



International Shipping and Labeling Supplier Requirements

801-001-110
October 6, 2000

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Preface

This document contains information for Lucent Technologies suppliers and contract manufacturers that are shipping products and materials to Lucent Technologies facilities or Lucent Technologies customers outside the United States.

The document is organized by country or region. Although the document presently contains only the section containing information supporting the Lucent Technologies operations in Brazil, additional sections will be added in the future to support other international markets.

The document is issued by the *Supply Chain Automation Group* in the SNS organization BL0318A03 reporting to Mal Plager.

Questions regarding the overall content of the document may be directed to:

Allan B. Gilligan
Room 4B301
101 Crawfords Corner Road
Holmdel, NJ 07733

Phone: 732-949-7721
Fax: 732-949-7850
Email: agilligan@lucent.com

Questions concerning the details of specific country or region requirements should be directed to the contacts identified in the appropriate section of this document.

Reason for October 6, 2000 Reissue:

- a) To change "Letter of Credit" instructions on page 7
- b) To remove the requirement for 4 copies from section 1.3.2 on page 13

1. Network Systems - Brazil



1.1 Introduction

This document describes the requirements for suppliers who are shipping packages to the Lucent Technologies Global Provisioning Center (GPC) in Brazil.

1.1.1. What is a GPC?

A Global Provisioning Center is more than a factory, and it includes:

- Provisioning of “whole orders” to customers
- Planned by a single MRP system
- Includes export center facilities

1.1.2. Lucent Technologies Network Systems - Brazil

The Headquarters and the GPC of Lucent Technologies Network Systems of Brazil (Lucent NSB) are located in Brazil, Sao Paulo State in the city of Campinas.

The physical plant of the facility at Campinas facilities consist of:

- 208K sq. ft. – Main facility
 - 113K sq. ft. – GPC
 - 34K sq. ft. - Manufacturing
 - 79K sq. ft. - Product Center Warehouse
 - 95K sq. ft. – Sales / Installation / Hut Assembly / Training
- Sized for 1500+ cell per year
- Additional 37K sq. ft. facility for circuit card production



Lucent NSB also has offices located close to major customer in the cities of Sao Paulo, Santos, Rio de Janeiro, Curitiba, Aracaju and Espirito Santo.

Other Lucent facilities in Brazil

- Lucent Technologies has a Joint Venture in Curitiba manufacturing Power products, and also has acquired two Brazilian Switching companies, Batik in Belo Horizonte (Minas Gerais State) and Zetax in Valinhos (Sao Paulo State).

1.1.3. Lucent NSB Product Portfolio as of June 2000

- Autoplex 1000 Series II Cell Sites, AMPS/TDMA/CDMA
- Autoplex 1000 Series II CDMA Compact Cellular Minicell
- Flexcent family
- Galaxy Power Systems

1.2 Export Administration Regulations

The Export Administration Regulations (EAR) are issued by the US Department of Commerce and are administrated by the Bureau of export Administration (BXA) to enforce the Export Administration Act of 1979, as amended.

(U.S. Law) EAR - Provides specific instructions on the use and types of export licenses required and the types of commodities and technical data under export control.

The purpose of the Export Regulations is to protect National Security, support and further our Foreign policy and those of our allies (non-proliferation) and to protect the domestic economy.

Items Subject to EAR:

Export, Re-exports, foreign items with U.S. content, commingled technical data or software, foreign items produced using U.S. technical data or software, participation in proliferation and activities contrary to a denial Order.

The Export Control is performed based on country groups, country charts, listing of denied parties and customer screening (Nuclear proliferation, Chemical and biological warfare, missile technology and diversion risk profile screening).

If the item being shipped is classified under an ECCN (Export Control Classification Number) on the CCL (Commercial Control List), there will be a need for an ECCN classification, otherwise EAR99.

ECCN – Export Control Classification Number

(U.S.) Every Product has an export control classification number (formerly export commodity classification number) within the Commerce Control List. The ECCN consists of a five-character number that identifies categories, product groups, strategic level of control, and country groups. Product classification is an important factor in determining which export license exception or license to use.

Before the ECCN classification is defined, there must be a check for any prohibitions and license requirements. If the country of destination has any specific controls a license will be needed. A verification for license exception is required (Shipments could be made after obtaining a License exception) prior to submitting the license application.

Types of licenses:

- Department of Commerce: License exception, licenses
- Department of State: ITAR (International Traffic and Arms regulations)

License exceptions are limited by country or by type of commodity. By using a license exception, you are certifying that all terms, conditions, and provisions have been met. Licensing determination must be done early in the project, improper product classification may result an incorrect licensing determination which may result in detentions, customs seizures and fines.

