

# Boeing Enterprise International Shipment Routing Instructions

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## Current revisions for this Document

| Date              | Revision  | Revised by |
|-------------------|---|------------|
| February 3, 2012  | Updated GGDC info,<br>Updated Broker info                       | SCL        |
| February 1, 2012  | Updated all Freight<br>Forwarder information for<br>all regions | SCL/SSG SM |
| December 22, 2011 | Updated Broker information<br>to Fedex Trade Networks           | SCL        |
|                   |   |            |
|                   |   |            |
|                   |   |            |

# Boeing Enterprise International Shipment Routing Instructions

## Background

These instructions supersede and take precedence over all previously issued routing instructions regarding international shipments. Any questions concerning these instructions should be directed to a Boeing Supply Chain Logistics focal.

Boeing reserves the right to update contact names, phone numbers, and carrier account numbers at any time.

Any printed copies of these instructions are only valid for 6 months after revision date and must be stored in a secure environment or cabinet to prevent the disclosure of the Boeing carrier account information to unauthorized parties.

## Application

- The routing instructions on this web site apply to all international shipments where Boeing is responsible for the transportation charges, specifically (1) international inbound shipments into the US and (2) outbound shipments originating in the US and (3) country to country shipments covered by International Commercial Terms (Incoterms) and for which Boeing pays the freight charges.
- The routing instructions on this website will also apply to all international shipments destined to Boeing in United States where the shipper is responsible for the transportation charges and Boeing in United States is responsible for U.S. Customs clearance process and is the Importer of Record, i.e., Buyer Furnished Equipment, AOG parts and tooling, Material Return Authorization. Shipper must ensure to route the shipment via the primary freight forwarder in their region as specified in the [Freight Forwarders in Designated Regions](#) of this guide.

Incoterms are internationally agreed standards for facilitating international trade. They define transportation obligations, costs, and risks. Detail information about Incoterms are at <http://www.iccwbo.org/incoterms/id3045/index.html>

## Exclusions

- **These instructions do not apply to Delivered Duty Paid (DDP) shipments.**

## Implications

- If the seller/shipper fails to comply with these routing instructions, the seller is liable for excess charges or reversal of freight charges or both and a \$100 charge for administrative expense. Boeing Accounts Payable will deduct these charges from its payment to the seller.

# Boeing Enterprise International Shipment Routing Instructions

## When to Contact Supply Chain Logistics

- Any actual or suspected misuse of Boeing account numbers should be immediately reported to your local SCL focal.
- Call [Supply Chain Logistics](#) when requirements for specialized transportation arise, including but not limited to the following kinds of shipments:
  - Chartered
  - Classified
  - Dangerous goods
  - ESD? Electro static discharge?
  - Consumption Tax reqmts
  - Trade shows
  - Explosives
  - Full ocean container or break bulk service
  - Hardware/ Special Hand-carried
  - AOG, MICAP
  - ITAR Exemptions
  - Oversized
  - Temperature Controlled
  - Third-party (drop shipment)
  - Value of shipment greater than \$5 million
  - ITAR shipments
- Ocean routing may be more economical and often the preferred method of transportation when time permits. However, airfreight may be more economical for International shipments weighing less than 500 pounds (225 kilograms) If you have questions, contact SSG [Supply Chain Logistics](#) or the Boeing procurement agent (SCA) before shipping via ocean. How to Contact Supply Chain Logistics ([click here](#))

## Boeing-Approved Integrated Carriers for International Shipments under 150 Pounds (70 Kilograms) and under \$2000 USD in value

International Small Package shipments may be sent via two Boeing contracted Integrated Carriers – DHL Express and FedEx Express

<http://www.dhl.com/splash.html>  
<http://www.fedex.com/>

1. U.S. import shipments that are under 150 pounds (70kg), valued at less than \$2,000 and not subject to ITAR controls. Please note - some commodities require formal entry regardless of value. Please contact your Boeing Supplier Management or Global Trade Controls focal for more information.

