

Addendum A

Import Requirements for Tools and Consumable Goods

Tools

1. (ASTEMO)AM will require suppliers shipping “Tools” for equipment installation - items that are not Consumable Goods, to be sent to the Engineer in Charge of Project to verify what items ASTEMO does not possess and will need to be imported. Once it has been decided what “Tools” will be needed the supplier will send the Commercial Invoice, Packing List, and Explanation Sheet to ASTEMO Import/Export (IEG) and will not be allowed to ship until IEG has advised they are ready to handle the Import should ASTEMO bare the import responsibility.
2. When ASTEMO is the Importer of Record – the shipment terms need to be Delivered Duty Paid (DDP-ASTEMO Location) – IEG will instruct the broker for customs clearance, but all brokerage and duty costs will need to be billed back to the supplier.
3. If supplier has a US Entity it will be their responsibility to act as the “Consignee” Importer of Record for the shipment and the applicable ASTEMO-AM Location will be the deliver to the address on the invoice. Incoterm will also be Delivered Duty Paid (DDP-ASTEMO Location)

Consumable Goods

4. If the supplier is shipping consumable goods (example- screws, bolts, sensors, etc.) They will need to be shipped separate from the “Tools”.
5. The same process will follow for consumable goods as mentioned above for “Tools”- IEG must advise when shipment is okay to proceed and incoterm will be Delivery Duty Paid (DDP-ASTEMO Location)
6. For all Equipment Imports where ASTEMO is responsible for import- an explanation sheet must be provided to ASTEMO’s Import/Export Group 2 weeks prior to shipment, and Commercial Invoice/Packing List 1 week prior to shipment. This requirement will be noted on the PO.

Addendum B

Export Requirements for Tools and Consumable goods

1. Companies that do not have a US Entity- ASTEMO will provide HTS/ECCN and export paperwork. The incoterm will be EXW (ASTEMO Facility). It will be the responsibility of the Supplier to arrange door to door transportation and Export Clearance.
2. Companies that do have a US Entity- They will be responsible for export paperwork and arranging transportation and Export Clearance.

Addendum C

FCC requirements for RF and Digital Devices not directly marketed within the US

(ASTEMO)AM requires that suppliers shipping equipment or spare parts containing Digital Devices ensure that those devices are approved by the Federal Communications Commission (“FCC”).

Digital devices emit Radio Frequency (“RF”) energy, which are regulated by the FCC.

Radio frequency (RF) is any of the electromagnetic wave frequencies that lie in the range extending from around 9 kHz to 300 GHz, which include those frequencies used for communications or radar signals.

1) Digital Devices -- A digital device is an electronic device which uses discrete, numerable data and processes for all its operations.

The FCC regulates most digital devices as part of its overall regulation of RF devices. (47 CFR § 2.801). There are four basic classes of RF devices. These are:

1. **Licensed Transmitting Equipment** (e.g., Television and radio transmitters, Tracking Devices, etc.)
2. **Unintentional and Intentional Radiators of Part 15** (Receivers, Cable systems, Personal Computers, Digital Devices, etc.)
3. **Industrial, Scientific and Medical (“ISM”) Equipment of Part 18** (Microwave Ovens, Ultrasonic humidifiers, ISM equipment for heating, ionization of gases, mechanical vibrations, acceleration of charged particles, etc.)
4. **Any part or component** of the above *which in use emits RF energy* by radiation, conduction, or other means

2) RF Device Labeling Requirements

RF devices cannot be marketed in *or imported* into the United States without complying with FCC requirements including equipment authorization and labeling requirements. (47 U.S.C. § 302a(b); 47 CFR § 2.803).

3) Unintentional Radiators of RF

The second category of regulated products includes *digital devices* (like computers, etc.). Digital devices are regulated as unintentional radiators under Part 15 of the FCC’s regulations (47 CFR § 15 *et seq.*). The FCC defines the term “digital device” as: “Devices/systems that generate and use digital timing signals operating at greater than 9000 cycles/second and uses digital techniques

4) Peripheral Devices

Digital Peripheral devices are also regulated by the FCC and must meet FCC (47 CFR § 15.100 (d)). Examples of Digital Peripheral devices: terminals, printers, video monitors, keyboards, etc.

5) Laser Devices (FDA) Food and Drug Administration

All devices that use a laser need to be approved by ASTEMO's Import Export group for both FCC and the Food and Drug Administration ("FDA") (21 CFR §1040.10). All Laser products shipped to the U.S. market must be FDA certified: Information needed prior to the purchase of a laser includes:

- FDA Accession Number
- Manufacturers Name and Address
- Model Number

*The FDA information above should be determined at the time of purchase. If the FDA information is unavailable at the time of purchase, the supplier is responsible for obtaining this information from the FDA at their own expense and cannot ship until FDA compliance is met.

6) FCC Labeling

Devices that require an equipment authorization are also subject to labeling requirements (47 CFR § 15.19).

7) Class A Digital Devices or Peripherals – User Manuals

Class A digital devices or peripherals, which are devices and peripherals that are marketed exclusively for use in business, industrial and commercial environments, must include the following statement in its user manual or instructions furnished the user:

NOTE: This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his/her own expense.