

Number: 210  
Issue: 001  
Date: 9<sup>th</sup> March 2007

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## Document Title: Civil Aerospace change of Delivery Addresses

For the attention of the Managing Director

Dear Sir or Madam,

### Scope

- All suppliers in receipt of purchase orders and schedule agreements for Original Equipment Gas Turbines parts from Derby Plants:-
  - 1201(Development);
  - 1202 (New Production);
  - 1203 (Spares)

### Background

- Rolls-Royce is implementing ERP functionality within its Civil Business in Derby at Easter 2007. To enable this implementation, the delivery address for all Non Manifest (direct delivered) materials needs to be changed for a period from 1st April 2007 until further notice. All materials collected using Manifest require no changes.

### Resultant Changes

- Schedule Agreements and Purchase Orders will not be updated by Rolls-Royce plc to reflect this address change. Vendors will need to amend their delivery paperwork.

### Action Required

- Cascade the content of this NTS within your company / personnel – as necessary
- All Non-Manifest deliveries arriving in Derby from 1st April 2007 should be addressed to:

CEVA Logistics  
Plot 3  
Pond End  
Willow Farm Business Park  
Castle Donington  
Leicestershire  
DE74 2US

- All standard packaging labels should remain to the SABRe standard identifying receiving Plant and Storage Location
- We look forward to your continued support and drive in adhering to the working changes as part of our improvement programme.

- If you have any queries regarding the new improved changes, please do not hesitate to contact the undersigned by return, or contact your local Logistics interface for further details.

## Timings

- 30<sup>th</sup> March 2007 – last parts accepted for receipt at Parts Service Centre
- From 1<sup>st</sup> April 2007 – parts accepted at Willow Farm until further notice.

Yours faithfully,

For Rolls-Royce plc:



Steve Furness  
Purchase Director – UK region

Authorised by:



Lawrence Jenkins  
Global Supplier Development  
& Quality Operations Director