



## Supplier Routing Instructions – Rev. 1 June 8, 2020

**L3HARRIS**

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**ATTN:** L3Harris Supplier Logistics Managers  
**Subject:** Routing Instructions for all L3Harris Technologies, Inc. Suppliers  
**Effective Date:** June 8, 2020

To better manage our inbound shipments, L3Harris Technologies, Inc. is pleased to announce that we have chosen FedEx® as our primary carrier for our Parcel and Less-than-Truckload (LTL) shipments. We appreciate your cooperation in ensuring that all shipments follow the instructions below.

All shipments and invoices will be monitored for compliance to these terms. Use of any other carrier may result in a chargeback to your company for the shipping charges. Each supplier is responsible for forwarding this transportation directive to their Logistics Department and/or all individuals responsible for shipping to or on behalf of FedEx Customer.

### **DOMESTIC SHIPMENTS (Inbound shipments from CONUS sites)**

#### **Reference Field Requirements**

On ALL shipments, please enter the L3Harris Technologies, Inc. Purchase Order number in PO Reference Field. This is crucial so that we can match freight invoices to the appropriate purchase order in our system. If routing and shipping instructions are not attached to the Purchase Order or have not been previously received, please immediately request these instructions from your L3Harris Buyer.

#### **Drop Shipments to our Customers**

If L3Harris Technologies, Inc. has requested you to drop ship the order to one of our domestic customers, follow the shipping instructions as stated on our purchase order:

- Ship collect via the method specified by our customer referencing their collect account number
- Shipping via Prepaid and Add methods are strictly prohibited
- Bill-Third-Party options for domestic shipments are ok if authorized on the item's purchase order

Drop shipments are not allowed for international shipments, except for inbound items to the US from Canada, which require prior approval from your L3Harris Buyer.

#### **Shipping Requirements for Small Packages**

All small package shipments destined for L3Harris Technologies, Inc. should be shipped via **FedEx Ground®**, using the **Bill Third Party** option, billing the L3Harris Technologies, Inc. FedEx **Account # provided by your L3Harris Buyer**. More premium shipping services, including First Overnight shipments, are prohibited unless an L3Harris Buyer instructs you to utilize these services in writing. After receiving authorization, if you are instructed by your L3Harris Buyer to ship via FedEx Priority Overnight, FedEx Standard Overnight or FedEx 2-day shipping to meet required delivery dates, use the most cost effective option.

Shipments that over 150lbs. but less than 10,000 lbs should be palletized and sent via FedEx Freight Less-than-Truckload

- Any expedited (Express) orders require L3Harris Buyer approval and should be notated on the Purchase Order.

- FedEx account numbers are confidential and should only be communicated for the limited purpose of preparing FedEx shipments under these Routing Instructions.
- Quantities in excess of Purchase Order quantity may be returned to Supplier at Supplier's expense.
- Do not send product COD. COD shipments will not be accepted.

NOTE: Shipments 10,000 lbs. or more or that require special handling or specialized equipment (i.e., electronic, air-ride van, flatbed, etc.) require review by L3Harris' Transportation Department. Please work with your L3Harris Buyer to obtain this approval and be prepared to provide the shipment's weight, dimensions, description of articles and date available for transport.

### **FedEx Small Package Pickup**

Under this arrangement, shipping charges will be invoiced directly to us, while the normal fees associated with your FedEx packages, such as weekly pickup fees if applicable, will be invoiced to you. Per service (Express and Ground), if you already have a regular pick up, **no** additional fees will be incurred. If you don't have a regular pickup with FedEx, you can schedule your package pickup online at fedex.com or by calling 1.800.Go.FedEx (1.800.463.3339). Ground shipments require a one-day advance notice. You may drop off your packages at a FedEx staffed facility to avoid pick up fees.

### **Ground Hazardous Materials (Haz Mat) or Express Dangerous Goods (DG)**

If your shipment contains Hazmat you must be an approved FedEx Ground HazMat shipper. Suppliers are responsible for ensuring Ground HazMat packages comply with applicable U.S. Department of Transportation (DOT) regulations and FedEx Ground requirements. Please contact FedEx Dangerous Goods/Hazardous Materials (DG /HazMat) Hotline for general questions, 1.800.GoFedEx (463.3339), Option '81,' between 7 a.m. and 7 p.m. Central time Monday - Friday, and between 10 a.m. and 2 p.m. Central time Saturday.

Suppliers are responsible for ensuring Air HazMat packages comply with applicable IATA / ICAO regulations and carrier shipping requirements. In any instance a HAZMAT shipment **MUST** include a current Safety Data Sheet.

### **Packaging**

Items for a specific purchase order (PO) should be contained in one box marked for that PO. Additional items for a different purchase order should be in a separate box marked for that PO. Separate PO boxes may be consolidated and packaged into a larger container to be shipped via the same transportation mode on any single day to any single consignee address. Suppliers should use the smallest package available to complete shipments without damaging the package's contents to minimize costs. It is the supplier's responsibility to make sure the packaging is durable enough to protect the package's contents while in transit.

### **Shipping Requirements-FedEx Freight<sup>®</sup> (LTL):**

Inbound Less-Than-Truckload (LTL) shipments to L3Harris Technologies, Inc. should now be shipped via **FedEx Freight<sup>®</sup> Economy** service, or through one of the other providers below if FedEx is unable to accommodate your needs. These shipments are palletized freight weighing between 151 lbs. to 10,000 lbs.; No single order may take more than 19 linear feet of a trailer.

