

2025 Briggs & Stratton LLC
Transportation Routing Requirements

Issue Date: January 2025

This document contains the business requirements for routing and shipping material purchase orders to the Briggs & Stratton network for Domestic and International Suppliers.

Briggs & Stratton requests their Suppliers to cascade this important information throughout their organization as appropriate to ensure alignment and execution on Transportation Routing Requirements.

Key Topics:

- International Routing Request Requirements - Century
- Domestic Routing Request Requirements via CH Robinson Portal – Navisphere
- Power Portal
- Purchase Order Accumulation and Order Synchronization
- Cube, Weight, and Pallet Guidelines
- Mode Assignment
- Carrier Appointment Process
- ASN – Advance Ship Notice
- Emailing Transportation Helpline

INTERNATIONAL ROUTING REQUEST REQUIREMENTS AND INFORMATION

International Suppliers should request routing using Briggs 3rd party provider Century. There is a Platform for which a User ID and password is required to request pickup and input shipping information for Briggs.

- Create Supplier profile at:
 - <https://forms.zohopublic.com/support1642/form/VMSUserRequisitionFormGeneric/formperma/5WgBGezhVnofhX4sC2FTj5nnr4kvcoUi0Nbh9H75GnU>
- Training materials can be obtained by sending an email to:
 - vms_vendoronboard@hk.cds-net.asia
- Access to this platform
 - <https://www.centuryvms.com/#/>

2025 Briggs & Stratton LLC
Transportation Routing Requirements

Issue Date: January 2025

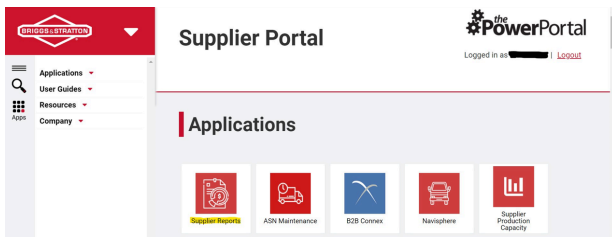
**DOMESTIC ROUTING REQUEST
REQUIREMENTS AND INFORMATION**

Navisphere Portal - CH Robinson Tool

- All U.S. Domestic shipments, TL and LTL, just be entered through this CH Robinson tool referred to as the Navisphere Portal
- All suppliers must submit shipment information using this web-based portal, Navisphere, which can be found: <https://www.chrobinson.com/en-us/>
- New suppliers needing to request access to the Navisphere portal can reach out to the CH Robinson dedicated account team at basco@chrobinson.com or call at 877-921-9801
- CHRobinson will no longer key routing information in for Briggs Suppliers. Those Suppliers that email CHRobinson with Routing requests will need to ensure they have access to the Navisphere portal and trained on how to enter their routing information.
- A user guide for Navisphere can be provided by the CH Robinson team at basco@chrobinson.com or found on the Briggs Power Portal for order entry guidance.

THE POWERPORTAL

The PowerPortal: Supplier Reports Application contains Automated Vendor Schedules (AVS) and Advanced Shipping Notices (ASN) submissions, other reports, news and documentation (www.thepowerportal.com).



- B2B Connex: Discreet Purchase Orders and Advanced Shipping Notices (ASN) submissions, PO confirmation, and electronic invoicing (<https://b2b.basco.com/viewLoginPage.do>).

PURCHASE ORDER ACCUMULATION AND ORDER SYNCHRONIZATION

The PowerPortal for Supplier PO information should be accessed weekly and/or daily based upon shipping volumes into Briggs. It is highly recommended to review the beginning of each week on Monday. Suppliers should review AVS schedules and B2B Discreet POs for shipping volumes into Briggs based upon their location. Below is a regional table to be used when requesting routing for AVS demand quantities:

Origin Shipping Region - Monday Weekly AVS Routing Guidelines

Region	Demand Week
Non-Chongqing	9
Chongqing	11
India	10
Japan	10
Mexico	3
United States	2

