



Transportation Routing Requirements

Primary: Ellen Moodie
Issue Date: January 2026

INTRODUCTION

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 and Information - Century
- Domestic Routing Request Requirements and Information - CH Robinson Portal – Navisphere
- The PowerPortal
- Purchase Order Accumulation and Order Synchronization
- Key Shipment Information
- Carrier Appointment Processes
- ASN – Advance Ship Notice
- Non-Compliance Chargebacks
- Logistics Resources

INTERNATIONAL ROUTING REQUEST REQUIREMENTS AND INFORMATION

Century VMS

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/support1_642/form/VMSUserRequisitionFormGeneric/formperma/5WgBGezhVnofhX4s_C2FTj5nnr4kvcoUi0Nb9H75GnU
- Training materials can be obtained by sending an email to:
 - vms_vendoronboard@hk.cds-net.asia
- Access to this platform:
 - <https://www.centuryvms.com/#/>

DOMESTIC ROUTING REQUEST - REQUIREMENTS AND INFORMATION





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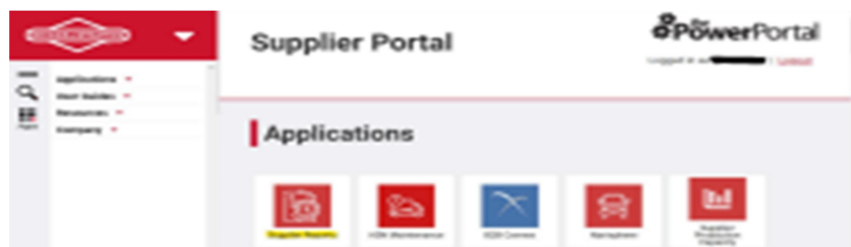
Navisphere Portal – CH Robinson Tool

- All US Domestic shipments less than 150 lbs will move via parcel and must be shipped UPS Ground.
- All US domestic shipments greater than 150 lbs. will move via Truckload or LTL. Suppliers must enter their shipment information through the CH Robinson Navisphere Portal at <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. Supplier failure on keying information into Navisphere may result in a chargeback.
- 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

Demand Quantities for Suppliers

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



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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 shipping location. Below is a regional table to be used when requesting routing for AVS demand quantities:

Origin Shipping Region - Monday Weekly AVS Routing/Booking Guidelines		
Origin Region	Demand Week	Routing/Booking week
Chongqing	11	12
Non- Chongqing	9	10
India	10	11
Japan	10	11
Other Itl (default)	10	11
Mexico	3	4
United States	2	3

Key Callout:

Demand weeks align with total transit time from Supplier dock to receipt at US Briggs location. Advance Routing/Booking request provides 1 week leadtime to secure capacity with ocean carrier partners.

INTERNATIONAL SUPPLIER ROUTING REQUEST

Century – VMS (Supply Chain Platform)

Briggs utilizes Century for International Global logistics functions including consolidation and ocean freight booking activities.

- International Suppliers should request routing/booking for demand PO quantities listed in future weeks based upon their regional location defined in the table referenced above.
- Briggs recommends advance routing/booking with Century 1 week (7 days) prior to “Ready Date/Ship Date”. If shipping quantities change, Suppliers can notify Century for review and adjustments as needed to ocean bookings.
- If a large AVS quantity changes within this leadtime timeframe, please contact your key Briggs Material Manager for clarification as the production schedules may have changed and Briggs needs you to adjust your shipping schedules.
- Combining purchase orders for multiple US Briggs plants in a single container is permitted to fill and maximize the ocean container. EACH pallet/crate for EACH individual Briggs location needs to be clearly marked with the Briggs location on both sides of the pallet. The container should be



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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) located at: 3100 Bee Hive Road, Auburn, AL 36830. This location (ADC) will receive and transfer freight for Briggs network in the US.

- 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 SUPPLIER – ROUTING REQUEST

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.
- 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 quantities.
- Please note, that week 1 demand should have already been shipped into Briggs along with sending an ASN



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- Domestic Weekly Routing 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 along with ability to optimize freight into Truckload Multi-stops. Failure by a supplier to submit routing each Monday may result in a Supplier chargeback for failure to provide adequate lead time.
- Suppliers should be ready to load and ship on Tuesday as Truckload shipments can be tendered immediately by CHRobinson. Suppliers should ensure their "ready date/first available date" is Tuesday of their ship week. Failure to be ready on Tuesday may result in a chargeback.
- 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.

EXPEDITED SHIPMENTS

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



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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 highlighted in box.

The screenshot shows a 'Create Order' form. At the top, it says 'Account' and lists 'Briggs & Stratton Inbound - C8636552' with a 'Change' link. Below this is the address: '12301 W Wirth St, Milwaukee, WI 53222, US'. A section titled 'Select a Mode' has four options: 'LTL', 'Truckload', 'Flatbed', and 'Bulk', each with a truck icon. Below the mode selection is a 'BASCO PO Number' field. To the right of this field is a section titled 'Attributes (additional charges may apply)' with a sub-section 'Expedited' containing two radio buttons: 'No' and 'Yes'. The 'Yes' radio button is selected and the entire 'Attributes' section is highlighted with a green border.

