

GD NASSCO - CARRIER ROUTING GUIDE

Purpose: *The following pages are for shipments consigned to General Dynamics NASSCO sites in the US. These Routing Guide Instructions are considered an adjunct to the Packing and Shipment requirements of NASSCO's Purchase Order Terms and Conditions.*

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I. Delivery Location and Instruction

Warehouse	Address	Delivery Hours
15W	8511 Kerns St. San Diego, CA 92154	7 AM to 3 PM (M-F) Weekend Deliveries must be scheduled with NASSCO Logistics Team
43W	2275 E. Belt St. Gate #14 San Diego CA 92113	7 AM to 3 PM (M-F) Weekend Deliveries must be scheduled with NASSCO Logistics Team
Steel Yard	2275 E. Belt St. Gate #14 San Diego CA 92113	7 AM to 3 PM (M-F) Weekend Deliveries must be scheduled with NASSCO Logistics Team
Gate #2	2798 Harbor Dr. San Diego CA 92113	7 AM to 3 PM (M-F) Weekend Deliveries must be scheduled with NASSCO Logistics Team
<p>Requirements for all deliveries to all NASSCO locations:</p> <ul style="list-style-type: none"> -Speed Limit 5 mph max inside the shipyard and at the 15W Otay Mesa warehouse marshalling yard. -If you have a load requiring crane support, you must inform NASSCO Logistics team in advance of delivery. -Vehicle movement inside the yard is prohibited during shift changes (Hours 3:00 PM - 3:10 PM) and (Hours 12:30 AM - 12:40 AM). -Non-US persons requesting access to NASSCO facilities must identify themselves to the security guard at the gate and must remain under escort while inside NASSCO facilities. -Drivers should not exit their vehicle, except to unlatch or unbind vehicle straps. NASSCO requires a hard hat, protective glasses, closed toe shoes, shirts with sleeves, and pants be worn while inside the shipyard. -No pets, friends or family members are allowed in the vehicle when entering the shipyard. -Be cautious of several moving/fixed obstacles in NASSCO shipyard, including bicycles, forklifts, mobile cranes, carts, and mooring bollards along the pier, ect. Do not park on crane tracks. -Never drive under a suspended crane load or raised forklift. You must vacate your truck if a crane load will pass over your cab. 		
<p>Contacts: NASSCO Logistics Team - logistics@nassco.com</p>		

These instructions apply to all NASSCO locations, supersede all prior versions of this document, and are binding unless specific written authorization to deviate from these instructions is granted.

1. Standard Shipping Instructions

NOTE: *Excess freight costs incurred due to noncompliance with these instructions and the instructions on the face of NASSCO's Purchase Order and/or Core Return Instructions shall result in these extra costs being back-charged to the Shipper per the provisions of NASSCO's Purchase Order Terms and Conditions unless authorized by NASSCO prior to shipment.*

a) General Standards:

- Normal Domestic Transportation mode will be via ground carriers.
- Normal International Transportation mode will be via Economy Air.
- Any deviation from the standard mode of transportation must be coordinated/ approved by NASSCO Procurement/Logistics.

- NASSCO Buyers can authorize premium transportation AS NECESSARY:
 - Airfreight
 - Air Express
 - Exclusive use of truckload or carload carrier
- When supplier deliveries are behind schedule, NASSCO may require shipment by premium transportation as instructed by the duly authorized NASSCO Purchasing Contract. The supplier will absorb all applicable shipping costs. If shipments are sent freight collect, the supplier may be debited the freight cost plus an administrative fee.
- Buyer will work with Seller to consolidate multiple shipments from the same location provided it still supports Production and Product Support requirements.

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b) Surface Freight:

This applies to all Small Parcel, Less than Truckload (LTL) and Full Truckload (FTL) shipments when the terms are FCA (Free Carrier) Ship Point.

1. NASSCO freight should be described in accordance with the National Motor Freight Classification (NMFC). Include the NMFC item number in the descriptions in order that the carrier may apply correct ratings, and to assist in initiating loss/damage claims when applicable.
2. All LTL same-day shipments should be consolidated & tendered to the same carrier on one Bill of Lading whenever possible.
3. Hazardous materials are to be packed, marked and labeled in accordance with all applicable U.S. Government and carrier regulations and tariffs.
4. If freight charges are to be billed to NASSCO for drop shipments, **third-party** billed must be identified on the bill of lading. Enter all required data on the Bill of Lading to identify NASSCO as the responsible party for payment of the freight charge.
5. Any shipment requiring NASSCO Logistics team support must complete the following MSO Form in its entirety (Reference A).

