

PURCHASE ADMINISTRATIVE REQUIREMENTS - TRANSPORT MANAGEMENT (FOR SAP / ARIBA ISSUED PURCHASE ORDERS)

REV	RELEASE DATE	EFFECTIVE DATE	STATUS / CHANGES	WRITTEN BY (name & visa)	CHECKED BY (name & visa)	CHECKED BY (name & visa)	APPROVED BY (name & visa)
1	FEB 23	MAR 23	IT REPLACES GTF-GPS-COR-21024-04 REVISION TO SECTION 7	SUBJECT EXPERT T. LARSEN	PROCESS RESPONSIBLE T. LARSEN	QUALITY S. KARTHIKEYAN	GLOBAL PROCESS OWNER T. LARSEN
0	JUL 21	JUL 21	FIRST ISSUE FOR IMPLEMENTATION IT REPLACES PRD0000035687 – TRANSPORT MANAGEMENT	SUBJECT EXPERT T. LARSEN	PROCESS RESPONSIBLE T. LARSEN	QUALITY S. KARTHIKEYAN	GLOBAL PROCESS OWNER M. HUNTER
DOCUMENT REVISIONS							

Change Log:Section 7 - Location specific instructions

- ▶ Aberdeen, UK:
 - Updated DHL Express account number under Article 7.1.2

- ▶ Nusajaya, Malaysia:
 - Removed plant EWGM
 - Updated DHL Express account numbers under Article 7.10.2

- ▶ Perth, Australia:
 - Added additional plants in Perth.
 - Updated instructions for both domestic and international transport in Article 7.11.1 and 7.11.2.

- ▶ Stavanger, MPM:
 - DSV to perform pick/up and ship as instructed in Article 7.14.1 and 7.14.2'

The changes from the previous document (GTF-GPS-COR-21024-04, Rev 0) are indicated by **red font**.

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1 Introduction

It is **TechnipFMC**'s intention that, in the implementation and administration of the **PO/Agreement**, **Supplier** shall utilize its own methods and procedures. However, to achieve the proper level of quality and safety for the **Work**, **TechnipFMC** has specified certain mandatory requirements applicable to Suppliers who receive **PO/Agreement** issued through SAP / Ariba, as detailed in these Administration Requirements.

When referenced in **PO/Agreement**, this document specifies the minimum administrative requirements for managing transportation for products/hardware and services ordered by legacy FMC Technologies entities (hereinafter named **TechnipFMC**). It specifies requirements in relation to booking/handling, documentation, packing and dispatch/communication.

Questions regarding import requirements to specific countries may be addressed to the transport department in the **TechnipFMC** location that the **PO** is placed for.

If a specific requirement, stated in this document, by nature, is not relevant for the **Work** performed by **Supplier**, **Supplier** is exempt from adherence to such requirement without further acceptance from **TechnipFMC**.

2 Reference documents

Doc. number	Title
GTF-GPS-COR-15014-01	TechnipFMC's General Terms & Conditions for Goods & Ancillary Services

3 Definitions and abbreviations

Refer to GTF-GPS-COR-15014-01, TechnipFMC's General Terms & Conditions for Goods & Ancillary Services, for definitions used in this document.

4 Documentation

4.1 Packing List

A Packing List on the **Supplier**'s own letterhead must be included with the shipment and placed in an envelope affixed to the exterior of the container. The Packing List shall include the following information:

- ▶ Name of Shipper and Consignee (delivery address) with complete addresses.
- ▶ Name and address of the specific TechnipFMC legal entity that is purchasing the goods
- ▶ **TechnipFMC**'s **PO** number (or receiver if no **PO** number) and **PO** line number.
- ▶ **TechnipFMC**'s part number (if not a **TechnipFMC** part, then **Supplier**'s own part number/material number) and part name/description.
- ▶ When applicable, serial/batch number.
- ▶ Brief, accurate description of each part, including the material of manufacture (i.e. rubber hoses, plastic nozzles, carbon steel plates, aluminum caps for cases).
- ▶ Quantity per line item of merchandise on this shipment.

- ▶ What box number each line item is in.
- ▶ Total number of boxes, crates or pallets in the shipment (show correct type of package, i.e. cardboard box, wooden crate, plastic drum, steel drum, wooden skid).
- ▶ Gross weight of each box, crate or pallet and total gross weight of shipment (weights are to be in kilograms).
- ▶ Dimensions of each shipping unit (box, crate, or pallet).
- ▶ Expiration dates, if applicable.
- ▶ Country of origin (COO).

The Packing List must also be included in the import documentation package.

4.2 Commercial Invoice

For international shipments, **Supplier** must provide a commercial invoice by email to **TechnipFMC's** Commercial Point of Contact (the Buyer), and as a paper copy accompanying the shipment. The commercial invoice must be in accordance with delivery terms and local law and regulations, but shall contain the minimum:

- ▶ **PO** number (or receiver, if no **PO** number).
- ▶ **PO** line item, part number, quantity, and a clear description of the product in English, Caution! Vague descriptions will not be tolerated by customs officials, i.e. "oil supplies".
- ▶ Unit price, net weight, total value and currency (including any assists if applicable).
- ▶ **Incoterms**.
- ▶ Country of origin (COO) (where the item was manufactured).
- ▶ Name and address of the business or person selling/shipping the merchandise.
- ▶ Name and address of the **TechnipFMC** legal entity purchasing the goods.
- ▶ Name of **TechnipFMC's** Commercial Point of Contact (the Buyer).
- ▶ Name and address of the business or person the goods are being shipped to.
- ▶ Invoice date.
- ▶ Invoice number.
- ▶ Harmonized tariff schedule code.

5 Packing, Handling, Storage, and Shipping

The procedure Handling, Storage, and Shipping (Q00651) applies for all deliveries, except for deliveries to the following locations:

- ▶ Ellerbek, Germany:
Contact **TechnipFMC's** local transport department for instructions, through email christian.maehliss@technipfmc.com or phone +49 4101 304 101.
- ▶ Stephenville/Dublin, Texas, USA:
The procedure Q00024, Visual Inspection, Handling, Storage and Shipping Requirements for Fluid Control Equipment, applies.

If **Supplier** is not in possession of these documents, when needed, contact **TechnipFMC's** local transport department as described in section 7.

6 Transport Insurance

Goods transported/shipped through **TechnipFMC** nominated freight forwarders are insured through **TechnipFMC**'s insurance policies.

If **Supplier** is presented with an option to order additional insurance, e.g. through DHL's web platform, **Supplier** shall not select that option (unless otherwise directed).

7 Location specific requirements

This section includes specific shipping instructions applicable to the specific **TechnipFMC** location (plant) that issued the **PO** (ordering plant) when delivering directly to the ordering plant.

For instructions on deliveries from **Supplier** to another **TechnipFMC** supplier, internal plant deliveries, or other variations, contact **TechnipFMC**'s local transport department of the ordering plant for instructions on the local drop ship process.

The below sections specify one or more plant codes. **Supplier** can use these codes as help to identify the correct **TechnipFMC** location and can be found in **PO** and most electronic or manual open order reports which are presented by **TechnipFMC**, normally in a column named 'Plant'. Example from **PO** shown below:

PURCHASE ORDER		
PO number / Plant / Date of Last Chg		
4500656362 / EWAA /		14 . Jun . 2022

For locations not covered by the below sections, **Supplier** shall contact **TechnipFMC**'s Commercial Point of Contact (the Buyer) to clarify requirements – unless transport/logistics requirements are otherwise clearly established.