2025 Briggs & Stratton LLC
Transportation Routing Requirements

Issue Date: January 2025

- International Suppliers should request routing for demand PO quantities listed in future weeks based upon their regional location defined in the table above. This ensures ocean booking, sailing transit and inland drayage to the US Plant. When AVS quantities change within this timeframe, please contact your key Briggs Material Manager for clarification as the production schedules may have changed.
 - Combining purchase orders for multiple US Briggs plants in a single container is permitted, provided EACH pallet/crate for each individual Briggs location is clearly marked with the Briggs location on both sides of the pallet. The container should be loaded, so that all of the pallets for each Briggs location are loaded together. The destination for this container must be the ADC (Auburn Distribution Center – 1724)

3100 Bee Hive Road
Auburn, AL 36830
 - The standard mode of transit for Briggs is via ocean. The use of airfreight services is an exception, which must be approved by the Briggs Buyer and maybe done at the shipper's expense, if applicable.
 - Briggs has established the preferred Incoterms of FCA Foreign Port of loading, and Briggs will be responsible for the Ocean freight from the foreign port of loading to the final destination.
- Domestic US Suppliers should request routing for demand PO quantities listed in week 2 (refer to Origin Shipping Region table). This allows for the opportunity to optimize pick ups together ensuring timely delivery into the Briggs network.
- Briggs & Stratton desires all Suppliers to ship Purchase Orders on time and in full
- Briggs & Stratton has 2 types of Purchase Orders (blanket/scheduling agreements and discreet).
 - Blanket/Scheduling PO numbers have numerous shipments agreed to by Briggs & Stratton (begin with a "55" numeric series). These are found on the AVS report on the PowerPortal.
 - Discreet PO numbers have defined dates to arrive at Briggs & Stratton facilities (begin with a "45" numeric series). These are found in the B2B Connex application.

2025 Briggs & Stratton LLC
Transportation Routing Requirements

Issue Date: January 2025

- Domestic Suppliers should accumulate all PO's by ship week and request routing via CHR Navisphere Portal each Monday after reviewing the AVS report for week 2 demand.
- Please note, that week 1 demand should have already been shipped into Briggs along with sending an ASN
- Weekly Calendar Example below:

AVS Report Week #	Definition	Mon	Tues	Wed	Thurs	Fri
Week 1	Current Week	Supplier submission via CHR Nav Routing Request for Week 2 AVS Quantities	Supplier follow-up, TMS Optimization and carrier tendering, BOL's	Carrier Pick Up at Supplier and Delivery into Briggs		
Week 2	Next Week	Carrier Pick Up at Supplier and Delivery into Briggs				

Exception to the standard Monday Routing Day apply only to Discrete PO's for which Briggs requires Suppliers to request pick up via CHR Navisphere Portal providing 72 hours leadtime.

Domestic Suppliers must request routing by COB each Monday for Week 2 AVS demand. If a US holiday falls on Monday, then routing

submission will move to Tuesday. This advance routing request provides adequate leadtime to secure optimal cost carrier and capacity to execute shipment. Failure by a supplier to submit routing each Monday may result in a Supplier chargeback for failure to provide adequate lead time. \$150 per occurrence.

2025 Briggs & Stratton LLC
Transportation Routing Requirements

Issue Date: January 2025

Domestic Suppliers may request advance routing up to 2 weeks out in advance. This is not recommended, as small quantity adjustments in demand may occur. Small adjustments to quantity can be made as needed. Please contact CHRobinson at basco@chrobinson.com to review routing if a large quantity adjustment is needed (i.e.

multiple pallets). This will ensure the freight can fit on the routed shipment or if a mode change may be appropriate.

A BOL for the shipment can be found and printed from the Navisphere portal or can also be provided by the CH Robinson team by requesting at basco@chrobinson.com .

When Briggs is requesting an “expedited shipment”, it is important that the Supplier select the expedited flag when requesting routing on the Navisphere portal. This will allow CHR to review any current shipments in progress for possible consolidation. In this case, due to Briggs request there will be no routing compliance charges. These requested expedites must be approved by Briggs. Please see screen shot below with Expedite button.

The screenshot shows the 'Create Order' form in the Navisphere portal. At the top, it displays the account information: 'Briggs & Stratton Inbound - C8636552' with a 'Change' link, and the address '12301 W Wirth St, Milwaukee, WI 53222, US'. Below this, there is a 'Select a Mode*' section with four options: 'LTL', 'Truckload', 'Flatbed', and 'Bulk', each represented by a truck icon. Underneath the mode selection is a 'BASCO PO Number*' input field. To the right of the input field is a section titled 'Attributes (additional charges may apply)' with an 'Expedited' label and two radio button options: 'No' and 'Yes'. The 'Yes' option is selected, and this section is highlighted with a green border.

