



MOBILE, ALABAMA

QUALITY MANAGEMENT SYSTEM

PUR265

AUSTAL DOMESTIC ROUTING GUIDE

ISSUE C

UNCONTROLLED IF PRINTED. CURRENCY MUST BE VERIFIED PRIOR TO USE.

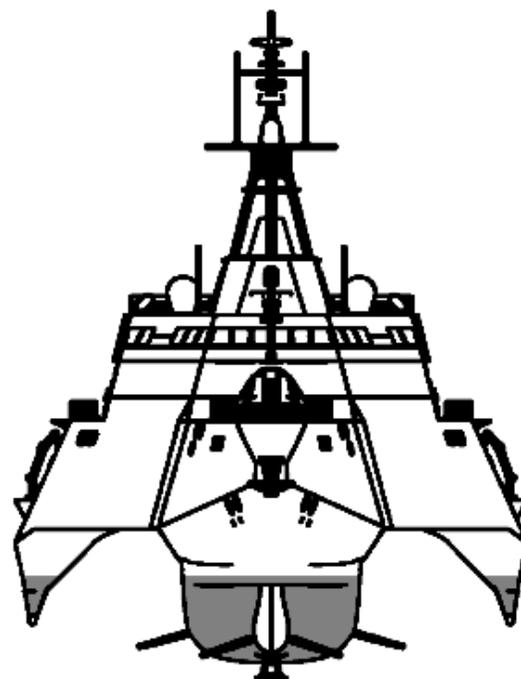
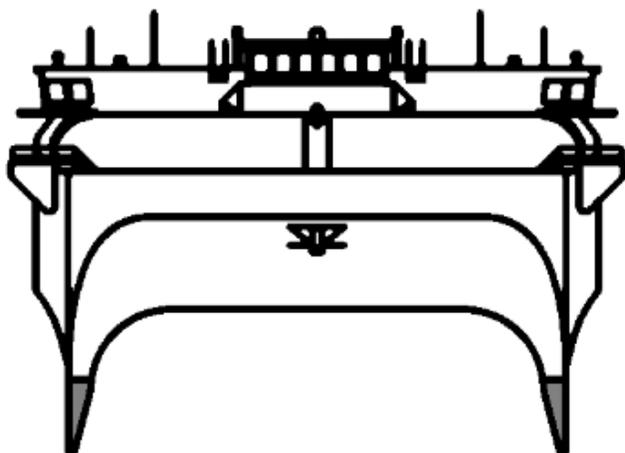
DOCUMENT OWNER: SENIOR MANAGER OF MATERIALS  
AND LOGISTICS

DEPARTMENT: LOGISTICS

Changes since last issue:

1. Traffic Lead was Traffic Coordinator
2. Delivery address changes
3. Clarified pallet requirements

# Domestic ROUTING GUIDE Version 4.2



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## **Attention Traffic Department and Customer Compliance Department**

Austal USA is committed to provide its customers the highest possible customer service. This is only achievable with cooperation throughout the supply chain and efficiencies in operations. Therefore, we have provided this Routing Guide which has been designed to provide you with a quick and easy reference for Austal USA's shipping requirements.

Please be advised that this routing guide is deemed part of the terms and conditions of purchase. These requirements are structured to provide supply chain efficiencies that support Austal USA's needs and those of our customers.

This routing guide supersedes all previous routing instructions. It is Austal USA's policy to chargeback freight charges and offset expenses in the event Austal USA's routing instructions are not followed. Only the Sr. Materials and Logistics Manager or Traffic Lead of Austal USA may authorize any variations of these instructions, except where otherwise indicated.

We enjoy the successful trading partnership we have and appreciate your cooperation in adhering to Austal USA's routing guide. Please read this guide before shipping Austal USA material to insure that you adhere to the guidelines and avoid any future possible chargeback violations and/or financial penalties.

## **General Information**

This guide supersedes all previous freight routing guides issued by Austal USA.

This guide contains detailed instructions for routing, documentation, and packaging of material for shipment to Austal USA. The instructions apply to all Purchase Orders issued by Austal USA.

Noncompliance with the Austal USA Routing Guide may result in chargeback of all excess expenses incurred plus an administrative fee. Each Supplier is responsible to forward this Guide to its Logistics Department and other individuals responsible for the delivery of material to Austal USA.

Suppliers are expected to ship on time to ensure proper and timely freight delivery service. Orders should be scheduled allowing sufficient time for transit to Austal USA by the Delivery Date on the Purchase Order. The Purchase Order, PO, Delivery Date shall be considered the required in yard delivery date to Austal USA. Shipments for PO's beyond this date may be subject to refusal. The Supplier is responsible for contacting the Purchasing Department at Austal USA for authorization prior to shipping past the PO Delivery Date.

