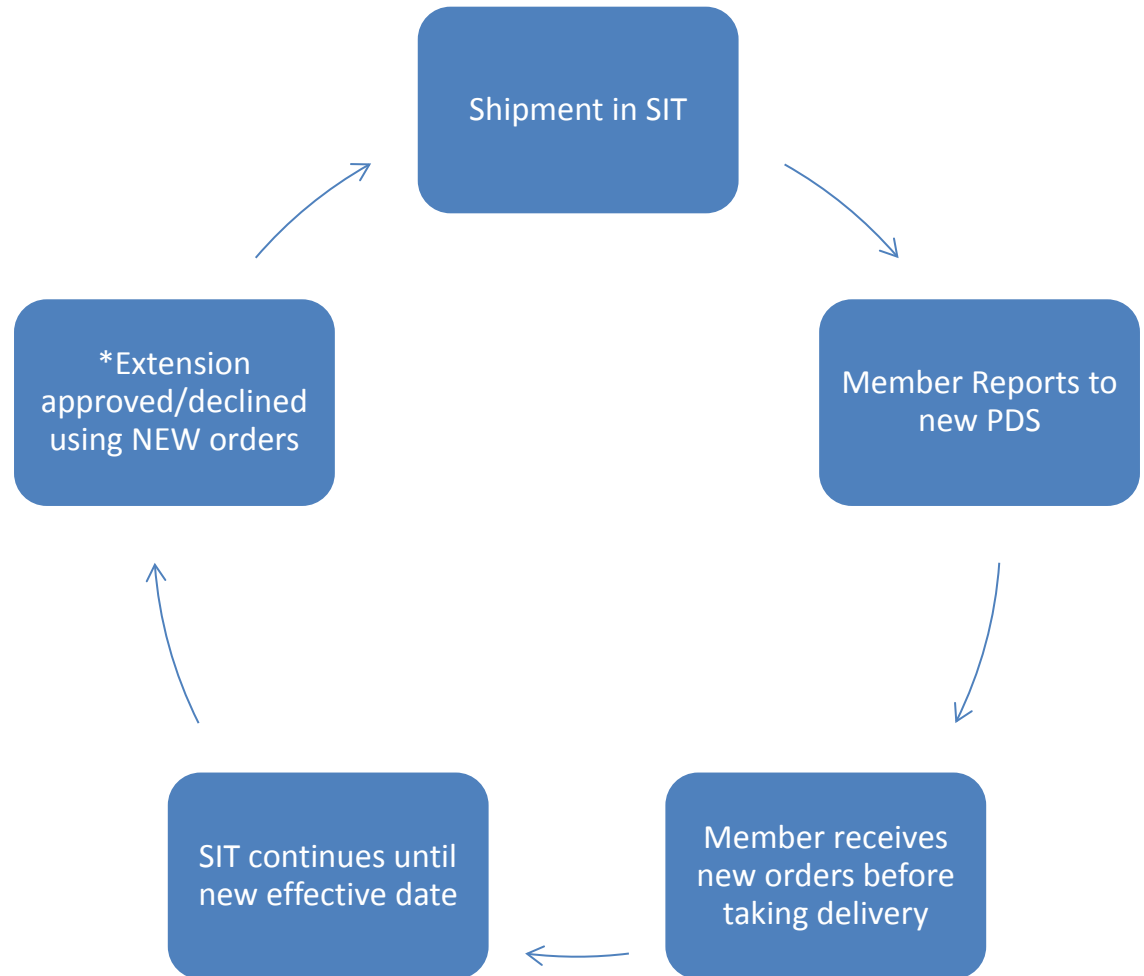
Scenario 1

In this first example, a member receives orders and his property is picked up and shipped to his new duty station. The shipment is placed into storage.

The member reports to his or her new Permanent Duty Station (or PDS) and receives new orders before taking delivery of the shipment.

The shipment may remain in SIT until the effective date of the new orders.

If the member needs to request an extension, the destination Personal Property Office will use the new modified orders to approve or deny the request.





SIT & New, Amended, Modified or Cancelled Orders, cont.

