Discussions

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DAIRY, GRAINS, AND OILSEEDS BRANCH
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Advance Shipment Notices

• Advanced Shipment Notices (ASN) are required by 4A52.211-80 Advance Shipment Notice (ASN) and Unloading Appointment (June 2021) in the Master Solicitation for Commodity Procurement-Domestic Programs (Master).

• The Master is available at Purchase Programs: Solicitations & Awards | Agricultural Marketing Service (usda.gov).
Advance Shipment Notices

ASN entry is a contractual requirement. The Master indicates:

- Contractor shall enter a WBSCM advanced shipment notice (ASN) on or before the date of shipment.
- Contractors are encouraged to create the ASN for the purchase order item number as soon as a delivery appointment has been scheduled, but not less than 24 hours.
Advance Shipment Notices

Advanced shipment notices shall contain:
- Shipper’s name
- Commodity
- Sales Order or Requisition Number (SO or RN)
- Units per (SO or RN)
- Destination
- Purchase Order Number
- Ship date
- Mode of transportation. If truck, anticipated date of arrival.

Please enter an ASN using the actual ship date and not the final Not-Later-Than date of the contracted delivery period.
Advance Shipment Notices

- The ASN alerts the recipient agency that the product will be shipped.

- Delivered product cannot be used in USDA Food Assistance distributions without the ASN in WBSCM.

- The ASN is the initial step in the eINV process.