Material should not arrive at Austal USA earlier than **5 days prior to the PO Delivery date.**

## **Routing Information**

- Each Supplier is given specific routing instructions, including an assigned LTL and small package carrier.
- Ship your material to the appropriate address designated in this routing guide.
- To control rising freight costs, it is Austal USA's goal to consolidate orders as much as possible within Austal USA's required ship dates. Refer to Section 3.10 for shipment consolidation instructions.
- If you have any problems arranging a carrier pickup, please contact Austal USA's Traffic Lead Jimmy Turner, at (251) 434-8000, ext. 1283 or [jimmy.turner@AustalUSA.com](mailto:jimmy.turner@AustalUSA.com).
- Austal USA's Traffic Lead must individually authorize all exceptions from these standard routing instructions in writing. **ANY OTHER COMPANY EMPLOYEES ARE NOT AUTHORIZED TO ISSUE EXCEPTIONS TO AUSTAL USA'S ROUTING INSTRUCTIONS.**

## 4. General Transportation Information

### 4.1 FCA Supplier's Facility

This shall be the default terms for all Purchase Orders where Austal USA is the responsible party for the cost of the freight. Shipments must be sent "Bill Third Party". Be sure to reference "Bill Third Party" on the BOL. The third party address is:

Austal USA  
PO Box 1049  
Mobile, AL 36633

The Austal USA Traffic Lead must route all shipments where Austal has agreed to assume responsibility for freight charges.

### 4.2 DAP Austal USA

This shall be the default term for all Purchase Orders where the Supplier is responsible for the cost of the freight. These shipments must be PREPAID at origin and identified as such on each carrier delivery receipt where terms of purchase are DAP Austal USA.

**Austal USA uses Incoterms 2020 as published by the International Chamber of Commerce. The default term shall be FCA Supplier's Facility unless directed otherwise.**

**NOTE:** Freight only invoice charges from a prepaid Supplier must be authorized in advance by Austal USA Traffic Lead. If authorized, a separate invoice for the freight must be accompanied by the following documents.

- Letter or email with Austal USA
- Level of Service
- Origin of shipment (City, State, Zip)
- A copy of the original freight bill
- Purchase
- Carton
- Weight
- Carrier used

For proper authorization, please contact Austal USA Traffic Lead via email/phone:

Traffic Lead  
Jimmy Turner  
Office: 251-434-8000 ext. 1283  
Email: Jimmy.Turner@austalusa.com

## 5. Shipping Guidelines

### 5.1 Bill of Lading (BOL) Requirements

A printed Bill of Lading is mandatory for all shipments, regardless of mode. Costs incurred by Austal USA resulting from an improperly executed Bill of Lading will be charged back to the Supplier. Shipments arriving without a Bill of Lading will be refused by Austal USA.

#### **BOL Format**

Austal USA utilizes the Voluntary Inter-industry Commerce Solutions Bill of Lading (VICS BOL) Form format and numbering system. Suppliers should make every effort to utilize standard VICS BOL format.

The use of the VICS BOL numbering structure is also strongly encouraged, even if the VICS BOL Form format is not being used. The VICS BOL numbering structure consists of an EAN.UCC company prefix, a unique reference/shipper number and a check digit. When the VICS BOL is not used each of the above must be included on the BOL.

#### **Required Information on all Bill of Ladings (Printed- NOT handwritten)**

Supplier Name  
Street Address  
City, State and Zip Code

Austal USA  
Street Address  
City, State and Zip Code

Carrier name and carrier SCAC  
Trailer number (for truckload shipments only)  
Seal number (for truckload shipments only)  
Austal USA purchase order  
Total number of cartons (not individual pieces) per PO  
Total number of pallets per PO  
Gross weight per PO  
AUSTAL USA DELIVERY DATE mm/dd/yy per PO

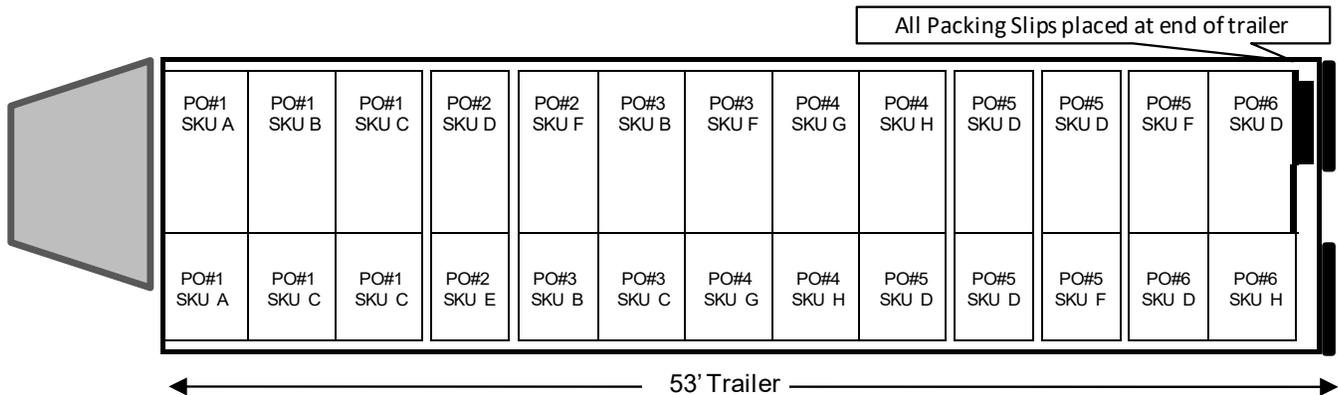
“Shipper Load and Count” or “SLC” printed on BOL when trailer is loaded and sealed without the driver being afforded the opportunity to count or inspect the freight.

A Master Bill of Lading is required for all shipments received on the same day, from the same location, to the same destination with multiple PO’s. Each PO and information must be listed out separately.