1.3 Documentation Requirements to Ship to Lucent Technologies Brazil GPC

1.3.1. Shipper's Letter Of Instruction (SLI)

- The Supplier **must** issue a specific SLI for each shipment
- The SLI **must have** a unique number in the Shipper Reference Number, which could be the Invoice number.
- The Shipper and Consignee addresses on the SLI **must match** with the Shipper and Consignee addresses on the Commercial Invoice.
- The SLI **must always** include EIN (IRS) number, Harmonized Tariff System, United States (HTSUS), Export Commercial Control Number (ECCN), License or exception
- The SLI **must always** state the ultimate consignee address, as follows:

Lucent Technologies NSB Ltda.
R Cinira Fonseca Oliveira, S/N
Parque Imperador
CEP 13097-660 - Campinas, SP
Brazil

- The SLI **must always** state the forwarding agent (Intermediate Consignee) address , as follows:

Lucent Technologies NSB Ltda
c/o AEI
10300NW 19TH. St.
Miami, Fl. 33172
Attn: Alex Albertini - 305 994 1521

- The SLI must be signed by Supplier's authorized personnel
- The SLI should have the Carrier tracking Number

Shipper's Letter Of Instruction form (SLI form)

SHIPPER'S LETTER OF INSTRUCTION									
1 Date		2 SHIPPER REFERENCE NUMBER		3 LETTER OF CREDIT YES NO					
4 EXPORTER (Name and address including ZIP code)				5a APPROVED FOR EXPORT SIGNATURE <i>LUCENT'S MESSAGE</i> NAME <i>Alex Albertini</i> DATE					
6 EXPORTER EIN NO.		8 PARTIES TO TRANSACTION ____ RELATED ____ NON-RELATED		On receipt of this shipment described below, AEI is requested and authorized to Prepare and issue the necessary Air Waybill or Bill of Lading, sign such Air Waybill or Bill of Lading in the name of the undersigned, consign such shipment for cartage to destination or for onward carriage and delivery by any other transportation organization in accordance with the terms and conditions contained in the Air Waybill or Bill of Lading, Tariffs, Rules and Regulations, and to prepare and execute in Shipper's name any documents for export.					
7 ULTIMATE CONSIGNEE Lucent Technologies NSB Rua Cláudio Fontoura de Oliveira s/n Parque Imperador - Campinas SP 13097-660 Brazil				These commodities, technology or software were exported from the United States in accordance with the Export Administration Regulations. Diversion contrary to US law prohibited.					
8 FORWARDING AGENT Lucent Technologies Inc. - Miami AEI Warehouse (T7) 10300 NW 19th Street, Suite 104 MIAMI, FL 33172 Attn. Alex Albertini (305) 994 1521				AEI's liability for loss or damage is limited to \$0.07 per pound per piece. In no event will AEI's liability exceed US\$ 2500,000					
9 POINT (STATE) OF ORIGIN		10 COUNTRY OF ULTIMATE DESTINATION							
DF 11	DESCRIPTION, SCHEDULE B 12			CHECK DIGIT 13	QUANTITY- CHED B UNIT 14	SHIPPING WEIGHT (KILOS) 15	SHIPPING WEIGHT (POUNDS) 16	CUBIC METERS 17	VALUES (IN US\$ DOLLARS) 18
PIECES 19	L 19a	W 19b	H 19c	I certify that all statements and all statements contained herein are true and correct. I also understand that Air Express International will file the Shipper's Export Declaration (SED) electronically with the proper authorities on our behalf. I understand that civil and criminal penalties, including forfeiture and sale, may be imposed for making false or fraudulent statements herein, failing to provide the requested information or for violation of U.S. laws upon exportation (19 U.S.C. Sec. 305, 22 U.S.C. Sec. 401, 18 U.S.C. Sec. 1001, 60 U.S.C. App. 2410). Air Express International will provide the exporter with a hard copy of the SED upon request and payment of a mutually agreed upon processing fee.					
				23 We have forwarded to you, the shipment described above via: <input type="checkbox"/> Our company truck, or <input type="checkbox"/> OTHER CARRIER (show below)		CARRIER/CARRIER AWB/BOL			
20 VALIDATED LICENSE NO./GENERAL LICENSE SYMBOL <input type="checkbox"/> OTHER <input type="checkbox"/> NLR <input type="checkbox"/> GBS				21 ECCN (when required)					
22 Duty authorized officer or employee				SHIPPER IMPORTANT ____ SIGN HERE		The exporter authorizes the forwarder named above to act as a forwarding agent for export control and customs purposes.			

