

U.S. CUSTOMS COMPLIANCE SPECIFICATION

**SPECIFICATION NUMBER NO. USC-0100
Revision No. 062205**

CASTINGS AND MACHINED COMPONENTS PACKING, MARKING, SHIPPING AND INVOICING INSTRUCTIONS INTERNATIONAL SURFACE OR AIR SHIPMENTS

1. PURPOSE

This specification presents the minimum requirements and procedures for protecting during transit, casting and machined components shipped to Circor Energy Products (CEP) and its associated CIRCOR companies. The specification also furnishes the product markings for country of origin, and the requirements for Vendor's commercial invoice for US Customs Entry.

2. USE

The specification is a statement of minimum requirements. The Vendor's own experience and practice should be used to decide whether certain items require more than these minimum standards to ensure safe arrival of the material at its destination. Vendor is responsible for all local Customs requirements for the country of export.

3. PACKING REQUIREMENTS

Castings

After castings have passed the foundry clean room and inspection, the castings (clean and dry) are to be placed in a minimum of a Triple wall Fibre Box with runners for handling with forklift. The castings are to be stacked end to end on top of each other and the last row must be below the top surface of the fiber box.

Machined Components

Before Hydrostatic testing, the parts shall be washed, dried, and coated with a rust inhibitor. Each Body and adapter shall be assembled and shell tested before shipment and the components shall be completely dried after testing.

For shipment, the components shall be bolted together (minimum two bolts to protect machined surfaces), each end flange shall have a plastic protector, and bulk packed in wooden shipping case or crate with runners for handling with forklift. Contents must be packed within container with liners, partitions or wrappers (non-moisture absorbing material) that will protect flange O.D. and any other exterior machined surfaces.

Contents

Containers must only contain either castings or machined components. Co-mingling of product is not acceptable with US Customs.

In no case shall material for more than one purchase order be consolidated into one shipping container. However, containers from multiple purchase orders can be shipped in one shipment.

Palletized Shipment

Items weighing over approximately 28 kilograms (60 pounds) should be unitized, i.e., pallet or skid, for forklift handling. Product shall be metal band to skid, shrink-wrapped, and marking provided on heavy cardboard protected by the shrink-wrap.

4. MARKING REQUIREMENTS**Country of Origin Product Marking**

Vendor is to refer to CEP's Purchase Finish Drawing or KF Drawing PED-002 for Product marking of country of origin.

Country of Origin Container or Holder Marking

All boxes, cases, crates, and pallets are required to have country of origin marking for castings and machined components. The following is the minimum requirements for each individual container shipped:

Circor Energy Products
 PO No. _____
 Line Item No. _____
 Part No. _____
 Oklahoma City, Oklahoma USA
 Crate 1 of X
 MADE IN _____ (English spelling of country of origin)

5. VENDOR'S COMMERCIAL INVOICE AND PACKING LIST

The commercial invoice must be written in English (or English translation copy) containing the minimum information:

Harmonized Tariff Code Description
 CEP Purchase Order Number
 CEP Line Item Number
 CEP Part Number
 CEP Part Description
 Quantity Shipped
 Case, crate or pallet Number
 Item cost in US Dollars
 Port of Shipment
 Port of Destination
 Shipping Mark
 Country of Origin

The Packing List shall contain the identical information except in lieu of the Item cost, the Packing List shall contain the net weight, gross weight, and container dimensions. Two copies of the Packing List shall be put in a waterproof envelope. One copy is to be attached to outside of container No. 1 and a second copy placed inside container No. 1.

Before shipment is executed, the Vendor must fax (405-631-2245) CEP's Customs Compliance Coordinator a copy of the Vendor's Commercial Invoice and Packing List for review and acceptance, within two (2) business days of receipt.

Upon date of shipment of material, Vendor is to furnish CEP the following via overnight mail:

CEP Accounts Payable

- 1 original copy of Commercial Invoice

CEP Customs Compliance Coordinator

- 3 copies of Commercial Invoice
- 4 copies of Packing List
- 2 original copies of Bill of Lading
- 2 copies of Certificate of Origin
- 2 copies of Fumigation & Heat Treating Certificate for wood packing materials from all locations
- 1 copy of Insurance

6. RESPONSIBILITY

The responsibility for ensuring that the material(s) are properly protected and packed for transit and storage to CEP shall rest with the Vendor.

It is the responsibility of the Vendor to ensure that the packing, markings, and SHIPPING DOCUMENTS meet the requirements of the U.S. Customs Regulations for the importation of the material into the United States. Should the material reach the Port of Entry and the shipment or SHIPPING DOCUMENTS not be properly marked, all costs will be to the account of the Vendor.

END OF SPECIFICATION