Suppliers are responsible for the Bill of Lading carton count and packing list piece quantities and shortages will result in freight claims against the Supplier.

## 5.2 General Shipping Requirements – Truckloads & Containers

- Product, floor loaded or palletized, must be loaded by PO, then by model/UPC.
  - When loading product, load model A of PO #1, then model B of PO #1. When all models of PO #1 are loaded onto the trailer, then the models for PO #2 can begin getting loaded.
  - Only 1 PO per pallet is recommended.
  - Only 1 model per pallet is recommended.



- Shipping methods must align with carton graphics/instructions and other written handling instructions as noted on the product.
- Product must be properly secured to ensure it arrives at the final destination undamaged
  - The use of load locks, air bags and other measures are acceptable, but not all inclusive, manners of securing the product from tipping over or shifting.
  - Examples of a "poor load quality" shipment would be:
    - Shipment was not properly secured and product spilled throughout the trailer.
    - Pallets shifted.
    - Product loaded tightly preventing the ability to unload using lift truck.
    - Excessive pallet overhang leading to material damage.

## 5.3 Trailer & Container Requirements

All shipments must comply with the following requirements.

### **Truckload, Less-than-truckload, Container and Courier shipments**

- Low boy trailers are acceptable.
- Trailers must have an ICC bar.
- Inside trailer must have a height of at least 100".
- Trailer beds must be free from debris and loose nails/wood.
- Partial truckload shipments must be tailgated on trucks.
- Trailer beds must be sturdy and strong enough to support the use of electric equipment during unloading.
  - Lift gate trailers are unacceptable.
  - Trailers with rollers are unacceptable.
  - Austal USA will accept scheduled dock shipments in cargo vans, moving vans, cars, or pickup trucks as long as material is properly packaged and containerized.

### **Trailer clearance requirements**

- For swing door trailers, there must be at least 4" of clearance between the top of the product and the top of the trailer.
- For roll door trailers, there must be at least 10" of clearance between the top of the product and the top of the trailer.
- For all trailers, there must be at least 2" of open space in the width.
- For all containers, there must be at least 6-8" of clearance between the top of the product and the top of the door.

**NOTE:** Austal USA requires suppliers to utilize industry standard seals on all trailers delivering to Austal USA. Use of non-industry standard seals may cause delays in receiving the goods.

**NOTE:** Other than shipments classified as ORM-D, no hazardous materials should be loaded on the same trailer as Austal USA product without the prior authorization from Austal USA's Traffic Lead.

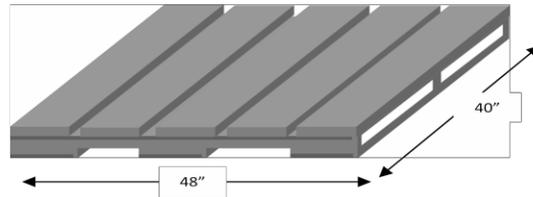
For shipments where Austal USA is the responsible part to arrange truckload shipments, Austal USA may send flatbed carriers, vans, pickup trucks, hot shots, pull behind trailers, or any other vehicle that is deemed acceptable to transport goods. These vehicles may or may not be marked with a transportation sticker.

## 5.4 Shipping Method

Shipping methods must be aligned with the criteria outlined in this section for handling capability and for the safety of Austal USA's employees.

### **Palletized**

- All shipments must be palletized unless outlined below or previously approved by Austal USA.
- Pallet requirements: 40"x48" hardwood pallets unless larger pallets are needed to prevent overhang of items that do not fit on regular pallet. Softwood pallets will be considered non-compliant and may be rejected at time of receipt. Expenses incurred to correct non-conformance including return freight and re-delivery will be the responsibility of the supplier if delivery is rejected.  
Austal will consider pallets as non-returnable. The use of larger pallets is recommended for items that do not fit on a standard pallet.
- Softwood pallets or block pallets are not acceptable. Shipments arriving on noncompliant pallets may be refused at the time of delivery.



### **Floor Loaded**

- Austal shipments must be palletized.

### **Parcel**

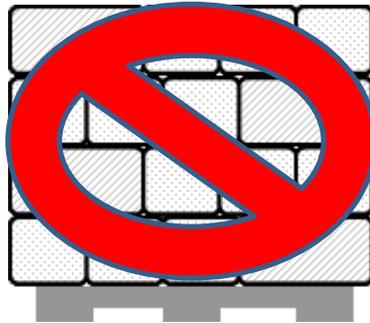
- A parcel shipment means that products are shipped by courier companies (i.e. UPS, Federal Express, etc.)
- Parcel shipments must be less than 150 pounds and must be less than 1 pallet worth of product on any given week.
  - One pallet worth of product means the total shipment is not to exceed 67 cubic feet.
  - Each carton does not exceed 165" in length and girth combined.
  - Each carton does not exceed 108" in length.

