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## **Annex 1 to the Cargo Movement Request: Advisory Notice Incorporating Terms and Conditions of Use of the Common Transport Service**

CARE, with the administrative assistance from UNJLC, is offering a free Common Transport Service, (CTS) for the Humanitarian Community in Sudan.

So that the CTS can run to schedule and within the allocated budget, service users (Users) are required to certify observance of the following advisories and conditions of use of the CTS:

1. The CTS is scheduled to run from 01 May until 30 June 2008, and will transport cargo from Khartoum to El Fasher, Nyala and El Geniena.
2. The above locations will be served independently, that is, transporters will attend each location as a single trip until the end of the CTS; no single trip will be made to all 3 locations.
3. Users are requested to submit a Cargo Movement Request (CMR) to JLC: [sudan.logs@unjlc.org](mailto:sudan.logs@unjlc.org) JLC will confirm receipt of the CMR within 2 working days. If no acknowledgment is received within 2 working days JLC would kindly request a reminder on the CMR.
4. For ease of operation deadlines for submitting CMRs will be 20 Apr for the May operations and 20 May for the June operations; to avoid a bottleneck toward the end of the operation kindly be considerate to other Users and CARE's capacity by submitting CMRs at the earliest opportunity.
5. Cargo must be in-country, customs cleared (where necessary) and ready for dispatch prior to submitting a CMR.
6. CARE will notify the user of acceptance of the CMR and will notify the user of the date to bring their cargo to the CARE warehouse at Sega Road, near the Blanket Factory, Bahri, Khartoum.
7. CARE will call forward cargo to be brought to their warehouse no later than 5 working days after acceptance of the CMR.
8. CARE has determined that 25 tonne capacity vehicles will be used for this service; Users are informed that a vehicle/s will only depart from Khartoum when fully laden and that delivery to CARE's warehouse attaches no obligation on CARE or UNJLC to transport the cargo until the vehicle is full.

9. CARE will provide a point of contact as liaison for Users to coordinate delivery of cargo to CARE's warehouse.
10. All cargo must be accompanied with 5 copies of a delivery docket/ waybill, if any User requires a delivery docket/ waybill, kindly request from either CARE or UNJLC.
11. Users are kindly requested to deliver cargo to the CARE warehouse before 1200, (noon) of the day indicated.
12. CARE will provide cargo handling facilities at their warehouse and storage for the User's cargo until cargo is dispatched free of charge.
13. CARE will only accept cargo for the CTS that is clearly identifiable on the pertinent CMR; additional cargo not identified on the CMR will require the submittal of a new CMR.
14. Cargo will be accepted and dispatched after a CMR has been submitted upon on a 'first come - first served' basis.
15. CARE will distribute to the service user in the designated area and will not distribute outside of the main town centres.
16. CAREs' transporters will unload the vehicles upon reaching delivery destination. This service is a 'doorstep' service, that is, they will not be expected to offload the cargo further than 6m from the vehicle offloading point and will not negotiate stairs or other obstacles to the timeliness of their schedule.
17. Users are requested to provide additional labour as required at the point of delivery or be prepared to accept reasonable rates for additional services, i.e. beyond 'doorstep' services from the transporters; such rates to be determined between the service user and the transporter. Neither CARE nor UNJLC endorse or accept responsibility for such arrangements.
18. Users accept the obligation to accept delivery on the day presented.
19. All CMRs must have complete and accurate delivery details clearly entered and users must provide contact details, i.e. telephone number of the Point of Contact (POC) at the delivery location.
20. Prohibited cargo: The following, although by no means exhaustive, indicates cargo that will not be considered for transport:
  - Flammable liquids, i.e. Fuel;
  - Gases;
  - Vehicles, (including motorcycles);
  - Weapons;
  - Alcohol;

- Explosives;
- Corrosives, including Batteries, (unless dry or dry cell);
- ICT/ Computer equipment;
- Communications equipment, and;
- Medicines and medical equipment too fragile for surface transport.

CARE and UNJLC reserve the right to extend the list of prohibited items and, or, refuse any cargo at any time at their discretion.

21. Users are reminded that the CTS is a free service. The use thereof is contingent upon acceptance of the foregoing advisories and restrictions and that CARE and UNJLC assert their full indemnity against any liability arising from loss or damage howsoever caused as a result of participating in the CTS.

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