## Boeing Enterprise International Shipment Routing Instructions

2. Shipments between countries outside the United States that are less than 150 pounds (70 kilograms).
3. U.S. export shipments that are less than 150 pounds (70kg) may be routed via an integrated carrier when they meet all of the following criteria:
  - i. Controlled by the Export Administration Regulations (EAR)
  - iii. Have an export authority of No License Required (NLR)
  - iv. Have a shipment value of \$2,000 or less per Schedule B
4. Any U.S. export under a validated Department of Commerce license or a valid EAR exception, regardless of shipment value, shall **NOT** be sent via DHL Express or FedEx Express
5. **Any shipment** (U.S. export, U.S. import, or shipments between countries outside of the United States) that is controlled by the International Traffic Arms Regulations (**ITAR**), regardless of shipment value, shall **NOT** be sent via DHL Express or FedEx Express, except ITAR controlled technical data.
6. Shipments (excluding non-technical business documents) must be coordinated by a Supply Chain Logistics analyst or an International Logistics Specialist at the shipping location.

## Freight Forwarders in Designated Regions

- To address international freight forwarding, Boeing Supply Chain Logistics has divided the world into fifteen regions. Boeing has contracts with the international freight forwarders listed in the following table. These contracts pertain to air shipments and ocean shipments for less than container load (LCL) and full container load (FCL) cargo.
- **For U.S. Imports under a temporary ITAR authority (DSP-73, DSP-61 or ITAR exemption) or those previously exported from the U.S. under a temporary ITAR authority (DSP-73 or ITAR exemption), the shipper MUST contact a Boeing Supply Chain Logistics (SCL) representative or an International Logistics Specialist at the Boeing ship-to location for ITAR freight forwarder selection.**

# Boeing Enterprise International Shipment Routing Instructions

## Freight Forwarders in Designated Regions for Air & Ocean Shipments

| Region | Countries   | Freight Forwarder  | Transit time—air door to door                   | Transit time—ocean port to port |
|--------|---|--|---|---------------------------------|
| 1      | United Kingdom including England, Scotland, Wales, Ireland & N. Ireland   | DB Schenker – <i>Primary</i><br>DHL Global Forwarding – <i>Secondary</i>   | Direct IATA: 2–4 days<br>Consolidated: 3–6 days | 30–35 days                      |
| 2      | Italy   | DHL Global Forwarding - <i>Primary</i><br>DB Schenker – <i>Secondary</i>   | Direct IATA: 2–6 days<br>Consolidated: 3–8 days | 30–35 days                      |
| 3      | Austria, Belgium, Denmark, France, Finland, Germany, Greece, Luxemburg, the Netherlands, Norway, Spain, Sweden, Switzerland   | DHL Global Forwarding - <i>Primary</i><br>DB Schenker – <i>Secondary</i>   | Direct IATA: 2–4 days<br>Consolidated: 3–7 days | 30–35 days                      |
| 4      | Bahrain, Iraq, Israel, Saudi Arabia, Turkey, Qatar, United Arab Emirates, Afghanistan   | DHL Global forwarding - <i>Primary</i><br>CEVA Logistics – <i>Secondary</i>  | Direct IATA: 2–6 days<br>Consolidated: 3–8 days | 30–35 days                      |
| 5      | Singapore   | DB Schenker – <i>Primary</i><br>DHL Global Forwarding – <i>Secondary</i>   | Direct IATA: 2–5 days<br>Consolidated: 3–6 days | 30–35 days                      |
| 6      | Hong Kong, Korea, Taiwan  | Yusen Logistics - <i>Primary</i><br>DHL Global Forwarding – <i>Secondary</i>   | Direct IATA: 2–4 days<br>Consolidated: 3–5 days | 30–35 days                      |
| 7      | Australia, New Zealand, Fiji, Indonesia, Malaysia, Thailand, Philippines, Vietnam   | DHL Global Forwarding – <i>Primary</i><br>Yusen Logistics – <i>Secondary</i>   | Direct IATA: 2–5 days<br>Consolidated: 3–7 days | 30–35 days                      |
| 8      | Mexico, Central America, South America  | Kintetsu World Express - <i>Primary</i><br>DHL Global Forwarding – <i>Secondary</i>  | Direct IATA: 2–5 days<br>Consolidated: 3–8 days | 30–35 days                      |
| 9      | India, Pakistan   | DB Schenker - <i>Primary</i><br>CEVA Logistics – <i>Secondary</i>  | Direct IATA: 2–5 days<br>Consolidated: 3–8 days | 30–35 days                      |
| 10     | Japan   | Yusen Logistics – <i>Primary</i><br>Nippon Express – <i>Secondary</i>  | Direct IATA: 2–4 days<br>Consolidated: 3–5 days | 30–35 days                      |
| 11     | Canada  | <b>Shipments to or from Non-continental US countries only:</b><br>DHL Global Forwarding - <i>Primary</i><br>Kintetsu World Express – <i>Secondary</i><br>Shipments <b>between</b> the Continental US and CANADA:<br>UPS-SCS or CEVA Logistics<br><i>For CA-US shipments, refer to the Domestic SRI</i> | Direct IATA: 2–5 days<br>Consolidated: 3–9 days | NA                              |
| 12     | China   | CEVA Logistics - <i>Primary</i><br>Market Pioneer Inc.- <i>Secondary</i>   | Direct IATA: 2–6 days<br>Consolidated: 3–8 days | 30–35 days                      |
| 13     | Russia and Commonwealth of Independent States— (Armenia, Azerbaijan, Belarus, Estonia, Georgia, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Moldova, Tajikistan, Turkmenistan, | DHL Global Forwarding - <i>Primary</i><br>CEVA Logistics - <i>Secondary</i>  | Direct IATA: 2–6 days<br>Consolidated: 3–8 days | 30–35 days                      |