7.1 Aberdeen, Altens, United Kingdom


Plant code: EWWD

Unless otherwise specified below, these instructions apply:

- ▶ Booking reference shall be **TechnipFMC PO** number.
- ▶ For general support, email usergroup_transportcustomsexciseagotnes@technipfmc.com


7.1.1 Domestic

All domestic transport within UK shall be handled by Steder Group:

- ▶ Booking shall be made by using the form named “Supplier Request for Collection”. The form is attached  to this PDF document, on the left-hand side if using Adobe.
- ▶ Book via email: fmc.domestic@stedergroup.com
- ▶ Email copy: usergroup_transportcustomsexciseagotnes@technipfmc.com

7.1.2 International

This section covers transport originating outside the UK.

Effective 1st January 2021 new requirements have come into force on conclusion of a Trade Agreement between the UK and EU. Refer to attached Brexit Information Document for requirements. The form is attached  to this PDF document, on the left-hand side if using Adobe.

Consignment = less than 70 kg (154 lbs)

- ▶ DHL Express shall handle all consignments with a total weight of less than 70 kg.
- ▶ **Supplier** must book locally with DHL Express using account number: **952613231**.
- ▶ This account number can only be used when shipping to **TechnipFMC** Wellington Circle, Altens, Aberdeen, AB12 3JG.

Consignment = exceeding 70 kg (154 lbs)

Origin: European Union (EU)

Carrier: Steder Group

- ▶ Booking shall be made by using the form named “Supplier Request for Collection”. The form is attached  to this PDF document, on the left-hand side if using Adobe.
- ▶ Book via email: fmc.european@stedergroup.com
Email copy: usergroup_transportcustomsexciseagotnes@technipfmc.com

Origin: All other international locations, except EU

Carrier: Pentagon Freight

- ▶ Book via email: quotes.aberdeen@pentagonfreight.com
- ▶ Email copy: usergroup_transportcustomsexciseagotnes@technipfmc.com

7.2 Ågotnes (Bergen), Norway

Plant code: KOS2

Unless otherwise specified below, these instructions apply:

- ▶ Booking reference shall be **TechnipFMC PO** number.
- ▶ For general support, email usergroup_transportcustomsexciseagotnes@technipfmc.com

7.2.1 Domestic

All domestic transport within Norway shall be handled by Kuehne+Nagel:

- ▶ Book via email: kn.fmc.osl@kuehne-nagel.com
 - Copy: usergroup_transportcustomsexciseagotnes@technipfmc.com & transport6@technipfmc.com
- ▶ For booking support, call Kuehne+Nagel Service Desk, +47 2163 5000.

7.2.2 International

This section covers transport originating outside Norway.

Consignments = less than 100 kg (220 lbs)

DHL Express shall handle consignments with a weight of less than 100 kg (220 lbs):

- ▶ Book online via DHL's website with **Supplier's** own login credentials.
 Note: In case **Supplier** do not have login credentials, use the following online PDF form: www.dhlecom.no/download/emailShip/FMC%20Agotnes-Bergen.pdf
- ▶ Shall be charged to Ågotnes's DHL Express account 963200754.
- ▶ For booking support, contact your local DHL Express.

Consignments = exceeding 100 kg (220 lbs)

Origin: UK & Europe

Carrier: Kuehne+Nagel

- ▶ Book via email: kn.fmc.osl@kuehne-nagel.com
 - Copy: usergroup_transportcustomsexciseagotnes@technipfmc.com & transport6@technipfmc.com

Origin: North America, South America, Asia

Carrier: DSV

- ▶ Book via email based on origin:

Origin	Email
USA	TFMC.iah@us.dsv.com
North and South America (non-USA)	NOTFMCbookings@no.dsv.com
India	TFMCBookings-IN@us.dsv.com
Singapore	TFMCbookings-SG@us.dsv.com

- ▶ Copy: NOTFMCbookings@no.dsv.com, transport6@technipfmc.com, & usergroup_transportcustomsexciseagotnes@technipfmc.com for all shipments.

7.3 Argentina

Plant Codes: 7020 and 7021

7.3.1 Domestic

The following instructions shall be followed for all domestic shipments within Argentina. ‘

- ▶ **Supplier** shall contact TFMC Argentina Warehouse:
argentinaalmacenGR@technipfmc.com
- ▶ **Supplier** shall upload/attach the following documents: Approved ATS Form, Commercial Invoice, Packing List.
- ▶ **Supplier** shall notify pickup address and pickup hours.

7.3.2 International

This section covers transport originating outside Argentina.

Transport shall be requested by email through assigned freight forwarder (per guidelines below), and if the supplier country is not listed below, send email to NAMimports@technipfmc.com for further instructions:

Origin	Email
China	TFMCbookings-CN@us.dsv.com NAMImports@technipfmc.com
Singapore	TFMCbookings-SG@us.dsv.com NAMImports@technipfmc.com
Malaysia	TFMCbookings-MY@us.dsv.com NAMImports@technipfmc.com
India	TFMCbookings-IN@us.dsv.com NAMImports@technipfmc.com
United Kingdom	TFMCbookings-UK@us.dsv.com NAMImports@technipfmc.com
Norway	TFMCbookings-NO@us.dsv.com NAMImports@technipfmc.com
USA	TFMCbookings-US@us.dsv.com NAMImports@technipfmc.com
Canada	TFMCbookings-CA@us.dsv.com NAMImports@technipfmc.com
Mexico	TFMCbookings-MX@us.dsv.com NAMImports@technipfmc.com
Argentina	TFMCbookings-AR@us.dsv.com NAMImports@technipfmc.com
Colombia	TFMCbookings-CO@us.dsv.com NAMImports@technipfmc.com
Brazil	TFMCbookings-BR@us.dsv.com NAMImports@technipfmc.com
Germany, Poland, Slovakia, Czech Republic, Hungary	TFMC.EMS.DE@deugro.com NAMImports@technipfmc.com
Italy	TFMC.EMS.MIL@deugro.com NAMImports@technipfmc.com
France	TFMC.EMS.PAR@deugro.com NAMImports@technipfmc.com
The Netherlands, Romania	TFMC.EMS.RTM@deugro.com NAMImports@technipfmc.com

7.4 Brazil

Plant codes:

- ▶ 4000, 4001, 4002 and 4003 referred to as ESPB
- ▶ 4024, 4025, 4026, 4027 and 4999 referred to as EWBO

Shipments shall be requested through **TechnipFMC**'s local transport department:

- ▶ Contact details for respectively domestic and international shipments provided below.

7.4.1 Domestic

For domestic transports within Brazil, contact local transport department.

7.4.2 International

This section covers transport originating outside Brazil.

- ▶ **TechnipFMC PO** number shall be used as booking reference.
- ▶ Shipping documents shall be approved by **TechnipFMC**'s local transport department prior to shipment.

Caution! Deliveries to the different plants, ESPB and EWBO, shall not be shipped together and/or mixed on the same invoice.

