

Routing Guide and Shipping Instructions

General Information

- **Do not purchase additional Cargo Insurance from any carrier**
- **Consolidate** all shipments going to one Rockwell Collins UK Location into a single shipment each day
- **Do not use unauthorised carriers.** Rockwell Collins UK Ltd will not pay freight costs from an unauthorised carrier and reserves the right to debit back to the shipper any additional costs resulting from failure to adhere to these instructions. If a Rockwell Collins preferred carrier does not service your area, please contact the Customs and Transportation Specialist at Rockwell Collins UK Limited

Inter-Company

Shipments between Rockwell Collins locations are to be made on a **Pre-Paid** basis using any Rockwell Collins approved International Carrier.

International Vendors

- Shipment of Purchased items or Non-Warranty Repaired items to any Rockwell Collins UK locations are to be made on an **FCA** basis, through:

0.5 - 70 kilos DHL Express Saver

+ 71 Kilos UPS-SCS EC Service

Details of UPS-SCS local offices can be found on their web site:
<http://www.ups-scs.com/>.

- Shipments of Free of Charge items or Warranty Repaired items to any Rockwell Collins UK locations are to be made on a **DAP** basis.

If problems are experienced, please contact the Customs and Transportation Specialist at Rockwell Collins UK Limited

EU Vendors

- Shipment of Purchased items or Non-Warranty Repaired items to any Rockwell Collins UK locations are to be made on an **Ex-Works** basis, through:

0.5 - 70 kilos UPS Parcels, Express Saver Service

+ 71 Kilos UPS-SCS

Details of UPS-SCS local offices can be found on their web site:
<http://www.ups-scs.com/>.

- Shipments of Free of Charge items or Warranty Repaired items to any Rockwell Collins UK locations are to be made on a **CPT WINNERSH** or **BURGESS HILL** basis.

If problems are experienced, please contact the Customs and Transportation Specialist at Rockwell Collin UK Limited

Domestic Vendors

- Shipment of Purchased items or Non-Warranty Repaired items to any Rockwell Collins UK locations are to be made on an **Ex-Works** basis, through:

0.5 - 70 kilos UPS Parcels

+ 71 kilos TNT

- Shipments of Free of Charge items or Warranty Repaired items to any Rockwell Collins UK locations are to be made on a **Prepaid** basis.

If problems are experienced, please contact the Customs and Transportation Specialist at Rockwell Collin UK Limited

Imports to United Kingdom

1. Import shipments for all Rockwell Collins UK locations are handled by the Import Department at Winnersh (see Contact List below)
2. If possible, a Pre-Alert should be sent by email to:

RCUKImport@RockwellCollins.com

3. A Commercial Invoice must accompany every shipment and is to include the following:
 - Rockwell Collins Part Number (if known)
 - Vendor Part Number (if applicable)

- Quantity
- Complete Description of Merchandise
- Commodity Code (HTS)
- Value of Merchandise and Currency
- Rockwell Collins UK Ltd's Purchase Order Number
- Country of Origin (country where the goods were manufactured)
- Reason for Shipment (i.e. Purchase; Return for Repair/Replacement; Warranty; etc)

Exports from United Kingdom

All Shipments (including Warranty Repairs), where RCUK is liable for the Freight Costs, shipments will be made by the following carriers:

Winnersh Location

<u>Weight</u>	<u>Region</u>	<u>Carrier</u>
0.5 - 70 kilos	International (including Inter-Company)	Primary Approved: DHL Secondary Approved: UPS Parcels
	EU	Primary Approved: UPS Parcels Secondary Approved: DHL
+ 71 kilos	Worldwide	UPS-SCS
<u>Specials</u>		
Hazardous	Worldwide	Primary Approved: UPS-SCS Secondary Approved: DHL

Burgess Hill Location

<u>Weight</u>	<u>Region</u>	<u>Carrier</u>
0.5 - 70 kilos	International (including Inter-Company)	Primary Approved: DHL Secondary Approved: UPS Parcels
	EU	Primary Approved: UPS Parcels Secondary Approved: DHL
+ 71 Kilos	Worldwide	UPS-SCS
<u>Specials</u>		
Hazardous	Worldwide	Primary Approved: UPS-SCS Secondary Approved: DHL
Sea Freight	Worldwide	Primary Approved: Shea International Secondary Approved: Schenker

Full Truck Loads EU Browns

Domestic Shipments

Winnersh Location

Same Day Deadline Couriers

Next Day Primary Approved: UPS Parcels
(including Timed Deliveries) Secondary Approved: TNT

Burgess Hill Location

Same Day TTX

Next Day Primary Approved: UPS Parcels

HAZARDOUS MATERIALS / DANGEROUS GOODS

All shipments of Hazardous Material, including Lithium Batteries, must be packed and shipped in accordance with all current regulations.

If shipment cannot be made with the appropriate RCUK carrier, please contact the Rockwell Collins UK Ltd., Customs and Transportation Specialist for approval to use an alternative carrier

- Shipment containing hazardous materials, dangerous goods or substances shall comply with all European and National Laws and Directives.
- A shipment containing hazardous and non-hazardous materials shall have separate packaging sheets for the hazardous and non-hazardous materials.
- Shipping documents shall describe the material according to the applicable classification.

LITHIUM

- Prior to the initial shipment of any Item that contains lithium battery power sources (metal or ion) or any other derivative or combination of matter that contains lithium batteries, Seller shall notify Buyer in advance of Item shipment via notice to Rockwell Collins.
- If there is any material change to the lithium content, size, type, or quantity in subsequent shipments of any Item, Seller shall re-submit the notification with updated information.

- Seller shall provide such notification by completing the appropriate form available in the Suppliers section at portal.rockwellcollins.com.
- Additionally, prior to and during shipment, each Item containing lithium shall meet all labeling and all other requirements set forth in the United Nations Manual of Tests and Criteria, part III, subsection 8.3.
- Furthermore, prior to and during shipment, each Item that contains lithium shall meet the requirements set forth in the International Air Transport Authority (IATA) Dangerous Goods Regulations Section 4.

These instructions are binding unless specific written instructions to deviate is granted by the Rockwell Collins UK Ltd., Customs and Transportation Specialist

Mick Arnold
 Customs and Transportation Specialist
 Rockwell Collin UK Limited
 Email: james.arnold@rockwellcollins.com
 Tel: +44 (0) 118 935 9239
 Fax: +44 (0) 118 935 9142
 Cell: +44 (0) 7831609778

Contacts:

CONTACT NAME	TELEPHONE	EMAIL
Mick Arnold	+44 (0) 1189359239	james.arnold@rockwellcollins.com
James Price	+44 (0) 1189359345	james.price@rockwellcollins.com
Michelle Webb	+44 (0) 1189359252	Michelle.webb@rockwellcollins.com
Mike Redmond	+44 (0) 1189359344	Michael.redmond@rockwellcollins.com
Group Emails	Export	rcukexport@rockwellcollins.com
	Import	rcukimport@rockwellcollins.com