## Boeing Enterprise International Shipment Routing Instructions

|    |  |  |   |            |
|----|--|--|---|------------|
|    | Uzbekistan) Czech Republic, Hungary, Poland, Romania |  |   |            |
| 14 | Algeria, Kenya, South Africa, Rwanda                 | CEVA Logistics – <i>Primary</i><br>DB Schenker – <i>Secondary</i>    | Direct IATA: 2–6 days<br>Consolidated: 3–8 days | 30–35 days |
| 15 | All Other Countries not listed above                 | Nippon Express – <i>Primary</i><br>CEVA Logistics – <i>Secondary</i> | Direct IATA: 2–4 days<br>Consolidated: 3–7 days | 30–35 days |

CEVA Logistics

<http://www.cevalogistics.com/en-US/Pages/default.aspx>

DB Schenker

<http://www.dbschenker.com/site/logistics/dbschenker.com/en/start.html>

DHL Global Forwarding

[http://www.dhl-dgf.com/logistics/freight\\_transportation.html](http://www.dhl-dgf.com/logistics/freight_transportation.html)

Kintetsu World Express

<http://www.kwe.com/>

Nippon Express

<http://www.nipponexpressusa.com/home.php>

Yusen Logistics

<http://www.yusen-logistics.com/global/>

## APPENDIX

### Responsibilities – Shipper, Supplier, and Seller

The shipper, supplier, and seller will:

#### For paperwork

- Reference applicable Boeing purchase order and contract numbers, purchase order line item numbers, and, when applicable, Procurement Agent’s name and telephone number, the premium authorization number issued by Boeing on all freight documents including the carrier’s documents (e.g., air waybill or ocean bill of lading).
  - Premium Transportation Authorization (Form MD-2236).
  - Premium Transportation Notice (Form D150008000), for Puget Sound only.
- On Shipper’s Letter of Instructions or Bill of Lading, include the notation:
 

[Bill To: Boeing c/o Ryder Integrated Logistics, Inc.](#)  
[39550 West 13 Mile Road, Suite 101](#)  
[Novi, MI 48377 USA](#)

## Boeing Enterprise International Shipment Routing Instructions

- Include a detailed Commercial Invoice in accordance with Boeing's Commercial Invoice requirements which are located at:

Doing Biz: <http://www.boeing.com/companyoffices/doingbiz/X32411.pdf>

SP3: [http://www.boeing.com/companyoffices/doingbiz/supplier\\_portal/SP3%2004-01-09.pdf](http://www.boeing.com/companyoffices/doingbiz/supplier_portal/SP3%2004-01-09.pdf)

Boeing has created a Commercial Invoice Template ([http://befdist.com/lib/getform.cfm?form\\_No=F70210.itp](http://befdist.com/lib/getform.cfm?form_No=F70210.itp)) to assist in the proper creation of this very important documentation. Please use this template as an option to prepare complete and accurate Commercial Invoices for goods being imported into the United States for Boeing.

