

Celestica Songshan Lake (CSS) Routing Guide

Site Name and Address
Celestica (Dongguan-SSL) Technology Ltd.
Northern Area, Song Shan Lake
Science & Technology Industrial Park
Dongguan, Guangdong Province, 523808, China

Site Logistics Contacts	Title	Phone	Email
KM Ho	Logistics & Warehouse (S.China)	852-2772 9234	kmho@celestica.com
Philip Suen	Logistics & Warehouse Manager (CSS)	86-769 3333 0888 Ext. 2328 or 852-2772 9898	psuen@celestica.com
Jenny Huang	Import/ Export Supervisor	86-769 3333 0888 Ext. 2338	jennyh@celestica.com
TC Fung	Logistics Team Leader	852-2772 9772	tcfung@celestica.com
CW Cheung	Logistics Team Leader	852-2772 9785	cwcheung@celestica.com

Multiple small packages shipped on the same day to Celestica must be consolidated into one shipment. The supplier is required to combine multiple part numbers and purchase orders in one shipping container/on one pallet/ once AWB/HAWB

Shipments of comparable size, height, and density that are difficult to handle, and for which the combined gross weight exceeds 150 pounds (68 kg) or are oversized should be palletized.

Consolidate items shipped on one day to the same destination on one pallet, one bill of lading, one air waybill or ocean bill of lading. The Carrier to be used for same day consolidated shipment will be based on the weight breaks listed below:

Below is the standard freight routings. Please coordinate all expedites, express freight and ocean shipments with Celestica logistics contacts.

All shipments including Chicago/Los Angeles consolidation point shipments must include a commercial invoice. Please see international documentation requirements below.

See Chicago/Los Angeles consolidation point listed below for all USA origin shipments.

AIR shipment weights are based on chargeable weights (max of dimensional weight and actual weight) when determining mode of transportation. See Page 3 for weight definitions and calculations

Inbound Standard Routing										
Origin	Small pack		Heavyweight Air		LTL Truck		Full Truck	Ocean LCL		Ocean Container
Supplier Shipping Origin Location	Chargeable Weight	Carrier	Chargeable Weight	Carrier	Chargeable Weight	Carrier	Carrier	Weight	Carrier	Carrier
USA (Weight < 20 kg or 44lbs)	<20kg	DHL Express	-	-	-	-	-	-	-	-
USA See below USA origin consolidation point for ship to address. See below international documentation requirements for commercial invoice consignee address.	> 20 kg (44lbs) to < 68 kg (150lbs)	FedEx Ground (Chicago hub or Los Angeles hub) See below for Origin States Bill 3rd party to Celestica San Jose, 5325 Hellyer Ave., San Jose, CA 95138	150lbs +			FedEx Freight Priority LTL (Chicago hub or Los Angeles hub) See below for Origin States Bill 3rd party to Celestica San Jose, 5325 Hellyer Ave., San Jose, CA 95138		1000 kg +	Panalpina	-
Canada	< 65 kg	DHL Express	65 kg +	Expeditors International SL3	-	-	-	1000 kg +	Panalpina	-
Mexico	< 120 kg	DHL Express	120 kg +	Panalpina SL3	-	-	-	1000 kg +	Panalpina	-
Asia	< 50 kg	DHL Express	50 kg +	Agility SL3	-	-	-	1000 kg +	Agility	Agility
Asia Exceptions										
Japan	< 70 kg	DHL Express	70 kg +	Ceva	-	-	-	1000 kg +	Panalpina	
Japan Exception CHIRYU	< 70 kg	DHL Express	70 kg +	Ceva	-	-	-	1000 kg +	Panalpina	Ceva
Malaysia	< 70 kg	DHL Express	70 kg +	Ceva SL3	-	-	-	500 kg +	Panalpina	8 pallets or above, Agility
Philippines	< 100 kg	DHL Express	100 kg +	Agility SL3	-	-	-	1000 kg +	Panalpina	8 pallets or above, Agility
South Korea	< 70 kg	DHL Express	70 kg +	Expeditors International SL3	-	-	-	1000 kg +	Panalpina	8 pallets or above, Agility
Singapore	<70 kg	DHL Express	70 kg +	Panalpina	-	-	-	1000 kg +	Agility	Agility
Thailand	<70 kg	DHL Express	70 kg +	Agility SL3	-	-	-	1000 kg +	Agility	Ceva
China	Contact Site Logistics team				Contact Site Logistics team			Contact Site Logistics team		
Taiwan - Taipei, Keelung, Taichung, rest of Taiwan	< 70 kg	DHL Express	70 kg +	Agility SL3	-	-	-	1000 kg +	Agility	Dachser
Taiwan- Kaohsiung	< 70 kg	DHL Express	70 kg +	Agility SL3	-	-	-	1000 kg +	Panalpina	Dachser
Vietnam	< 100 kg	DHL Express	100 kg +	Expeditors International SL3	-	-	-	1000 kg +	Panalpina	Dachser

