



1. Overview

1.1. Purpose

To provide additional guidance to Suppliers for inbound shipments to Beckman Coulter U.S. Sites.

1.2. Scope

This document applies to the Associate(s) who performs assistance and/or guidance with Inbound Routing.

This document also applies to Suppliers that ship product to Beckman Coulter U.S. Sites.

1.3. Definitions

- None

2. References

2.1. External references

- None

2.2. Internal references

- None

2.3. Tools

- None

3. U. S. Domestic Origin Inbound Routing Instructions

Domestic Carrier Selection Matrix:

Shipment Size	Service Requirement			
	Standard	Expedited	Dangerous Goods**	Temp Controlled
0-150 lbs.	UPS	UPS	Fed Ex	UPS (Packaging must be source of temp control)
150 – 15,000 lbs. or up to 10 Pallet Positions*	FedEx Freight	SEKO Logistics	FedEx Freight	Send Email to “NA Transportation@Beckman.com” for routing instructions
>15,000 lbs. or more than 10 Pallet Positions*	Send Email to “NA Transportation@Beckman.com” for routing instructions			

*A Pallet Position equals 40” x 48” of trailer floor space with a 90” height limit of either a single or double stacked pallets.

** If product falls outside carrier Dangerous Good guidelines, contact NATransportation@Beckman.com for routing.



- 1 Less than 150 Pounds
 - Locate UPS Inbound Account Number associated with Beckman Coulter, Inc. consignee location from Appendix A Beckman Coulter, Inc. U.S. Domestic Locations
 - For Dangerous Goods locate FedEx Account Number associated with Beckman Coulter, Inc. consignee location from Appendix A Beckman Coulter, Inc. U.S. Domestic Locations
- 2 Greater than 150 Pounds
 - Locate UPS Inbound Account Number associated with Beckman Coulter, Inc. consignee location from Appendix A Beckman Coulter, Inc. U.S. Domestic Locations
 - For Dangerous Goods locate FedEx Account Number associated with Beckman Coulter, Inc. consignee location from Appendix A Beckman Coulter, Inc. U.S. Domestic Locations
- 3 Note "Collect" for Billing Instructions on the Bill of Lading.
- 4 Carrier Pick-up Request Contacts:

<u>Carrier/Contact</u>	<u>Phone</u>	<u>Website/Email</u>
UPS Small Parcel	800.Pick UPS	http://ups.com
FedEx Freight	866.393.4585	http://www.fedex.com/us/freight/index.html
Seko Logistics		
Seko Logistics Team	866.345.1184	bci@sekologistics.com

- 5 Beckman Coulter, Inc. U.S. Domestic Contacts:
 - Initial communication should be conducted via email.
 - Primary: NATransportation@Beckman.com

4. International Shipping Instructions: DHL

- 1 Contact Global Trade Compliance to determine if there are any additional shipping instructions for shipping to the U.S.
- 2 Locate UPS Inbound Account Number associated with Beckman Coulter, Inc. consignee location from Appendix A Beckman Coulter, Inc. U.S. Domestic Locations
- 3 Select Billing Method: "Bill Third Party"
- 4 **TEMPERATURE CONTROLLED GOODS:**
 - All inbound shipments are required to state temperature storage requirement while in-transit & awaiting Customs Clearance on AWB, Shippers letter of Instruction or packing list

5. International Shipping Instructions: Forwarder & Ocean

- 1 Contact Global Trade Compliance to determine if there are any additional shipping instructions for shipping to the U.S.
- 2 Refer to Appendix B – International Carrier Selection Matrix & Forwarder Contact List to arrange pickup coordination of inbound freight.
- 3 UPS and TNT **are not** approved carriers for Non-USA origin inbound. The use of these two carriers will cause additional delays due to Customs clearance and incur additional fees.

Step 3 Note: UPS Supply Chain Solutions **IS NOT** a recommended carrier for non-USA origin inbound due to unfavorable rates.