## 5.5 Load Building Requirements

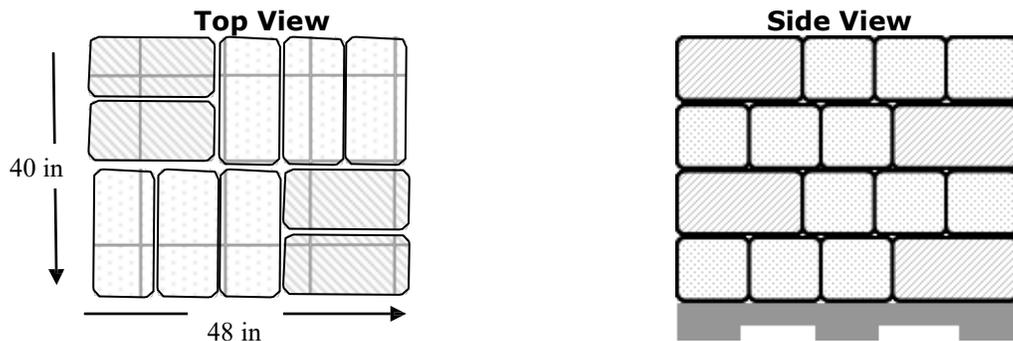
### Palletized Load

Palletized product must be palletized according to the following requirements:

- Pallets must conform to the 40"x48" hardwood pallet specification unless item is too large to fit on standard pallet. Softwood pallets will be considered non-compliant and may be rejected at time of receipt. Expenses incurred to correct non-conformance including return freight and re-delivery will be the responsibility of the supplier if delivery is rejected.
- Pallets must be wrapped in clear shrink-wrap. Black shrink wrap is not acceptable.
- There shall be NO overhang of product.



- Banding of product is acceptable, provided adequate material protection is accounted for (dunnage).
- Product must be stacked in standard case quantities on each pallet and shrink wrapped.
- Products on pallets must have consistent load layering as shown in the diagram.



## 5.6 Cable Spool Packaging

1. Spools lying on end on a 4x4 pallet.



2. Spools should not overhang the pallet.
3. Spool height on pallet no more than 40 inches. That would be about 36 spool width.
4. Don't overfill spool...keep 2 inches of open flange. See pictures.



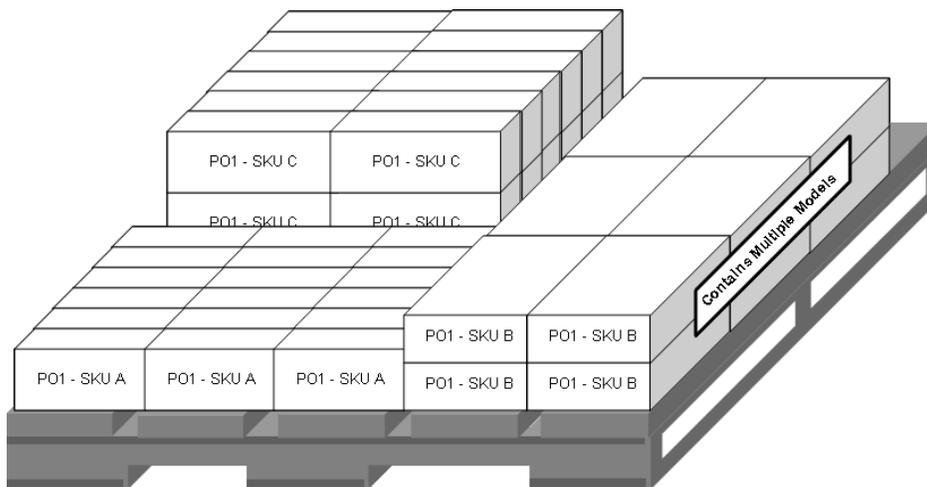
Good



Too Full

5. Cable should be wound tight to spool and protected with cardboard. Not loose on spool.

## 5.7 Product Configuration Illustration



## 5.8 Packing List Requirements

### **General**

- All shipments to Austal must be accompanied by a **printed** packing list (handwritten packing lists are not acceptable).
- One purchase order per packing list only.
- Packing list must match the contents of the shipment.
- Packing lists labeled as "Partial Shipment" are not acceptable. Packing lists for partial shipments must only detail what actually shipped.
- Packing list is to be placed in a removable envelope or pouch in a manner to prevent destruction and/or damage when opening the shipment.
- Envelope must be clearly marked "Packing List Enclosed."
- Drop shipments must also adhere to these guidelines.
- A master packing list shall be prepared where more than one shipment, shipping container or palletized unit load comprise the contract line item being shipped. The master packing list shall be attached to the number one container and so identified

### **Required Information**

- Supplier name
- Shipping address
- City, State and Zip code
- Austal
- Street address
- City, State and Zip code
- **Austal PO number**
- **Austal PO line & release number**
- Routing used on shipment (carrier name and/or carrier SCAC)
- **Austal part number and description**
- Quantity shipped
  - Number of cartons
  - Number of units
- Expiration date of product, if applicable
- Contract number, if applicable
- Supplier's part number

## 5.9 Placement of Packing List and Shipping Unit Label

### **Truckload –**

- Must be attached to the outside facing surface of the carton/pallet located at the tail end of the trailer.

### **Less-Than-Truckload –**

- Attach pallet specific packing lists to each logistical shipping unit for accurate and efficient receiving.

### **Small Package/Parcel –**

- Can be located in a removable envelope or pouch either on the outside of the carton or within the carton itself and must contain the words "Pack list Enclosed" listed on outside of the box that contains the packing list.
- Shipments with multiple cartons must be labeled as 1 of XX, 2 of XX, etc...