Europe	< 50 kg	DHL Express	50 kg +	Agility SL3	-	-	-	1000 kg +	Panalpina	Panalpina
Europe Exception Germany	<40KG	DHL Express	40 kg +	Agility SL3	-	-	-	1000 kg +	Panalpina	Panalpina
Europe Exception Hungary	<65KG	DHL Express	65 kg +	Agility SL3	-	-	-	1000 kg +	Panalpina	Panalpina
Europe Exception Italy	<70KG	DHL Express	70 kg +	Agility SL3	-	-	-	1000 kg +	Panalpina	Panalpina
Europe Exception Romania	< 50 kg	DHL Express	50 kg +	Agility SL3	-	-	-	1000 kg +	Agility	Panalpina

Carrier Information					
Carrier	Phone	Contact Name	Email Address / Web Site	Account Number	
Agility	852-2211 8522	Man Ho	hmanho@agility.com	Contact Buyer or see PO	
Conway (USA to Chicago)	Phone: 847-390-6710 Fax: 847-824-3829	Customer Service	www.con-way.com/webapp/servicecenter_app/ServiceCenterInfo/ServiceCenterStart.jsp?dest=fastmap2000&logotoggle=S&SICInfo=Y&TTMapInfo=N	Bill 3rd party to Celestica San Jose, 5325 Hellyer Ave., San Jose, CA 95138	
Conway (USA Los Angeles)	Phone: 310-605-0208 Fax: 310-631-0843	Customer Service	www.con-way.com/webapp/servicecenter_app/ServiceCenterInfo/ServiceCenterStart.jsp?dest=fastmap2000&logotoggle=S&SICInfo=Y&TTMapInfo=N	Bill 3rd party to Celestica San Jose, 5325 Hellyer Ave., San Jose, CA 95138	
Ceva	852 2590 4170	Winnie Leung -Air	winnie.leung@cevalogistics.com	Contact Buyer or see PO	
Ceva		[DL] HKG CS - Air	[DL] HKG CS <HKGCS@cevalogistics.com>	Contact Buyer or see PO	
Ceva	0755-82864966*374	Daisy Zheng - Ocean US lane	daisy.zheng@cevalogistics.com	Contact Buyer or see PO	
Ceva	0755-82213366*396	Susan Huang - Ocean US lane (Asst. Mgr. Ocean Export)	Susan.Huang@Cevalogistics.com	Contact Buyer or see PO	
Ceva	0755-82213366*303	Darren Wen - Ocean EU lane	darren.wen@cevalogistics.com	Contact Buyer or see PO	
Ceva	0755-82213366*657	Alice Wang - Ocean EU lane	alice.wang@Cevalogistics.com	Contact Buyer or see PO	
Ceva	0755-82864902	King Huang - Ocean EU lane (Mgr. Ocean Export)	King.Huang@Cevalogistics.com	Contact Buyer or see PO	
Ceva	0755-82864900	Louise Liu - Ocean AU lane	Louise.Liu@Cevalogistics.com	Contact Buyer or see PO	
Dachser HK (Import)	Air Import: 852- 2751 5479 / 852- 2751 5710 Ocean Import: 852-2751 5459 / 852-2751 5737	Air Import: Shing Wai Cheung / Ricky Tsui Ocean Import: Gary Chan / Amanda Mok	Air Import wai.cheung@dachser.com ricky.tsui@dachser.com Ocean Import gary.chan@dachser.com amanda.mok@dachser.com	Contact Buyer or see PO	
Expeditors International	Customer Service (HK)	Customer Service (HK)	https://www.expeditors.com/locations	Contact Buyer or see PO	
DHL Express	852-2400 3388	Customer Service (HK)	www.dhl.com	Contact Buyer or see PO	
FedEx	852-2730 3333	Customer Service (HK)	www.fedex.com/?location=home	Contact Buyer or see PO	
FedEx (USA to Chicago)	See web site for local contacts	See web site for local contacts	https://www.fedexfreight.fedex.com/locations.jsp	4615-8358-0	
FedEx (USA to Los Angeles)	See web site for local contacts	See web site for local contacts	https://www.fedexfreight.fedex.com/locations.jsp	4615-8358-0	
Panalpina	852-2760 2490 / 852-2760 2651	Timmy Chan / Patrick Wong	Timmy.Chan@panalpina.com / Patrick.Wong@panalpina.com	-	