Weight	Description	Preferred Carrier and Method
0 - 150 lbs.	Small package ground service within FedEx dimensional sizes.	<p align="center">FedEx Ground</p> <p align="center">If using hundred weights - follow FedEx guidelines. For Suppliers and Third Party Billing: Ask NASSCO Buyer for External FEDEX Login/Password and Shipment Charge Number Note: Shipment cannot be completed without this information</p> <p align="center">DHL</p> <p align="center">Ask NASSCO Buyer for DHL Account Number and Shipment Charge Number</p>
150 - 10,000 lbs.	Single and multiple package shipments exceeding the small package requirements by common carrier.	<p align="center">For items exceeding FedEx Express (Ground) size-weight limitations, ship LTL using:</p> <p align="center">Coyote Logistics – GeneralDynamics@coyote.com XPO Logistics – XPOGD@xpo.com Crane Worldwide – ATLInsideSales@cranewww.com NASSCO Logistics Team – logistics@nassco.com</p> <p align="center">Provide weight, dimensions, freight descriptions to freight forwarder Ask NASSCO Buyer for Shipment PO/Charge Number</p>
> 10,000 lbs. Or > 1,000 cu. Ft. Or > 20 ft. long	Use NASSCO's preferred carriers for shipments exceeding these dims and weight.	<p align="center">Truckload carriers are to be used for shipments weighing over 10,000 lbs. or taking 20 or more linear feet of the trailer.</p> <p align="center">Carriers to be used:</p> <p align="center">NASSCO Logistics Team – logistics@nassco.com Crane Worldwide – ATLInsideSales@cranewww.com Panalpina - Brokerage.SAN@panalpina.com</p>

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Reference A – Material Shipping Order (MSO) Form

NOTE: The NASSCO Buyer or NASSCO Logistics Team is able to provide this form to you

MATERIAL SHIPPING ORDER FORM (MSO)							
All HIGHLIGHTED FIELDS MUST BE FILLED OUT BY REQUESTER							
Pick-Up Date:		Need Date:		Repair		<input type="checkbox"/>	
				GFM		<input type="checkbox"/>	
Ship Hull Number/Program:				New Construction		<input type="checkbox"/>	
Pick-Up Reference Number:				Is this an FTZ item?		YES / NO	
Charge Number:				Is this material Hazardous/Dangerous?		YES / NO	
PO Number:				MSO Number (For NASSCO Employees):			
Ship From (Pick-Up Location):				Ship To (Delivery Location):			
Business Name:				Business Name:			
Address:				Address:			
Address:				Address:			
City, State, Zip:				City, State, Zip:			
POC Name:				POC Name:			
POC Phone/Email:				POC Phone/Email:			
QTY	PKG Type	Material Description	Material Cost	(LBS)	Length (Inches)	Width (Inches)	Height (Inches)
			\$ -				
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		Preferred Shipping: <input type="checkbox"/> Priority Air		<input type="checkbox"/> Economy Air		<input type="checkbox"/> Ocean	
		<input type="checkbox"/> Truck		<input type="checkbox"/> Rail		<input type="checkbox"/> Other	
GDR#:		MPR#:		OSR#:			
Requestor:		Extension:		Department:			
FOR NASSCO USE ONLY - THE BELOW MUST BE FILLED OUT FOR ALL FOREIGN SHIPMENTS LEAVING NASSCO							
Contact your department Export Licensing Coordinator for assistance. Put "N/A" for domestic shipments.							
Schedule B Number:				Description, Including Serial #, Material Code, Etc.			
EAR Item:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
EAR Classification ("EAR99" or ECCN No.):							
EAR License or Exception No:							
ITAR Defense Article:		<input type="checkbox"/> Yes <input type="checkbox"/> No					
USML Category No:							
ITAR Authorization or Exemption No:							
Is Shipment Authorized for Export:		<input type="checkbox"/> Yes <input type="checkbox"/> No					
Reason for Shipment:							
Visual Compliance Screening of All Parties & Destination(s):				<input type="checkbox"/> Approved		<input type="checkbox"/> Denied	
Name & Signature of Export Licensing Coordinator or Mgr Export Compliance:							
It is the responsibility of the user to verify that this is the currently authorized version of the form before use. Ref: Purchasing Manual Procedure No. 612, Preparation of Material Shipping Orders (MSOs) for Shipments to Foreign Destinations							