KEY SHIPMENT INFORMATION

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

- Dimensions, weight in pounds, freight class and number of pallets are critical freight characteristics and inputs to ensure accurate routing along with carrier assignment.
- The following shipment information should be reviewed, validated and inputted:
 - Origin address
 - Destination address
 - Weight, # of pallets, cube/DIM
 - Piece count/quantity
 - Freight class or NMFC
 - Ready date and time
 - Delivery due date
 - (55 PO- Tuesday of week 2 demand)
 - (45 PO – defined date)
 - Expedited PO – date from Biggs Buyer)
 - Briggs & Stratton PO #(s)
 - Origin contact name & number



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MODE ASSIGNMENT

International shipments will be optimized by Century. Domestic shipments will be optimized by CH Robinson based upon freight characteristics and volumes.

Modes:

- Ocean – CY/CY, CFS/CY. CFS/CFS
- 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 labeling 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.
- Parcel Shipments (air and ground) – Must ship UPS
 - Utilized for non-palletized parcel shipments:
 - Less than 150lbs in weight
 - Billing will be to the 'Receiver' utilizing the UPS account number assigned to the Briggs destination location.
 - UPS Ground Service for Domestic
 - UPS Worldwide Expedited Service for International
 - 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. Air Freight will be exception based with preapproval from Briggs. Briggs will provide routing instructions if approved.



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

Plant	Address	City	State	PostalCode	Hours	Phone Number	UPS Account #
1702 MFG STATESBORO GA	7251 ZELL MILLER PARKWAY	STATESBORO	GA	30458	0730-1500	912-871-5800	312E20
1703 MFG SHERRILL NY	100 E SENECA ST	Sherrill	NY	13461	0630-1500	315-231-2286	126308
1704 MFG WAUWATOSA WI	3300 N. 124TH STREET	WAUWATOSA	WI	53222	0600-2200	414-259-1909	581436
1705 MFG POPLAR BLUFF MO	731 HIGHWAY 142	POPLAR BLUFF	MO	63901	0700-1400	573-686-3004	674236
1709 WHSE MENOMONEE FALLS WI	N83 W12529 OLD ORCHARD ROAD	MENOMONEE FALLS	WI	53051	0700-2200	262-509-2091	1R04V6
1714 WHSE SHERRILL NY	4245 Highbridge Rd	SHERRILL	NY	13461	0700-1500	315-361-8306	320962
1715 MFG AUBURN AL	150 TECHNOLOGY PARKWAY	AUBURN	AL	36830	0600-1000	334-821-7999	3069W2
1716 MFG WAUWATOSA WI	3300 N. 124TH STREET	WAUWATOSA	WI	53222	0600-2200	414-259-1909	2FX053
1720 WHSE WAUWATOSA WI	12301 W WIRTH ST	WAUWATOSA	WI	53222	0800-1400	414-259-1909	54143E
1723 MFG B&S BILLY GOAT IND.	5375 N MAIN ST	MUNNSVILLE	NY	13409	0600-1630	315-231-2215	XW9710
1724 WHSE AUBURN AL	3100 BEE HIVE RD.	AUBURN	AL	36830	0700-1830	334-539-6030	7A72E6
1734 ABM TUCKER GA	5356 E PONCE DE LEON AVE STE A	Stone Mountain	GA	30083	0630-1600	770-954-2600	83V17Y

CARRIER APPOINTMENT PROCESS

Briggs uses Century Consolidation Services for International shipping to optimize ocean containers and freight flow into the US Briggs network. Century will assign carrier, coordinate shipping and loading of sea freight, along with shipping documents.

Briggs uses CH Robinson for Domestic shipping to optimize and tender freight to Domestic carrier partners for which CHR will arrange scheduling a pickup appointment at the Supplier. CHR schedules these appointments on behalf of the carriers. Any questions regarding when a carrier is scheduled or if a pickup has been missed, please direct to: Basco@chrobinson.com

DOMESTIC TRAILER LOADING INBOUND FROM SUPPLIERS – REQUIREMENTS

Suppliers are expected to load freight that was requested in the Navisphere portal. Freight should be palletized, labelled 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 #.

DOMESTIC MULTI-STOP TRUCKLOAD REQUIREMENTS





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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.

ADVANCED SHIPPING NOTICE (ASN)

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 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.
- ASN Compliance is part of Briggs Supplier Scorecard

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



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back for this additional freight expense. Suppliers will receive communication of this chargeback prior to debiting on invoice.

Below are examples of Non-Compliance issues and potential chargeback expense. This is not an all-inclusive list and Briggs reserves the right to chargeback Suppliers for violations to this Supplier Manual for additional expenses incurred.

Non-Compliance Issue	Chargeback Expense
Domestic Routing Compliance - Failure to route on Monday for week 2 demand	\$150 per PO up to a max of 3 PO's charged for that given ship week
Domestic Routing Compliance - Less than 72 hrs advance notice for discreet PO's	\$150 per PO up to a max of 3 PO's charged for that given ship week
International Routing Compliance - Less than 1 week advance notice of Ready Date	\$150 per PO up to a max of 3 PO's charged for that given ship week
Late or no ASN	\$150 per PO up to a max of 3 PO's charged for that given ship week
Premium Freight Recovery due to Supplier	Incremental expedited premium expense



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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:
 - usdomesticlogistics@basco.com along with the CHR Team: Basco@chrobinson.com
- UPS Parcel shipments:
 - usdomesticlogistics@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