USA Origin Consolidation Point						
For USA suppliers only. Please list the full hub address below on the bill of lading. Match the ship from state to the list below to choose the correct hub location. (Do not list this address on the commercial invoice)						
Consignee	Address	Address	Contact Name	Tel	Fax	Email Address
Celestica c/o Panalpina, Inc. Attn: Celestica (Dongguan-SSL) Technology Ltd	Chicago Hub (Elk Grove)	800 E.Devon Avenue, Elk Grove Village, IL, 60007, United States	Celestica Support Desk	630-477-4000 ext 1340	847-545-5568	AE_Celestica_CS.CHI@panalpina.com

Celestica c/o Panalpina, Inc. Attn: Celestica (Dongguan-SSL) Technology Ltd	Los Angeles Hub (Torrance)	19900 S. Vermont Avenue, Suite A, Torrance, CA 90502	Celestica Support Desk	310-819-4060 ext: 1940	1-310-819-4055 or 1-310-819-4058	celesticaexp.LAX@panalpina.com
Consolidation Hub Location	USA Origin Shipping States					
Chicago Hub (Elk Grove)	AL, AR, CT, DE, DC, FL, GA, IA, IL, IN, KS, KY, LA, MA, MD, ME, MI, MN, MO, MS, NC, ND, NE, NH, NJ, NY, OH, OK, PA, RI, SC, SD, TN, TX, VA, VT, WI, WV					
Los Angeles Hub (Torrance)	AZ, CA, CO, ID, MT, NM, NV, OR, UT, WA, WY					

International Documentation Requirements

To: All Vendors. (Please forward this instructions to the traffic/shipping departments)

Please ensure the proper shipping documents, with complete and correct information, are sent with each shipment.

Warehouse address:	CELESTICA HONG KONG LTD 4/F GOLDLION HOLDINGS CENTRE 13-15 YUEN SHUN CIRCUIT SIU LEK YUEN, SHATIN, NT, H.K. TEL. 852-2727 5461 FAX: 852-2714 4849
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These documents are required to complete the import process and must accompany all shipments:

1 Proforma Invoice 2 Packing list 3 Air Way Bill

The Pro forma Invoice should include:

1-Supplier Name, Address, Contact and Telephone Number

2-Consignee Name :

All Commercial invoices must list the following address. **Please do not list a consolidation point address on the commercial invoice.**

Celestica (Dongguan-SSL) Technology Ltd.
Northern Area, Song Shan Lake,
Science and Technology Industrial Park,
Dongguan City, Guangdong Province, 523808, China
TEL. 852-2727 5461 FAX: 852-2714 4849

3-Date of shipment

4-Invoice Number

5-Celestica Purchase Order and PO Line number

6-Name of Celestica Buyer

7-Celestica Part Number

8-Complete, Clear Description of Goods- Do not use abbreviations or codes -

9-Quantity of each shipment shipped

10-Number of cartons or skids, weight and dimensions.

11-Unit price

12-Total invoice price

13-Currency of settlement (US dollars)

14- Incoterms

15- Forwarder & Tracking #

US origin vendors/shipper (those shipping to the consols), a Shippers Export Declaration (SED) or an Automated Export System Record (AES) is required

<http://www.access.gpo.gov/bis/ear/pdf/758.pdf>

<http://www.census.gov/foreign-trade/regulations/reqs/regulations20080602-federalregister.pdf>

Please forward these documents prior to arrival of shipment to Panalpina dock. Send to the email above and attach a copy on the outside of the shipping carton.

