

USTRANSCOM Approved Command Publications and Forms Current as of 4/12/2017

Publication or Form Number	Approved Date	Title	Owning Directorate
Form 1	14-Dec-16	Top Secret Printer Log	TCJ3
Form 10	14-Dec-16	Defense Courier Account Record	TCJ3
Form 11	14-Dec-16	Defense Courier Situation Report	TCJ3
Form 23	14-Dec-16	Recommendation for Defense Award	TCJ1
Form 25	22-Aug-12	Quality Award Nomination (S&I OPR)	TCJ1
Form 26	22-Aug-12	Quality Recognition Certificate (S&I OPR)	TCJ1
Form 28	14-Dec-16	Workweek/Physical Fitness/Credit Hours Request	TCJ1
Form 31	21-Oct-16	Travel Questionnaire	TCJ3
Form 32	23-Nov-15	Management Internal Control Review	TCJ8
Form 52	25-Oct-16	Request for Reserve Component Support	TCRA
Form 52A	14-Dec-16	Request for Reserve Component Support by-name Request Addendum	TCRA
Form 58	14-Dec-16	Escorted Visitor Control Log	TCJ3
Form 60	14-Dec-16	Recall Information Sheet (PA)	TCJ1
Form 61	27-Mar-17	User Agreement Addendum and Education, Training, and Awareness Information	TCJ6
Form 62	28-Mar-17	Standard Mandatory Notice and Consent Provision for All DoD Information System User Agreement	TCJ6
Handbook10-24	2-Apr-15	USTRANSCOM Joint Planning Handbook	TCJ3
Instruction10-01	20-Dec-12	Continuity of Operations	TCJ3
Instruction10-02	28-Jan-16	International Engagement	TCJ5-SS
Instruction10-12	15-Jan-16	READINESS REPORTING	TCJ3
Instruction10-13	26-Mar-13	Critical Information Reporting Procedures	TCJ3
Instruction10-14	9-Nov-15	Lessons Learned Program and After Action Reporting System	TCJ3
Instruction10-17	28-Feb-12	Joint Operation Planning and Execution Systems Functional Management	TCJ3
Instruction10-19	19-Oct-15	Operational Support Airlift Procedures	TCJ3
Instruction10-22	8-Dec-15	Defense Courier Operations	TCJ3
Instruction10-23	20-Mar-14	Fusion Center	TCJ3
Instruction10-25	5-Mar-15	Air Refueling	TCJ3
Instruction10-27	13-Jan-12	Joint Task Force Port Opening Verification Program	TCJ3
Instruction10-27 Vol 2	8-Oct-13	Joint Task Force Port Opening	TCJ3
Instruction10-28	5-Sep-13	Critical Infrastructure Program (CIP)	TCJ3
Instruction10-35	28-Mar-16	Joint Deployment Distribution Operations Center Selection and Training	TCJ3
Instruction10-36	20-Mar-17	Joint Training Program	TCJ3
Pamphlet10-1	1-Mar-13	Sealift Emergency Preparedness Programs	TCJ5/4
Policy Directive10-11	18-Nov-14	Scheduling and Executing Tours in the Fusion Center	TCJ3
Policy Directive10-21	17-Nov-16	Availability of Key Personnel	TCJ3
Instruction14-1	15-Jan-16	Foreign Entity Vetting Program	TCJ3
Instruction14-3	25-Jan-12	Collection Requirements Management (S&I OPR)	TCJ2
Instruction14-4	6-Mar-17	Request for Information and Production Requirement Procedures	TCJ2
Instruction14-6	6-Oct-16	Intelligence Support to Force Protection	TCJ2
Instruction14-8	9-Jun-15	Foreign Disclosure Program	TCJ2
Instruction16-1	24-Sep-15	North Atlantic Treaty Organization Sub-Registry	TCJ3
Instruction20-5	6-Jan-15	Logistic Support Using Acquisition and Cross-Servicing Agreements	TCJ5/4
Handbook20-6	2-Feb-17	Joint Logistics Over-the-Shore Planner Handbook	TCJ5/4
Instruction23-2	27-May-15	Financial Liability for USTRANSCOM Property Lost, Damaged, or Destroyed	TCJA
Instruction24-5	4-Oct-13	Premium Class Travel	TCJA