## 5.10 General Packaging Requirements

All packaging must adhere to the National Motor Freight Classification (NMFC) packaging requirements. See [www.nmfta.org](http://www.nmfta.org) for information about packaging requirements and classifications.

- All products (individual units, inner cartons and master cartons) must be packaged according to these requirements.
- Special handling notations should be on any and all cartons when applicable  
Examples of such notations are:
  - o Fragile
  - o This End Up
  - o Protect From Heat
  - o Do Not Stack More Than XX Units High
- All items shall be packaged to ensure protection against corrosion, deterioration, physical and electrical damage whether during shipment or storage following shipment and all crates or other containers shall be so constructed as to be acceptable to the carrier at the lowest rate of freight.
- All items with the kit, set, installation hardware or material shall be suitably segregated and identified within the unit pack (s) or shipping container by purchase order number, line item number, part number, and/or national stock number.
- Any protective covering or coating that, per supplier direction, is to remain in place on delivered equipment or material from the period of initial installation to commissioning or light off shall be non-flammable. All other protective materials on delivered equipment or materials that are flammable are to be listed on the packing slip as such and identified with a label on the item and marked with "Flammable- Must Be Removed Upon Installation," or similar marking as applicable.
- Crates should be assembled using screws instead of nails to prevent destruction of crate during unpacking process or disassembly.

## 5.11 Additional Information

- Material should not arrive at Austal USA no earlier than **5 days prior to the PO Delivery date**. Orders being shipped prior to this period must have approval from Austal USA's Traffic Lead. Shipments without proper approval will result in freight carriers holding material as it will not be given a delivery appointment by Austal USA. All chargebacks and additional freight cost incurred as a result of these orders being held or reshipped will be assigned to the supplier. All requests (regardless of size of the order) to ship material prior to this shipping window must be emailed to [Jimmy.Turner@austalusa.com](mailto:Jimmy.Turner@austalusa.com). Buyers are not authorized to approve exceptions to this rule. Do not ship orders after cancel date of purchase order. Any order received after cancel date will be returned at Suppliers expense, with applicable handling expenses added.
- **DO NOT SHIP** material by air freight, unless you have received authorization from Austal USA's Traffic Lead. If authorization is received to ship air freight, declare full invoice value on all air shipments. If a loss occurs, and full value recovery cannot be realized due to non-compliance of above, the Supplier may be charged back for difference.
- **DO NOT SHIP** cancelled or invalid POs on the same freight bill with valid POs in an attempt to insure Austal USA's acceptance.
- **DO NOT SHIP** material substitutions unless approved in writing by the appropriate Buyer.
- Original POs should be shipped complete, unless authorized by Austal USA Traffic Lead. Excessive freight charges due to multiple unauthorized shipments will result in a charge back.
- If there will be more than one shipment in one week on an Austal USA account, hold shipments and make one consolidated shipment unless authorized by Austal USA Traffic Lead.
- Contact Austal USA's Traffic Lead if the consolidation process may cause the order to be delivered after the PO Delivery date
- Austal USA reserves the right to refuse or return any shipment not in compliance with Austal USA's PO specifications and/or routing guide, at Supplier's expense. Discrepancies include, but are not limited to the following: shipment quantity, failure to follow shipping instructions, and incomplete shipping paperwork.
- Defective material returns will be returned to Supplier at the Supplier's expense.
- Provide Carrier with a printed Bill Of Lading.
- All drivers arriving at Austal USA must have **valid state issued driver's license**, and be a documented US Citizen. Foreign driver's licenses are not acceptable.
- Seals and BOLs must follow all Department of Homeland Security C-TPAT guidelines.
- Coordinate shipments to arrive at Austal same day as the PO delivery date.
- Failure to comply with this guide may, at Austal USA's discretion, result in your shipment being rejected, delayed in payment, and/or Supplier termination. Any additional expenses to Austal USA resulting from a deviation from this guide, unless previously authorized by Austal USA's Traffic Lead, will be charged to and accepted by the Supplier.

**REFERENCES:** *PUR-101, Purchasing Manual, 4.6, Freight Terms*

## 6. Glossary of Terms

**Air Way Bill**- A shipping document used by the airlines for airfreight. A non-negotiable document that is a contract for carriage.

**ATA** - The American Trucking Association. An association governing the National Motor Freight Traffic Association and the publication of the NMFC. The ATA owns the copyright to the Uniform Straight Bill of Lading as found in the NMFC. The ATA can be reached at 1-800-282-5463.

**Bill of Lading (BOL or B/L)** - The document and/or contract used to record and transfer detail information pertaining to a unique shipment. This document is used to establish the terms of a contract between a shipper and a transportation company that moves freight from one location to another. It serves as a document of title, a contract of carriage, and a receipt of goods.

**Bill of Lading Number** - The number assigned by the shipper in creating the Bill of Lading identifying the unique shipment.

**Buyer** - The person or company purchasing goods.

**CID Number** – Consignee Identification Number, a unique internal number assigned by the consignee for their own purposes. Cannot be the Bill of Lading number or the PRO #. An example would be an authorization number.

**Class** – A rating description assigned to product based on their value and shipping characteristics. It is also used to determine the applicable freight rate.

**Collect** - The consignee pays the freight charges.

**Consignee** - The person or firm named in a freight contract to whom goods have been shipped to or turned over for care.