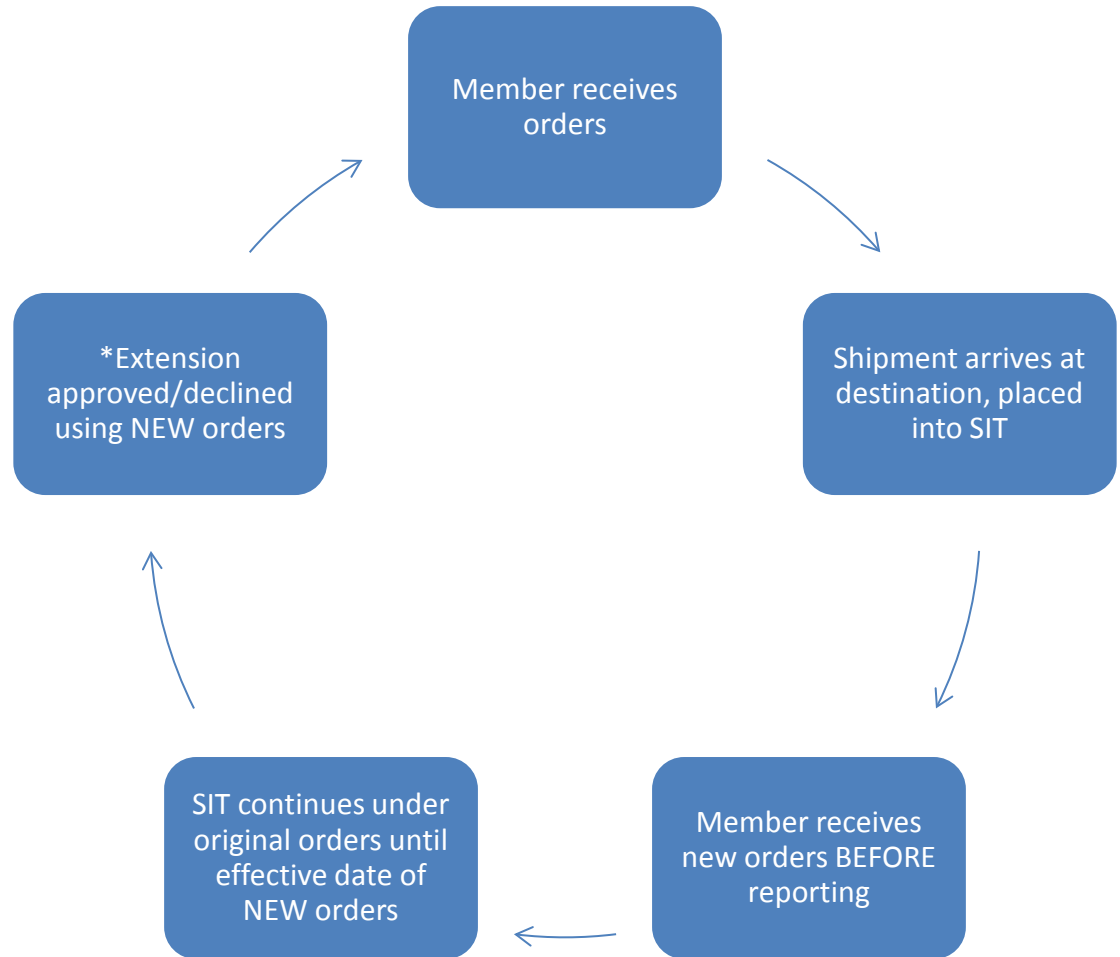
Scenario 2

In this second scenario, the member receives new orders. The shipment is picked up and arrives at destination and is placed into storage.

The member receives NEW orders BEFORE reporting to his new command.

The shipment may remain in SIT until the effective date of his new orders. The member will use the new orders to request an extension or have the items shipped to the new duty station.

If requesting an extension, the destination Personal Property Office will use the new orders to approve or deny the request.





SIT & New, Amended, Modified or Cancelled Orders, cont.