**Note:** If you do not have the Shana Informed Filler software, you can download it for free. Simply contact your Boeing representative and ask that they generate an invitation to you to download the software. Your Boeing representative will generate this invitation directly from the Commercial Invoice [Form F70210](#).

- When applicable, the jurisdiction of Export Administration Regulations (EAR) or the jurisdiction of International Traffic in Arms Regulations (ITAR).

### For shipments

- Consolidate items shipped on one day to the same destination on one air waybill or ocean bill of lading.
- Combine multiple part numbers and purchase orders in one shipping container or on one pallet when the items are being shipped to the same destination.
- Shipments of comparable size, height, and density that are difficult to handle, and for which the gross weight exceeds 100 pounds should be palletized.
- Base the routing on total aggregate (e.g., dimensional and gross) weight, not on the weight of each package.
- Do not insure or declare value on any shipment. When the shipment has a value of \$5 million or more, contact Shared Services Group (SSG) [Supply Chain Logistics](#) (SCL).
- Ensure that shipments of dangerous goods comply with the current codes of
  - International Air Transport Association (IATA)
  - International Maritime Dangerous Goods (IMDG)
  - International Civil Aviation Organization (ICAO)
  - U.S. Department of Transportation (DOT)
- Route all ocean shipments for a U.S. Government contract on a U.S. flagged carrier.

## **Boeing Enterprise International Shipment Routing Instructions**

- Ensure adherence to Export Administration Regulations (EAR) or the International Traffic in Arms Regulations (ITAR).
- Buyer Furnished Equipment (BFE) Supplier must:

For shipments destined to Boeing in U.S.

- BFE Supplier and airline customer will have to establish an account in advance with the Boeing contracted freight forwarder.
- Route the shipment via Boeing contracted primary freight forwarder based on the region of the world where the shipment is originating, see Freight Forwarder in Designated Regions below.
- Provide correct billing information to the Boeing contracted freight forwarder, so the forwarder will invoice the right party (shipper/customer) for the transportation and handling charges.
- BFE Supplier will have to state – “Apply Boeing Contracted Pricing” on the freight forwarder’s Shippers Letter of Instructions. In order for the forwarder to apply Boeing contracted pricing.
- Consign the shipment to Boeing in US.
- For BFE shipments where Boeing is the Import of Record, the use of Boeing contracted freight forwarders helps to ensure proper cargo security and import customs compliance procedures per U.S. - Customs and Border Protection requirements.

### **Additional Information**

- DHL Global Forwarding Customs Brokerage Services is the appointed broker clearing goods at all northern border (U.S. and Canada) U.S. ports, excluding Blaine, WA.
- FedEx Trade Networks is the appointed broker clearing goods imported through the northern border port of Blaine, WA and through all other non-northern border U.S. ports.
- Boeing is liable for loss or damage in transit and is responsible for freight costs.
- Boeing does not reimburse the shipper, seller, or supplier for prepay and add shipment charges and handling charges.
- Boeing has a separate contract with ocean carriers for full container loads and breakbulk cargo.

### **Importer Security Filing Requirements (ISF):**

In order to facilitate compliance with the U.S. Customs and Border Protection (CBP) - Importer Security Filing requirements for all ocean shipments, ensure that commercial

## **Boeing Enterprise International Shipment Routing Instructions**

invoices are provided to the Boeing preferred freight forwarder at time of booking, (no later than 72 hours prior to vessel loading). For Buyer Furnished Equipment shipments, the commercial invoices must clearly indicate the name and address of the airline customer who placed the order for the goods being shipped as the "Buyer". For shipper load containers, provide the container stuffing location name and address and consolidator name and address to the forwarder along with the commercial invoice.

If a Boeing contracted forwarder not used, instruct the forwarder / booking agent to provide pre-alert and related information to Boeing's contracted ISF filer in United States, FedEx Trade Networks, no later than 72 hours prior to vessel loading. This includes a set of pre-alert documents (House bill of lading, commercial invoices, etc.), vessel name, master bill of lading number, and Automated Manifest System (AMS) house bill of lading number if applicable, anticipated date of vessel loading, container stuffing location name and address, and consolidator (stuffer) name and address.

