

**DOCUMENT NAME: Transfer Between
Coast Guard Units
DAFIS DOCUMENT TYPE: 35**

1. **Description:** DD-1149, Requisition and Invoice/Shipping Document, is used to transfer material between Coast Guard units.
2. **Primary Forms:** DD-1149, Requisition and Invoice/Shipping Document
3. **Related Forms:** None.
4. **Document Number:** Nonstandard Number - Issuing unit assigned.

SAMPLE: 350212345123T234 (issuing unit)
350254321123T234 (receiving unit)

Document Type	FY	OPFAC	Last 3 digits of Julian Date	Indicates Transfer	
35	02	12345	123	T	234 (issuing unit)
*35	*02	54321	*123	*T	*234 (receiving unit)

Note: *These positions should match those of the issuing unit's number. Both numbers are assigned by the issuing unit.

5. **Accounting Line:** The issuing unit enters the accounting data in Block 4(b) as shown below:

TO: 2/3/201/132/30/0/PE/12345/2674 (where accounting line is for receiving unit).

FROM: 2/6/201/133/30/0/AB/54321/2674 (where accounting line is for issuing unit).

Note: Each unit in the transfer will see its own line of accounting with the other units OPFAC in the document number on its PES report. This allows for quick identification of the transaction.

6. FINCEN Critical Processing Requirements:

- a. The accounting data must be provided in the description block of the DD-1149. The issuing unit must provide its line of accounting and the line of accounting for the receiving unit.
- b. Both document numbers must also be provided by the issuing unit.
- c. An aircraft number, vessel identification number or some sort of receiving unit identification must be provided in the description block of the DD-1149.

7. Other Information:

7. a. The MILSTRIP format document number is NOT used with transfers between units.
- b. For training purposes, the issuing unit's document number will include the receiving unit's OPFAC and the receiving unit's document number will include the issuing unit's OPFAC.

8. LUFNS-NT Information:

- a. To post the obligation to your (receiving unit's) ledger, you will enter the obligation in the Simplified Acquisitions Applet under the Miscellaneous Obligations icon. Ensure that you enter the last three digits of your document number in the suffix field of the line item when entering the accounting line and project information.
- b. Obligations will NOT be transmitted via LUFNS-NT. All information is entered only to maintain the local ledger and for reconciliation. LUFNS-NT does not transmit document type 35's to FINCEN.
- c. The issuing unit's credit should be entered from the PES report. Auto-reconciliation will create the accounting line if the document is found. It will not reconcile an existing credit obligation or expenditure.

9. Document Flow:

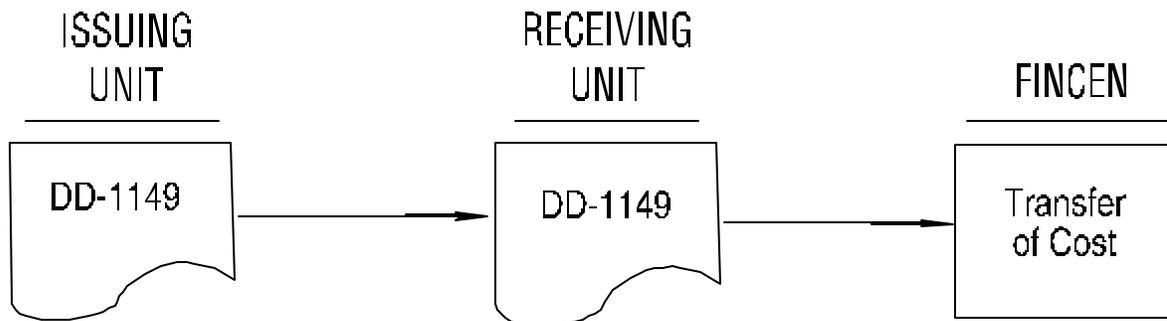


Figure 12E-1 Transfer Between Units

- a. Figure 12E-1 describes the procedures for processing a Transfer Between Coast Guard Units.
- b. The unit transferring the material should prepare a DD-1149, Requisition and Invoice/Shipping Document (see paragraphs 4 and 6). Copies are provided to the receiving unit and the FINCEN.
- c. The accounting data to be charged (receiving unit) and credited (issuing unit) must be listed on the DD-1149 by the issuing unit. (See paragraph 5.)
- d. The FINCEN processes the cost transfer. **THIS CANNOT BE ACCOMPLISH-ED IF THE ACCOUNTING LINES ARE NOT PROVIDED ON THE DD-1149.**