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Instruction24-7	8-Apr-16	Strategic Sealift Vessel Selection and Activation	TCJ3
Instruction24-9	15-Jan-16	Civil Airlift Programs	TCJ5/4
Pamphlet24-2	29-Aug-14	United States Transportation Command: Together We Deliver!	TCJ5/4
Policy Directive24-3	18-Apr-14	Government Provided Insurance for Transportation Programs	TCJA
Pamphlet24-6	30-Sep-14	Transportation Visualizer (TransViz) Information Pamphlet	TCJ3
Policy Directive24-7	19-Dec-14	Strategic Sealift Vessel Selection Process	TCJ5/4
Instruction31-02	9-Oct-15	Security Classification Guide	TCJ3
Instruction31-04	3-Sep-14	Antiterrorism Program	TCJ3
Instruction31-05	16-Feb-16	Emergency Management Program (EMP)	TCJ3
Instruction31-07	8-Feb-17	Industrial Security	TCJ3
Instruction31-08	5-Mar-15	Information Security	TCJ3
Instruction31-11	21-Sep-10	Security Program	TCJ3
Instruction31-12	19-Feb-15	Operations Security	TCJ3
Instruction31-14	23-Nov-15	Personnel Security	TCJ3
Instruction31-18	11-Sep-15	Security Incidents	TCJ3
Instruction31-24	5-Sep-12	Declassification Guide	TCJ3
Instruction31-35	13-Oct-15	Threat Working Group	TCJ3
Instruction31-36	17-May-16	Insider Threat Program (InTP)	TCJ3
Pamphlet31-1	21-Oct-14	Reference Guide for Classification Authority Block	TCJ3
Pamphlet31-2	22-Oct-14	Reference Guide for Derivative Classification	TCJ3
Pamphlet31-3	10-Nov-14	Reference Guide for Controlled Unclassified Information	TCJ3
Policy Directive31-1	18-Jun-13	Parking/Vehicle Registration Procedures	TCCS
Visual Aid31-11	1-Oct-14	Security Incident Aid	TCJ3
Instruction32-1	20-Mar-17	Building and Workspace Management	TCCS-Facilities
Instruction32-2	24-Sep-14	Facilities Standards and Space Allocation	TCCS-Facilities
Handbook33-25	20-Mar-17	Freedom of Information Act Handbook	TCJA
Instruction33-1	27-Mar-17	Information Systems Security Education, Training, and Awareness Program	TCJ6
Instruction33-02	4-Oct-13	Geographic File (GEOFILE) Maintenance - Defense Transportation Regulation (DTR) Codes	TCJ6
Instruction33-3	7-Apr-17	Management of Portals and Web Sites	TCJ6
Instruction33-7	8-Mar-17	Command Audiovisual and Video Teleconferencing Support	TCJ6
Instruction33-8	19-Jun-12	Reprographics Management	TCJ6
Instruction33-11	6-Jan-15	Privacy Impact Assessment	TCJ6
Instruction33-12	30-Oct-14	Unclassified and Classified Telephone and Facsimile Machine Use	TCJ6
Instruction33-13	25-Jul-16	Operational Instructions for Secure Voice/Data Devices	TCJ6
Instruction33-16	20-Jun-16	Management of USTRANSCOM Computer Assets	TCJ6
Instruction33-20	17-Apr-15	Official Mail Program	TCJ6
Instruction33-24	14-Aug-15	Publications and Forms Management	TCJ6
Instruction33-26	7-Apr-17	Freedom of Information Act Program	TCJA
Instruction33-30	16-Jul-12	Electronic Mail Management and Use	TCJ6
Instruction33-32	23-Jan-14	Records Management	TCJ6
Instruction33-35	21-Sep-16	Privacy Act Program	TCJA
Instruction33-39	9-Jun-15	Information Collections and Reports Management Program	TCJ6
Instruction33-46	9-Jun-15	Joint Deployment and Distribution Architecture Policy and Responsibilities	TCJ6
Instruction33-47	6-May-15	Information Technology Service Options for USTRANSCOM Users	TCJ6
