LogiFlow

Inbound/Drop Shipping Process

The Babcock & Wilcox Company (B&W)

Version 1.0

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Process Overview

The following Babcock & Wilcox operating companies have nominated the use of the LogiFlow Transportation Platform (LFTP) to schedule and manage the execution of their inbound shipments.

The Babcock & Wilcox Company
B&W Construction
B&W Chanute MFG
Optimus Industries

Suppliers shipping into the above-mentioned Babcock & Wilcox operating company facilities and B&W sublet facilties will use the LFTP to enter shipment details and the system will book a carrier and provide appropriate shipping paperwork.

Scope:
The current scope of shipments that should use this process is:
- Inbound collect and drop shipments (supplier to non-B&W entity) only, i.e. shipments where Babcock & Wilcox is paying the freight charge.
- Freight shipments only (LTL, volume LTL).
  - **Shipments under 8' and less than 150lbs should ship via FedEx Ground Parcel.**
  - Parcel/small package shipments are <u>not</u> in scope at this time, so those should use your existing processes for scheduling.
  - LTL is considered contiguous US ONLY and if the shipment is less than 10,000 lbs., with no single piece exceeding 8' Long, 7'wide, 7' high or exceeding 5000 lbs per piece.
  - **Shipments more than LTL consideration (truckload) should be sent to bw-transportation@babcock.com for routing.**
  - **Cross border shipments should be sent to bw-transporation@babcock.com to ensure proper paperwork.**

LogiFlow Support:
For questions pertaining to any part of this process, feel free to contact LogiFlow Support at:
- BWSupport@logiflow.com
- 844-564-4356

B&W Logistics Support:
For questions pertaining to any part of this process, feel free to contact LogiFlow Support at:
- BW-transportation@babcock.com

Accessing LogiFlow Transportation Platform:
- Website address: https://tms.logiflow.com
- All users will be required to have their own individual login.
- If you have not yet been provided login credentials:
  - Click "Request Account"
  - When prompted for "Account Authorization Code", type in: **BABWIL**
  - Fill out the requested details and LogiFlow Support will follow up with your credentials.

Business Rules:

Entry Timing

- Babcock & Wilcox has established a goal of having freight shipments entered into the LFTP by **1pm CT on the business day prior to ready-date**. The reason for this is to allow enough time to plan the transportation and book the appropriate carrier on the shipment.
- Requests that are entered after this time will still be honored, however, they are more likely to be rolled to the following date for carrier pickup.
- If shipping outside of the LogiFlow system, note the following address for third party billing:

Babcock & Wilcox Company c/o LogiFlow
PO Box 4365
Davenport, IA 52808

Shipment Entry Process

1. Navigate to https://tms.logiflow.com and log in if necessary.
2. From the initial splash screen, click the big **Ship** button.
3. You are now on the Shipping Dashboard page. Click on the calendar date that corresponds to the **ready date** of the shipment you'll be scheduling.
4. Click **New Shipment Request** to begin the entry process.

5. Header section:
   a. The ready date, origin address, and shipping hours will all default to your account profile. If you do need to change any of these values, you can override the defaults.
   b. The **Paying Party** will automatically populate Babcock & Wilcox. If this needs to be adjusted, you can click 'Not Babcock & Wilcox' and select from the drop-down menu.
   c. The **Pickup Notes** and **Delivery Notes** fields are note fields that will be on your shipping paperwork and will be communicated to the carrier.
   d. The **Notes to LogiFlow** field is a special note field that will trip your shipment for manual review by the execution team. This field can contain any instructions or requests that should be considered when deciding which carrier to book. Please only use this field when you have legitimate reasons to ask the execution team to review the shipment.
   e. Set the **Destination** by using the Quick Search field. You can search by name, address, or city. As you type, the destination results will come back in real-time. Click the appropriate destination from the list to set it.
6. Commodity Detail section:
   a. Each line in this section is a "handling line", i.e. the physical handling unit that the carrier will be loading and accounting for.
   b. Each line asks for the core freight characteristics: quantity, package type, weight, dimensions, freight class, and a general commodity description.
   c. Note as you enter the quantity, dims and weight, the freight class field will automatically update based on your information. You should only need to override the freight class if you are confident that the estimated value is incorrect.
   d. **Important!** Babcock & Wilcox asks that you communicate the PO/part details on each handling unit. To do so:
      i. Click into the "PO #" field and record the B&W purchase order number.
      ii. Then, click into the "part #" field (Part # is the Babcock & Wilcox part number).
      iii. Please complete the part description.
      iv. Set the "qty" value to the quantity of the given part on the given handling line.
      v. To add additional parts to the handling line, click the blue **+**.
   e. To add additional handling lines, click the **add handling item** link.

				Commodity Detail				
Qty	Package	Weight	Dims LxWxH		Est Class	Class	Handling Item Description	HazMat
1	pallet	750	48x48x40	in	60	60	food products		X
contents:	1236973		7100132742	4558210 Y		12	ACME ANVIL TYPE 46	X
	+ 1252933		7100110432	1962899 Y		5	ACME ANVIL TYPE 53	X
1	rack	1200	50x50x50	in	60	60	food products		X
contents:	+ 1257810		7100079187	1962760 Y		7	ACME ANVIL TYPE 76	X

7. Final section:
   a. Please add any reference numbers you'd like to be on the shipment. Do so by clicking the **add** link and then choosing the appropriate type and entering the value. **However, at least one reference # (purchase order, sales order, project #) will be required to process a shipment.**
   b. **Linear Feet** is a required field, which is the trailer front-to-back footage the shipment will consume as it is packed and stacked on the trailer. For a visual explanation, click the **?** next to this field. Note that linear feet is required.

8. Finally, click the **Submit** button. The confirmation screen will provide a **Confirmation Number** which will always start with "BCWC". This is a unique number that will live with the given shipment request throughout its lifecycle.

Carrier Selection and Bill of Lading

The carrier will not be immediately available. Rather, the shipment request will be reviewed by the system and an appropriate carrier will be determined and booked. Once the carrier has been acknowledged and booked, then the carrier will be assigned in the system, and the BOL will be available to print.

If you would like an email alert when the carrier is booked:
1. Click "Shipping Profile" from the left navigation choices.
2. Check the box next to "carrier assignment notification" and then click **Update**.

Once the carrier is booked, they will be listed on the Shipping Schedule:

The icon on the far-right will bring up the Bill of Lading for printing. Please use this LogiFlow BOL as the primary BOL to give to the carrier. If you have additional paperwork, please make sure it is included as secondary pages, rather than the cover page.

Edits / Cancellations

You can make edits and cancellations at nearly any point until the carrier arrives. To do so, click on the shipment needing changes on the Shipping Schedule, and from the lower screen, click the Edit or Cancel button. Please make sure to reprint paperwork if any changes are made.

Thanks

Our goal is to have this be as easy and efficient as possible for you. We sincerely thank you for your support with this shipping process, and if you have any suggestions on ways we can make it easier for you, please reach out to our support and share them. We at LogiFlow look forward to working together.