Quick reference Guide for AEI's Shipper Letter of Instruction

The *Shipper's Letter of Instruction* (SLI) is a form used by a shipper to authorize a carrier to issue a bill of lading or an air waybill on the shipper's behalf. The form contains all details of shipment and authorizes the carrier to sign the bill of lading in the name of the supplier.

The *Bill of Lading* is a document issued by a carrier to a shipper, signed by the captain, agent, or owner of a vessel, furnishing:

- written evidence regarding receipt of the goods (cargo),
- the condition on which transportation is made (contract of carriage), and
- the agreement to deliver goods at the prescribed port of destination to the lawful holder of the bill of lading.

A *Bill of Lading* is, therefore, both a receipt for merchandise and a contract to deliver it as freight.

1. **DATE:** Enter date that the SLI was completed.
2. **SHIPPER REFERENCE NUMBER:** Invoice Number.
3. **LETTER OF CREDIT:** Circle "Yes" if there is a document issued by a bank stating its commitment to pay someone (supplier/exporter/seller) a stated amount of money on behalf of a buyer (importer); otherwise circle "No".
4. **EXPORTER:** (Supplier)
Company Name
Full Address
Must match the Shipper address on the Commercial Invoice
P.O. BOX addresses are not acceptable
Contact Name & Phone Number
5. **EXPORTER EIN NUMBER (IRS):** Tax identification number.
6. **PARTIES TO TRANSACTIONS:** Since you are not related to the customer, you will always enter an "X" by Non-Related.
7. **ULTIMATE CONSIGNEE:** (End customer)
Address must match the BILL TO and the SHIP TO addresses on the Commercial Invoice as follows:
Lucent Technologies NSB
Rua Cinira Fonseca de Oliveira s/n
Parque Imperador
Campinas – Sao Paulo 13097
Brazil

8. FORWARDING AGENT:

Lucent Technologies
c/o A E I
10300 NW 19th Street, Suite 104
Miami, FL 33172
ATTN: Alex Albertini (305) 994 1521

8a. **APPROVED FOR EXPORT:** Lucent's usage only.

9. **POINT (STATE) OF ORIGIN:** State where product is being shipped from.

10. **COUNTRY OF ULTIMATE DESTINATION:** Enter final destination of the product,
Brazil

11. **D/F :** Domestic or Foreign Material

12. **SCHEDULE B NUMBER:** The Harmonized Tariff Schedule of the United States (HTSUS) issued.

Use a description of the goods that allows customs to understand what the product is.

Information available <http://www.census.gov>

The Purchase order number and Invoice number must be also included.

Schedule B is the official schedule of commodity classification to be used by shippers in reporting export shipments from the U.S. Based on the Harmonized System, Schedule B, contains 98 chapters grouped into 22 sections. Chapters 1 to 97 contain classifications that apply to international exports, and chapter 98 contains special classification provisions that apply only to the U.S. exports.

13. **CHECK DIGIT:** Unit of quantity for the Schedule B (Kg, m², X, etc.)

14. **QUANTITY – SCHEDULE B UNITS:** Enter number of units being shipped under the selected Schedule B classification.

15. **SHIPPING WEIGHT:** Total metric weight for the goods – Kilos

16. **SHIPPING WEIGHT:** Total weight for the goods - Pounds

17. **CUBIC METERS:** Total cubic meters.

18. **VALUE:** Please use only US dollars

Value must match the value shown on the commercial invoice.

19. **DIMENSIONS:** Enter the number of pieces with corresponding length (19a), width (19b), and Height (19c). Use metric dimensions

20. **VALIDATED LICENSE NUMBER/GENERAL LICENSE NUMBER:** Use the License exception required for your product.
21. **ECCN:** Use the ECCN Number required to go with your License exception
ECCN = Export Control Classification Number
(U.S.) Every Product has an export control classification number (formerly export commodity classification number) within the Commerce Control List. The ECCN consists of a five-character number that identifies categories, product groups, strategic level of control, and country groups.
22. **DULY AUTHORIZED OFFICER OR EMPLOYEE:** The signature of the person who filled out the SLI with all the information and/or has the responsibility for ensuring the correctness of the export information.
23. **CARRIER INFORMATION:** Please provide information regarding the means of transport of the goods to AEI/Miami. Include Carrier Name and the Receipt (Pro) number.

1.3.2. Commercial Invoice

Two (2) original Commercial Invoices must be signed in blue ink and issued in Supplier's original letterhead stating its complete name and address.