- ▶ Always contact brazilimport@technipfmc.com to coordinate and plan your shipment.
- ▶ **Supplier** shall follow the cutoff instructions for each region to send the shipping documents to be consolidated on the pickup day.
- ▶ Cutoff time for sending the shipping docs: Wednesdays. Our freight forwarder will organize collection and consolidate cargoes. If **Supplier**'s shipping request misses the *weekly* cutoff, cargo will be added to the following week's consolidation.
- ▶ **Supplier** shall inform pickup address and pickup hours.
- ▶ Shipping instructions will be provided by a **TechnipFMC** Brazil Logistics representative through assigned freight forwarder. Urgent deliveries will be treated individually.
- ▶ Packing List, Commercial Invoice, and approved ATS documents must follow the collection request mail.

For special cases like, the following **Supplier** shall follow **TechnipFMC** Brazil Logistics instructions in order to comply with Brazilian legislation:

- ▶ Temporary Import Bond
- ▶ Quality Notifications (QNs) (Goods to be sent to close a QN)
- ▶ Customer Provided Items
- ▶ Re-Importations
- ▶ Courier

For hazardous goods: **Supplier** shall send the shipping documents with MSDS informing Class/UN and all certificates.

All wooden packages entering Brazil must comply with ISPM15 standards and the Heat Treatment certificate must be sent with the cargo. All wooden packages must have the IPPC stamp (International Plant Protection Convention).

7.5 Colombia

Plant Codes: EWCO

7.5.1 Domestic

The following instructions shall be followed for all domestic shipments within Colombia.

- ▶ **Supplier** shall contact Camilo.Caro@technipfmc.com and Alexander.Velasquez@technipfmc.com
- ▶ **Supplier** shall upload/attach the following documents: Approved ATS Form, Commercial Invoice, Packing List.
- ▶ **Supplier** shall provide below details:
 - Pickup Schedule (Date & Hour)
 - Pickup Address and Contact Person
 - Delivery Address and Contact Person

7.5.2 International

This section covers transport originating outside Colombia.


Transport shall be requested by email through assigned freight forwarder (per guidelines below), and if the supplier country is not listed below, send email to NAMimports@technipfmc.com for further instructions:

Origin	Email
China	TFMCbookings-CN@us.dsv.com NAMImports@technipfmc.com
Singapore	TFMCbookings-SG@us.dsv.com NAMImports@technipfmc.com
Malaysia	TFMCbookings-MY@us.dsv.com NAMImports@technipfmc.com
India	TFMCbookings-IN@us.dsv.com NAMImports@technipfmc.com
United Kingdom	TFMCbookings-UK@us.dsv.com NAMImports@technipfmc.com
Norway	TFMCbookings-NO@us.dsv.com NAMImports@technipfmc.com
USA	TFMCbookings-US@us.dsv.com NAMImports@technipfmc.com
Canada	TFMCbookings-CA@us.dsv.com NAMImports@technipfmc.com
Mexico	TFMCbookings-MX@us.dsv.com NAMImports@technipfmc.com
Argentina	TFMCbookings-AR@us.dsv.com NAMImports@technipfmc.com
Colombia	TFMCbookings-CO@us.dsv.com NAMImports@technipfmc.com
Brazil	TFMCbookings-BR@us.dsv.com NAMImports@technipfmc.com
Germany, Poland, Slovakia, Czech Republic, Hungary	TFMC.EMS.DE@deugro.com NAMImports@technipfmc.com
Italy	TFMC.EMS.MIL@deugro.com NAMImports@technipfmc.com
France	TFMC.EMS.PAR@deugro.com NAMImports@technipfmc.com
The Netherlands, Romania	TFMC.EMS.RTM@deugro.com NAMImports@technipfmc.com

7.6 Dunfermline, United Kingdom

Plant codes: EWSC, ESPD, 3100, 3101, 3102

For any vehicle to be granted entry upon arrival at site, the shipment or collection must have been pre-approved with a registered timeslot:

- ▶ **Supplier** shall accurately complete the “Delivery/Collection Booking Form”, and submit it to TBISDunfermline@technipfmc.com
 - The “Delivery/Collection Booking Form” is attached  to this PDF document, in the menu on the left-hand side if using Adobe Acrobat.
 - A **Subcontractor** for transport or the **TechnipFMC** nominated freight forwarder may complete this on **Supplier**'s behalf, but **Supplier** is responsible to ensure it happens.
- ▶ The form shall be submitted no later than 15:00 (3.00 PM) UK time one **Business Day** ahead of the **Business Day** of planned arrival.
- ▶ Once reviewed, **TechnipFMC** will provide **Supplier** a morning or afternoon timeslot, when the delivery or collection must be made:
 - Morning: 08:00-12:00
 - Afternoon: 12:00-16:00 (4.00 PM)

Caution! Failure to obtain approval and a timeslot, or delivery outside the granted timeslot, will result in entry being refused. **TechnipFMC** will keep records of such occurrences. If the refusal is caused by **Supplier**'s negligence, **Supplier** must be prepared to cover the costs associated with the refusal.

The form required above is for entry at **TechnipFMC** premises and is in addition to the pickup request routines described below, which, depending on the scenario, may include additional forms.

This is applicable for:

- ▶ **Suppliers** or **Subcontractors** who organize transport to make deliveries or collections, on their own behalf or on behalf of others.
- ▶ **Suppliers** or **Subcontractors** performing a service for **TechnipFMC**, where **Supplier** require a vehicle to access **TechnipFMC**'s restricted premises.


Unless otherwise specified below, these instructions apply:

- ▶ **TechnipFMC PO** number shall be used as booking reference.
- ▶ For general support, contact **TechnipFMC**'s local logistics department:
 - Inbound, email: ESG-DunfermlineImports@technipfmc.com
 - Outbound, email: ESG-DunfermlineExports@technipfmc.com

7.6.1 Domestic


This section covers domestic transport within United Kingdom (UK).

All transport shall be handled by Steder Group:

- ▶ Booking shall be made by using the form named “Supplier Request for Collection”. The form is attached  to this PDF document, on the left-hand side if using Adobe.
- ▶ Book via email: fmc.domestic@stedergroup.com
- ▶ Email copy: ESG-DunfermlineImports@technipfmc.com

7.6.2 International

This section covers transport originating outside the UK.

Effective 1st January 2021 new requirements have come into force on conclusion of a Trade Agreement between the UK and EU. Refer to attached Brexit Information Document for requirements. The form is attached  to this PDF document, on the left-hand side if using Adobe.

Consignment = less than 70 kg (154 lbs)

- ▶ Carrier: DHL Express
- ▶ Book locally with DHL Express using account number: 961504832.
- ▶ This account number can only be used when shipping to **TechnipFMC** Dunfermline.