1-Commercial Invoice (please refer to the above international documentation requirements).

2-SLI / EEI http://www.panalpina.com/www/usa/en/home/documents_downloads.html

3-Packing List

4-Certificate of Origin

- Celestica Hong Kong Ltd. **WILL NOT** accept additional charges incurred in shipping by alternate unapproved carriers without prior authorization from Hong Kong warehouse Dept. All additional costs will be Charged Back to vendor.

- Failure to comply with this instructions will cause delays in the importation process.

Weight Definitions and Calculations

Actual Weight:

- The weight of a package using a standard scale rounded to the next full pound / KG. (Example: a 12 1/2 pound carton will have an "actual weight" of 13 pounds).

Dimensional (Volumetric) Weight:

- A calculation used to reflect a package's density. The International Air Transport Association (IATA) volumetric standards is used to determine the dimensional weight.

- A calculation used to determine the three-dimensional space the carton occupies: length x width x height measured in cubic inches or cubic centimeters.

Chargeable Weight:

- The chargeable weight of the shipment will be the higher of the volumetric weight or the gross weight.

How to Calculate Volumetric Weight (International air shipments)

International Shipments Calculation with Freight Forwarders (Aqility, CEVA and Panalpina)

Imperial (IN / LBS)
 DIMENSIONAL WEIGHT = $\frac{\text{Length} \times \text{Width} \times \text{Height} = \text{Cubic Inches}}{166 \text{ (International)}}$

Metric (CM / KG)
 DIMENSIONAL WEIGHT = $\frac{\text{Length} \times \text{Width} \times \text{Height} = \text{Cubic Centimeters}}{6000 \text{ (International)}}$

International Shipments Calculation with DHL Express, TNT Express and FedEx Express

Metric (CM / KG)
 DIMENSIONAL WEIGHT = $\frac{\text{Length} \times \text{Width} \times \text{Height} = \text{Cubic Centimeters}}{6000 \text{ (International)}}$

International Shipments Calculation with DHL Freight and TNT Economy

Metric (CM / KG)
 DIMENSIONAL WEIGHT = $\frac{\text{Length} \times \text{Width} \times \text{Height} = \text{Cubic Centimeters}}{4000 \text{ (International)}}$

Identifying what your chargeable weight will be:

Example - Imperial Calculation

Actual Pallet Weight = 250lbs
 Pallet Dimensions = 48 x 40 x 50in
 Pallet Volumetric weight = $(48 \times 40 \times 50) / 166 = 693.97\text{lbs}$
 Chargeable Weight of shipment = 694lbs

Example - Metric Calculation

Actual Pallet Weight = 150kg
 Pallet Dimensions = 122cm x 102cm x 120cm
 Pallet Volumetric weight = $(122 \times 102 \times 120) / 6000 = 248.88\text{kg}$
 Chargeable Weight of shipment = 249kg

How to Calculate Volumetric Weight (USA Domestic air shipments)

Imperial (IN / LBS)
 DIMENSIONAL WEIGHT = $\frac{\text{Length} \times \text{Width} \times \text{Height} = \text{Cubic Inches}}{166 \text{ (USA Domestic)}}$

Example - Imperial Calculation

Actual Pallet Weight = 250lbs
 Pallet Dimensions = 48 x 40 x 50in
 Pallet Volumetric weight = $(48 \times 40 \times 50) / 166 = 578.31\text{lbs}$
 Chargeable Weight of shipment = 578.5lbs

or

Example - Imperial Calculation

Actual Pallet Weight = 600lbs
 Pallet Dimensions = 48 x 40 x 50in
 Pallet Volumetric weight = $(48 \times 40 \times 50) / 166 = 578.31\text{lbs}$
 Chargeable Weight of shipment = 600lbs

Length or Girth - (For Domestic USA and International shipments with FedEx, Air and Ground)

Your Chargeable Weight will be based on the greater between the actual package weight and the Length and Girth of the package.

Length - is the largest dimension of the carton or object being shipped. For example, if the package is very tall (height is greater than the base) use the height as the length.

Girth - is the sum of 2 times the width plus 2 times the height or the measurement around the largest area of the cylinder (see illustration).