Inbound LTL shipments should be billed **Third Party** to the indicated address and account number provided to you by your L3Harris Buyer; you must enter the PO # and mark COLLECT on the BOL.

Suppliers should correctly describe material on a bill of lading or airway bill to obtain the lowest legal rate and in accordance with the National Motor Freight Classification (NMFC) Directory.

ABF Freight, and C&M are L3Harris' approved alternate LTL carriers for use if FedEx is not able to meet service or delivery requirements. C&M Forwarding is only approved for outbound LTL shipments from Rochester, NY.

Special circumstances may require additional Freight Forwarders to transport a shipment. In this circumstance, your L3Harris Buyer will direct you to a Freight Forwarder to use.

### **Truckload (Dedicated Use Shipments)**

For shipments of 10,000 pounds or more, or for those shipments that require special handling or specialized equipment (i.e., electronic, air-ride van, flatbed, etc.), contact your L3Harris Buyer for specific instructions. You should provide weight, dimensions, description of the articles and date available for shipment within your inquiry. Once this information is received L3Harris will respond with instructions related to the designated carrier and supporting documentation for shipment.

### **Air Freight**

Air shipments over 150 lbs. should be authorized by an L3Harris Buyer. First Overnight shipments are prohibited unless an L3Harris Buyer instructs you to utilize this service. After receiving authorization, if you are instructed by your L3Harris Buyer to ship via FedEx Express 1-Day Air Freight or FedEx 2-Day Air Freight to meet required delivery dates, use the most cost effective option.

## **INTERNATIONAL SHIPMENTS (Inbound shipments from OCONUS sites)**

### **Reference Field Requirements**

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Drop shipments are not allowed for international shipments, except for inbound items to the US from Canada (prior approval from L3Harris' Transportation Group is required for these shipments)

### **Packaging**

Items for a specific purchase order (PO) should be contained in one box marked for that PO. Additional items for a different purchase order should be in a separate box marked for that PO. Separate PO boxes may be consolidated and packaged into a larger container to be shipped via the same transportation mode on any single day to any single consignee address. Suppliers should use the smallest package available to complete shipments without damaging the package's contents to minimize costs.

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## **SERVICE & SUPPORT**

### **Freight Pickup**

Same Day pickup is available from FedEx if arranged before specified cut-off times; to learn more about cut-off times or to schedule a pickup, please call **1.866.393.4585**. Also, you may schedule a pickup with the automated BOL at [www.fedexfreight.com](http://www.fedexfreight.com). Contact info for secondary carriers is below:

#### **ABF**

ABF Customer Support	+1 877-316-2237	<a href="mailto:customersupport01@arcb.com">customersupport01@arcb.com</a>
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#### **C&M Forwarding (outbound from Rochester, NY only)**

<b>Scheduling &amp; Pickups</b> C&M Customer Svc	585-279-0770	<a href="mailto:dispatch@cmforwarding.com">dispatch@cmforwarding.com</a>
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### **L3Harris Technologies, Inc. Service and Support**

If you should have any questions, need assistance in setting up an account, scheduling pickups or getting set up for hazmat shipping, please reach out to the following points of contact:

#### **FedEx**

1.800.Go.FedEx or 1.800.463.3339

#### **ABF**

<b>Primary Point of Contact:</b> ABF Customer Support	+1 877-316-2237	<a href="mailto:customersupport01@arcb.com">customersupport01@arcb.com</a>
<b>Secondary Points of Contact:</b>  Ron Ducharme Executive Director of Enterprise Solutions Aerospace and Government	708-557-7557	<a href="mailto:ronnied@arcb.com">ronnied@arcb.com</a>
Greg McCreary Director Enterprise Sales	+1 416-320-1700	<a href="mailto:gmccreary@abf.com">gmccreary@abf.com</a>

#### **C&M Forwarding (outbound from Rochester, NY only)**

<b>Quotes &amp; Expediting</b> Curt Simmons	585-295-1886 or 585-315-1166	<a href="mailto:csimmons@cmforwarding.com">csimmons@cmforwarding.com</a>
<b>Scheduling &amp; Pickups</b> C&M Customer Svc	585-279-0770	<a href="mailto:dispatch@cmforwarding.com">dispatch@cmforwarding.com</a>
<b>General Customer Service</b> C&M Customer Svc	585-279-0770	<a href="mailto:csd@cmforwarding.com">csd@cmforwarding.com</a>

**L3Harris Technologies, Inc. Support**

If you have any questions specific to L3Harris Technologies, Inc., please contact your L3Harris Buyer as indicated on the purchase order.

**Exception Management & Exclusions**

Any exceptions to these instructions, or questions related to modes of service excluded from the scope of this document, should be addressed by your L3Harris Buyer.

These instructions take precedence over any instructions that you have received in the past and will remain in effect unless you are authorized to deviate from them in writing by an appropriate L3Harris representative or by other written revision to these instructions. L3Harris reserves the right to debit Supplier's account for excessive charges relating to your failure to comply with these explicit instructions.

We value you as a supplier and trust this process will only enhance our working relationship. Thank you for your cooperation and support.

Sincerely,

L3Harris Freight Council