Consignment = exceeding 70 kg (154 lbs)

Origin: Europe (excluding Norway)

Carrier: Steder Group

- ▶ Booking shall be made by using the form named “Supplier Request for Collection”. The form is attached  to this PDF document, on the left-hand side if using Adobe.
- ▶ Book via email: fmc.european@stedergroup.com
- ▶ Email copy: ESG-DunfermlineImports@technipfmc.com

Origin: Norway

Carrier: Kuehne+Nagel

- ▶ Book via email: kn.fmc.osl@kuehne-nagel.com
- ▶ Email copy: ESG-DunfermlineImports@technipfmc.com

Origin: United States of America, Asia

Carrier: DSV

- ▶ Book via email based on origin:

Origin	Email
USA	TFMCbookings-US@us.dsv.com
Singapore	TFMCbookings-SG@us.dsv.com
Malaysia	TFMCbookings-MY@us.dsv.com
China	TFMCbookings-CN@us.dsv.com
Australia	TFMCbookings-AU@us.dsv.com
India	TFMCbookings-IN@us.dsv.com

- ▶ Copy: ESG-DunfermlineImports@technipfmc.com for all shipments

For any countries not specified above contact ESG-DunfermlineImports@technipfmc.com for specific instructions.

7.7 Ellerbek, Germany

Plant code: 1201

Unless otherwise specified below, these instructions apply:

- ▶ **TechnipFMC PO** number shall be used as booking reference.
- ▶ For support, contact christian.maehliss@technipfmc.com or +49 4101 304 101.

7.7.1 Domestic

All domestic transport within Germany shall be handled by either Kuehne+Nagel, Hellmann Worldwide Logistics, or Bursped KG.

For booking, email the local office of either Kuehne+Nagel, Hellmann Worldwide Logistics, or Bursped KG.

7.7.2 International

This section covers transport originating outside Germany.

Consignment = less than 41 kg (90 lbs)

DHL Express shall handle packages with a weight of less than 41 kg (90 lbs):

- ▶ Book online via DHL's website with **Supplier's** own login credentials or by phone.
Note: In case **Supplier** do not have login credentials, contact **TechnipFMC's** local transport department.
- ▶ Shall be charged to **TechnipFMC** Ellerbeck's DHL Express account: 964848911.
- ▶ For booking support, contact your local DHL Express.

Consignment = exceeding 41 kg (90 lbs)

Kuehne+Nagel shall handle items with weights exceeding 41 kg (90 lbs).

- ▶ Book via email to your local Kuehne+Nagel office.

7.8 Houston, Texas, USA

Plant codes: EWHG, 1000, 1001, HCS0, HCS1

7.8.1 Domestic

For all domestic transport within USA, please contact ssvendorpickup@technipfmc.com for shipping instructions.

- ▶ All shipments must contain the following documents: Packing List, Approved ATS (if not otherwise instructed)
- ▶ Booking reference: **TechnipFMC PO Number**

7.8.2 International

This section covers transport originating outside USA.

Transport shall be requested through assigned freight forwarder (per guidelines below), and if the supplier country is not listed below, send email to NAMimports@technipfmc.com for further instructions.

Origin	Email
China	TFMCbookings-CN@us.dsv.com NAMImports@technipfmc.com
Singapore	TFMCbookings-SG@us.dsv.com NAMImports@technipfmc.com
Malaysia	TFMCbookings-MY@us.dsv.com NAMImports@technipfmc.com
India	TFMCbookings-IN@us.dsv.com NAMImports@technipfmc.com
United Kingdom	TFMCbookings-UK@us.dsv.com NAMImports@technipfmc.com
Norway	TFMCbookings-NO@us.dsv.com NAMImports@technipfmc.com
Mexico	TFMCbookings-MX@us.dsv.com NAMImports@technipfmc.com
Argentina	TFMCbookings-AR@us.dsv.com NAMImports@technipfmc.com
Colombia	TFMCbookings-CO@us.dsv.com NAMImports@technipfmc.com
Brazil	TFMCbookings-BR@us.dsv.com NAMImports@technipfmc.com
Germany, Poland, Slovakia, Czech Republic, Hungary	TFMC.EMS.DE@deugro.com NAMImports@technipfmc.com
Italy	TFMC.EMS.MIL@deugro.com NAMImports@technipfmc.com
France	TFMC.EMS.PAR@deugro.com NAMImports@technipfmc.com
The Netherlands, Romania	TFMC.EMS.RTM@deugro.com NAMImports@technipfmc.com

All wooden pallets entering the USA must adhere to ISPM15.

7.9 Kongsberg, Norway

Plant codes: KOS1, 3000, 3001 (ESPN)

Unless otherwise specified below, these instructions apply:

- ▶ **TechnipFMC PO** number shall be used as booking reference.
- ▶ For general support, contact transport6@technipfmc.com.

7.9.1 Domestic

All domestic transport within Norway shall be handled by Kuehne+Nagel:

- ▶ Book via email: kn.fmc.osl@kuehne-nagel.com
 - Copy: Transport6@technipfmc.com & JanToreBakka@technipfmc.com
- ▶ For support, call Kuehne+Nagel Service Desk +47 2163 5000.

7.9.2 International

This section covers transport originating outside Norway.

Consignment = less than 100 kg (220 lbs)

DHL Express shall handle packages with a weight of less than 100 kg (220 lbs):

- ▶ Book online via DHL's website with **Supplier's** own login credentials.
In case **Supplier** do not have login credentials, use the following online PDF form: www.dhlecom.no/download/emailShip/FMC%20Kongsberg.pdf
- ▶ Shall be charged to **TechnipFMC** Kongsberg's DHL Express account: 963200121.
- ▶ For booking support, contact your local DHL Express office.

Consignment = exceeding 100 kg (220 lbs)

Origin: UK & Europe

Kuehne+Nagel shall handle items with weights exceeding 100 kg (220 lbs):

- ▶ Book via email: kn.fmc.osl@kuehne-nagel.com
 - Copy: transport6@technipfmc.com & JanTore.Bakka@technipfmc.com
- ▶ For booking support, contact Kuehne+Nagel Service Desk +47 2163 5000.

Origin: North America, South America, Asia

DSV shall handle items with weight exceeding 100 kg (220 lbs):

- ▶ Book via email based on origin:

Origin	Email
USA	TFMC.iah@us.dsv.com
North and South America (non-USA)	NOTFMCbookings@no.dsv.com
China	TFMCbookings-CN@us.dsv.com
India	TFMCbookings-IN@us.dsv.com
Malaysia	TFMCbookings-MY@us.dsv.com
Singapore	TFMCbookings-SG@us.dsv.com

- ▶ Copy: NOTFMCbookings@no.dsv.com, transport6@technipfmc.com, & JanTore.Bakka@technipfmc.com for all shipments

7.10 Nusajaya, Malaysia

Plant codes: MYGF, EWMC, 2101, MYLB

Unless otherwise specified below, these instructions apply:

- ▶ **TechnipFMC PO** number shall be used as booking reference.
- ▶ For general support in plant MYGF, EWMC, and 2101 contact UserGroupTransportNusajayaMalaysia@technipfmc.com
- ▶ For general support in plant MYLB, contact malaysialabuan-logisticdept@technipfmc.com

7.10.1 Domestic

All domestic transport within Malaysia shall be booked by contacting **TechnipFMC's** Commercial Point of Contact (the Buyer), which will issue a Transport Request Form (TRF) to the local transport department.

7.10.2 International

This section covers transport originating outside Malaysia.