Scenario 3

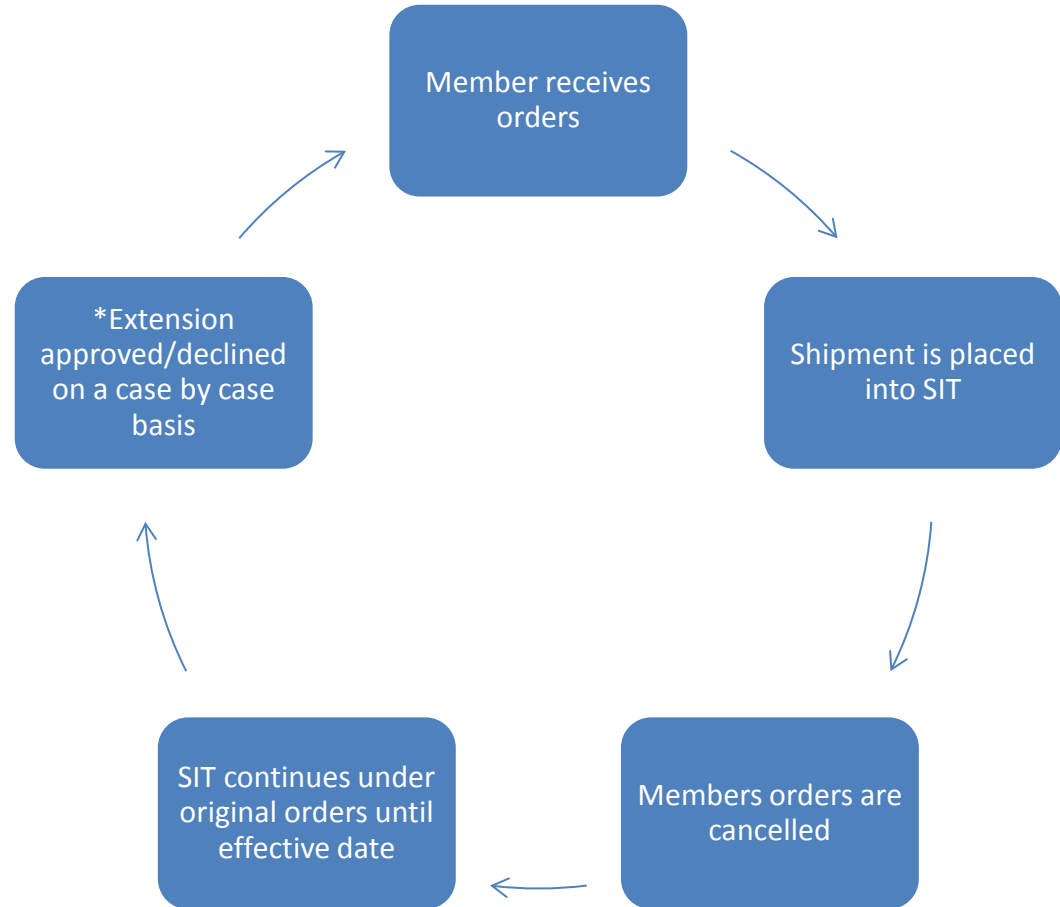
In this final scenario, the member receives orders and the shipment is picked up, transported and placed into storage.

The member receives a cancellation to his orders.

The SIT will continue under the original orders until the effective date of the new cancellation.

The member can request an extension however the destination Personal Property Office will approve or deny the request based on the original orders and whether member will be receiving new orders.

If the member remains at the original PDS, arrangements can be made to ship the property back using the original AND cancelled orders in combination.





Short Distance Moves & SIT

➤ JTR 5248

➤ SIT is not authorized for an intra-city moves.

Note 1: Intra-city moves are short distance moves within the same Permanent Duty Station (PDS) limits

➤ SIT *may* be authorized for an inter-city move.

Note 2: Inter city moves are moves between residences within the same metropolitan area

➤ Based on the entitlement of members' orders, SIT is *not* authorized for moves to/from GOV'T quarters.



Links

- **JTR:** <https://www.defensetravel.dod.mil/Docs/perdiem/JTR.pdf>
- **DTR:** <https://www.ustranscom.mil/dtr/dtrp4.cfm>
- **DOD Household Goods Portal:** <http://www.move.mil>
- **NAVSUP Navy Website:** www.navsup.navy.mil/household
- **US Marine Corps Website:** <http://www.marines.mil/>
- **Army Website:**
- **US Air Force Website:** www.ppahq.af.mil
- **US Coast Guard Website:** www.uscg.mil/
- **POV Locator:** <http://www.pcsmypov.com/>
- **Shipping a POV:** www.ustranscom.mil/dtr/part-iv/dtr_part_iv_app_k_3.pdf
- **Storing a POV:** www.ustranscom.mil/dtr/part-iv/dtr_part_iv_app_k_4.pdf
- **Weight Estimator:** <https://www.move.mil/resources/weight-estimator>
- **It's Your Move Booklet:** www.ustranscom.mil/dtr/part-iv/dtr_part_iv_app_k_1.pdf