

International Shipment Routing Instructions

MARCH, 2009

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. Incoterms for purchase orders and contracts are at <http://www.iccwbo.org/incoterms/id3045/index.html>

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.

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 Authorization - Form MD-2236](#)

- Premium Transportation Notice (Form D150008000), for Puget Sound only.

[Premium Transportation Notice - Form D150008000 Puget Sound Only](#)

- 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.pdf

Boeing has created a Commercial Invoice Template

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 [Form F70210](#).

- When applicable, the jurisdiction of Export Administration Regulations (EAR) or the jurisdiction of International Traffic in Arms Regulations (ITAR).
- Importer Security Filing Requirements (ISF) –
 - In order to facilitate compliance with the U.S. Importer Security Filing requirements for all ocean shipments, ensure that commercial invoices are provided to the Boeing preferred freight forwarder at time of booking, (no later than 72 hours prior to vessel loading). 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 Boeing contracted forwarder not used, instruct the forwarder / booking agent to provide pre-alert and related information to Boeing's contracted ISF filer, DHL Global Forwarding in United States, 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 house bill of lading number if applicable, date of vessel loading, container stuffing location name and address, and consolidator (stuffer) name and address.

Boeing ISF Filer - DHL Global Forwarding ISF pre-alert routing:

Pre-alert documents for ocean shipments should be sent to DHL Global Forwarding based on the port of entry in the U.S. per the below routing.

Port of Entry Name	DGF Email address for Pre-alert
Baltimore, MD	Boeing_PHX@dhl.com
Boston, MA	Boeing_PHX@dhl.com
Charleston, SC	Boeing_CHS@dhl.com
Chicago, IL	Boeing_ord@dhl.com
Houston, TX	Boeing_IAH@dhl.com
Kansas City, KS	Boeing ICT@dhl.com
Los Angeles/Long Beach, CA	Boeing_LAX@dhl.com
Memphis, TN	Boeing_MEM@dhl.com
New Orleans, LA	Boeing_PHX@dhl.com
New York, NY	Boeing_JFK@dhl.com
Newark, NJ	Boeing_PHX@dhl.com
Philadelphia / Chester, PA	Boeing_PHL@dhl.com
Phoenix, AZ	Boeing_PHX@dhl.com
Portland, OR	Boeing_PDX@dhl.com
Salt Lake City, UT	Boeing_SLC@dhl.com
San Francisco, CA	Boeing_SFO@dhl.com
Seattle/Everett/Tacoma, WA	boeing_sea@dhl.com
St. Louis, MO	Boeing_STL@dhl.com
Wichita, KS	Boeing ICT@dhl.com
Wilmington, DE	Boeing_PHL@dhl.com

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. flag carrier.
- When applicable ensure adherence to Export Administration Regulations (EAR) or the International Traffic in Arms Regulations (ITAR).

Additional Information

- DHL Global Forwarding, which is the broker for Boeing, clears shipments through U.S. Customs.
- 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.

When to Contact - Supply Chain Logistics

Call Supply Chain Logistics when requirements for specialized transportation arise, including but not limited to the following kinds of shipments:

- | | | |
|-------------------|---|--|
| • Chartered | • Explosives | • Oversized |
| • Classified | • Full ocean container or breakbulk service | • Refrigerated (dry ice) |
| • Dangerous goods | • Hand-carried | • Third-party (drop shipment) |
| • Electronics | • Next flight out, AOG, MICAP | • Value of shipment greater than \$5 million |
| • ITAR shipments | | |

Contact SSG Supply Chain Logistics and the Boeing procurement agent (PA) before shipping via ocean. Ocean routing may be more economical and often the preferred method of transportation when time permits. However, airfreight is more economical, for international shipments weighing less than 500 pounds (225 kilograms).

How to Contact Supply Chain Logistics

Contacts for Shared Services Group (SSG) Supply Chain logistics are listed in the following table.

