

DEPARTMENT OF THE NAVY
MILITARY SEA TRANSPORTATION SERVICE, PACIFIC AREA MSTSPAC 3121.1B
FORT MASON
SAN FRANCISCO, CALIFORNIA P-3B
17 March 1955

MSTSPAC INSTRUCTION 3121.1B

From: Commander Military Sea Transportation Service, Pacific Area
To: Distribution List

SEE MSTSPACINST 3121-1C 19 MAY 66

Subj: Logistics Requirements Report (MSTSPAC REPORT 3121-1)

Ref: (a) OPNAV INSTRUCTION 4600.2 (JOSPRO), Chapter 5

Encl: (1) Basic Information for Logistics Requirements Report

1. Purpose. To promulgate revised instructions for the submission of logistics requirements reports by MSTS ships (except contract-operated tankers) assigned to or under the operational control of COMSTSPACAREA and his subordinate commanders.

2. Cancellation. MSTSPAC Instruction 3121.1A is cancelled and superseded.

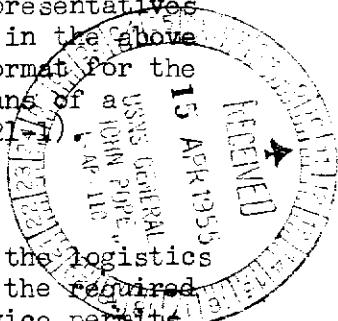
3. Information.

a. Reference (a) assigns responsibility to the shipper service port representative from whose terminal a ship finally departs for the transmission of certain information to discharge ports in order to permit advance planning for the reception of passengers and cargo and to expedite the turnaround of the ship. Reference (a) also differentiates between these ship departure messages and the various ship movement reports required by the U. S. Navy Ship Movement Report System and the U. S. Naval Control of Shipping Organization.

b. In order to exercise control of and provide logistic support for the ships under their jurisdiction, MSTS activities or representatives require certain information in addition to that contained in the above messages. This instruction standardizes the method and format for the timely submission of this supplementary information by means of a Logistics Requirements Report (LOGREQ) (MSTSPAO Report 3121-1).

4. Directive.

a. In the interest of reducing radio communications, the logistics requirements report shall be made by speedletter whenever the required information is known sufficiently in advance and mail service permits. Changes to the speedletter report shall be submitted by message seventy-two (72) hours prior to arrival at the discharge port or, in the event of restrictions on the use of radio by the NCSORG Voyage Instructions or other competent authority, whenever radio restrictions are lifted. If the use of radio is not authorized, urgent items of the logistics requirements message shall be transmitted by visual means on sighting the harbor signal station. When the required information is not known sufficiently in advance for the report to be submitted via air mail speedletter, a



message report shall be submitted seventy-two (72) hours prior to arrival at the discharge port in CONUS or as soon thereafter as practicable consistent with restrictions imposed on the use of radio. When radio silence is not imposed and, in the opinion of the Commanding Officer or Master, earlier submission of the information contained in any item of the logistics requirements report is mandatory, it may be classed as an operational message and transmitted as such.

b. In preparing logistics requirements reports, the word "LOGREQ" shall precede the actual message in order that it may be readily identified.

c. The classification of the voyage determines the classification of logistics requirements reports except when it is necessary to transmit a logistics requirements report message from a ship not holding cryptographic aids. Should this be necessary, the message shall be drafted with care to avoid compromise of classified information.

d. Logistics requirements reports shall be assigned DEFERRED precedence, unless special circumstances indicate more expeditious handling of the message.

e. Accurate basic information shall be furnished promptly using the item designators from enclosure (1). Non-applicable items shall be omitted.

f. Logistics requirements reports shall be addressed for action to the MSTs activity or representative at the port of destination and for information to the cognizant naval port control officer (or appropriate naval port authority) and the local shipper service representatives. Whenever Marine personnel are embarked the local Marine Corps commander shall be made an additional information addressee.