10. Sample Forms: See Figure 12E-2.

11. PES Report:

DOCUMENT ID	TRANS CODE	BATCH NUMBER	COST CENTER	OBJ CLASS	COMMIT	UNDELIVERED ORDERS	ACCRUED EXPEND	EXPEND
350254321123T234 Note 1	103F	02045FQ4A	12345	2674	0.00	0.00	0.00	50.00
350212345123T234 Note 2	230	02055FQ4B	54321	2674	0.00	0.00	0.00	50.00-

Note 1: Receiving Unit PES Report line entry.
 Note 2: Issuing Unit PES Report line entry.

12. References: None.

SHIPPING CONTAINER TALL

FORM APPROVED
DATE 06-03-94
Expires July 30 1995

REQUISITION AND INVOICE / SHIPPING DOCUMENT

1. FROM: (Include ZIP Code) OFFICER IN CHARGE, USCGC NEVERSAIL, 1234 COAST GUARD BLVD., PORTSMOUTH, VA 23703-2199		SHEET NO. 1	NO. OF SHEETS 1	5. REQUISITION DATE 22 APR 94	6. REQUISITION NUMBER 359412345123T234
2. TO: (Include ZIP Code)		7. DATE MATERIAL REQUIRED		8. PRIORITY	
3. SHIP TO - MARK FOR OFFICER IN CHARGE, USCGC FORWARD USCG BASE, PORTSMOUTH, VA 23703-2199		9. AUTHORITY OR PURPOSE WIDGETS		10. SIGNATURE	
		11. DATE SHIPPED		12. VOUCHER NUMBER & DATE	
		13. MODE OF SHIPMENT		14. BILL OF LADING NUMBER	
		15. AIR MOVEMENT DESIGNATOR OR PORT REFERENCE NO.			
4. APPROPRIATION SYMBOL AND SYMBOLIC HEAD		OBJ. CL.	SUPP. CONT. NO.	SUBAL. LOT	AUTHORIZATION ACT & ACTIVITY
		TRANS. TYPE	PROPERTY ACCT G. ACTIVITY	COUNT	COST CODE
					AMOUNT \$50.00
ITEM NO.	FEDERAL STOCK NUMBER, DESCRIPTION, AND CODING OF MATERIAL AND/OR SERVICES	UNIT OF STOCK	QUANTITY REQUESTED	SUPPLY ACTION	TYPE CONTAINER
01	1234-00-1234567 WIDGETS TO: 2/3/401/132/30/0/PE/12345/2674 359454321123T234 (Receiving Unit) FROM: 2/6/401/133/30/0/AB/54321/2674 359412345123T234 (Issuing Unit) Receiving Unit ID: WMBC 911	EA	00005		
					UNIT PRICE \$10.00
					TOTAL COST \$50.00
16. TRANSPORTATION VIA MATS OR MATS ENCLOSABLE TO		17. SPECIAL HANDLING			
ISSUED BY	ISSUED DATE	DESCRIPTION	TOTAL WEIGHT	TOTAL CUBIC	CONTAINERS RECEIVED AS NOTED
CHECKED BY					DATE 31 OCT 94
PACKED BY					QUANTITIES RECEIVED AS NOTED
					DATE
					RECEIVED AS NOTED
					DATE
					RECEIVER'S VOUCHER NO.
		← TOTAL →			

DD Form 1149, JUN 86
 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
 Previous editions are obsolete. (Navy Overprint 1986)

Figure 12E-2 DD-1149, Requisition and Invoice/Shipping Document