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c) Domestic Air Shipments

1. NASSCO permits airfreight, counter to counter or expedited truck only with written authorization from the NASSCO Purchasing contact. Non-authorized use of premium modes will be charged back to the supplier.
2. If next day air shipments fall on a Friday and are intended to be delivered on Saturday, the Supplier must specify "Saturday Delivery" when processing. Your NASSCO contact must also be notified of a Saturday delivery. If Saturday Delivery is not specified, it will default to a Monday delivery.
3. NASSCO's designated domestic small package air carrier is FedEx Express (see account matrix).
4. For Same Day Air or Dedicated Team Truck (Hotshot): Contact NASSCO Logistics Team – logistics@nassco.com

NOTE: If late in the day, locations remote to a major airport, commercial flight schedules may not support Same Day service.

For FedEx shipments, do not FedEx Priority 1st overnight, unless authorized by NASSCO Buyer.

Weight	Description	Preferred Carrier and Method
1 - 150 lbs.	Small package shipments requiring overnight service purchased F.O.B freight collect within the 50 states.	<p>FedEx</p> <p>Ask NASSCO Buyer for External FEDEX Login/Password and Shipment PO/ Charge Number Note: Shipment cannot be completed without this information</p>
150 - 500 lbs.	Small package shipments requiring 1 day service purchased F.O.B freight collect within the 50 states.	<p>FedEx Freight Next Day –</p> <p>Ask NASSCO Buyer for External FEDEX Login/Password and Shipment PO/ Charge Number Note: Shipment cannot be completed without this information</p>
> 501 lbs.	Large package shipments	Contact NASSCO Logistics Team logistics@nassco.com
Any	Hot/Expedited Air Shipments	Contact NASSCO Logistics Team logistics@nassco.com

d) International Shipments

NOTE: Any persons sending material via International Ocean, needs to notify NASSCO

Logistics team at logistics@nassco.com

1) Requirements for International Shipments

1. All persons sending International Shipments must complete the MSO Form in its entirety (Reference A) and submit to the NASSCO Logistics Team.
2. The seller or seller's agent is responsible to complete and submit all the correct and necessary documents with an international shipment. Inaccurate or misleading statements may result in Customs delays, increased review by U.S. Customs Inspectors or penalties against the importer.
3. Seller is responsible for and agrees to indemnify Buyer for any and all fines, damages, losses, expense, attorney fees, court costs, etc., that result from Seller's failure to comply with the commercial invoice requirements.
4. Incoterms as agreed upon and contained in the purchase order must be stated on the invoice.
5. If shipping for any new construction government contract via a P1 US vessel to, the supplier must submit rated Bill of Lading's (BOLs) to MARAD within 30 days after delivery.
6. When products originate in North America, Seller shall provide a valid, accurately completed North American Free Trade Agreement (NAFTA) Certificate of Origin, Form 434. Seller may provide annual or entry-by-entry certificates. If valid NAFTA certificate cannot be supplied, Seller must complete form, Vendor Country of Origin Certification.
7. Advanced Shipment Security Information Profile "10+2" is required per vendor plant and shipment channel. ISF filing should be provided by the shipper at least 72 hours prior to shipment departure via air or land.
8. Commercial Shipments: NASSCO's Customs Broker is Panalpina for all import International shipments except for shipments handled by FedEx and DHL:

Panalpina Inc.

1425 Corporate Cntr drive Suite #900
San Diego, CA, 92154
Brokerage.SAN@panalpina.com
1(619) 210-2141

9. Government Shipments: NASSCO's Customs Broker is RL Jones for all import International shipments except for shipments handled by FedEx and DHL:

RL Jones Customhouse Brokers

8830 Siempre Viva Rd Suite 300
San Diego CA 92154
nassco@rljones.com
(619) 661-8182 Ext. 1210

2) Conditional Document Requirements :

Certain products have Other Government Agency regulations that must be met at the time of import. The following is a summary of the requirements for products that NASSCO imports regularly. It is the vendor's responsibility to prepare all necessary documents and submit them with the invoice upon shipment of a PO. See Conditional Documents Chart for further regulatory information. See Appendix below for copies of the required forms (Reference B).

