



ITV Operations and Training Newsletter

May 2004

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RF Tag and MSL Placement

Imagine it is dark and raining when your vehicle or shipment gets off the ship or plane. A soldier will be there who has never seen your vehicle or shipment before. Where will they have to look to find **YOUR** Radio Frequency (RF) tag or Military Shipping Label (MSL)? Remember, if it isn't found quickly, your equipment could be moved to a marshalling yard for undocumented equipment until someone from your unit comes looking for it. By ensuring that RF tags and MSLs are accurate, properly attached and readable, intransit visibility is facilitated with limited human intervention at the other transportation pipeline nodes. Inaccurate data and manual data collection procedures for arriving units at reception nodes slows down the deployment process. The Unit Movement Officer (UMO) or another designated representative will be responsible for ensuring that RF tags and MSLs are properly produced and attached to unit equipment, containers, vehicles, etc.

Marking Containers

Containers should be marked with two MSLs and one RF tag. Mylar MSLs are the preferred method because these are more resistant to damage by the weather. Use Mylar MSLs to the maximum extent possible; however, if Mylar labels are not available, it is acceptable to use paper MSLs. If using paper MSLs, ensure the paper is laminated or protected from the elements. Prior to applying the MSL to the container, be sure that the label can be scanned through the lamination or other protective material. Also make sure that all required data fields are filled out correctly before printing the labels. Consult your printer manufacturer or printer manual on which label is suggested for your printer.



- One label is placed on the door and one label is placed on the right side of the container as you look at the door.
- When attaching the RF tags, mount them on the same side as an MSL document, normally right side near the top. Ensure that the RF tag is

Check out the PM-AIT website at:

<http://www.eis.army.mil/AIT/> to view the latest and greatest PM-AIT hardware contract(s) for AIT and RFID equipment.

mounted in a manner that it will not be knocked off or damaged during shipment i.e., between the ribs in an indentation.

- On containers or ISU 90s place the MSL low on the container (approximately 1 foot off the ground). Once it is uploaded on a trailer, it will be between 4 and 7 feet off the ground.

Marking Vehicles

Vehicles should be marked with two MSLs and one RF tag. Attach one label to the left front bumper (driver's side), and the other label on the left side door (driver's door). RF tags will be secured to the grill of the vehicle.

When attaching RF tags to vehicles, tie the tag to the top of the grill using two long nylon strips to ensure the tag will not bounce or be lost during transit. We have had reports from in theater that some magnetic tags are being lost in transit. Make sure these are also properly secured prior to transit. Also, RF tags can be mounted on the windshield. The RF tags must



be on the outside of the piece of equipment.

Never attach the label to a part of the equipment that may be removed and packed separately during the movement. (For example, do not attach an MSL to the driver's door of a soft-top high mobility multipurpose-wheeled vehicle (HMMWV) if the door can be removed and packed before loading strategic transportation.)

Marking Pallets and Other Multi-packs

For items that do not possess the physical characteristics previously listed items:

- For equipment without bumpers or doors, attach the MSL on the left front and left side. Ensure that labels can be easily found by individuals that need to scan the data at the various transit locations.



- Place MSLs on one end and on the adjacent side of containers, 463L pallets, and other multi-packs. Attach RF tags on 463L pallet netting using nylon strips. Put the tag near the MSL.
- Never put MSLs on the top or bottom of a container or pallet.
- If the pallet will be wrapped and protected by plastic, place the MSL on the outside of the plastic.

General Guidelines

Whenever possible, labels will be mounted between 2.5 feet to 6 feet off the ground on vehicles. Units will ensure the labels can be easily found by individuals that need to scan the data at the various transit locations.

- Never mark on the bar code. If local procedures require operators to physically mark the label after it has been scanned (to provide a visual check showing the bar code has been read), mark somewhere other than the barcode. Marking over the bar code will make the linear and 2D bar code unreadable at other transit locations.
- When attaching MSLs, ensure that the surface area where the label will be attached is clean and dry. This allows the adhesive on the label to stick.
- After attaching the MSLs, visually check to ensure they are properly attached and were not damaged during placement on the equipment.
- Before vehicles and containers depart home station, units must send the RF tag data to the ITV server using the software provided with the tag burner.
- If changes occur to the vehicle or contents of the container that affect the data on the RF tag and/or MSL, the RF tag must be updated and the MSL must be reprinted.
- Ensure the correct MSLs are attached to the proper piece of equipment in such a manner to reasonably ensure they will not be lost or destroyed during transit.
- When attaching RF tags on any equipment, mount the tag so that it can easily be read but not damaged. Attach RF tags in a location that reasonably assures they can be interrogated as they flow through the movement process. The RF tags must be on the outside of the piece of equipment. Mount the RF tag near an MSL.
- Use nylon or plastic strips to attach the tag. Previous operations have shown that the plastic strips are not as durable as the nylon strips. Tie down both the top and the bottom of the tag so that it will not bounce and be damaged during shipment.

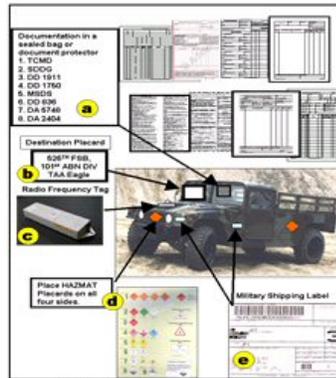
Use nylon or plastic ties or lacing wire to attach the tag.