Instruction33-48	16-Feb-16	Data Management Policy and Responsibilities	TCJ6
Instruction33-50	17-Mar-15	SharePoint Governance	TCJ6

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Instruction33-56	9-Apr-13	Search Procedures for Electronically Stored Information	TCJ6
Instruction33-58	26-Feb-16	Cyber Workforce Management	TCJ6
Pamphlet33-1	23-Feb-17	Inspector General 4-Step Hotline Complaint Process	TCIG
Policy Directive33-10	23-May-13	Cellular/Multi-function Voice and Data Device Management	TCJ6
Policy Directive33-17	15-Apr-13	Information Operations Condition	TCJ3
Policy Directive33-21	22-Oct-15	Communications Security Reporting Deviations	TCJ6
Policy Directive33-31	10-Nov-14	Standard Office Symbols	TCJ6
Policy Directive33-32	9-Mar-17	Chief Information Officer Program	TCJ6
Visual Aid33-1	23-Feb-17	USTRANSCOM Office and Phone Directory	TCJ6
Visual Aid33-4	23-Jan-17	Office of Inspector General	TCIG
Visual Aid33-5	24-Jul-15	Military Equal Opportunity Staff Officer	TCJ1
Visual Aid33-9a	24-Dec-13	Unclassified Reproduction Only	TCJ6
Visual Aid33-9b	24-Dec-13	Authorized for Classified Reproduction	TCJ6
Visual Aid33-14	31-Oct-16	Freedom Office	TCJA
Instruction34-1	16-Feb-16	Fundraising Activities	TCJA
Instruction34-2	3-Jun-14	Special Morale and Welfare Expenditures	TCJ8
Instruction34-4	13-Dec-10	Distinguished Visitors	TCCS
Instruction35-2	8-Jul-13	Security and Policy Review Procedures	TCPA
Instruction35-6	2-Apr-15	Hometown News Release Program	TCPA
Instruction36-6	3-Feb-17	Military and Civilian of the Quarter and Year Awards Program	TCJ1
Instruction36-11	7-May-15	Military Equal Opportunity Program	TCJ1
Instruction36-12	2-Nov-16	Welcome Aboard Program (WAP)	TCJ1
Instruction36-13	30-Aug-16	Human Capital Development	TCJ1
Instruction36-14	16-Feb-16	Leave and Pass/Liberty Administrative Procedures	TCJ1
Instruction36-16	22-Jan-15	Issue and Wear of USTRANSCOM Organizational Clothing	TCJ1
Instruction36-18	21-Aug-12	Military and Civilian Awards Programs	TCJ1
Instruction36-19	8-Jul-15	Procedures to Request Civilian Tuition Assistance	TCJ1
Instruction36-22	14-Aug-12	Civilian Classification and Position Management	TCJ1
Instruction36-25	19-Mar-15	Quality Recognition Program	TCJ1
Instruction36-30	30-Oct-14	Procedures to Request Payment of Expenses to Obtain Civilian Licenses and Professional Credentials	TCJ1
Instruction36-31	27-May-15	Personnel Accountability and Recall Procedures	TCJ1
Instruction36-38	14-Oct-14	Commander's Innovation Showcase	TCCS
Instruction36-41	14-May-15	Work Schedules, Absence and Leave, Overtime, Compensatory Time, Credit Hours, and Compensatory Time Off for Travel	TCJ1
Instruction36-42	6-Apr-16	Telework Program	TCJ1
Instruction36-43	9-Sep-16	Drug Demand Reduction Program	TCJ1
Policy Directive36-24	7-Mar-16	Military Evaluation Program	TCJ1
Policy Directive36-26	17-Apr-15	Post-Deployment Downtime	TCJ1
Policy Directive36-28	13-Aug-14	USTRANSCOM Officer and Enlisted Tour Extensions/Curtailments	TCJ1
Policy Directive36-37	31-Mar-11	Civilian Overhire Procedures	TCJ1
Policy Directive36-38	17-Feb-17	Civilian Dress and Appearance	TCJ1
Policy Directive 36-39	20-May-13	Sexual Assault Prevention & Response Program	TCJ1
Policy Directive 36-40	29-Sep-14	Federal Voting Assistance Program	TCJ1
