

## DOMESTIC ROUTING INSTRUCTIONS

### Northrop Grumman Systems Corporation (NGSC)

These instructions apply only to **U.S. domestic shipments** where title passes to Northrop Grumman Systems Corporation (NGSC) at supplier plant or dock, collect shipments consigned to NGSC, or third party shipments billed to NGSC.

These instructions take precedence over any routing directives the supplier may have received in the past, and will remain in effect unless deviation is authorized, in writing, by NGSC. Only the NGSC On-line Automated Supplier Information System (OASIS) has the current version of these instructions. NGSC reserves the right to debit supplier's account for excessive charges related to supplier failure to comply with these instructions.

### ROUTING INSTRUCTIONS

Northrop Grumman Systems Corporation and Ryder Integrated Logistics have entered into a third party logistics partnership to manage NGSC's domestic supply chain. Ryder is the focal point for routing NGSC's domestic shipments. NGSC suppliers are directed to use the NGSC/Ryder Domestic Transportation Management System (DTMS) application to process their shipments at web address <https://rscs.ryder.com/#/login>. New or first-time users may obtain a DTMS User ID by clicking on the "Sign Up" tab as a supplier.

For system or login issues, contact the Ryder Transportation Management Center (TMC): [northrop\\_grumman@ryder.com](mailto:northrop_grumman@ryder.com) or by phone 877-828-8646 (7AM – 8PM Eastern, Monday-Friday).

For **only** Northrop Grumman Aeronautics Systems (NGAS) routing issues, contact [TrafficTeamElSegundo@ngc.com](mailto:TrafficTeamElSegundo@ngc.com).

For **only** Northrop Grumman Mission Systems (NGMS) routing issues, contact [NGMSDomTransHelp@ngc.com](mailto:NGMSDomTransHelp@ngc.com).

For **only** Northrop Grumman Defense Systems (NGDS) routing issues, contact the buyer on the face of the purchase order

For **only** Northrop Grumman Space Systems (NGSP - SSSD) routing issues, contact [spshipping@ngc.com](mailto:spshipping@ngc.com)

### AIR AND PREMIUM TRANSPORTATION

Air and premium transportation require a Premium Shipment Authorization (PSA). A PSA must be on the purchase order in DTMS prior to creating the shipment. Premium transportation includes integrated air carriers, scheduled airlines, airfreight forwarders, or the exclusive use of vehicle. Contact the NGSC Buyer for more information on PSAs. Premium shipments processed without a PSA may result in the suppliers being debited for the difference between the standard vs premium cost.

### GENERAL SHIPPING INSTRUCTIONS

1. Prepare and package all products, in accordance with best commercial standards, to prevent damage and/or deterioration.
2. DTMS shall generate all shipping documents including, when necessary, the bill of lading (BoL). Supplier shall not replace the DTMS BoL with a shipper-generated BoL.
3. Number and mark each container with a consecutively assigned container number and with the order number.
4. NGSC purchase order number must be noted on the shipping label or visible on the outside of container/box. NGSC purchase order number must also be included on the BoL and packing list. Missing purchase order number will delay receipt confirmation and payment of invoice.
5. Place one copy of the packing list inside the first container and attach one packing list copy to the outside of the container.
6. For LTL shipments, mark the National Motor Freight Classification (NMFC) description for all material and include the NMFC item number and class number on the Uniform Straight BoL. If using the DTMS, the BoL will have this information.
7. Consolidate all shipments to the same destination via surface or air on one shipment number and one BoL.
8. Do not insure. Do not declare value.
9. If value of shipment exceeds \$5,000,000, contact NGSC buyer for permission to ship.
10. Unless otherwise stated on the Purchase Order, early shipments (i.e. shipments received 30 or more days in advance of the contractual due date) and partial deliveries will not be accepted.
11. Do not send product COD. COD shipments will not be accepted.

### BILL OF LADING CONSIGNMENT AND FREIGHT BILLING INSTRUCTIONS

Instruct carrier (on the BoL) to bill to third party: Northrop Grumman Systems Corp (receiving or paying site name)

C/o Ryder CMS

39550 Thirteen Mile Road, Suite 101 Novi,  
MI 48377