1. **FCC form 740:** For all electronic products using frequencies. The Federal Communications Commission (FCC) regulates the importation of radio frequency devices capable of causing harmful interference. At the time of entry, the FCC form 740 must be completed and filed with Customs for products regulated by the FCC.
2. **FDA Radiation Control Standards form 2877:** For all electronic products subject to Radiation Control Standards, such as non-infrared remote controls of electronic devices or compact disc players or DVD players and computer monitors that use laser light technology.
3. **TSCA-Toxic Substance Control Act statement:** Under the authority of the Environmental Protection Provider (EPA), any chemical substance, mixture, or article, as defined under Toxic Substances Control Act (TSCA), will be subject to the TSCA regulations. Examples include alodine pens, paints, glues and adhesives. Products potentially subject to TSCA must have a certification (positive or negative) presented with the import entry to Customs. A TSCA statement is not required for articles regulated by another government agency, for example the FDA.
4. **Steel Quotas and Visas:** Some steel items require a visa to be imported and some steel imports are limited by quota. Vendors shipping steel goods to NASSCO should contact the Trade Compliance department prior to shipment for instructions.
5. **Safety Data Sheet (SDS):** In order to maintain compliance with the OSHA Hazardous Communication Standard (HCS), all chemicals, as defined by the HCS, which are provided to NASSCO must be accompanied by an SDS for the subject chemical. The SDS provided must be in English.
6. **EPA Certification:** Before shipping any engines, motors, generators, pumps, equipment, or vehicles subject to EPA regulations under 40 CFR, all shippers must provide an EPA Certificate of Conformity, EPA Form 3520-21 and the below information for each article being shipped to the United States:
 1. Engine description
 2. Manufacturer
 3. Year
 4. Model
 5. Serial Number
 6. Engine Family
 7. Built Date

NASSCO will not be held responsible for any penalty or liability resulting from non compliance on EPA regulated items arriving to any U.S. port. NASSCO reserves the right to import and/or reject shipments non conforming with EPA regulations, therefore all incurred shipping costs for non importing, receiving or accepting the shipment will be paid by the shipper.

7. **Lacey Declaration:** Required for any products containing wood or plant material. Vendors shipping products containing wood or plant material must provide the Genus and Species of the material, the

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Country of Harvest for that material, and the percentage of recycled material included in the product. A copy of the form and instructions for completing the form are attached (see Appendix).

8. **Anti-Dumping Duty Non-reimbursement Statement:** For products subject to anti-dumping duty, such as copper pipe or stainless steel sheet shipping from China. The vendor is required to provide the full name and address of the manufacturer of the product shown on the invoice for Gulfstream to submit the attached statement (see Appendix) to Customs for each shipment. Under no circumstances is a vendor to reimburse Gulfstream for antidumping duties paid to Customs. This includes reducing the price on any future orders to compensate for the antidumping duties paid on any previous orders. Certain Bearings are subject to Anti-Dumping so a Bearing Declaration form is required to determine whether Anti-Dumping applies to that product. See the Combined Bearing Declarations and Non-Reimbursement Statement.
9. **NAFTA form:** For all shipments claimed eligible for NAFTA program with country of origin of Canada or Mexico. A copy of the form and instructions for completing the form are attached (see Appendix) for your reference.

3) Incoterms for International Shipments

- a. General Dynamics accepts 2010 Incoterms
- b. Regardless of the Incoterms in use, the seller must supply the goods as agreed in the contract of sale, together with such evidence of conformity as may be required by the contract.
- c. Regardless of the Incoterms in use, the buyer must take receipt and pay for the goods delivered, as provided in the contract.