Consignment = less than 45 kg (99 lbs)

DHL Express shall handle packages with a weight of less than 45 kg (99 lbs):

- ▶ Book online via DHL's website with **Supplier's** own login credentials.
Note: In case **Supplier** do not have login credentials, contact **TechnipFMC's** local transport department.
- ▶ Shall be charged to **TechnipFMC** Malaysia's DHL Express account:
 - **963819521** for **POs** issued by plant code MYGF & EWMC and **2101**.
 - **963820073** for **POs** issued by plant code MYLB

Consignment = exceeding 45 kg (99 lbs)

Origin: European Union (EU)

Carrier: Deugro Project

- ▶ Book via email: amira.zakaria@deugro.com & roman.lorenzen@deugro.com
- ▶ For MYGF, EWMC and 2101 copy:
UserGroupTransportNusajayaMalaysia@technipfmc.com
- ▶ For MYLB copy: malaysialabuan-logisticdept@technipfmc.com

Origin: USA, Brazil, Asia Pacific, UK, Norway

Carrier: DSV

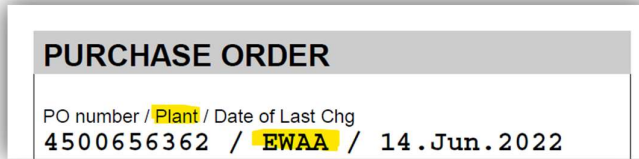
- ▶ Book via email based on origin:

Origin	Email
USA	impsea.jhb@my.dsv.com ImpAir.Jhb@my.dsv.com
Brazil	impsea.jhb@my.dsv.com ImpAir.Jhb@my.dsv.com
Australia	TFMCbookings-AU@us.dsv.com
China	TFMCbookings-CN@us.dsv.com
India	TFMCbookings-IN@us.dsv.com
Indonesia	TFMCbookings-ID@us.dsv.com
South Korea	TFMCbookings-KR@us.dsv.com
Norway	impsea.jhb@my.dsv.com ImpAir.Jhb@my.dsv.com
United Kingdom	impsea.jhb@my.dsv.com ImpAir.Jhb@my.dsv.com

- ▶ For MYGF, EWMC and 2101, copy: UserGroupTransportNusajayaMalaysia@technipfmc.com
- ▶ For MYLB, copy: malaysiaLabuan-logisticdept@technipfmc.com

7.11 Perth, Australia

TechnipFMC has different business units within our organization, cost allocations for freight must be correctly allocated. The Plant code can be located in the header box of Purchase orders received from TechnipFMC.



Unless otherwise specified, these instructions apply:

- ▶ **TechnipFMC PO** number shall be used as Freight booking reference.
- ▶ For general support in plant **EWAA Subsea Services Australia** orders contact materialsandlogistics@technipfmc.com
- ▶ For general support in plant **AUPJ Subsea Projects Australia** contact keatwan.lai@technipfmc.com , nurulamiradayana.ramlan@technipfmc.com
- ▶ For general support in plant **SFVA Surface International** orders contact pillar.toso@technipfmc.com

7.11.1 Domestic

All domestic (within Australia) transport to deliver goods sold to **TechnipFMC** shall be booked by contacting **TechnipFMC's** Commercial Point of Contact (the Buyer), to organize freight.

7.11.2 International

This section covers international transport originating outside Australia.

Consignment = less than 50 kg

- ▶ Book online via DHL's website with **Supplier's** own login credentials.
- ▶ Freight cost shall be charged to **TechnipFMC** Australia's DHL Express account according to the Plant code designated on the **PO** (EWAA, AUPJ, SFVA):
 - **EWAA - (Subsea Services)** DHL account number: 951392506
 - **SFVA – (Surface International)** DHL account number 965532372
 - **AUPJ – (Subsea Projects)** Please contact TechnipFMC Buyer.

Consignment = exceeding 50 kg

- ▶ With reference to Plant code on **PO** (EWAA, AUPJ, SFVA) Contact general support described above in section 7.11 for specific shipping arrangement.

7.12 Sens, France

Plant code: ESML

For general support, contact **TechnipFMC**'s local traffic department:
trafficsensdept@technipfmc.com

7.12.1 Domestic and Europe

This section covers transport originating from France and Europe.

Consignment = less than 70 kgs

Booking shall be done online via DHL's website using Sens DHL account number:

- ▶ For shipments to Loading Systems (ESML): 951 923 281

Supplier shall confirm to the **TechnipFMC** Commercial Point of Contact (the Buyer) date of collection and tracking number.

Consignment = exceeding 70 kgs

- ▶ Booking shall be done using the form 'Collection Request' and shall be sent to collectionrequest.fmcti@heppner.fr and copy the **TechnipFMC** Commercial Point of Contact (the Buyer).

7.12.2 International

This section covers transport originating outside France and Europe.

Consignment = less than 70 kg

Booking shall be done online via DHL's website using Sens DHL account number:

- ▶ For shipments to Loading Systems (ESML): 951 923 281

Supplier shall confirm to the **TechnipFMC** Buyer date of collection and tracking number.

Consignment = exceeding 70 kg

Origin: Asia, India, Australia, South Korea

- ▶ **Supplier** shall contact Kuehne and Nagel local office (contact communicated by the Buyer) copied **TechnipFMC** Buyer and **TechnipFMC**'s local traffic department.

Origin: USA

- ▶ Supplier shall contact DSV local office (contact communicated by the Buyer) copied TechnipFMC Buyer and TechnipFMC's local traffic department.

7.13 Singapore

Plant codes: SFBN, GSEA, 2000, 2001

Unless otherwise specified below, these instructions apply:

- ▶ **TechnipFMC PO number** and Transport Log Number shall be used as booking reference.
- ▶ For general support, email singaporesubsea@technipfmc.com; SingaporeESG-Shipping@technipfmc.com

7.13.1 Domestic

All domestic transport within Singapore shall be handled by **TechnipFMC's** local transport department.

- ▶ Book via email: singaporesubsea@technipfmc.com; SingaporeESG-Shipping@technipfmc.com

7.13.2 International

This section covers transport originating outside Singapore.

Consignment = less than 45 kg (99 lbs)

Carrier: DHL Express

- ▶ Book online via DHL's website with **Supplier's** own login credentials.
Note: In case **Supplier** do not have login credentials, contact **TechnipFMC's** local transport department.
- ▶ Shall be charged to **TechnipFMC** Singapore's DHL Express account: 963231486.
- ▶ For booking support, contact your local DHL Express office.

