

US Customs regulations require all importers causing the arrival of Ocean shipments to US to submit Importer Security Filing (ISF) to CBP no less than 24 Hours **before loading** the container on vessel destined to U.S.

Failure to comply with the ISF requirements could result in denial of entry, monetary penalties (\$5,000 per violation), increased inspections and delay of cargo. Failure to submit an ISF when required, submitting late ISF and submitting inaccurate ISF are all ISF violations according to CBP.

UPS is Rail Division's ISF filer for all shipments. Rail Division includes Electro-Motive Diesel, Progress Rail Services, Progress Rail Manufacturing, Chemetron Railway Products and other Progress Rail Services subsidiaries. All information required for ISF filing must be entered in the ISF-10 form and the completed form sent to the emails identified below. Instructions of how to complete the form are in tab 4.

Rail Division requires all Ocean shippers (customers returning products and suppliers) to follow the instructions below.

1. Non-UPS Carried Shipments

- The shipper is to complete the ISF-10 form in its entirety. The Shipper is to work with the Freight Forwarder to gather information that is not available to the shipper i.e. Container Stuffing Location, Consolidator name and address etc. Rename and save the completed form with the Shippers name and the House Bill number.
- **Send the completed form along with the Bill of Lading, Commercial Invoice and Packing List** to: upscleisf@ups.com; electro-motive_diesel@ups.com and isf@progressrail.com. List the Shipper's name and House Bill Number as Email's subject.
- Once UPS has completed the ISF filing, UPS will respond to the shipper's email.
- If the ISF-10 form is incomplete or contain invalid information, UPS will reply informing the shipper of the issue.
- The shipper is to follow UPS instructions to gather and timely resubmit all requested information.

2. UPS Carried Shipments

- The Shipper is to contact UPS origin office for the scheduling / booking of the Ocean shipment.
- The Shipper is to complete the ISF-10 form in its entirety and provide to UPS Origin office.
- If the ISF-10 form is incomplete or contain invalid information, UPS origin office will directly contact the Shipper with instructions.
- The shipper is to follow UPS origin instructions to gather and resubmit to UPS all information on time.

Rail Division requires ISF-10 form to be sent to UPS **no later than 72 hours prior to loading the container aboard the vessel at the foreign port.**

Failure to provide all required information accurately and on time could result to serious consequences for Rail Division. In instances where Rail Division is fined because of a late, incomplete and/or erroneous data transmission by the Shipper, the party required to provide the ISF information will bear responsibility for the full amount of the fine, as per Purchase Order Terms and Conditions and/or Authorization to Return Material.

More information on ISF can be found at the following link:

<http://www.cbp.gov/border-security/ports-entry/cargo-security/importer-security-filing-102>

These requirements are mandatory for all parties shipping via Ocean to any Rail Division US location.

For any questions about this instruction or the ISF process, contact Rail Division ISF coordinator Peter Petrov at: ppetrov@progressrail.com Phone: 708-387-3904