DIMENSION, WEIGHT, AND PALLET GUIDELINES

When submitting PO shipment request for routing information via Navisphere portal, it is important that accurate information is submitted.

- Dimensions, weight in pounds, freight class and number of pallets are critical data inputs to ensure accurate routing along with carrier assignment.
- CHR will require the following shipment information:
 - Origin address
 - Destination address
 - Weight
 - Piece count
 - Freight class or NMFC
 - Ready date and time
 - Delivery due date
 - Briggs & Stratton PO #(s)
 - Origin contact name & number

MODE ASSIGNMENT

CH Robinson will optimize freight based upon freight characteristics and volumes. A single Supplier shipment maybe LTL – less than truckload by itself but combined with another shipment may shift the mode to TL – truckload.

Modes:

- TL - Truckload to include multi-stop truckloads.
 - Numerous Suppliers may be combined on a truckload. It is important to properly load the truck so the next stop will fit. Please ensure proper labelling of shipments properly for receiving at Briggs.
- LTL – less than truckload normally for single pallet shipments for which no other freight can be combined to create a Truckload shipment

2025 Briggs & Stratton LLC
Transportation Routing Requirements

Issue Date: January 2025

- Parcel Shipments (air and ground)
 - Utilized for non-palletized parcel shipments –
 - Less than 150lbs in weight
 - Less than 96 inches in length on its longest side
 - Combined length and girth ((2 x width) + (2 x height)) cannot exceed 130 inches in total
 - Briggs & Stratton’s preferred parcel carrier is UPS
 - UPS Ground Commercial is the preferred US domestic service
 - UPS Worldwide Expedited is the preferred international service
 - Elevated services above Briggs and Stratton’s preferred services require written approval from Briggs and Stratton
 - Failure to receive written approval for elevated services will result in a refusal of freight charges and a chargeback to the shipper

- Briggs and Stratton’s UPS account numbers by location and business unit can be found below:

Plant	Business Unit	Product Type	Address	City	State	PostalCode	UPS Account #
1702 MFG STATESBORO GA	Power	Engine	7251 ZELL MILLER PARKWAY	STATESBORO	GA	30458	312E20
1703 MFG SHERRILL NY	Turf	Ferris	100 E SENECA ST	Sherrill	NY	13461-1008	126308
1705 MFG POPLAR BLUFF MO	Power	Engine	731 HIGHWAY 142	POPLAR BLUFF	MO	63901	674236
1709 WHSE MENOMONEE FALLS WI	Power	Service Distribution Center	N83 W12529 OLD ORCHARD ROAD	MENOMONEE FALLS	WI	53052	590472
1714 WHSE SHERRILL NY	Turf	Ferris	4245 Highbridge Rd	SHERRILL	NY	13461-1008	320962
1715 MFG AUBURN AL	Power	Engine	150 TECHNOLOGY PARKWAY	AUBURN	AL	36830	3069W2
1715 MFG AUBURN AL	Energy Solutions	Home Standby Generators	150 TECHNOLOGY PARKWAY	AUBURN	AL	36830	7W68W0
1716 MFG WAUWATOSA WI Motor Sports	Power	Motor Sports	3300 N. 124TH STREET	WAUWATOSA	WI	53222	962W14
1720 WHSE WAUWATOSA WI	Corp	Corporate HQ	12301 W WIRTH ST	WAUWATOSA	WI	53222-2110	54143E
1722 MFG B&S ALLMAND BROS.	Allmand	Job Site	1502 W. 4TH AVENUE	HOLDREGE	NE	68949	633542
1723 MFG B&S BILLY GOAT IND.	Turf	Turf Care	1803 SW JEFFERSON ST	LEES SUMMIT	MO	64082-2312	667062
1724 WHSE AUBURN AL	Power	Distribution Center	3100 BEE HIVE RD.	AUBURN	AL	36830	7A72E6
1734 ABM TUCKER GA	Power	Battery	5356 E PONCE DE LEON AVE STE A	Stone Mountain	GA	30083-1326	83V17Y
1740 MFG MUNNSVILLE NY	Turf	Ferris	5375 N MAIN ST	MUNNSVILLE	NY	13409-4003	XW9710
1741 SimpliPhi	Energy Solutions	Energy Storage Systems	3100 Camino Del Sol	Oxnard	CA	93030	5A0621
Customer Education Center	Power	Training	W140N9059 LILLY RD	MENOMONEE FALLS	WI	53051	1R32V6



2025 Briggs & Stratton LLC
Transportation Routing Requirements

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CARRIER APPOINTMENT PROCESS

CH Robinson will tender freight to carrier partners for which the carrier will need to arrange scheduling a pickup appointment at either the Briggs Supplier for an Inbound Shipment or Briggs Facility for an Outbound Shipment.