Consignment = exceeding 45 kg (99 lbs)

Origin: Norway, UK, and Asia

Carrier: DSV

- ▶ Book via email based on origin:

Origin	Email
Norway	Adeline.Chin@sg.dsv.com ; Esther.Yeo@sg.dsv.com
United Kingdom (UK)	Adeline.Chin@sg.dsv.com Esther.Yeo@sg.dsv.com
United States of America (USA)	Adeline.Chin@sg.dsv.com Esther.Yeo@sg.dsv.com
Asia Pacific	Adeline.Chin@sg.dsv.com Esther.Yeo@sg.dsv.com
Brazil	Adeline.Chin@sg.dsv.com Esther.Yeo@sg.dsv.com
Others	Adeline.Chin@sg.dsv.com Esther.Yeo@sg.dsv.com

- ▶ Email copy: SingaporeESG-Shipping@technipfmc.com;
singaporesubsea@technipfmc.com

Origin: Europe (excluding Norway and UK)

Carrier: Deugro

- ▶ Book via email: joey.lam@deugro.com, sheron.neo@deugro.com
- ▶ Email copy: SingaporeESG-Shipping@technipfmc.com;
singaporesubsea@technipfmc.com

7.14 Stavanger - MPM, Norway

Plant code: EMPN

Unless otherwise specified below, these instructions apply:

- ▶ **TechnipFMC PO** number shall be used as booking reference.
- ▶ For general support, contact MPM-shipping2@technipfmc.com

7.14.1 Domestic

Consignment = less than 200 kg *within* Rogaland region

Shipments shall be handled by Svipp:

- ▶ Book via email: ordre@svipp.no
- ▶ Email copy: MPM-shipping2@technipfmc.com
- ▶ For support, call Svipp: +47 5159 9999

All other domestic shipments

Shipments shall be handled by DSV:

- ▶ Book via email: truck.svg@no.dsv.com
- ▶ Email copy: MPM-shipping2@technipfmc.com
- ▶ For support, call DSV: +47 9536 7464

7.14.2 International

This section covers transport originating outside Norway.

Consignment = less than 150 kg

DHL Express shall handle packages with a weight of less than 150 kg:

- ▶ Book online via DHL's website with Supplier's own login credentials.
- ▶ Shall be charged to FMC Kongsberg Subsea Stavanger's DHL Express account: 957442359.
- ▶ For booking support, contact your local DHL Express office.
- ▶ Email tracking number emailed to MPM-shipping2@technipfmc.com

Consignment = exceeding 150 kg

Shipments originating outside Norway that exceed 150 kg shall be handled by *either* Kuehne+Nagel or **DSV**.

Origin: Dubai and Italy

Carrier: Kuehne+Nagel:

- ▶ Book via email: kn.fmc.osl@kuehne-nagel.com
- ▶ Email copy: MPM-shipping2@technipfmc.com
- ▶ For booking support, contact Kuehne+Nagel Service Desk: +47 2163 5000

Origin: Rest of the world

Carrier: **DSV**

- ▶ Book via email: stavanger@no.dsv.com
- ▶ Email copy: MPM-shipping2@technipfmc.com
- ▶ For booking support, contact **DSV: +47 9536 7464**

7.15 Stephenville and/or Dublin, Texas, USA

Plant code: 5100

7.15.1 Domestic

The following instructions shall be followed for all domestic shipments within USA

- ▶ **Supplier** shall upload/attach the following documents when booking: Packing List, Mill Certificates (if applicable), Approved ATS (if not otherwise instructed)
- ▶ Booking reference: **TechnipFMC PO** Number and Transport Log Number
- ▶ General support: stvl.logistics@technipfmc.com

Consignment = less than 300 lbs total, or 50 lbs per box

- ▶ Carrier: United Parcel Service (UPS)
- ▶ Book directly with UPS local office using TechnipFMC's account: 782029

Houston Metro Area - Consignment = exceeding 300 lbs total, or 50 lbs per box

- ▶ Carrier: Kuehne+Nagel
- ▶ Book online or via email: HOUFO.overland@kuehne-nagel.com + cruzberto@kuehne-nagel.com
- ▶ Cut off time for booking; Mondays and Wednesdays 10:00 AM CST. Kuehne+Nagel pick up, consolidate cargo and deliver to Stephenville/Dublin the day after.
- ▶ If shipment missed the cut-off and Kuehne+Nagel is unable to pick up, there are two options:
 - 1) Freight goes on the next consolidation
 - 2) **Supplier** requests LTL (less than truckload), FTL (full truckload), or Hot Shot Quote Request from **TechnipFMC's** local transport department.

Houston Metro Area - Consignment = less than 300 lbs total, or 50 lbs per box

- ▶ Carrier: United Parcel Service (UPS).
- ▶ Book directly with UPS local office using TechnipFMC's account 782029

Domestic excluding Houston Metro Area - Consignment = between 300 lbs and 10,000 lbs, and less than 7 feet in length, width, or height

- ▶ Choose any of the carriers below that picks up in your area:
 - SAIA (Preferred LTL Carrier)
 - XPO
- ▶ Booking shall be performed directly with the carriers' local booking office. Mark the Bill of Lading (BOL) as "Collect".

Domestic, excluding Houston Metro Area - Consignment = exceeding 10,000 lbs or 7 feet in length, width, or height

- ▶ Contact TechnipFMC's local transport department for shipping arrangements; stvl.logistics@technipfmc.com

7.15.2 International

This section covers transport originating outside USA.

Transport shall be requested by email through assigned freight forwarder (per guidelines below), and if the supplier country is not listed below, send email to NAMImports@technipfmc.com for further instructions:

Origin	Email
China	TFMCbookings-CN@us.dsv.com NAMImports@technipfmc.com
Singapore	TFMCbookings-SG@us.dsv.com NAMImports@technipfmc.com
Malaysia	TFMCbookings-MY@us.dsv.com NAMImports@technipfmc.com
India	TFMCbookings-IN@us.dsv.com NAMImports@technipfmc.com
United Kingdom	TFMCbookings-UK@us.dsv.com NAMImports@technipfmc.com
Norway	TFMCbookings-NO@us.dsv.com NAMImports@technipfmc.com
Mexico	TFMCbookings-MX@us.dsv.com NAMImports@technipfmc.com
Argentina	TFMCbookings-AR@us.dsv.com NAMImports@technipfmc.com
Colombia	TFMCbookings-CO@us.dsv.com NAMImports@technipfmc.com
Brazil	TFMCbookings-BR@us.dsv.com NAMImports@technipfmc.com
Germany, Poland, Slovakia, Czech Republic, Hungary	TFMC.EMS.DE@deugro.com NAMImports@technipfmc.com
Italy	TFMC.EMS.MIL@deugro.com NAMImports@technipfmc.com
France	TFMC.EMS.PAR@deugro.com NAMImports@technipfmc.com
The Netherlands, Romania	TFMC.EMS.RTM@deugro.com NAMImports@technipfmc.com

All wooden pallets entering the USA must adhere to ISPM15.

7.16 St. Johns, Canada

Plant Code: EWKO

7.16.1 Domestic

- ▶ If no other instructions are received for domestic transport within Canada, please contact logistics.subsea.canada@technipfmc.com (+1 709 752 7133) to plan your shipment.

7.16.2 International

This section covers transport originating outside Canada.

Shipment shall be requested through **TechnipFMC**'s local transport department:

- ▶ Contact logistics.subsea.canada@technipfmc.com (+1 709 752 7122) to plan your shipment
- ▶ **TechnipFMC PO** number shall be used as booking reference
- ▶ ATS to be submitted to subsea.services@technipfmc.com
- ▶ Shipping documents shall be approved by TechnipFMC's local transport department prior to shipment.

7.17 Surface Americas, Canada (including Red Deer, Clairmont, Edmonton, and Calgary)

Plant code: EWOD

7.17.1 Domestic

In case instructions for domestic transport are not issued in the **PO**, contact **TechnipFMC** Commercial Point of Contact (the Buyer) for shipping instructions.

7.17.2 International

This section covers transport originating outside Canada:

- ▶ Pickup Requests shall be requested through assigned freight forwarder (per guidelines below). If the supplier country is not listed below, send email to NAMImports@technipfmc.com for further instructions.
- ▶ Copy of Packing List, Commercial Invoice, and approved ATS documents must accompany the booking request.
- ▶ **TechnipFMC PO** number shall be used as booking reference.