**Consolidation** - The combination of multiple shipments into one truck/container.

**Customer Order Number** - The number used by the customer to identify the purchase of goods. Known as the Purchase Order when shipping to retail customers.

**DAP** – Deliver at Place; The seller delivers when the goods are placed at the disposal of the buyer on the arriving means of transport ready for unloading at the named place of destination. The seller bears all risk and cost involved in bringing the goods to the named place.

**Declared Value** - Documents the dollar value of the goods being shipped. Only necessary when the rates applied to that shipment are based on the value of the goods and the shipper requests additional insurance coverage from the carrier.

**Dimensional Weight** - The density or weight per cubic foot of a shipment.

**ETA** - Estimated or expected time of arrival.

**FCA** – Free Carrier; The seller delivers the goods to the carrier or another person nominated by the buyer at the seller’s premises or another named place. The risk and cost pass to the buyer at the named place.

**Final Destination** - Consignee’s facility of where shipment ends its movement as noted on the Bill of Lading.

**Freight Forwarder** - A person engaged in the business of assembling, collection, consolidating, shipping and distributing less-than truckload or less-than container load freight.

**Gross Weight** - Entire weight of shipment including goods, packaging, and cartons.

**House Airway Bill** - A bill of lading issued by freight forwarder for consolidated airfreight shipments.

**Integrated Carriers** - Carriers that have multiple fleet operations. Examples would be air and ground services or sea, rail and truckload services.

**Intellectual Property Rights** - The ownership of the right to possess or otherwise use or dispose of products created by human ingenuity.

**Lead Time** - The amount of time needed by a Supplier to produce an item after the order has been placed.

**Less than Truckload (LTL)** – A shipment that does not fill a full truckload is sent via an LTL carrier who consolidates shipments with other shippers and consignee’s.

**Master Bill Of Lading** - A Bill of Lading used to summarize multiple Bills of Lading (commonly called underlying Bills of Lading) which represent one shipment. The Master Bill of Lading number shall be documented in the Special Instructions section of underlying Bill of Lading.

**Master Carton** - The shipping carton containing a specified number of units or inner-cartons.

**Net Weight**- Weight of goods including packing, but not including shipping carton.

**NMFC** - The National Motor Freight Classification. The tariff produced by the ATA and the NMFTA that includes NMFC numbers of all commodity types as well as the Uniform Straight Bill of Lading, Long and Short forms. Carriers that are members of the ATA subscribe to the NMFC and follow their classifications.

**NMFC Number** - The National Motor Freight Classification item number. The NMFC number is assigned by commodity type and is used by LTL carriers to determine the level of rates for a shipment.

**NMFTA** - The National Motor Freight Traffic Association. The NMFTA is a part of the ATA and is responsible for maintaining the NMFC and documenting carrier SCAC codes. See their website at

[www.nmfta.org](http://www.nmfta.org) for classification listings and a SCAC listing for carriers.

**Packing List**- A document prepared by the shipper listing the material and quantities of material on a particular shipment.

**Pallet**- A platform with or without sides, on which a number of packages or pieces may be loaded to facilitate handling having a size of 40" x 48".

**Preferred Carrier** - A strategic partnership between Austal and a carrier that allows for continuous sustainability, extensive collaboration and development of innovative solutions that benefit the shipper, the carrier, and Austal USA.

**Prepaid** - The shipper pays the freight charges.

**Pro Number** - A unique number assigned by the carrier to identify a specific shipment. Used by Less-Than- Truckload carriers.

**SCAC** - Standard Carrier Alpha Code. A four-letter alpha code uniquely identifying a carrier. Carrier SCAC codes are assigned and maintained by the NMFTA. To obtain a SCAC code or the list of all carrier SCAC's, contact the ATA at 800-282-5463.

**Seller** - The seller of the goods or material. The seller is not always the manufacturer of the goods.

**Selling Agent** - Controlled by, related to, or working for the manufacturer or Supplier. The importer may be able to purchase from a particular manufacturer without using the services of their Selling Agent.

**Shipment** - The movement of freight from one origin point to one destination point.

**SID#** - Shipper Identification Number a unique internal number assigned by the shipper for their purposes. Cannot be the Bill of Lading number or the PRO number.

**Third Party** - The freight charges for a shipment are paid by a party other than the shipper or consignee.

**Supplier**- The party from whom goods are purchased. The Supplier is not always the actual manufacturer of the goods.

**VICS** - Voluntary Inter-industry Commerce Solutions. VICS establishes cross-industry standards that simplify the flow of product and information in the general material retail industry for retailers and suppliers. VICS is made up of executives whose efforts are directed to projects that will improve the timely and accurate flow of product and information between companies, which can encompass Electronic Data Interchange (EDI) and CPFR.

# Appendix A

## Domestic Inbound Shipments

	Carrier	Method	Account Number
<b>For Small Packages</b>  (Less than or equal to 150 lbs)	FedEx	FedEx Ground Service collect  <b>**Expedited shipments can only be authorized by Austal USA Traffic Lead**</b>	<b>Austal Purchase Order should be placed in the "reference" block</b>
<b>LTL Shipments</b> (Over 150 lbs) (6 pallets or fewer)	C.H, Robinson	Complete the LTL Shipment Request Template in Appendix C and send to <a href="mailto:austalusa@chrobinson.com">austalusa@chrobinson.com</a>	
Single items larger than pallet sized More than 6 pallets Specialized loads	Contact Austal Traffic Lead		
Shipments originating inside Mobile / Baldwin Counties	Contact Austal Traffic Lead		

**\*\*Any and All Expedited shipments can only be authorized by Austal USA Traffic Lead\*\***

The Austal PO number must be entered in the reference field of the AWB / BOL for each shipment on Austal's freight accounts.