Briggs Facilities are utilizing the Open Dock platform for appointment scheduling. CHR schedules these appointments on behalf of the carriers. Any questions regarding when a carrier is scheduled please direct to:

Basco@chrobinson.com

Trailer Loading Inbound from Suppliers – Requirements

Suppliers are expected to load freight that was requested in the Navisphere portal. Freight should be palletized and stretchwrapped for securing shipment integrity while in transit. A BOL is to be given to the driver. The BOL can be printed from Navisphere or can be set up to be pushed directly to a user when a carrier is booked.

Trailer seals need to be used for truckload shipments and notated on the BOL with the respective seal #.

Multi-stop Truckload Requirements

Many of Briggs truckload shipments are multi-stops for which the first Supplier will be loaded in the nose of the trailer. Please ensure secure loading of pallets tight in the trailer to allow the next stop to fit and secure freight. Load bars or straps should be used to help secure the freight in partnership with the carrier pick up.

Upon each stop of the truckload shipment, a trailer seal will need to be re-applied and notated on the final BOL stop. All seals will remain with paperwork and presented to Briggs upon delivery to their facility.

2025 Briggs & Stratton LLC
Transportation Routing Requirements

Issue Date: January 2025

ASN – ADVANCED SHIPPING NOTICE

Briggs & Stratton employs an Advanced Shipping Notice (ASN) process to acquire detailed and timely information regarding a pending supplier delivery. It is imperative that Suppliers utilize the ASN process in a timely manner. The payment process to our Domestic Suppliers begins with receipt at the respective Briggs location.

- EDI set up: Please send your respective key supplier contact information to edisupport@basco.com and request an IT ticket be opened for ASN EDI connection with Briggs.
- ASN manual submission depending upon PO type: Power Portal (www.thepowerportal.com) along with B2B Connex (<https://b2b.basco.com/viewLoginPage.do>),

Include the requested information, so that Briggs & Stratton may more effectively prepare to accept delivery.

NON-COMPLIANCE CHARGEBACKS

It is Briggs & Stratton's policy to chargeback Suppliers for costs incurred for non-compliance to the requirements described in this Guide. The purpose of chargebacks is not to create revenue for the company, but to recover operating expenses incurred for correcting Supplier errors. This policy creates awareness with our Supplier partners, ensures cost recovery and supports the goals of Briggs & Stratton and its supply chain.

When Briggs incurs Expedited Premium freight expense due to a Supplier not meeting agreed upon routing requirements, ship quantities and/or quality requirements, the Supplier may be charged back for this freight expense. Suppliers will receive communication of this chargeback prior to debiting on invoice.

2025 Briggs & Stratton LLC
Transportation Routing Requirements

Issue Date: January 2025

LOGISTICS RESOURCES

Questions relating to:

- Supplier Support:
supplier.support@basco.com
- The PowerPortal: www.thepowerportal.com
- B2B Connex:
<https://b2b.basco.com/viewLoginPage.do>
- ASN EDI Set up: edisupport@basco.com
- Century VMS Technical Support:
 - Support@cds.com.hk
(HK/China/Europe/Asia)
 - americassupport@cds-net.com
(US/Canada)
- US/CA Domestic shipments and transportation movements:
Smith.Dan@basco.com along with the CHR Team: Basco@chrobinson.com
- UPS Parcel shipments:
Smith.Dan@basco.com
- CHRobinson carrier related questions:
Basco@chrobinson.com
- Navisphere Portal questions:
Basco@chrobinson.com

Briggs CFS is located in Shanghai at this address -

Portworld(**shanghai**) Logistics Technology Co.,Ltd No.675 Jiexun Rd. Lingang,Pudong New District ,Shanghai