### **Boeing ISF Filer: FedEx Trade Networks ISF Pre-Alert Routing**

Pre-alert documents for ocean shipments should be sent to FedEx Trade Networks at the below email address.

[boeing\\_documents@ftn.fedex.com](mailto:boeing_documents@ftn.fedex.com)

## **Customs Trade Partnership Against Terrorism (C-TPAT)**

The Customs-Trade Partnership Against Terrorism (C-TPAT) program is a government and industry partnership to strengthen international supply chain security for international shipments coming into the United States (U.S.). As a member of the C-TPAT program, Boeing must ensure that C-TPAT supply chain security criteria is met for all import shipments from the point of origin to the Boeing point of destination for all shipments for which Boeing initiates the import.

This responsibility requires Boeing to ensure that all supply chain business partners meet C-TPAT security criteria in the packaging, handling, and transport of Boeing shipments. C-TPAT security requirements are included in all applicable agreements and contracts with The Boeing Company. All business partners are expected to fully comply with the C-TPAT security criteria in handling Boeing shipments as may be found in the Boeing C-TPAT Security Guidelines at:

[http://www.boeingsuppliers.com/supplier\\_portal/BoeingC-TPATSecurityGuidelines\\_01-15-09.pdf](http://www.boeingsuppliers.com/supplier_portal/BoeingC-TPATSecurityGuidelines_01-15-09.pdf).

At a minimum, Seller/Shipper shall ensure that adequate security controls and procedures are in place at facilities under its ownership or control that produce or ship materials to Boeing so as to provide for sufficient security of Boeing cargo per the referenced C-TPAT security criteria. Seller/Shipper shall have documented procedures for security of Boeing shipments during packaging, storage, and transport and ensure that any subcontracted business partners involved in packaging, handling, or transporting Boeing cargo comply with Boeing's C-TPAT Security Guidelines.

## Boeing Enterprise International Shipment Routing Instructions

Seller/Shipper will, on request, complete a Boeing provided Supply Chain Security Self Assessment Questionnaire.

Seller/Shipper will, on request, provide Boeing's Shared Services Group, Supply Chain Logistics (SSG-SCL), with a detailed mapping of current and/or planned routings from their facility to the Boeing location or for that portion of the routing for which the Seller/Shipper is responsible.

Seller/Shipper and its subcontractors may be subject to periodic site visits by Boeing during normal operation hours to confirm compliance with Boeing C-TPAT Security Guidelines

Seller/Shipper will maintain procedures for employees to report security incidents and/or suspicious behavior and immediately notify Boeing of any actual or suspected breach of security involving Boeing's cargo. This may include cargo theft, or tampering by unauthorized third parties with the cargo and/or manifests.