H. L. COLLINS

17 March 1955

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Authenticated:



G. L. TAIT
LT, USN

METSPACINST 3121.1B
17 March 1955

Enclosure (1)

BASIC INFORMATION FOR

LOGISTICS REQUIREMENTS REPORT

ABLE Estimated time (GCT) of arrival at destination.

BAKER Berthing assistance -- dock space, anchorage, tugs, bay and/or bar pilot, and line handlers. This item may be omitted at ports where these services are arranged for automatically by MSTS activity or representative.

CHARLIE Passenger traffic information -- to be submitted only after departure from a port at which the shipper service representative cannot comply with Joint Ocean Shipping Procedures. Submit information in accordance with Article 506, JOSPRO.

DOG Protected, security or special stowage cargo and pets for discharge.

EASY Voyage repairs -- list major items and assistance required. If extensive ship's force work is to be accomplished, give estimated number of hours main machinery will be out of commission. If steaming hours on any boiler will exceed 1800 on arrival, include estimated hours and boiler number.

FOX Fuel desired -- Commissioned ships include requisition number. Cargo ships report only estimated fuel on hand on arrival.

HOW All other stores required -- if ship is to remain in port less than two full working days (excluding Saturdays, Sundays and holidays), itemize requirements. Commissioned ships include requisition number.

JIG Special requests -- crew replacements, requests for school quotas, VIP arrangements, laundry service in excess of capacity of ship's facilities, dry cleaning, renovation service for pillows, mattresses, bunk bottoms and lifejackets, etc. Commissioned ships include requisition numbers for each service desired.

KING Harbor facilities required -- boating, electric power, or other services. If a sludge barge or oil discharge ring is required, specify which and give amount of liquid ballast to be discharged.

Enclosure (1)

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NAN Currency requirements -- local currency or military payment certificates.

PETER Whether or not a quarantine inspection is anticipated or required. A separate message shall be originated, not more than 24 hours nor less than 12 hours prior to arrival, either certifying pratique or requesting quarantine inspection in accordance with Section II, Part II, General Order No. 20. In certifying pratique under paragraph 1(a) include the statement "medical officer on board".

QUEEN Whether or not customs clearance is required. This item may be omitted when there is no doubt as to whether customs clearance is required or not.

XRAY Cargo traffic information -- to be submitted only after departure from a port at which the shipper service representative cannot comply with Joint Ocean Shipping Procedures. Submit information in accordance with Article 507, JOSPRO.

YOKE Name, corps designation or office identification, port of origin and detaching command, port of destination and command to which reporting, and any pertinent data of value as public information on passengers of the following classes:

1. Officers of the armed forces of the rank of captain (Navy), colonel or above.
2. Cabinet members.
3. Members of national legislative bodies.
4. Members of the diplomatic service.
5. Civilian chiefs of bureaus and officers of government departments.
6. Civilians traveling in the status of guests of an agency of the government or as representatives of media of publication.
7. Important officials of foreign governments.

ZEBRA Miscellaneous items not covered above.

1. Number of alien passengers, excluding members of NATO forces, for debarkation at a U. S. port of entry.
2. Number of members of NATO forces for debarkation at a U. S. port of entry.

Enclosure (1)

MSTSPACINST 3121.1B
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ZEBRA (Continued)

3. Ships scheduled to transit the Panama Canal shall include the following information:

- (a) Estimated draft forward and aft on arrival.
- (b) Date and time transit desired.
- (c) Hydro requirements.
- (d) Allotment number chargeable for pilotage and other canal services.

NOTE: The above information supplements that furnished in accordance with COMSTS INSTRUCTION 3120.3 to COMSTSCARIBSUBAREA by the MSTS area or subarea commander routing the ship. Standard displacement curves and the ship's Panama Canal Tonnage Certificate are required by the admeasurer and should be available upon arrival. Pilots are required for all transient naval vessels.

Address to:

Action: Comsts norpac subarea

Info: SEPE

Navporco San Hl^e
NSD San Hl^e

Enclosure (1)