Location	Contact	Telephone number	Fax number	E-mail
El Segundo, California	Mascha Chai	310-364-7472	310-416-3130	mascha.chai@boeing.com
Houston, Texas	Dreddy Walker	281-244-4171	281-244-3074	dreddy.i.walker@boeing.com
Huntington Beach, California	Scott Suyeto	562-208-0921	562-668-9208	scott.b.suyeto@boeing.com
Huntsville, Alabama	Dean Ferguson	256-464-4120	256-461-5803	dean.v.ferguson@boeing.com
Long Beach, California (Commercial)	Scott Suyeto	562-208-0921	562-668-9208	scott.b.suyeto@boeing.com
Long Beach, California (Military)	Scott Suyeto	562-208-0921	562-668-9208	scott.b.suyeto@boeing.com
Macon, Georgia	Scott Suyeto	562-208-0921	562-668-9208	scott.b.suyeto@boeing.com
Mesa, Arizona	Corey Cople	480-891-9192	480-891-5996	corey.copple@boeing.com
Portland, Oregon	Ken Tracy or Amanda Elkins	503-674-4159 971-246-2600	503-669-4092 503-667-8635	kenneth.g.tracy@boeing.com Amanda.f.elkins@boeing.com
Philadelphia, Pennsylvania	Kelly Cooney	610-591-2999	610-591-3781	kelly.a.cooney@boeing.com
Salt Lake City, Utah	Colleen Baker	801-537-6417	801-537-6433	Colleen.m.baker@boeing.com
Seal Beach, California	Scott Suyeto	562-208-0921	562-668-9208	scott.b.suyeto@boeing.com
Seattle, Washington (Puget Sound)	Vickie Currie - Air Steve Lovre-Ocean	425-498-0659 206-544-3229	425-965-4370 206-544-1934	vickie.l.currie@boeing.com steven.m.lovre@boeing.com
St. Louis, Missouri	Paul Tucker	314-234-9168	314-234-2373	paul.e.tucker@boeing.com
Wichita, Kansas	Lyle Winters	316-977-3147	316-977-2837	lyle.r.winters@boeing.com
Winnipeg, Manitoba, Canada	Christine Martin	204-831-2463	204-895-4033	christine.martin2@boeing.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 is the U.S. importer of record.

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.boeing.com/companyoffices/doingbiz/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 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.

Seller/Shipper will, on request, complete a provided Customs-Trade Partnership Against Terrorism (C-TPAT) Security Self Assessment Questionnaire.

Seller/Shipper will, on request, provide Boeing (Shared Services Group – Supply Chain Logistics) SSG-SCL with a detailed mapping for the planned routing from their facility to the SSG-SCL 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.

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 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 ExpressD

<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>

UPS-SCS

<http://www.ups-scs.com/>

Region 1			
United Kingdom including England, Scotland, Wales, Ireland & N. Ireland			
Shipment	Freight forwarder	Transit time—air door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	DB Schenker – <i>Primary</i> Kintetsu World Express - <i>Secondary</i>	Direct IATA: 2–4 days Consolidated: 3–6 days	30–35 days
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel	Direct IATA: 2–4 days Consolidated: 3–6 days	30–35 days

	Nippon Express Panalpina UPS-SCS		
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Region 2 Italy			
Shipment	Freight forwarder	Transit time— air door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	DHL Global Forwarding - <i>Primary</i> DB Schenker - <i>Secondary</i>	Direct IATA: 2–6 days Consolidated: 3– 8 days	30–35 days
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel Nippon Express Panalpina UPS-SCS	Direct IATA: 2–6 days Consolidated: 3– 8 days	30–35 days

Region 3 Austria, Belgium, Denmark, France, Finland, Germany, Greece, Luxemburg, the Netherlands, Norway, Spain, Sweden, Switzerland			
Shipment	Freight forwarder	Transit time—air door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	DB Schenker - <i>Primary</i> DHL Global Forwarding - <i>Secondary</i>	Direct IATA: 2–4 days Consolidated: 3–7 days	30–35 days
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel Nippon Express Panalpina UPS-SCS	Direct IATA: 2–4 days Consolidated: 3–7 days	30–35 days

Region 4 Bahrain, Iraq, Israel, Saudi Arabia, Turkey, Qatar, United Arab Emirates. Afghanistan

		Transit time—air	
Shipment	Freight forwarder	door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	DHL Global forwarding - <i>Primary</i> UPS–SCS - <i>Secondary</i>	Direct IATA: 2–6 days Consolidated: 3–8 days	30–35 days
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel Nippon Express Panalpina UPS–SCS	Direct IATA: 2–6 days Consolidated: 3–8 days	30–35 days

Region 5 Singapore			
		Transit time—air	
Shipment	Freight forwarder	door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	CEVA Logistics – <i>Primary</i> DB Schenker - <i>Secondary</i>	Direct IATA: 2–5 days Consolidated: 3–6 days	30–35 days
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel Nippon Express Panalpina UPS–SCS	Direct IATA: 2–5 days Consolidated: 3–6 days	30–35 days

Region 6 Hong Kong, Korea, Taiwan			
		Transit time—air	
Shipment	Freight forwarder	door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	CEVA Logistics - <i>Primary</i> DHL Global Forwarding - <i>Secondary</i>	Direct IATA: 2–4 days Consolidated: 3–5 days	30–35 days

ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel Nippon Express Panalpina UPS-SCS	Direct IATA: 2-4 days Consolidated: 3-5 days	30-35 days
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Region 7 Australia, New Zealand, Fiji, Indonesia, Malaysia, Thailand			
Shipment	Freight forwarder	Transit time—air door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	DB Schenker – <i>Primary</i> CEVA Logistics - <i>Secondary</i>	Direct IATA: 2-5 days Consolidated: 3-7 days	30-35 days
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel Nippon Express Panalpina UPS-SCS	Direct IATA: 2-5 days Consolidated: 3-7 days	30-35 days

Region 8 Mexico, Central America, South America			
Shipment	Freight forwarder	Transit time—air door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	DHL Global Forwarding - <i>Primary</i> DB Schenker - <i>Secondary</i>	Direct IATA: 2-5 days Consolidated: 3-8 days	30-35 days
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel	Direct IATA: 2-5 days Consolidated: 3-8 days	30-35 days

	Nippon Express Panalpina UPS-SCS		
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Region 9 India, Pakistan,			
Shipment	Freight forwarder	Transit time—air door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	Schenker (BAX)– <i>Primary</i> CEVA Logistics - <i>Secondary</i>	Direct IATA: 2–6 days Consolidated: 3–9 days	30–35 days
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel Nippon Express Panalpina UPS-SCS	Direct IATA: 2–6 days Consolidated: 3–9 days	30–35 days

Region 10 Japan			
Shipment	Freight forwarder	Transit time— air door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	Kintetsu World Express – <i>Primary</i> Nippon Express - <i>Secondary</i> Yusen - <i>Secondary</i>	Direct IATA: 2– 4 days Consolidated: 3–5 days	30–35 days
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel Nippon Express Panalpina UPS-SCS	Direct IATA: 2– 4 days Consolidated: 3–5 days	30–35 days

Region 11 Canada			
Shipment	Freight forwarder	Transit time—air door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	DB Schenker - <i>Primary</i>	Direct IATA: 2–5 days Consolidated: 3–9 days	30–35 days
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel Nippon Express Panalpina UPS–SCS	Direct IATA: 2–5 days Consolidated: 3–9 days	30–35 days

Region 12 China			
Shipment	Freight forwarder	Transit time—air door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	DB Schenker - <i>Primary</i> Market Pioneer Inc. (MPI) - <i>Secondary</i>	Direct IATA: 2–6 days Consolidated: 3–8 days	30–35 days
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel Nippon Express Panalpina UPS–SCS	Direct IATA: 2–6 days Consolidated: 3–8 days	30–35 days

Region 13 Russia and Commonwealth of Independent States— (Armenia, Azerbaijan, Belarus, Estonia, Georgia, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Moldova, Tajikistan, Turkmenistan, Uzbekistan) Czech Republic, Hungary, Poland, Romania			
Shipment	Freight forwarder	Transit time—air door to door	Transit time—ocean port to port
Air or	DHL Global Forwarding - <i>Primary</i>	Direct IATA:	30–35 days

Ocean EAR controlled shipments	DB Schenker - <i>Secondary</i>	2–6 days Consolidated: 3–8 days	
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel Nippon Express Panalpina UPS–SCS	Direct IATA: 2–6 days Consolidated: 3–8 days	30–35 days

Region 14 Algeria, Kenya, South Africa, Rwanda			
Shipment	Freight forwarder	Transit time— air door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	DHL Global Forwarding – <i>Primary</i> DB Schenker - <i>Secondary</i>	Direct IATA: 2– 6 days Consolidated: 3–8 days	30–35 days
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express Kuehne & Nagel Nippon Express Panalpina UPS–SCS	Direct IATA: 2– 6 days Consolidated: 3–8 days	30–35 days

Region 15 All Other Countries			
Shipment	Freight forwarder	Transit time— air door to door	Transit time—ocean port to port
Air or Ocean EAR controlled shipments	DB Schenker - <i>Primary</i> DHL Global Forwarding - <i>Secondary</i>	Direct IATA: 2– 4 days Consolidated: 3–7 days	30–35 days
ITAR controlled shipments	CEVA Logistics DB Schenker DHL Global Forwarding Kintetsu World Express	Direct IATA: 2– 4 days Consolidated: 3–7 days	30–35 days

	Kuehne & Nagel Nippon Express Panalpina UPS-SCS		
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ITAR approved freight forwarder is determined by SCL from the following:

CEVA Logistics
DB Schenker
DHL Global Forwarding
Kintetsu World Express
Kuehne & Nagel
Nippon Express
Panalpina
UPS-SCS

Please contact your SCL Representative for designated ITAR forwarder