- 4 Always request a house consolidation. Do not request an IATA (direct consignment) unless it has been cleared through the Global Logistics team.
- 5 Have the vendor send copies of the Invoice and air waybill details to:
 - U.S. Imports (email:usimports@beckmancoulter.com)
- 6 Note "Third Party Collect" for Billing Instructions on the Bill of Lading.
- 7 **TEMPERATURE CONTROLLED GOODS:**
 - All inbound shipments are required to state temperature storage requirement while in-transit & awaiting Customs Clearance on AWB, Shippers letter of Instruction or packing list (**Include Data loggers as applicable**)
- 8 Ex Works Incoterms
 - Contact Beckman Procurement when product is ready for pickup



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6. Escalation Contacts

<u>Contact</u>	<u>Contact Information</u>
Domestic	
NA Transportation Team	Email: NATransportation@beckman.com
International	
1 US Imports	mailto:USImports@beckmancoulter.com
2 Customs Compliance Questions Only: Cecy Morales, Manager Regulatory Affairs Phone: (714) 961-3734 Email: CMorales@beckman.com	
3 NA Transportation Team	Email: NATransportation@beckman.com

7. Billing Instructions

All inbound freight must include the following to ensure payment accuracy:

- 1 Subject to the supplier agreement, the terms of the individual purchase order, if Beckman Coulter, Inc. is responsible for freight charges, mark freight charges as, "Freight Collect."
- 2 Populate the Customer Reference field with the Freight Code associated with the Beckman Coulter, Inc. consignee address listed in Appendix A, followed by the Beckman Coulter, Inc. P.O. #. **These two reference numbers must be separated by an asterisk " * "**
 - Example: Inbound to Brea with P.O. # 12345. The Package Reference field should be populated with: **06-008*12345**.
 - The use of the five digit freight code listed in Appendix A is critical for freight payment accuracy and timeliness
- 3 Beckman Coulter, Inc. Freight Payment Remit To Address MUST appear on BOL:
 - **Beckman Coulter, Inc.**
C/o CTSI
5100 Poplar Avenue
Clark Tower, Ste. 1750
Memphis, TN 38137



8. Appendices

Appendix A: Beckman Coulter Inc., U.S. Domestic Locations Reference Guide

Refer to this table to determine appropriate Freight Code reference required and the corresponding UPS Inbound Account Number for all small parcel shipments originating in the U.S. or the corresponding DHL Inbound Account Number for all small parcel shipments originating outside of the U.S.

City	Street	State	Zip	Freight Code	UPS Inbound Acct. # (Domestic)	DHL Inbound Acct. # (International)
Brea MFG	200 S. Kraemer Blvd	CA	92822	06-008	F5665W	963118275
Carlsbad (Diagnostics)	2470 Faraday Ave	CA	92008	19-568	F5976Y	963100160
Carlsbad (Life Science)	2470 Faraday Ave	CA	92008	65-176	F5976Y	963100160
Chaska	All Street Addresses	MN	55318	91-847	F5736R	963118329
Florence	7381 Empire Dr.	KY	41042	65-141	F633V1	963093406
Grants Pass	481 California Ave.	OR	97526	91-806	863248	969590707
Hach	5600 Lindbergh Dr.	CO	80538	91-806	E23F24	846771935
Hebron	2295 Progress Dr.	KY	41048	27-021	F3728R	950053882
Hialeah (Blood Whse.)	780 West 83rd St	FL	33014	65-142	F553Y1	963100157
Indianapolis (Rotors)	5355 West 76th Street	IN	46268	04-041	E294W3	963130857
Indianapolis (Intg. Solutions)	7451 Winton	IN	46268	04-041	E294W3	963100128
Loveland (formerly Fort Collins) (R & D)	5600 Lindbergh Dr. Building 3	CO	80538	65-175	E3A897	963100144
Miami (Kendall)	11800 SW 147th	FL	33196	65-143	RF5080	964214480
Miramar – Blue Ocean (BioMedical)	11906 Miramar Parkway	FL	33025	07-074	RF5080	963100186
Pembroke Pines – Blue Ocean (BioMedical)	1 SW 129 th Street	FL	33027	07-074	FW1068	963100131
Porterville	167 W. Poplar Ave	CA	93257	21-049	F59V70	963100102
West Sacramento (MFG)	2040 Enterprise Blvd.	CA	95691	91-925	Y79980	967311962
West Sacramento (Mktg./R&D)	1584 Enterprise Blvd.	CA	95691	91-750	Y79982	967311975