### How to Contact Supply Chain Logistics

| Location                                 | Contact   | Phone  | Fax                          | Email  |
|--|---|--|------------------------------|--|
| Anaheim, CA                              | Brian Dube  | 562-209-2105                                 | 562-497-5553                 | <a href="mailto:brian.c.dube@boeing.com">brian.c.dube@boeing.com</a>   |
| Charleston SC                            | Kyle Burns  | 206-755-7249                                 |                              | <a href="mailto:kyle.r.burns@boeing.com">kyle.r.burns@boeing.com</a>   |
| El Segundo, CA                           | Mascha Chai   | 310-364-7472                                 | 310-416-3130                 | <a href="mailto:mascha.chai@boeing.com">mascha.chai@boeing.com</a>   |
| Garden Grove, CA<br>(GGDC/MODs)          | GGDC Call Center<br>Abby Olguin (1st shift)<br>Paulica Bong (2 <sup>nd</sup> shift) | 714-934-0357<br>714-934-0305<br>714-934-0332 | 714-934-0348                 | <a href="mailto:abigayl.olguin@boeing.com">abigayl.olguin@boeing.com</a><br><a href="mailto:paulica.bong@boeing.com">paulica.bong@boeing.com</a>   |
| Garden Grove, CA<br>AOG Tooling Services | Sharron Richardson<br>Mark Young<br>(Bus Partner/Non-SCL)                           | 714-934-0400<br>714-934-0400                 | 562-795-1562<br>714-934-0398 | <a href="mailto:sharron.a.richardson@boeing.com">sharron.a.richardson@boeing.com</a><br><a href="mailto:mark.a.young2@boeing.com">mark.a.young2@boeing.com</a>   |
| Garden Grove, CA (BCA Direct Shipments)  | Rafael Reyes<br>Tina Troup<br>GGDC Call Center                                      | 310-971-0583<br>206-601-9964<br>714-934-0357 |                              | <a href="mailto:DirectShipSupport@boeing.com">DirectShipSupport@boeing.com</a><br><a href="mailto:rafael.a.reyes@boeing.com">rafael.a.reyes@boeing.com</a><br><a href="mailto:kathleen.l.troup@boeing.com">kathleen.l.troup@boeing.com</a> |
| Houston, TX                              | Dreddy Walker   | 281-244-4171                                 | 281-244-3074                 | <a href="mailto:dreddy.l.walker@boeing.com">dreddy.l.walker@boeing.com</a>   |
| Huntington Beach, CA                     | Abel Martinez   | 714-896-4570                                 | 562-240-0008                 | <a href="mailto:abelardo.martinez@boeing.com">abelardo.martinez@boeing.com</a>   |
| Huntsville, AL                           | Dean Ferguson<br>J. Barry Gosnell<br>Keisha Mitchell                                | 256-464-4120<br>256-461-5798<br>256-461-5363 | 256-461-5803<br>256-461-5803 | <a href="mailto:dean.v.ferguson@boeing.com">dean.v.ferguson@boeing.com</a><br><a href="mailto:john.b.gosnell@boeing.com">john.b.gosnell@boeing.com</a><br><a href="mailto:keisha.m.mitchell@boeing.com">keisha.m.mitchell@boeing.com</a>   |
| Long Beach, California Commercial (CAS)  | Martin Morales  | 562-593-0145<br>714-934-0357                 | 562-982-7495<br>714-934-0348 | <a href="mailto:martin.a.morales@boeing.com">martin.a.morales@boeing.com</a>   |
| Long Beach, California Military (BDS)    | Julie Villarrial<br>Rex Shin  | 562-496-5103<br>562-230-0957                 | 562-982-8192<br>562-982-8192 | <a href="mailto:julie.a.villarrial@boeing.com">julie.a.villarrial@boeing.com</a><br><a href="mailto:reford.y.shin@boeing.com">reford.y.shin@boeing.com</a>   |