Origin	Email
China	TFMCbookings-CN@us.dsv.com NAMImports@technipfmc.com
Singapore	TFMCbookings-SG@us.dsv.com NAMImports@technipfmc.com
Malaysia	TFMCbookings-MY@us.dsv.com NAMImports@technipfmc.com
India	TFMCbookings-IN@us.dsv.com NAMImports@technipfmc.com
United Kingdom	TFMCbookings-UK@us.dsv.com NAMImports@technipfmc.com
Norway	TFMCbookings-NO@us.dsv.com NAMImports@technipfmc.com
Mexico	TFMCbookings-MX@us.dsv.com NAMImports@technipfmc.com
Argentina	TFMCbookings-AR@us.dsv.com NAMImports@technipfmc.com
Colombia	TFMCbookings-CO@us.dsv.com NAMImports@technipfmc.com
Brazil	TFMCbookings-BR@us.dsv.com NAMImports@technipfmc.com
Germany, Poland, Slovakia, Czech Republic, Hungary	TFMC.EMS.DE@deugro.com NAMImports@technipfmc.com
Italy	TFMC.EMS.MIL@deugro.com NAMImports@technipfmc.com
France	TFMC.EMS.PAR@deugro.com NAMImports@technipfmc.com
The Netherlands, Romania	TFMC.EMS.RTM@deugro.com NAMImports@technipfmc.com

Consignment = Exceeding 150 lbs (68 kg) total, or 50 lbs (23 kg) per box.

Origin: US - Houston Metro Area, USA

- ▶ Carrier: Kuehne+Nagel
- ▶ Book online or via email: HOUFO@kuehne-nagel.com + NAMimports@technipfmc.com
- ▶ Cutoff time for booking: Mondays and Wednesdays 10:00 AM CST (morning).
Kuehne+Nagel will pick up, consolidate cargo.

If shipment missed the cutoff and Kuehne+Nagel is unable to pick up, there are two options:

- 1) Freight goes on the next consolidation
- 2) Supplier requests LTL (less than truckload), FTL (full truckload), or Hot Shot Quote
Request from TechnipFMC's local transport department.

7.18 Veracruz, Ciudad del Carmen, Paraiso, Tabasco, Mexico

Plant code: 7000

7.18.1 Domestic

The following instructions shall be followed for all domestic shipments within Mexico.

- ▶ **Supplier** shall contact Mexico Logistics team: logistics.mexico@technipfmc.com
- ▶ **Supplier** shall upload/attach the following documents: Approved ATS Form, Commercial Invoice, Packing List.
- ▶ **Supplier** shall notify pickup address and pickup hours.

7.18.2 International

This section covers transport originating outside Mexico.

Origin: Houston, USA

- ▶ Carrier: Kuehne+Nagel
- ▶ Book online (Kuehne+Nagel website) or via email attaching Kuehne+Nagel pickup form and send to: hou.overland@kuehne-nagel.com + cruzberto@kuehne-nagel.com, Felicia.Nervis@kuehne-nagel.com; TULFO@kuehne-nagel.com; NAMimports@technipfmc.com
- ▶ Cut off time for booking: Wednesdays 10.00 AM CST. Kuehne+Nagel will pick up and consolidate cargo.
- ▶ If shipment misses the cut-off and Kuehne+Nagel is unable to pick up, the freight goes on the next consolidation unless there is an urgent shipment. Kuehne+Nagel will proceed with pickup with Mexico Logistics team authorization + NAMimports@technipfmc.com
- ▶ Documents to be sent via email or uploaded through Kuehne+Nagel website.
- ▶ Approved ATS, Commercial Invoice, Packing List, SLI, NAFTA (if applicable). If documents are not provided shipment may be rejected for pickup.

Origin: USA - Excluding Houston Area

- ▶ **Supplier** shall contact NAMImports@technipfmc.com and logistics.mexico@technipfmc.com
- ▶ **Supplier** shall upload/attach the following documents: Approved ATS, Commercial Invoice, Packing List, SLI, NAFTA (if applicable).
- ▶ After receiving the documents, a SAIA BOL will be sent to **Supplier**.

Origin: Canada

- ▶ **Supplier** shall contact us.iah.tfmcmexico@bollore.com, NAMImports@technipfmc.com
- ▶ **Supplier** shall upload/attach the following documents: Approved ATS, Commercial Invoice, Packing List, B13 (for Canada only), NAFTA (for Canada only) or Europe Certificate (EUR1 - for Europe only) (if applicable).

Origin: All Other Origins

Transport shall be requested by email through assigned freight forwarder (per guidelines below), and if the supplier country is not listed below, send email to NAMimports@technipfmc.com for further instructions:

Origin	Email
China	TFMCbookings-CN@us.dsv.com NAMImports@technipfmc.com
Singapore	TFMCbookings-SG@us.dsv.com NAMImports@technipfmc.com
Malaysia	TFMCbookings-MY@us.dsv.com NAMImports@technipfmc.com
India	TFMCbookings-IN@us.dsv.com NAMImports@technipfmc.com
United Kingdom	TFMCbookings-UK@us.dsv.com NAMImports@technipfmc.com
Norway	TFMCbookings-NO@us.dsv.com NAMImports@technipfmc.com
Mexico	TFMCbookings-MX@us.dsv.com NAMImports@technipfmc.com
Argentina	TFMCbookings-AR@us.dsv.com NAMImports@technipfmc.com
Colombia	TFMCbookings-CO@us.dsv.com NAMImports@technipfmc.com
Brazil	TFMCbookings-BR@us.dsv.com NAMImports@technipfmc.com
Germany, Poland, Slovakia, Czech Republic, Hungary	TFMC.EMS.DE@deugro.com NAMImports@technipfmc.com
Italy	TFMC.EMS.MIL@deugro.com NAMImports@technipfmc.com
France	TFMC.EMS.PAR@deugro.com NAMImports@technipfmc.com
The Netherlands, Romania	TFMC.EMS.RTM@deugro.com NAMImports@technipfmc.com

Brexit Information Document

Following the Exit of the United Kingdom from the European Union in effect from 11pm on 31st December 2020 the UK – EU entered into a new Trade Agreement.

This document is to explain the specific requirements for Post Exit movement of Goods and Documentation requirements to support movement of Goods between the UK and EU.

A requirement of the Trade Agreement is that all movement of goods between the UK – EU – UK are required to be supported with an Invoice and Export Entry to allow passage through Customs Border Points

The requirements contained within this document are applicable to **ALL** EU & UK TechnipFMC sites and suppliers who are providing goods across EU & UK borders to other TechnipFMC Sites and suppliers.

IMPORTANT

Failure of the Shipper to adhere to these requirements, and any subsequent costs associated with failure to adhere to these requirements such as, but not limited to: Additional Fees, Charges, Duties or related fines will sought to be reimbursed from the Shipper.