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4) Reference B - Conditional Document Requirements Appendix

PRODUCT	REQUIRED FORM	FOR MORE INFORMATION	OBTAIN A COPY OF THE FORM
Radio Frequency Devices	FCC Form 740	E-CFR Title 47 Part 15	https://transition.fcc.gov/Forms/Form740/740.pdf
Electronic Products using radiation (eg. Television Receivers, Microwaves, Radar devices, Remote Control devices, Signal Generators, etc.)	FDA Form 2877	E-CFR Title 21 Part 1000 - 1050	http://www.fda.gov/downloads/AboutFDA/ReportsManualsForms/Forms/UCM080778.pdf
Chemical Substances, Mixtures or Articles for importation or exportation	TSCA Declaration	http://www.epa.gov/tsca-import-export-requirements	See Form Below
All Chemicals including Hazardous Materials and Substances	SDS	https://www.osha.gov/Publications/OSHA3514.html	
EPA Certification Importing Vehicles or Engines into the U.S	EPA Certification Form 3520-21	https://www.epa.gov/importing-vehicles-and-engines	https://www.epa.gov/sites/products/files/2017-08/documents/form3520-21-2017-08-secured-enabled.pdf
Products containing Wood or Plant Material	Lacey Act Declaration	https://www.aphis.usda.gov/aphis/ou/focus/planthealth/import-information/SA_Lacey_Act	https://www.aphis.usda.gov/plant_health/lacey_act/downloads/declarationform.pdf
Products subject to Anti-Dumping or Countervailing Duties	Anti-Dumping Non-Reimbursement Statement	1. Anti-Dumping Investigations https://usitc.gov/trade_remedy/731_and_701_cvd/investigations.htm 2. ADD Imports http://www.cbp.gov/sites/default/files/documents/guidance_for_cert_4.pdf	See Form Below
Bearings	Combination Bearing Declaration and Non-Reimbursement Statement	1. Anti-Dumping Investigations https://usitc.gov/trade_remedy/731_and_701_cvd/investigations.htm 2. ADD Imports http://www.cbp.gov/sites/default/files/documents/guidance_for_cert_4.pdf	See Form Below
Products manufactured in Mexico or Canada	NAFTA Certificate of Origin	http://www.cbp.gov/trade/nafta/nafta-certificate-origin	http://www.cbp.gov/document/form/form-434-north-american-free-trade-agreement-nafta-certificate-origin

2. Packing Instructions

1. **Purpose and Scope:** The purpose of this guideline is to suggest improved packaging practices to better protect supplies and equipment from damage in transit to and residing at General Dynamics NASSCO warehouses and shipyard. These practices are not contractual. They address generic packing methodologies for safe handling of the product, safety of the people handling packaged items, and storage periods for a minimum of 1 year in enclosed facilities without damage to the supplies and equipment. For further general guidance, refer to ASTM Designation: D 3951 – 95 (by Reference). Please also refer to Title 49 of the Code of Federal Regulations for packaging requirements excluding hazardous materials, explosives, or ammunition.
2. **Transportation of Cargo:** The proper blocking and bracing of crates, pallets and skidded items into a cargo container for transport is paramount to the product arriving in a safe condition. The packaged freight should be blocked, braced and strapped to prevent movement in 3 different directions: laterally (side to side), longitudinally (end to end) and vertically (up and down). The use of wood blocking, metal banding, buttress blocking and dunnage bags to secure the freight inside the container is required.
3. **Container Markings:** Markings must include the name and address of both consignee and consignor, as well as any other relevant precautionary markings. Containers should clearly identify the dimensions, gross weight, if significantly off –balance, mark center of gravity, and lifting points. All markings signifying contents of the package should be apparent and durable. In addition, Wood packing material (WPM) falling under IPPC requirements must be “ISMP-15” compliant and bear a visible IPPC stamp or marking on the exterior.
4. **Crates, Boxes, Pallets and Skids:** To ensure longer lasting durability, it is preferable that crates are held together by the use of screws and bolts. There should be a minimum of 2” clearing space within the crate. Enclosed products must be easily accessible for inspection, removal, storage, and maintenance.
5. **Base:** The base of the Crate, Skid, or Pallet should extend by a minimum of 2” to 3” on each side beyond the widest packaged equipment. At no time shall the materials or equipment extend beyond the base. The major factor in determining the base design is the weight of the item. There must be a minimum of 6” dunnage under all units transported without a base.
6. All pallets should have stringers and clearly marked strapping points.
7. **Securing:** Items need to be prevented from movement in 3 different directions: laterally (side to side), longitudinally (end to end) and vertically (up and down).

Cushioning: To protect against shock and vibration, where mechanical items could move within the crate, cushioning is required.