## Boeing Enterprise International Shipment Routing Instructions

| Location                            | Contact  | Phone  | Fax                          | Email  |
|-------------------------------------|--|--|------------------------------|--|
| Macon, GA                           | Gina Boyle   | 610-591-4013<br>610-657-8806   | 610-591-2112                 | <a href="mailto:gina.m.boyle@boeing.com">gina.m.boyle@boeing.com</a>   |
| Mesa, AZ                            | Corey Cople<br>Mark Madrid<br>Aubrey Woolsey<br>Roy Chambers<br>Chris Ford<br>Juan C. Silva<br>Kyle Hemphill | 480-891-0550<br>480-891-0547<br>480-891-0544<br>480-891-0548<br>480-891-1559<br>480-891-0530<br>480-891-2077 | 480-891-5996                 | <a href="mailto:corey.copple@boeing.com">corey.copple@boeing.com</a><br><a href="mailto:mark.madrid@boeing.com">mark.madrid@boeing.com</a><br><a href="mailto:aubrey.a.woolsey@boeing.com">aubrey.a.woolsey@boeing.com</a><br><a href="mailto:roy.l.chambers@boeing.com">roy.l.chambers@boeing.com</a><br><a href="mailto:christopher.c.ford@boeing.com">christopher.c.ford@boeing.com</a><br><a href="mailto:juan.c.silva@boeing.com">juan.c.silva@boeing.com</a><br><a href="mailto:kyle.a.hemphill@boeing.com">kyle.a.hemphill@boeing.com</a> |
| Oklahoma City, OK                   | Paul Burroughs   | 405-739-1165   | 405-739-1095                 | <a href="mailto:paul.g.burroughs@boeing.com">paul.g.burroughs@boeing.com</a>   |
| Portland, OR                        | Ken Tracy<br>Stephanie Denham  | 503-674-4159<br>503-676-1538   | 503-676-1538                 | <a href="mailto:kenneth.g.tracy@boeing.com">kenneth.g.tracy@boeing.com</a><br><a href="mailto:stephanie.l.denham@boeing.com">stephanie.l.denham@boeing.com</a>   |
| Philadelphia, PA                    | Kimberly Bone  | 610-591-1978   | 610-591-2112                 | <a href="mailto:kimberly.m.bone@boeing.com">kimberly.m.bone@boeing.com</a>   |
| Salt Lake City, UT                  | Spencer Hill   | 801-537-6571   | 801-537-5878                 | <a href="mailto:spencer.p.hill@boeing.com">spencer.p.hill@boeing.com</a>   |
| Seal Beach, CA                      | Brian Dube   | 562-797-4338   | 562-797-4387                 | <a href="mailto:brian.c.dube@boeing.com">brian.c.dube@boeing.com</a>   |
| Seattle, WA (Puget Sound)           | Catrina Nicolas<br>Kristin Thomas  | 206-544-0533<br>206-930-0680   | 206-295-8261<br>206-657-4919 | <a href="mailto:catrina.h.nicolas@boeing.com">catrina.h.nicolas@boeing.com</a><br><a href="mailto:kristin.j.thomas@boeing.com">kristin.j.thomas@boeing.com</a>   |
| St. Louis, MO                       | Mary Schonhoff-Ulery   | 314-545-6996   |                              | <a href="mailto:mary.l.schonhoff-ulery@boeing.com">mary.l.schonhoff-ulery@boeing.com</a>   |
| Swedesboro, NJ (New Breed)          | Kevin Purring  | 856-467-7347   |                              | <a href="mailto:kevin.j.purring@boeing.com">kevin.j.purring@boeing.com</a>   |
| Training & Flight Service (Seattle) | Mike Martin<br>Joseph Zinnecker  | 206-662-0231<br>206-662-0230   | 206-662-0305<br>206-662-7374 | <a href="mailto:mike.martin2@boeing.com">mike.martin2@boeing.com</a><br><a href="mailto:joseph.a.zinnecker@boeing.com">joseph.a.zinnecker@boeing.com</a>   |
| Wichita, KS                         | Lyle Winters   | 316-977-3147   | 316-977-2837                 | <a href="mailto:lyle.r.winters@boeing.com">lyle.r.winters@boeing.com</a>   |

## APPENDIX B

### RENTAL TOOL RETURN INSTRUCTIONS

To prevent extended transit time, customs clearance delays, cargo security concerns, and additional rental fees, please adhere to the following instructions for tool return:

1. **Loan Tools** (no charge) must be shipped with INCO term **FCA** via a Boeing approved freight forwarder. Please see the list of approved freight forwarders designated by world region previously provided within these International Shipment Routing Instructions. If it is not possible to utilize one of our approved freight forwarders, you must obtain a valid freight billing reference number (to be noted on the shipping air waybill) from the Service Bulletin Tooling Group by emailing [ServiceBulletinRentalLoanTools@boeing.com](mailto:ServiceBulletinRentalLoanTools@boeing.com).

**Rental Tools** (daily rental fee) should be shipped with Incoterm **DAP (Boeing c/o Petersen Inc., Ogden, UT)**. We strongly suggest shipment via a Boeing approved freight forwarder (see list at above website) whenever possible.

## Boeing Enterprise International Shipment Routing Instructions

2. Provide a commercial invoice with applicable INCO term (FCA or DAP), complete part number(s), noting the tools are “Boeing owned” and the “value shown is for Customs purposes only.”
3. Attach a copy of the **Boeing** commercial invoice as evidence of the export from the United States.
4. Consign shipping documents to:  

|                     |                      |
|---------------------|----------------------|
| The Boeing Company  | Notify on arrival:   |
| c/o Petersen Inc.   | FedEx Trade Networks |
| 222 North 1140 West | Phone: 253-561-0561  |
| Bldg 16B Bay 7      |                      |
| Ogden, UT 84404 US  |                      |
5. Destination airport: **Salt Lake City, Utah, USA (Airport Code: SLC)**
6. Email a pre-alert with shipping details to:  
[ServiceBulletinRentalLoanTools@boeing.com](mailto:ServiceBulletinRentalLoanTools@boeing.com) and [boeing\\_documents@ftn.fedex.com](mailto:boeing_documents@ftn.fedex.com)

Failure to comply may result in additional fees. Thank you for your cooperation.