Supplier shall state the following:

Bill to/Ship to:

Lucent Technologies NSB Ltda.
R Cinira Fonseca Oliveira, S/N
Parque Imperador
CEP 13097-660 - Campinas, SP
Brazil

Lucent Miami is your intermediate destination for consolidation

The commercial invoice must include the following information:

- Complete description of the goods
- Comcode
- Lucent's Purchase Order number
- Unit price and total amount for each item
- Gross weight
- Banking information (bank name and complete address, phone number, account number, ABA routing number, etc.)
- In case the exporter is different from the vendor or manufacturer of the item, the invoice must also include the complete name and address of the manufacturer.

- **Incoterms:** EXW2000, means that the seller delivers when he places the goods at the disposal of the buyer at the seller's premises or another named place (i.e. works, factory, etc.) not cleared for export and not loaded on any collecting vehicle.
- **Payment terms:** NET 30 days. Supplier must expect payment within 30 days of the ship date from Miami (AEI) to Brazil or according to the contract, when applicable. The request Net 30 is so that we can comply with new foreign trade regulations in Brazil.

1.3.3. Packing List

Suppliers **must** issue and include a Packing List for each shipment.

The packing list should include as a minimum the following information:

- Lucent Technologies order
- Shipping crate dimensions and gross weight
- Quantity of each item
- Material description
- Part number
- Item number

1.3.4. Shippers Security Endorsement Form

Suppliers **must** include a Security Endorsement Form filled on every shipment.

Details can be found in 1.11 session of this document

FAA Endorsement Form

FAA ENDORSEMENT

I CERTIFY THAT THIS SHIPMENT WHICH WE TENDERED TO AEI TODAY IS IDENTIFIED AS FOLLOWS:

1. SHIPPER NAME:

“ I CERTIFY THAT THIS SHIPMENT DOES NOT CONTAIN ANY UNAUTHORIZED EXPLOSIVES, DESTRUCTIVE DEVICES OR HARZADOUS MATERIALS. I CONSENT TO A SEARCH OF THIS SHIPMENT. I AM AWARE THAT THIS ENDORSEMENT AND ORIGINAL SIGNATURE WILL BE RETAINED ON FILE UNTIL THE SHIPMENT, ALONG WITH OTHER SHIPPING DOCUMENTS, IS DELIVERED”

2. SHIPPER’S SIGNATURE: _____ **3. DATE** _____

4. TYPE OF FIRST PERSONAL IDENTIFICANTION REVIEWED: _____

5. MATCHING PHOTO ID ? YES () NO ()

6. NUMBER APPEARING IN ID: _____

7. TYPE OF SECOND PERSONAL IDENTIFICANTION REVIEWED: _____

MATICHING PHOTO ID ? YES () NO ()

NUMBER APPEARING IN ID: _____

Quick reference Guide for Danzaz AEI FAA Form

Federal Aviation Administration was created under the Federal Aviation Act of 1958 as the Federal Aviation Agency and charged with the responsibility of promulgating operational standards and procedures for all classes of aviation in the U.S. With the creation of the cabinet level Department of Transportation in 1966, FAA became a unit within the new Department and received the new designation Federal Aviation Administration. The FAA Administrator, however, continues to be a presidential appointee and the FAA remains a separate entity with most of its formal functions. In the field of the air cargo FAA promulgates certain stress standards which must be met in the tiedown of cargo in flight. <http://www.faa.gov>

- 1. SHIPPER NAME:** Supplier's name.
- 2. SHIPPER'S SIGNATURE:** The signature of the person who filled out all the information and/or has the responsibility for ensuring the correctness of the export information.
- 3. DATE:** Date FAA Endorsement was prepared.
- 4. TYPE OF FIRST PERSONAL IDENTIFICATION REVIEWED:** Type of ID of the person who filled out all the information and/or has the responsibility for ensuring the correctness of the export information.
- 5. MATCHING PHOTO ID:** If copy of ID used send with FAA mark Yes, otherwise NO.
- 6. NUMBER APPEARING IN ID:** Number appearing in the used ID.
- 7. TYPE OF SECOND PERSONAL IDENTIFICATION REVIEWED:** If FAA form was reviewed by a second person, follow instructions 4, 5 and 6.