Securing/cushioning methods:

- Blocking and Bracing: Adding wooden blocks to the inside of the container to stop movement.
- Foam and Confinement: The process of encasing an item in a cavity with foam by lining the interior of the container.
- Bolting and Lagging: Using threaded hardware to secure an item through its mounting brackets or the base of the container.
- Banding or Bridging: The process of using metal or plastic bands and wooden bridges over the top to secure the load to the base of the container.
- Cushioning using bubble wrap, dunnage bags, or foam is acceptable.
- Peanuts, straw, and newspaper are NOT permitted.
- Equipment with sheet metal casing (switchboards, etc..) must have corner protection to avoid damage from strapping.
- Multiple boxes on pallets should be shrink-wrapped, individually marked and banded to the pallet.

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- Exposed knobs, handles, and switches should be protected from accidental damage. However, protection must be easily removed and capable of re-installation. Foam protection should be used regarding meters, gauges, and displays – removable and replaceable as required.
- All valves should have protection around the flange face.
- All gauges, drain plugs, terminals, exposed piping and tubing should also be protected.

Unitization:

- Multiple purchase orders must be packaged separately.
- Loose parts should not be packed within the equipment (i.e., Storing small parts in switchboard cabinets)
- Loose parts must be individually packaged and clearly marked. Please refer to purchase order instructions.
- Only Loose Parts marked with an “EL” prefaced part number may be shipped separately. All other parts must be shipped fully assembled.
- Bulk packaging is specifically excluded unless specified in the contract or order.

In general, General Dynamics NASSCO reserves the right to refuse shipments that are not palletized, adequately protected, and capable of multiple handling with lift equipment. Suppliers are encouraged to use advanced packaging techniques with suppliers of your choice. An example is Craters & Freighters; see contact info below:

Craters & Freighters

6500 Federal Blvd.
Lemon Grove, CA 91945
Local: 619.265.0509
Toll free 888.380.SHIP (7447)
www.cratersandfreighterssandiego.com

a) Hazardous Materials/Dangerous Goods Shipping

Ship in accordance with all applicable U.S. Department of Transportation (DOT) regulations as well as all international regulations, when applicable, as they pertain to the transportation of hazardous materials/dangerous goods in the modes covered.

3. Marking/ Labeling Requirements

1. All labels must show the following:
 - a) **Shipper's name and address**
 - b) **Consignee's name and address**
 - c) **NASSCO's purchase order number**
 - d) **Carton number (e.g., 1 of 5, etc.)**
 - e) **Packing list number/NASSCO part number/quantity**
 - f) **Weight**

2. A packing list shall accompany each shipment. It shall be securely attached to the outside of the #1 container and protected against accidental removal or damage. (Containers with dimensions under 12"x12"x12" are exempt from this requirement. Instead, the packing list may be placed within the container). The packing list shall contain the following:
 - a. Packing slip number
 - b. The NASSCO purchase order number
 - c. The purchase order line item number
 - d. Release number, if applicable
 - e. Quantity shipped
 - f. Unit of measure
 - g. Supplier's name
 - h. NASSCO's part number(s) if applicable, description of item(s) including the revision index and engineering order (if applicable) of the supplier's part number.
 - i. Serial number (if applicable)
 - j. The batch lot, compound number and/or manufacturer, assembly, cure date, and shelf life limitations when such information is required to be entered on the part and/or on its container.
 - k. Rejection Notice SASO/DMT number where applicable.
 - l. BFE (Buyer Furnished Equipment) that is serialized shall have the serial number referenced on the packing slip of the assembly being shipped to Gulfstream. Barcodes are required for BFE serialized parts.

3. Shipments of tubing and extrusions are to plainly indicate total footage on each container.

4. All material shipped for testing or experimental purposes must be clearly marked on interior and exterior containers, "**NOT FOR PRODUCTION – EXPERIMENTAL OR TEST MATERIAL**". The name and telephone number of the individual who is to receive the consignment must be entered on the Bill of Lading and on all other documents.

5. For repaired parts, a repair/teardown report shall be attached to the part or packing list. It should state what action took place (repaired or overhauled) and what parts were replaced. When applicable, it shall also indicate time since new.

6. Any additional data specified in the Purchase Order, Release, and Rejection Notice or elsewhere in these instructions.