# Boeing Enterprise International Shipment Routing Instructions

## APPENDIX C

### MRA – Boeing Error - Shipping & Routing Instructions

1. Reference Return Number \*\*\*\*\* On All Return Paperwork
2. Reference Return Number \*\*\*\*\* On The Outside Of Shipping Container
3. If The Container Is Damaged And The Part May Not Ship Safely Please Overbox It To Ensure The Integrity Of The Hardware.
4. Customers Shall Use Boeing's Contracted Freight Forwarders
5. Customers Shall Use Boeing's International Shipment Routing
6. Instructions (As Required) Available On The Part page Info Desk
7. Under "Return Of Spare Parts (Mra)".
8. Return Freight To The Address Provided In Your Authorization Message
9. Return Hardware Within 30 Days
10. Include With The Return Shipment:
  - a. Purchase Order/Part Number & Quantity Returned.
  - b. Original Boeing Shipping Paperwork.
  - c. Ensure Incoterms-Fca Shipper's Dock Are Documented On
  - d. Commercial Invoice.

#### Customer Accommodation - Shipping & Routing Instructions

**FOR CUSTOMER ACCOMODATIONS RETURNS, THE CUSTOMER IS RESPONSIBLE FOR COSTS ASSOCIATED WITH RETURN OF FREIGHT:**

- 1. COORDINATE RETURN OF ALL PARTS UNDER INCOTERMS-DDP (DELIVERED DUTY PAID).**

**For ALL returns, do NOT use an integrated carrier (DHL, FEX) for shipments over 150 lbs (70kg) or over 2000.00 usd in value.**

#### **Boeing-Approved Integrated Carriers for International Shipments under 150 Pounds (70 Kilograms)**

**International Small Package shipments may be sent via two Boeing contracted Integrated Carriers – DHL Express and FedEx Express**

**<http://www.dhl.com/splash.html>**

**<http://www.fedex.com/>**

1. U.S. import shipments that are under 150 pounds (70kg), valued at less than \$2,000 and not subject to ITAR controls.
  2. Shipments between countries outside the United States that are less than 150 pounds (70 kilograms).
  3. U.S. export shipments less than 150 pounds (70kg) and that meet all of the following:
    - Controlled by Export Administration Regulations (EAR)
    - Have a shipment value of \$2,500 or less per Schedule B
    - Are **NOT** under a validated Department of Commerce license.
    - Shipments (excluding non-technical business documents) must be coordinated by a Supply Chain Logistics analyst or an International Logistics Specialist at the shipping site.
- Any shipment** (U.S. export, U.S. import of shipping between countries outside of the United States) that is governed under the International Traffic Arms Regulations (**ITAR**) jurisdiction, regardless of shipment value, shall **NOT** be sent via DHL Express or FedEx Express.
- Route all U.S. import shipments over \$2,000 via Boeing contracted freight forwarder.

#### **Freight Forwarders in Designated Regions**

Revision Date: February 3, 2012

## Boeing Enterprise International Shipment Routing Instructions

To address international freight forwarding, Boeing Supply Chain Logistics has divided the world into fifteen regions. Boeing has contracts with the international freight forwarders listed in the following tables. These contracts pertain to (1) air shipments and ocean shipments for less than container load (LCL) and full container load (FCL) cargo and (2) International Traffic in Arms Regulations (ITAR)-controlled air shipments and ocean shipments for FCL and LCL cargo.

CEVA Logistics

<http://www.cevalogistics.com/portal/page/portal/CEVAHome>

DB Schenker

<http://www.dbschenker.com/site/logistics/dbschenker/com/en/start.html>

DHL Global Forwarding

<http://www.dhl-usa.com/solutions/GlobalFreightForwarding.asp?nav=dhlGF>

Kintetsu World Express

<http://www.kintetsu.com/>

Kuehne & Nagel

<http://www.kn-portal.com/>

Market Pioneer

<http://www.marketpioneer.com/>

Nippon Express

<http://www.nipponexpressusa.com/home.php>