1.4 Export Documentation Delivery

Courier Delivered Documentation

Suppliers must send the following documents via overnight courier (FedEx third party bill, account number **2175-7877-9**)

- Shipper's Letter of Instructions (SLI) granting shipping authority to AEI to perform Shipper's Export Declaration (SED) filing. Make sure carrier information is included
- Two (2) original Commercial Invoices signed in **BLUE INK**
- Packing Lists
- FAA Shipper Security Endorsement
- Copy of Carrier Document

Suppliers must include the Purchase Order Number and the Invoice Number in the Billing reference areas of export documentation.

Send all Documents to:

Lucent Technologies
10300 N.W. 19th Street, Suite 104
Miami, FL 33172
Attention: Alex Albertini (305) 994 1521

1.4.1. Fax Transmitted Documentation

In addition to the documentation delivered in accordance with section 1.3.3.1 of this document, a copy of the Commercial Invoice must be transmitted via fax to:

GPC-IMPORT/EXPORT
FAX NUMBER: 011-55-19-707-7317

NOTE: Where feasible, please consolidate deliveries (material and documents) for open orders into a single invoice/shipment.

1.5 Routing

The following routing guidelines should be used when shipping the requested material from your location to Miami:

Shipment Weight	Carrier	Third-Party Billing to:
Less than 100 pounds	Federal Express second-day delivery	Lucent Technologies 10300 NW 19 th Street, Suite 104 Miami, Florida 33172 Attention: Alex Albertini
100 to 10,000 pounds	CF Motor or Roadway	
Greater than 10,000 pounds	Contact Alex Albertini on 305 994 1521 for routing instructions	

Suppliers shall ship the material requested via the transportation arrangements specified above. If the Supplier fails to ship via the transportation arrangement specified, the Supplier is responsible for any premium transportation costs required to deliver the requested material to Lucent Technologies by the Due Date indicated on the Purchase Order. Please call Alex Albertini on 305 994 1521 for specific instructions.

All supplier shipments must be routed as follows:

Lucent Technologies NSB
c/o AEI
10300NW 19TH. St.
Miami, Fl. 33172
Attn: Alex Albertini - 305 994 1521

1.6 Discrepancy Resolution

Alex Albertini will review the Commercial Invoice and SLI for Import Compliance. If there are any discrepancies to be resolved, he will contact the Supplier for resolution.

If problems are not easily solved, GPO Brazil and The GPC Import/Export area will be involved. This may result in the initiation of a Supplier Quality Inquiry (SQI).

Please refer any questions to Alex Albertini (305) 994 1521

1.7 Packaging Specifications

The supplier at no additional charge in accordance with packaging specification PKG 91NJ1045 shall pack material purchased, repaired, replaced or refurbished under this agreement. Additional requirements for containers for international shipments are found in “International Export Packing Specification”, NSP 70.03 and “International Export Marking Specification”, NSP 70.04. These documents are available electronically at the CIC web site:

<http://www.lucent8.com>

then select “OTHER LIBRARIES”

then select “SUPPLIER INFORMATION”

Lucent reserves the right to change any other individual product packaging specifications at any time. The latest revisions shall be available to suppliers via the CIC web site above.

Lucent will specify the package quantities (lot sizes) to be delivered by the supplier.

All disposable packaging provided by the Supplier is to be readily recyclable.

Lucent reserves the right to specify a request in the mode of transportation or packaging if Lucent experiences continued receipt of damaged material.

Lucent reserves the right to request a change in the packaging format during the term of the Agreement.

Lucent Technologies recommends the use of non-coniferous wood or non-wood packaging and/or pallets to avoid added expense and delay in delivering products to the Lucent GPC in Brazil.

1.8 Package Labeling

Package labeling of both inner and outer packages must be done in accordance with Lucent Technologies bar code labeling standards 801-001-106, 801-001-105 and 801-001-107. These documents are available electronically at the CIC web site referred to in 1.3.4. Although this specification contains extracts from these detailed documents the supplier is responsible for assuring compliance with the referenced document.

All suppliers must have their label formats approved prior to initial shipment by the Lucent Technologies SNS Supply Chain Automation organization managed by Allan Gilligan (732) 949-7721. This process begins with a review of the supplier’s label format that may be faxed to Mr. Ray Cann at 732-949-7850.

1.8.1 Product Package Labels

Product packages are considered to be the first level of packaging over the product itself. In most instances these packages will be shipped in larger containers, however when the product package is used as the shipping container, it shall have both the product package label as well as the

appropriate shipping label on it. The requirements for the product package label (inner label) are contained in Lucent Technologies specification 801-001-106.

The mandatory bar code data fields on the product package label are:

- Product Identification
- Quantity

Other data may be included at the discretion of the supplier to meet contractual marking requirements.

An example of a product package label is shown below.