Contents

- 1.0 Definitions
- 2.0 Documentation Requirements
 - 2.1 Packing List
 - 2.2 Invoice
 - 2.3 Export Entry
- 3.0 Use of Preference Statement on Invoices
- 4.0 Packaging Requirements

1.0 Definitions

R.O.W	Rest Of World – Countries out with EU Member States
EU	European Union Country – one of the remaining 27 member states of the EU
UK	United Kingdom
EORI	Economic Operators Registration and Identification Number
ISPM15	International Standard for Phytosanitary Measures

2.0 Documentation Requirements

Section 4. of PRD-0000035687 should always be referred to in regards to standard documentation requirements for R.O.W Shipments, these are now also applicable to EU – UK shipments.

The below additional requirements must be adhered to for goods exiting an EU Country to UK, or UK to EU Country

2.1 Packing List

- Section 4.1 of PRD-0000035687 should be referred to for standard requirements

2.2 Commercial / Pro-Forma Invoice

- Section 4.2 of PRD-0000035687 should be referred to for standard requirements
- In Addition to Shipper Address, Shippers EORI Number must be quoted
- In Addition to Consignee/Importer Address, Importers EORI Number must be quoted
- Add Preference Statement where possible (See Section 3 below)
- UK Site EORI Numbers as per Below

Dunfermline	GB595857861 000
Aberdeen Wellington Circle	GB595857861 011
Newcastle	GB654293032 000
Aberdeen Westhill	GB415345471 000

2.3 Export Entry

- It is the responsibility of the shipper in all cases to provide an Export Entry irrelevant of Incoterm used.
- This can either be done by the shipper, or the shippers approved Brokering Agent
- All costs associated with creating / issuing Export entry is the responsibility of the shipper
- Dependent on Incoterms applicable to shipment, the bearer of the freight costs and transport organiser is responsible for ensuring that their Freight Forwarder provides the shipper with the relevant information in order to complete the Export Entry. Critical information to be provided is as follows:

UK – EU:

- Port of Exit
- Nationality of Transport.

EU – UK:

- Port of Exit

3.0 Use of Preference Statement on Invoices

As per the Trade Agreement between the UK and EU it is acceptable to issue a Preference Statement on the invoice if the goods are confirmed as of UK/EU origin. This allows the importer to claim customs preference and remove the requirement to pay associated Duty on imported goods.

To claim preferential rates of duty, your product must originate in the EU or UK (as the exporting country) as set out in Chapter 2 of Trade and Cooperation Agreement “Rules of Origin” and the “Product Specific Rules of Origin”

The statement should be the following in all cases

“The exporter of the products covered by this document declares that, except where otherwise clearly indicated, these products are of[UK/ EU delete as appropriate]..... preferential origin”

[And include a signature]

As a condition of using this statement, the supplier must (On request) be able to provide evidence of Origin in support of the statement. If you are not able to provide evidence you MUST NOT issue this statement.

However, TechnipFMC request that you provide the statement in all cases that satisfies the criteria and that evidence be provided on request (Within 48 Hours)

When exporting from the EU to the UK a statement on origin can be made out by any exporter where the value of the consignment is 6,000 euros (currently £5,700) or less. Above this amount the EU exporter must have a Registered Exporter (REX) number and include it in the statement.

When exporting from the UK to the EU you must include your EORI number in any statement you issue to your EU customer, regardless of the value.

It will be valid for 2 years from the date it was made out on imports into the UK and 12 months for imports into the EU.

4.0 Packaging Requirements

From the 1st January 2021, it is a requirement that all timber used in packaging must be ISPM15 treated whether it is being imported from or exported to the European Union (EU)

ISPM is the International Standard for Phytosanitary Measures. ISPM15 is a global regulation intended to prevent the spread of plant diseases and pests through wooden packaging materials.

ISPM15 regulations state that all timber used in packaging must be de-barked and heat treated to 56°C for at least 30 minutes.

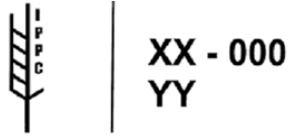
The timber packaging must then be branded with the appropriate ISPM15 mark to show that it complies with the regulation. This proves that the wood has been heat treated and is therefore free of pest infestations.

Failure to display the appropriate ISPM15 markings could result in fines, delays and additional costs to treat the timber before the package can be delivered. On some occasions, the package will be returned to the shipper at the shipper’s expense.

TechnipFMC require that all packaging conforms to these requirements, and any costs associated with non-compliance to these requirements will be the responsibility of the shipper. TechnipFMC may also seek compensation from the shipper for operational impact as a direct result of delays contributed to non-adherence to these requirements.

Fig1 displays an example of ISPM15 Compliant stamping which must be prominently displayed on natural wood packaging

Fig1



XX represents the ISO country code.
000 represents the unique number assigned by the national plant protection organization.
YY represents either HT for heat treatment or MB for methyl bromide fumigation.



FMC Technologies Ltd
 Pitreavie Business Park
 Dunfermline, Fife
 KY11 8UD

Collection/Delivery Booking Form

Submit completed form to TBISDunfermline@technipfmc.com to obtain a collection/delivery slot

Booking cut-off is 1500 hours on day prior to collection/delivery

Delivery <input type="radio"/>	Collection <input type="radio"/>	Collection & Delivery <input type="radio"/>
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TechnipFMC Reference(s)	State TFMC References for <u>collections</u> only
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Collection/ Delivery Date	Freight Forwarder/ Supplier	Haulier	Vehicle Type	Vehicle Registration

Please provide details of number of pieces per package type, i.e 10 x pallets, 2 x frames

Quantity	Package Type	Total Weight Per Package Type	Collection/Delivery	Hazard Class (If Applicable)

Total No. of Pieces	0	Total Weight	0
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If any individual piece exceeds 3 metres wide or 9 tonnes please provide weights and dimensions below:

Failure to meet the allocated time slot will be result in the vehicle being refused entry

SUPPLIER REQUEST FOR COLLECTION

Note: Goods must be physically available for collection prior to submitting the Supplier Request for Collection otherwise the Supplier will be liable for any costs involved in waiting or cancellation.

Supplier Details		Collection Address <i>(If different from Supplier Address)</i>	
Name:		Name:	
Address:		Address:	
Post Code:		Post Code:	
Country:		Country:	
Contact Name:		Contact Name:	
Contact Tel no:		Contact Tel no:	
Email:		Email:	

Collection Date (DD/MM/YY):		Opening Hours (HH:MM-HH:MM):	
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Special instructions or delivery address <i>(if different from FMC Dunfermline):</i>

Consignment Details				Shipping Weights & Dimensions		
FMC PO No.	Line Item	Serial/Batch No.	Qty	No. of Pieces	Gross Weight (kg)	Dimensions L x W x H (cm)

UK Supplier

Email the Supplier Request for Collection to fmc.domestic@stedergroup.com & ESG-DunfermlineImports@technipfmc.com

Standard Collection: Requests should be made prior to 11am cut off time on day of collection to ensure uplift before 3pm for standard overnight deliveries Monday-Friday.

Same day special delivery: Requests should be made to above address within office hours Monday-Friday 8am-6pm, Saturday 9am-12noon.

European Supplier

Email the Supplier Request for Collection to fmc.european@stedergroup.com & ESG-DunfermlineImports@technipfmc.com

Standard Collection: Requests should be made 48 hours prior to collection.

Steder Group (UK) Ltd Telephone Number: +44 (0)141 648 1769