Pamphlet36-2	2-Mar-16	Equal Opportunity/Equal Employment Opportunity	TCJ1
Pamphlet36-32	13-Jan-17	Sexual Assault Prevention and Response	TCCC
Pamphlet36-41	27-Jul-16	Commander's Training Guidance (CTG) for Fiscal Years 2017-18 (FY17-18)	TCJ3

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Instruction38-2	19-Aug-14	Reserve Component Support Requirements	TCJ9
Instruction38-3	7-Apr-15	Joint Manpower Management	TCJ1
Pamphlet38-1	2-Apr-15	Organization and Functions	TCJ1
Pamphlet38-1 Vol 1	10-Nov-14	Command Section/Command Support Group Organization and Functions	TCJ1
Pamphlet38-1 Vol 2	24-Feb-17	Organization and Functions, Acquisition Directorate (TCAQ)	TCJ1
Pamphlet38-1 Vol 3	8-Jun-16	Organization and Functions, Staff Judge Advocate (TCJA)	TCJ1
Pamphlet38-1 Vol 4	6-Mar-17	Organization and Functions, Command Surgeon General (TCSG)	TCJ1
Pamphlet38-1 Vol 5	24-Feb-17	Organization and Functions, Manpower and Personnel Directorate (TCJ1)	TCJ1
Pamphlet38-1 Vol 6	7-Mar-17	Organization and Functions, Intelligence Directorate and Joint Intelligence Operations Center (TCJ2, JIOC-TRANS)	TCJ1
Pamphlet38-1 Vol 7	6-Mar-17	Organization and Functions, Operations and Plans Directorate (TCJ3)	TCJ1
Pamphlet38-1 Vol 8	6-Mar-17	Organization and Functions, Strategy, Capabilities, Policy, and Logistics Directorate and Enterprise Readiness Center (TCJ5J4)	TCJ1
Pamphlet38-1 Vol 9	12-Oct-12	Organization and Functions TCJ6	TCJ1
Pamphlet38-1 Vol 10	24-Feb-17	Organization and Functions, Program Analysis and Financial Management Directorate (TCJ8)	TCJ1
Pamphlet38-1 Vol 11	6-Mar-17	Organizations and Functions, Joint Reserve Component Directorate (TCRA)	TCJ1
Pamphlet38-1 Vol 12	19-Feb-15	Organization and Functions JDPAC	TCJ1
Handbook41-1	3-May-16	Global Movement Patient Operations	TCSG
Instruction51-1	26-Feb-16	Acceptance of Travel Benefits Under 31 U.S.C. 1353	TCJA
Instruction51-2	25-Feb-15	Implementation of Department of Defense Law of War Program	TCJA
Instruction51-3	19-Mar-13	Administration of Military Justice	TCJA
Instruction51-4	17-Dec-12	Fraud Remedies Program	TCJA
Instruction51-5	16-Oct-15	Contract Disputes and Bid Protests	TCJA
Policy Directive51-3	30-Oct-14	Suspension and Debarment of Non-Responsible Contractors	TCJA
Handbook60-2	22-Jul-16	Research, Development, Test, and Evaluation	TCJ5/4
Instruction60-1	26-Jun-15	Joint Doctrine Development Program	TCJ5/4
Instruction61-1	18-Feb-16	Research, Development, Test, and Evaluation Program	TCJ5/4
Instruction61-2	4-Feb-15	Technology Transfer	TCJ5/4
Pamphlet61-11	18-Apr-16	Research, Development, Test, and Evaluation	TCJ5/4
Instruction63-4	25-Nov-11	Continuation of Essential USTRANSCOM Contractor Services During Crisis Situations	TCAQ
Instruction63-5	18-Mar-16	Contracting Officers Representative Program	TCAQ
Instruction63-6	6-Mar-15	Ratification of Unauthorized Commitments	TCAQ
Instruction63-7	25-Sep-15	Acquisition Management	TCAQ
Instruction63-10	21-Sep-16	Acquisition Program Lifecycle Management	TCAQ
Instruction65-3	23-Nov-15	Managers Internal Control Program	TCJ8
Pamphlet65-1	28-Mar-16	FY 18-22 Integrated Program/Budget Submission Guidance	TCJ8
Instruction84-2	14-Dec-16	Art, Artifact, and Common Area Decor Program	TCRC