LUCENT TECHNOLOGIES		
(1P) PROD ID: 123456789.003		
		
(S) SERIAL NO.: 99NG10123456		ABCDEFGHIJ CO1
(P) CUST PROD ID: 123456789012		
(Q) QUANTITY: 1		GPC LOGISTIC SPECIAL 

1.8.2. Shipping Label

Suppliers must label each package with a bar code shipping label, meeting the specification requirements contained in 801-001-105 “Shipping and Receiving Bar Code Label Standard”, and 801-001-107 “Customer Shipping Label Profile Program” specifically profile E00.

1.8.2.1 Mandatory Data for the Shipping Label

The following information must be included on the label:

- Customer’s and supplier’s name and address (The statement TO: “Lucent NSB, Campinas, Brazil”,
- Package Identification number (The package ID must contain the supplier UCC Manufacturer ID followed by a unique package serial number that cannot be repeated for

18 months. The unique serial number may include a Lucent Technologies location code if the package is coming from a Lucent Technologies location or OEM supplier),

- c) Purchase Order Number and Line Item where applicable (Note that the “+” character is the delimiter between the purchase order and line item in the bar code symbol),
- d) Part Number (e.g. Lucent Technologies Comcode, Drawing number, U.P.C. , if applicable),
- e) Quantity per transport package/unit load and Unit of Measure,
- f) Source Inspection Code (If applicable, refer to QPS 20.032),
- g) Description - AT, KS, WP, or Code No., Issue Series and Ship Date (if applicable),
- h) Package Count (e.g. 1 of 5, 2 of 5,...etc). Single containers shall be marked 1 of 1,
- i) Package Weight,
- j) Invoice Number

1.8.2.2 General Bar Code Printing Requirements

Symbology: Code 39

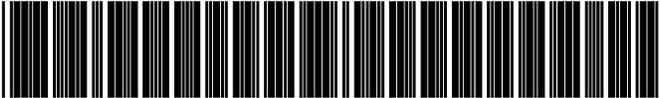
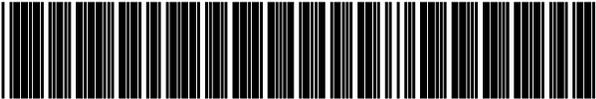
Bar Code Symbol Height: 0.5 inch

Minimum Bar Code Print Quality: C/05/670

Target Bar Code Symbol “X” Dimension: 0.010 inch

Data Application Identifier Requirement: Data Identifiers per ANSI MH10.8.2 shall be used in all bar code symbols.

1.8.2.3 Sample Shipping Label

<p>FR: Good Supplier Inc. Any Street Any Town, Any State Any Postal Code</p>	<p>TO: Lucent Technologies Rua Cinira Fonseca de Oliveira s/n Parque Imperador - Campinas SP 13097-660 Brazil</p> <p>via Miami AEI Warehouse (T7)</p>	
<p>(3S) PKG ID: 0662742MV00421234</p> 		<p>← 3S0662742MV00421234</p>
<p>(14K) TRANS ID: BX105990+00001</p> 		<p>← 14KBX105990+00001</p>
<p>(P) CUSTOMER PROD ID: 847756921</p> 		<p>← P847756921</p>
<p>(7Q) QUANTITY: 15 EA</p> 		<p>← 7Q15EA</p>
<p style="text-align: center;">CIRCUIT PACK AEK28 Ship Date 2000/04/21</p>		
<p>PACKAGE COUNT: 1 OF 1</p>	<p>PACKAGE WEIGHT: 394 LB</p>	

1.9 Supplier Rating Systems

Benefits to have a Supplier Rating System

- Helps Lucent Select Suppliers
- Creates a Standard for Supplier Performance
- Communicate Lucent's Expectations to a Supplier

Overall Rating System

- Three equally weighted categories
 - Quality
 - Cost
 - Delivery
- Each fiscal month suppliers are awarded points in each category
- Points averaged to give an overall score

Overall Rating

$$= (\text{Quality} + \text{Delivery} + \text{Cost/Logistics}) / 3$$

- PREFERRED : 90 –100
- QUALIFIED 68 – 89.9
- PROBATIONARY 0 – 67.9

Quality Rating

- Number of Supplier Quality Issues (SQI's) – (0-40 points)
Multiplied by a severity factor
- Response time to a SQI – (0-40 points)
- Supplier Quality System – (0-20 points)
- Optional Subjective Points – (around 100 points)

If a Supplier Quality Problem causes a shop shutdown they automatically get zero for the Quality Score – Probationary for the month