Appendix B: International Carrier Selection Matrix & Forwarder Contact List

International Carrier Selection Matrix

<i>Origin Country/Region</i>	<i>Small Parcel < 150 pounds</i>	<i>Freight Forwarder >150 Pounds</i>	<i>Ocean</i>
Africa	DHL Express	Expeditors	N/A
Asia (Excluding China/Japan)	DHL Express	CEVA	CEVA
Australia/New Zealand	DHL Express	Expeditors	Expeditors
China (Beijing, Shanghai Only)	DHL Express	Expeditors	Expeditors
China	DHL Express	CEVA	CEVA
Europe	DHL Express	DHL Global Forwarding	DHL Global Forwarding
Netherlands	DHL Express	Expeditors	Expeditors
Japan	DHL Express	DSV	DSV
Latin America	DHL Express	CEVA	CEVA
Middle East	DHL Express	Expeditors	Expeditors
Canada	DHL Express	CEVA	N/A
Puerto Rico	DHL Express	DHL Global Forwarding	N/A

Forwarder Contact List

Forwarder	Country/Region	Contact	Email Address
CEVA Global Logistics	Global	Neri Sotelo 310-406-4082	neri.sotelo@cevalogistics.com
CEVA Global Logistics	Global	Eric Obremski 847-250-3268	Eric.obremski@cevalogistics.com
DHL Express	Global	Joe Deaton 312-752-5231	Joe.deaton@dhl.com
DHL Global Forwarding	Global	Dick White 469-586-3671	Dick.White@dhl.com
DHL Global Forwarding	Global	Kunal Punjabi 786-266-5806	kunal.punjabi@dhl.com
DSV	Global	Christi Hawkins 859-647-6050 ext. 2563	Christi.Hawkins@us.dsv.com
DSV	Global	Joshua Wells 859-647-6050 ext. 2570	Joshua.Wells@us.dsv.com
Expeditors	Global	Candice Haskett 859-486-5492	candice.haskett@expeditors.com
Expeditors	Global	Kevin Niduaza 650-743-1167	kevin.niduaza@expeditors.com



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Change Control

EFFECTIVE DATE:	See Signature Manifest
SUMMARY OF CHANGE: Initial release	
SECTION #	REASON FOR CHANGE / OBSOLESCENCE
All	Initial Release
CHANGE CLASSIFICATION	<input checked="" type="checkbox"/> MAJOR CHANGE <input type="checkbox"/> MINOR CHANGE
TRAINING REQUIREMENT	<input type="checkbox"/> NO TRAINING REQUIRED <input type="checkbox"/> DOCUMENT TYPE DOES NOT REQUIRE TRAINING <input type="checkbox"/> MINOR CHANGE <input checked="" type="checkbox"/> TRAINING REQUIRED <input checked="" type="checkbox"/> READ AND SELF-CERTIFY UNDERSTANDING <input type="checkbox"/> COMPLETE TRAINING COURSE Course Name: Course #: Training Effectiveness Method: <input type="checkbox"/> QUIZ <input type="checkbox"/> OTHER: (SPECIFY)
IMPACT ASSESSMENT	
Evaluate any interrelated QMS and/or Business processes to determine if changes are required. If yes, list affected documents. If no, indicate no impact.	IMPLEMENTATION PROCESS IMPACT
	No Impact
	IMPLEMENTATION PLAN
	None

Signature Manifest

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All dates and times are in US/Pacific.

Approval of USL/D-TRANS-REF-0003

Step 2 - Approval

Name/Signature	Title	Date	Meaning/Reason
DOMINIC VALENTINO (DEVALENTINO)	SR COORD DOCUMENTATION	20 Feb 2019, 10:53:28 AM	Approved
Joshua Frever (JCFREVER)	MGR DISTRIBUTION	22 Feb 2019, 02:28:58 PM	Approved
David Riddle (DWRIDDLE)	SR QA ENGINEER	27 Feb 2019, 07:17:01 AM	Approved

Step 3 - Doc Control (Set Effective Date)

Name/Signature	Title	Date	Meaning/Reason
DOMINIC VALENTINO (DEVALENTINO)	SR COORD DOCUMENTATION	27 Feb 2019, 08:01:39 AM	Approved

Step 4 - Notification

Name/Signature	Title	Date	Meaning/Reason
DOMINIC VALENTINO (DEVALENTINO)	SR COORD DOCUMENTATION	27 Feb 2019, 08:01:40 AM	Email Sent