NSN: 5975-00-899-4606 (ties)

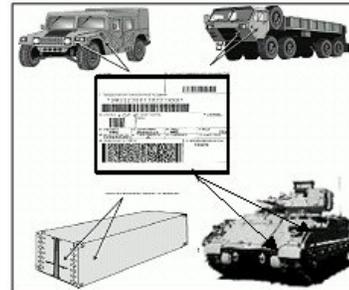
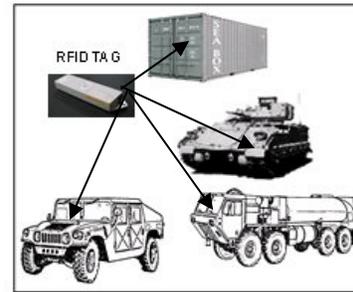
NSN: 9505-00-640-4290 (wire)

- Do not drill holes in equipment without prior approval in writing from the owners.
- Verify the battery life of RF tags. RF tags with low battery power will not operate properly and will not respond to interrogator "wake up" calls. If the battery power is low, replace the batteries. Also verify that the batteries are activated and in the "on" position.

Document and mark all vehicles and containers.



- a - Shipping Documents
- b - Destination Placard
- c - RFID Tags
- d - HAZMAT Placards (if required)
- e - Military Shipping Labels (MSLs)



*Information in this article came from the following resources:

Deployment Equipment Marking and Documentation Requirements, 3d COSCOM

Logistics Forces Deployment Guide, DA Pamphlet 711-XB, 5 January 2004

Deployment Fort-to-Port, FM 3-35.4 (100-17-4), 18 June 2002

AIT/RFID Operations Guide 2004

Ordering Procedures

Ordering procedures for DOD personnel not supported by a Supply Support Activity (SSA):

1. Send a Military Interdepartmental Purchase Request (MIPR) to PM-AIT. Once the MIPR and request is received by PM-AIT, the request will be processed (normally about 3-5 working days). MIPRs should be sent to the Financial POC listed below. It is preferable that the MIPR be emailed as an attachment. The MIPR should include a list of items and quantities to be ordered to include CLIN number, description, model number, quantity, unit price, and total price (can be a separate email/attachment from the MIPR). Also be sure to include: Mark for/Ship to POCs to include name/address/commercial phone/email address/DoDDAC.

PM EI BMD/AIT

ATTN: SFAE-PS-EI (Mary Sutton/Amy Vega)

9350 Hall Road, Suite 142

Ft Belvoir, VA 22060-5526

Email: mary.sutton@nae.us.army.mil

Commercial: 703-806-0537

FAX: 703-806-3593

In addition, fax or email a copy to Ms. Ginny Cook, Ginny.cook@us.army.mil, 703-339-4401 (fax).

OR

2. Contact your Contracting Office to place order and send to PM-AIT for verification and assigning a Unique Control Number (UCN). If you decide to go this route, it is recommended you send a DRAFT to the address mentioned above to verify all is correct. This will hopefully preclude a modification having to be made to the order.

Additional RFID NSNs:

NSN: 6350-01-495-3040 (410 tag)

NSN: 6350-01-495-4841 (412 tag)

NSN: 5340-01-495-3007 (magnetic mounting bracket for 410 tag)

NSN: 6135-01-301-8776 (battery for 410/412 tags)

ITV Trainer Server

Having trouble registering your write station using File Transfer Protocol (FTP) on the ITV Trainer Server? There is a workaround for the registration of a write station on the Trainer server to give TIPS-Write 3.3.68 software access via HTTPS. For more information on this workaround, contact James Hough, james.hough@unisys.com.

RF ITV Pocket Guidebooks



The new RF ITV pocket guides are finally here! The ITV Server Guide 2004 provides information that will help you understand and use the components of the ITV servers. This guide also provides other helpful information to unit leaders to maintain visibility of their in-transit shipments and equipment. The AIT/RFID Operations Guide 2004 provides information on RFID hardware, deployment, and sustainment RF-tag writing, reading, uploading, and MSL placement. You can view on-line versions or download a Powerpoint version of these guidebooks on the web at:

<http://www.cascom.army.mil/Automation/ITV/guidebooks/index.htm>.

ITV Server User ID/Password

Users of the CONUS and USFK ITV servers can now log-on using either their AKO credentials or ITV User ID/Password. USAREUR and CENTCOM servers will be updated, in the future, to also allow users to log-on using their AKO credentials.

If you already have your User ID and password, you may visit any of the ITV servers at:

CONUS: <https://highland.rfitv.army.mil>

USAREUR: <https://itv.aelog.army.mil>

Korea: <https://usfkitv.korea.army.mil>

CENTCOM: <https://cenitv1.arifjan.arcent.army.mil>

Training: <https://trainer.rfitv.army.mil>

Have You Seen This?



Tags just sitting around aren't doing anyone any good. Make sure you box them up and return unused tags in order to maintain an adequate stockage of RFID tags for follow-on sustainment shipments. Return unneeded RF tags to your SSA for re-use or return to DLA. If you are not supported by an SSA, return all excess RFID tags to one of the following locations:

- Defense Distribution Depot Susquehanna, Attn: DDSP-OMP, Warehousing Branch, Building 203 (door 12), Mechanicsburg, PA 17055-0789. POC is Mr. Gregory Woods, DSN 430-3149, GENE.WOODS@DLA.MIL.
- Defense Depot San Joaquin, CCP, ATTN: DDJC-TA, Warehouse 30, 25600 South Chrisman Road, Tracy, CA 95376-5000. POC is Mr. Ron Johnston, DSN 462-4281, RON.JOHNSTON@DLA.MIL.