Delivery Performance Rating

- Delivery 0 – 100 points
 - Based 90% on to Want date
 - Dock to shop orders based on 100% Want date
 - Optional Subjective points

If a Supplier Quality Problem causes a shop shutdown they automatically get zero for the Quality Score – Probationary for the month

1.10 Quick Reference

Attached to the Purchase Order a Quick reference guide will be sent as follows:

Supplier Requirements - Quick Reference to shipment to Lucent Networking Systems of Brazil

***BEFORE SHIPPING TO LUCENT TECHNOLOGIES NSB –
GPC, PLEASE CHECK IF...***

1. THE FOLLOWING DOCUMENTATION HAS BEEN PREPARED

- a) One (1) Shippers Letter of Instruction completely filled in and signed
- b) Two (2) original Commercial Invoices signed in **blue Ink**
- c) One (1) Packing List
- d) One (1) Shipper's Security Endorsement form
- e) Carrier Information (Pro #/Tracking #)

Send the documents via FEDEX-Next Day Delivery account # to:
Lucent Technologies Inc. / Danzas AEI
10300NW 19th St. Suite 104
Miami – FL 33172
Attn. Alex Albertini (305) 994 1521

2. THE COMMERCIAL INVOICE HAS BEEN FAXED TO BRAZIL

Fax Commercial Invoice to Brazil 55 19 707 7317 Attn. Import/Export Org.

3. THE MATERIAL BEEN PROPERLY LABELED AND PACKED

Material shall be packed by the supplier, at no additional charge, in accordance with packaging specification PKG 91NJ1045. Additional requirements for containers for international shipments are found in "International Export Packing Specification", NSP 70.03 and "International Export Marking Specification", NSP 70.04. Labeling requirements are documented in 801-001-105, 801-001-106 and 801-001-107. These documents are available electronically at the CIC web site:

<http://www.lucent8.com>
then select "OTHER LIBRARIES"
then select "SUPPLIER INFORMATION"

4. THE FOLLOWING ROUTING GUIDELINES WERE USED WHEN SHIPPING TO MIAMI - DO NOT SHIP DIRECT TO BRAZIL! -

Shipment Weight	Carrier	Third-Party Billing to:
Less than 100 pounds	Federal Express second-day delivery	Lucent Technologies 10300 NW 19 th Street, Suite 104
100 to 10,000 pounds	CF Motor or Roadway	Miami, Florida 33172 Attention: Alex Albertini
Greater than 10,000 pounds	Contact Alex Albertini on 305 994 1521 for routing instructions	

All supplier shipments must be routed as follows:

Lucent Technologies c/o Danzas AEI
10300NW 19th St. Suite 104
Miami, Fl. 33172
Attn: Alex Albertini - 305 994 1521

DETAILED INFORMATION REGARDING THE SUPPLIER REQUIREMENTS
ARE FOUND IN DOCUMENT 801-001-110 THAT IS AVAILABLE AT THE
FOLLOWING WEB SITE:

<http://www.lucent8.com>,

THEN SELECT "OTHER LIBRARIES",
THEN SELECT "SUPPLIER INFORMATION"
THEN SELECT DOCUMENT **801-001-110**
OR CONTACT ALEX ALBERTINI (305) 994 1521

Annex A – Universal Packing List Data Elements

FIELD NAME	COMMENTS	FIELD SIZE
1. Packing List Summary	Prefaced by one of the following: a) Container b) Overpack c) Order/Shipment	35 Characters
2. Page	Page number of Packing List Summary.	7 Characters
3. Print Date	Date Packing List Summary is printed.	20 Characters
4. Ship From (FOB Point)	Address of shipping location.	35 Characters 6 Lines
5. Lucent Technologies	Corporate Identification - Center between Ship From and Ship To addresses.	4 Char Line 1 15 Char Line 2
6. Ship to	Address of where material is being shipped. (Also required on a separate shipping label)	35 Characters 6 Lines
7. Coordinator ID (Optional Header)	Optional header to be used by the Kansas City and Phoenix Custom Manufacture & Assembly Centers. Identification of the coordinator at the provider location.	2 Characters
8. Dock (Optional Header)	Optional header to be used according to Global Provisioning Center requirement/ application. Indicates the warehouse shipping dock.	
9. Customer Order Number Customer/Service Order Number (Optional Header)	Customer Order Number is Self-explanatory. Optional header to be used by the Kansas City and Phoenix Custom Manufacture & Assembly Centers Customer/Service Order Number shows the customer order number plus the CSSS system generated number that is separated by a "-" (dash).	30 Characters
10. Lucent Order Number	Self-explanatory.	8 Characters
11. Notes (If Required by Customer)	Space to use for customer notes, ship via notes, and any variable information required by a specific provider location.	52 Characters 6 Lines
12. Ctr #:	Total number of containers used to ship an item.	10 Characters
13. Carrier	Standard Carrier Alpha Code (SCAC). Example: AIRB = Airbourne Freight Corp UPC = United Parcel Service	22 Characters
14. Position in Load	Denotes where in the truck the cable reel is positioned; i.e., back, center or front of the truck.	10 Characters
15. CROJD	Customer Requested On Job Date.	6 Characters