Any deviation from the above requires an authorization code from Austal USA's Traffic Lead prior to dispatching shipment.

**Agreement to purchase is between you the supplier and Austal. Should you drop ship material to satisfy your purchase agreement, it is your responsibility to ensure Austal's purchase order number is on the packing slip from your supplier.**

**Failure to comply with this guide may, at Austal USA's discretion, result in your**

shipment being rejected, delayed in payment, and/or Supplier termination. Any additional expenses to Austal USA resulting from a deviation from this guide, unless previously authorized by Austal USA's Traffic Lead, will be charged to and accepted by the Supplier.

## Appendix B

ALL SHIPMENTS TO BE SENT TO THE APPROPRIATE ADDRESS LISTED BELOW UNLESS OTHERWISE SPECIFIED BY THE AUSTAL USA TRAFFIC LEAD:

### MMF

Delivery Address: 195 Dunlap Drive  
Mobile, Alabama 36602

Phone Number: (251) 434-8000 x1764/1457

Receiving Hours: 7:00 a.m. to 2:00 p.m. (CST) - Monday thru Friday

### Loxley -Main

Delivery Address: 30665 County Road 49 N  
Building 6 Section R  
Loxley, AL 36551

Receiving Hours: 7:00 a.m. to 2:00 p.m. (CST) - Monday thru Friday

### Loxley - COSAL

Delivery Address: 30665 County Road 49 N  
Building 5 Section O  
Loxley, AL 36551

Receiving Hours: 6:00 a.m. to 2:00 p.m. (CST) - Monday thru Friday

### National City

Delivery address: 1313 Bay Marina Drive  
Dock 4  
National City, CA 91950

Receiving Hours: 6:30 a.m. to 3:00 p.m. (PST) – Monday thru Friday

**Austal West Campus**

Delivery address: 100 Elmira Street  
Mobile AL, 36603

Receiving Hours: 6:30 a.m. to 3:00 p.m. (CST) – Monday thru Friday

**Seattle**

Delivery address: Vigor Shipyard c/c Austal USA  
PSA14 1801 – 16<sup>th</sup> Ave SW  
Seattle, WA 98134-1017

Receiving Hours: 6:30 a.m. to 3:00 p.m. (PST) – Monday thru Friday

**Singapore**

Delivery address: NAVSUP Fleet Logistics Center Site  
PSA Sembawang Terminal  
Deptford Rd, Building 7-4  
Singapore 759657

**Guam**

Delivery address: Sw3147, DLA Distribution Guam, Mari  
Sumay Dr Bldg 2118 Whse 9  
Santa Rita, GUAM 96915

## Appendix C



# AUSTAL USA LTL SHIPMENT SET-UP FORM

Please email completed form to [austalusa@chrobinson.com](mailto:austalusa@chrobinson.com) or call 866-289-1553 Option #2 with any questions.

Please fill out as much information as possible; fields marked with \* are required.

**Requested pick-up date:** Click to enter a date.\*

**Austal's PO delivery date:** Click to enter a date.

### Shipper Information:

Name: Click here to enter text.\*

Address 1: Click here to enter text.\*

Address 2: Click here to enter text.

City: Click here to enter text.\*

State: Click here to enter text.\*

Zip: Click here to enter text.\*

Shipping Hours: : - : \*

Contact: Click here to enter text.\*

Phone: Click here to enter text.\*

Email: Click here to enter text.

Special Instructions: Click here to enter text.

### Receiver Information:

Name: Click here to enter text.\*

Address 1: Click here to enter text.\*

Address 2: Click here to enter text.

City: Click here to enter text.\*

State: Click here to enter text.\*

Zip: Click here to enter text.\*

Delivery Hours: : - : \*

Contact: Click here to enter text.\*

Phone: Click here to enter text.\*

Email: Click here to enter text.

Special Instructions: Click here to enter text.

### Shipment Information:

Description: Click here to enter text.\*

Freight Class: Choose an item.\*

NMFC: Click here to enter.

Value: \$Click here to enter.

Pallets: Click here to enter.\*

Dimensions: \_\_ in x \_\_ in x \_\_ in

Weight: Click here to enter.\*

Dimensions: \_\_ in x \_\_ in x \_\_ in

Weight: Click here to enter.\*

Dimensions: \_\_ in x \_\_ in x \_\_ in

Weight: Click here to enter.\*

### Services (will require Austal approval):

Limited Access

HazMat

Notify Prior to Del

Over Dimensional

Time Sensitive

### References:

Austal PO #: Click to enter.\*

Pickup #: Click to enter.

Delivery #: Click to enter.