Instruction84-03	10-Nov-14	Book Purchase Program	TCRC
Instruction84-4	14-Dec-16	Lineage, Honors, and Heraldry	TCRC
Instruction84-5	5-Feb-15	Conference Room Decor and Naming	TCRC
Instruction90-2	17-Apr-15	Strategy Development	TCJ5/4
Instruction90-3	1-Aug-14	Conferences	TCJ8
Instruction90-4	24-Mar-17	Intelligence Oversight Program	TCIG
Instruction90-5	28-Dec-16	Inspector General Protected Communications and Complaint Resolution Program	TCIG
Instruction90-6	7-Dec-15	Corporate Governance Process	TCJ8
Instruction90-7	10-Jan-14	Innovation Pipeline	TCCS
Instruction90-8	19-May-15	Building 1900 Lobby Utilization	TCCS

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Instruction90-9	24-Aug-16	Roles and Functions	TCCC
Instruction90-13	14-Aug-15	Mission Area Management	TCJ3
Instruction90-16	11-Mar-15	Policy for Contractor Visits with General/Flag Officers, Senior Executive Service, and Staff	TCAQ
Instruction90-18	7-Dec-16	Combating Trafficking in Persons	TCJ3
Instruction90-19	5-May-15	Defense Business Systems Investment Management	TCJ3
Instruction90-20	27-Oct-15	Procedures for Command Agreements	TCJ5/4
Instruction90-21	23-Jan-15	Transportation Workload Forecasting	TCJ5/4
Instruction90-22	14-Jan-15	Deployment and Distribution Cost Based Decision Support	TCAC
Instruction90-23	1-Jul-15	Relations with the GAO and DOD IG for Auditing	TCIG
Instruction90-24	16-Feb-16	Force Flow Conference Center Operations	TCJ3
Instruction90-25	30-Nov-16	Military Memorial Ceremonies and Memorial Services	TCCH
Instruction90-26	17-Nov-16	Civilian Memorial Events	TCCH
Instruction90-27	6-Oct-16	Knowledge Management	TCCS
Instruction90-28	30-Sep-16	Senior Enlisted Leadership Positions General and Specific Responsibilities	TCCC-SEL
Instruction90-29	25-Oct-16	Joint Capabilities Integration and Development System	TCJ5/4
Instruction90-31	5-Oct-16	Boards, Bureaus, Centers, Cells, and Working Groups	TCCS
Policy Directive90-1	30-Mar-15	Functions of the Inspector General	TCIG
Policy Directive90-3	31-May-16	Physical Fitness Program	TCJ1
Policy Directive90-6	22-Nov-16	Fraud, Waste, and Abuse Prevention and Detection Program	TCIG
Policy Directive90-10	26-Aug-14	Adverse Weather Operations	TCJ1
Policy Directive90-11	18-Jun-14	Purchase/Printing of Business Cards with Appropriated Funds	TCJ6
Policy Directive90-12	8-Oct-14	Distinctive Coins	TCCS
Policy Directive90-14	2-Jan-15	Joint Service Color Guard	TCCS-First Sergeant
Policy Directive90-17	30-Oct-14	Gifts to USTRANSCOM	TCRC
Policy Directive90-27	3-Sep-14	Memorial Wall	TCRC
Policy Directive90-29	13-Oct-15	Enterprise Architecture General Officer Steering Committee	TCJ3
Policy Directive90-32	17-Apr-15	Defense Travel System Approval/Certifying Process	TCJ8
Policy Directive90-34	25-Jun-13	Agile Transportation for the 21st Century General Officer Steering Group	TCAQ
Policy Directive90-30	24-Nov-15	Standards of Conduct Program	TCJA
Pamphlet90-30	3-Dec-15	Processing Congressional Responses	TCCS
Pamphlet90-35	25-Nov-15	Policy Memorandum Establishing Commercial Airlift Review Board (CARB) Policy	TCCC
Pamphlet90-36	22-Feb-17	Policy Memorandum on Reprisal	TCIG
Instruction91-01	5-Nov-13	Joint Safety Program	TCCS-Facilities