FIELD NAME	COMMENTS	FIELD SIZE
16. Overpack Container	<p>Identification number generated at the overpack level to identify the overpack container.</p> <p>Example: Pallet or Tub ID</p> <p>All items listed on the overpack Packing List Summary are contained in this overpack.</p>	8 Characters
17. Document Number	Optional. Used by Network Cable Systems Global Provisioning Center. It is the location's shipping document identification which can be related back to a Bill of Lading.	6 Characters
18. Shipper's Ref. No.	Shipper's reference number is the shipment identification assigned at each shipping location; for motor shipments it equals the Bill of Lading.	22 Characters
19. Shipped By (Optional Header for Order Shipment Level Packing List)	The identification of the packer at the provider location.	4 Characters
20. Customer Item/ Line Number	Self-explanatory.	8 Characters
21. Customer Part Number	Also known as Customer PIN, Customer Product ID, Customer PID, CLEI Code, HECI Code.	27 Characters
22. Lucent Part Number Lucent Description	<p>Comcode, drawing and list number, AT&T product description, CLEI Code, HECI Code.</p> <p>Note: Traditionally displayed part number over/under with description.</p>	<p>27 Characters</p> <p>35 Characters</p>
23. Substituted for Product ID	<p>When a substitution is made, the current comcode/product ID and description of the material shipping will appear in field 17.</p> <p>Field 17A will contain the product ID of the material originally ordered.</p>	27 Characters
24. Qty This Shipment	Quantity shipped on this shipment.	6 Characters
25. Qty Order	Total quantity ordered.	6 Characters
26. Lucent Spec/Req	Self-explanatory.	7 Characters
27. Lucent Item/Point Item	Self-explanatory.	9 Characters

FIELD NAME	COMMENTS	FIELD SIZE
<p>34. Hazard ID/Page Quantity/ Reel No. (Optional Header)</p> <p>Note: If not applicable, leave blank.</p>	<p>Reel Number: To be used by Network Cable Systems Global Provisioning Center. The reel number represents the serial number and is a TCIF Standard. The first (2) characters represent the shipping vendor, the next (6) characters are the serial number and the last (3) characters represent the reel size.</p> <p>Example: AT123456LMK</p> <p>AT = Atlanta 123456 = Serial Number of Cable LMK = 420 reel size</p> <p>Note: If there is a need for both Hazard ID and Reel No. then Reel No. moves to the next line.</p>	<p>2 Characters</p> <p>6 Characters</p> <p>3 Characters</p> <p>11 Characters</p>
<p>35. Hazardous Quantity/Media (Optional Header)</p> <p>Note: If not applicable, leave blank.</p>	<p>Optional header to be used according to Global Provisioning Center requirement/ application.</p> <p>Hazardous Quantity: Self-explanatory.</p> <p>Media: To be used by the Customer Information Center (CIC) to reflect media of material.</p> <p>Example: P = Paper</p>	<p>Open</p> <p>2 Characters</p>
<p>36. Job Site/Schedule Date (Optional Header)</p>	<p>Job Site/Schedule Date used by Network Cable Systems Global Provisioning Center.</p> <p>Job Site is their customer's end user address.</p> <p>Schedule Date shows the date the material is ship to meet the customer's requested on job date.</p>	<p>85 Characters</p> <p>3 Lines</p>
<p>37. Total Unit Count</p>	<p>Total number of units per container on both Container Packing List Summary and on Overpack Packing List Summary.</p> <p>Note: Units equal the number of cartons/ reels, etc.</p> <p>Example: 1 Pallet 20 Units</p> <p>When packing by a pallet, number of units per pallet must be shown.</p>	<p>Open</p>
<p>38. Total Cont(s)</p>	<p>Total containers only at order/shipment level and only shown on end page.</p>	<p>Open</p>
<p>39. Total Weight</p>	<p>Total weight for order/shipment level and only shown on end page.</p>	<p>Open</p>