**Notes:** Click here to enter notes; enter dimensions for additional pallets if needed.



# Appendix E

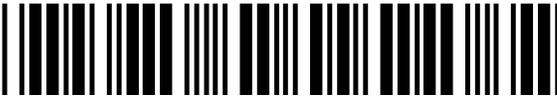
## Austal USA Barcode Template and Standards

Austal USA uses a Zebra Z Series ZM400 – Label Printer – Monochrome – Direct Thermal / Thermal Transfer (MFG# ZM400-2001-0100T). Font style is Code 39 or 3 of 9.

Labels shall be printed with Thermal transfer ink only.

### 1" x 2" Placards

Basic Template

	
<b>130403</b>	
VALVE,PRESS PORT 1" x RTN PORT 1-1/4"xA PORT 1" x B PORT 1",ANCHOR WINDLASS DIRECTIONAL CONTROL..207	

Quantity Template

<b>104884</b>	
	
HOSE STATION,AFFF,150FT,125GPM;PER 630-555-03-608,TOF LEVEL	
QTY	

Expiration Template

<b>120445</b>	
Part Description	
MASTIC,1 GALLON,#6,,RCD 106001,	
Lot Batch #	142700
Expiration Date	05/26/15

Serialized Template

<b>104884</b>	
	
HOSE STATION,AFFF,150FT,125GPM;PER 630-555-03-608,TOF LEVEL	
Serial Number	080210-485-04

## 4" x 6" Placards

### Basic Template


<b>112473</b>
PANEL,3-WIPER CONTROL,24VDC, MODEL EX210324,,,PER 630-625-03-202

### Quantity Template

<b>MULTIPLE</b>

<b>PART NO: 122116</b>
<b>PART DESC:</b> REACH ROD,JOINT,UNIVERSAL,5/8 NOMINAL DIAMETER BORE,STEEL,,,ELLIOTT #12115-10
<b>QTY: 224</b>

### Expiration Template

<b>EXPIRATION</b>

<b>PART NO: 132081</b>
<b>PART DESC:</b> VALVE,1",PRESSURE REDUCING,BRONZE,ASTM F1370/MIL-V-2042,250 LB W/ UNION ENDS,TRAC 400 415 SET @ 80PSI
<b>Lot Batch #:</b>
<b>Expiration Date:</b>

### Serialized Template

<b>SERIALIZED</b>

<b>PART NO: 110322</b>
<b>PART DESC:</b> FAN COIL UNIT,171 L/S MINIMUM,AIR,SS,,PER SPEC LCS-0512-03-4008,NON-VITAL
<b>SERIAL NO:</b> 968581-10-1

<b>P.O. NO:</b> D48187
<b>PROJECT:</b> 704

Cable

# CABLE



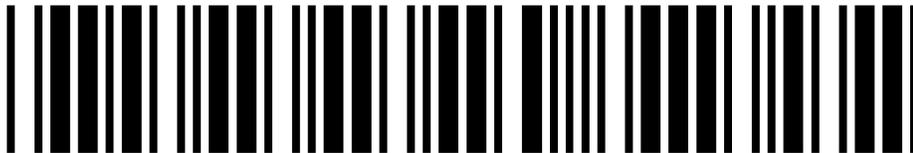
**PART NO: 109898**

**PART DESC:** CABLE,MIL,2XSW-1

**WDR:** 36246-1-C

## 8" x 10" Placards

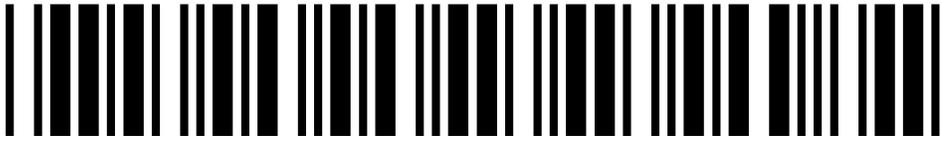
Basic Template



**PART NO: 111571**

**PART DESC:** FIRE EXTINGUISHER, TYPE C -II, CO2, 6.7 KG,,,,

Quantity Template

<b>MULTIPLE</b>	
	
<b>PART NO:</b>	<b>122116</b>
<b>PART DESC:</b>	REACH ROD,JOINT,UNIVERSAL,5/8" NOMINAL DIAMETER BORE,STEEL,,,ELLIOTT #12115-101
<b>Qty:</b>	<b>224</b>

Serialized Template

# SERIALIZED



**PART NO:** 111571

**PART DESC:** FIRE EXTINGUISHER, TYPE C -II, CO2, 6.7 KG,,,

**SERIAL NO:** 

**P.O. NO:** D32297

**PROJECT:** 701

Cable Template

# CABLE



**PART NO:** 111601

**PART DESC:** CABLE,MIL,LSFHOF-3

**WDR:** D60797-64-A 1,193FT

**REFERENCES:**

*PUR101, Purchasing Manual, 4.6, Freight Terms*



## Signature page

Supplier hereby acknowledges receipt of the "Routing Guide" ("Guide").

Supplier will use its best efforts to comply with the instructions and understands that failure to comply with the guide could result in shipments being rejected, delayed in payment, supplier chargebacks, and/or supplier termination.

Please return completed form to [Jimmy.Turner@austalusa.com](mailto:Jimmy.Turner@austalusa.com).

Supplier Company Name: \_\_\_\_\_

Shipping Address: \_\_\_\_\_

\_\_\_\_\_

Signed By: \_\_\_\_\_ (Authorized Officer)

Name: \_\_\_\_\_

Date: \_\_\_\_\_