

## DEFINITIONS

**AIR Card:** The Aviation Into-plane Reimbursement (AIR) Card. The AIR Card is a commercial credit card, co-branded by the AIR Card Contractor. The AIR Card is used as a payment mechanism and identification card by U.S. Government aircraft for the purchase of fuel and/or ground services at commercial airports; airport locations under DESC into-plane contract and at non-DESC contracted locations, holding merchant agreements with the Credit Card Processor (CCP).

**AIR Card Contractor (ACC):** The contractor providing services for the U.S. Government's AIR Card Program.

**Ancillary (Ground) Services:** Any authorized services, other than fuel, purchased at a commercial location. In conjunction with DESC fuel cards, this term refers to services over and above what is covered in an into-plane or bunker fuel contract (e.g., defuel, re-service, de-icing, lavatory services, catering, towing, oil, engine start, backhaul charges, etc.). These charges are billed separate from DESC and directly to the home station payment office under split billing procedures.

**Backhaul Charge:** Charges assessed by contractors delivering fuel when all or part of a cargo cannot be delivered. Backhaul charges can be incurred on pipeline, barge or truck deliveries.

**Bunker Fuel Contract:** A requirements type contract for the direct delivery of ships' bunkers fuels worldwide. Product is delivered Free On Board (FOB) destination to the ship by pipeline, barge, tank-truck or tank wagon. Contracts are awarded by region, rotating every other year, usually for a two-year performance period. Bunker contracts are used by DoD military and federal civilian agencies, Coast Guard and Army Corps of Engineers.

**Centrally Billed Account:** A card/account established by the Contractor at the request of the agency/organization. These may be card/cardless accounts. Payments are made directly to the Contractor by the agency/organization.

**Credit Card Processor:** A bank, financial enterprise, firm, or company under contract with DESC to process payments and invoices for any of DESC's fuel card programs (AIR, SEA or DoD Fleet Card).

**Demurrage:** Demurrage is the penalty paid to a common carrier making fuel deliveries for undue delays in making the delivery caused by the receiving activity.

**DESC Customer:** Any authorized AIR Card user from the DoD Services, Other DoD Agencies, Federal Civilian Agencies, or State and Local Law Enforcement Agencies.

**Designated Billing Office (DBO):** The office or third party entity that may be designated by the ordering agency/organization to receive the official invoice and, in some instances, make payments against the official invoice.

**FAS Enterprise Server (FES):** The DESC server used to house FAS Data. Also known as “Purple Hub”.

**Fuels Automated System (FAS):** FAS is applications and people working together to create a means to record, report and manage the Department of Defense energy business.

**Into-Plane:** A supply program whereby the U.S. Government contracts with a contractor to refuel government aircraft at commercial airports with specified contract fuel. The fuel, lube oil, and refueling facilities (storage tank, vehicle, and equipment) are supplied by the contractor with commercial product. The use of Government refueling trucks, equipment, bladders, etc. is not authorized unless so stipulated in the into-plane contract. Commercial aircraft under a Government charter or contract may be refueled at into-plane locations.

**Level I Data:** Standard commercial transaction data which includes the total purchase amount, the date of purchase, the merchant’s name, city/state, debit/credit indicator, date charge/credit was processed by the contractor; contractor processing/transaction reference number for each charge/credit, and other data elements as defined by the Associations or similar entity.

**Level II Data:** Adds additional data to Level I data about each purchase which includes merchant category code, sales tax amount, accounting code, merchant TIN, minority/women owned business codes, 1099 status and merchant zip code, and other data elements as defined by the Associations or similar entity.

**Level III Data:** Full line-item detail in addition to the data in Level 2 which includes unit cost, quantities, unit of measure, product codes, product descriptions, ship to/from zip codes, freight amount, duty amount, order date, discount amount, and order number, and other data elements as defined by the Association or similar entity.

**Master File:** This file is maintained by the contractor. It contains all essential account information described in the offer.

**Over Water Deliveries:** Fuel transported by barge or tanker where special certification requirements exist due to safety concerns. Costs for over water delivery is a separate transportation charge and will be billed independent of product charges. This applies to bulk deliveries only.

**SEA Card: Ships' bunkers Easy Acquisition (SEA) Card.** A new (and yet to be implemented) DESC fuel purchase/credit card to be utilized by large or small vessels, cutters, and ships that serves as a payment mechanism and identification card. The SEA Card will be used at commercial ports and piers worldwide for the purchase of fuel both at DoD contract locations and at those non-contract locations that accept the card for payment.

**Ships' Bunkers (Bunkers) Program:** The Ship's Bunkers program provides commercial ship propulsion fuels for military and other U.S. government ships at contracted commercial ports worldwide.

**Split Billing:** Requirement for fuel card/credit card processors under contract with DESC to separate purchases of fuel from other goods and services on each invoice. Fuel product invoices are then electronically forwarded to Defense Finance & Accounting Service (DFAS) for payment, and the remaining "split" purchase(s) are billed at cost directly to the unit's servicing payment office by the applicable credit card processor.