

# Packaging Guidelines

## Cardboard Shipping Container

**Original Equipment Manufacturer (OEM) packaging material is the preferred method to ship equipment. If the OEM packaging material is not available, follow these general guidelines to package cabinet rack-mounted COTS equipment using the MUOS custom long cardboard box.**

### General Guidelines

CONUS (Continental US) shipments (Northwest, NAVSOC HQ & DD, and other continental shipments) require a *minimum of 4 inches* of protective foam padding at the front and rear of each MUOS item packaged.

OCONUS (Outside Continental US) shipments (Wahiawa, Geraldton, Niscemi, and other off continental shipments) require a *minimum of 6 inches* of protective foam padding at the front and rear of each MUOS item packaged.

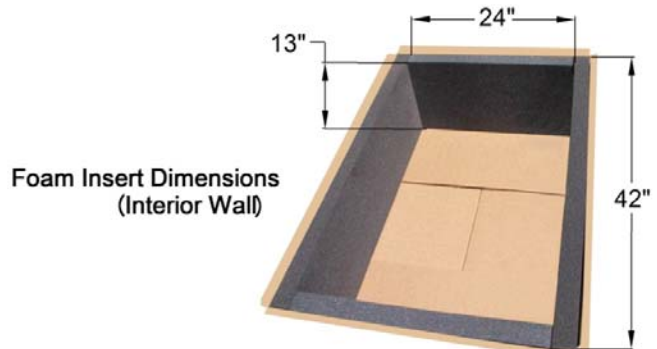
Long cardboard boxes leaving Scottsdale and packaged by GD packaging will have spray-in foam surrounding the item in the box. If possible, when items are returned from site to Scottsdale, re-use the original package with the spray-in foam for that particular piece of equipment.

The MUOS custom long cardboard box shall only be used for one round trip from Scottsdale to any site.

If the original spray foam is not available at site, then use the following procedure regarding foam inserts. Items packaged in the MUOS long cardboard boxes need to be packed to minimize as much movement of the unit as possible using foam inserts. Use only dense foam at least 2 inches thick.

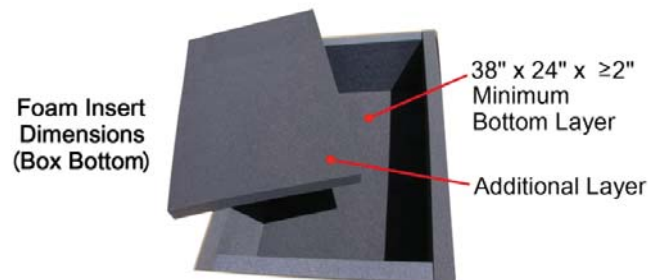
### Packaging Procedure

1. Place 2-inch thick foam inserts into the box surrounding all four interior walls.



2. Insert at least one layer of 2-inch thick foam on the bottom of the box to fully cover the exposed cardboard. The number of bottom foam layers used will depend on the height of the unit being shipped.

Allow room for one layer of foam to be placed on the top of the packaging.



3. Place equipment to be shipped and center it in the box.

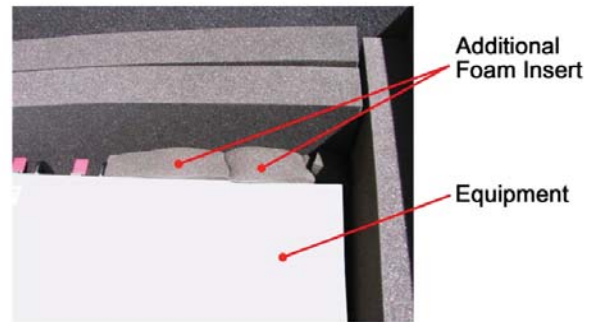
Insert foam along both sides of the equipment.

Insert foam at the front and rear of the equipment.

*\*A minimum of 4" of foam is required at the front and rear of each item packaged in a MUOS long cardboard box.*



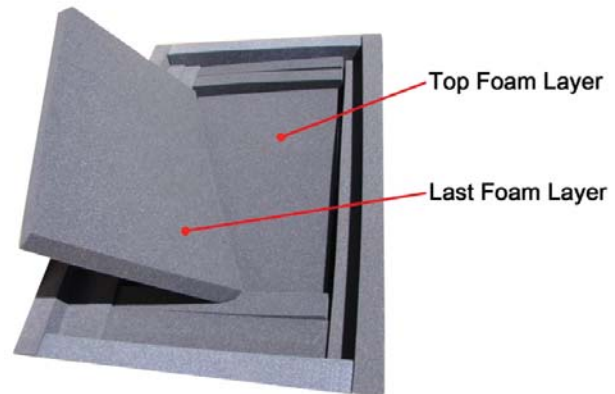
4. Insert additional foam into any voids and areas that allow equipment movement within the box.



5. Insert top layer of foam over the equipment.

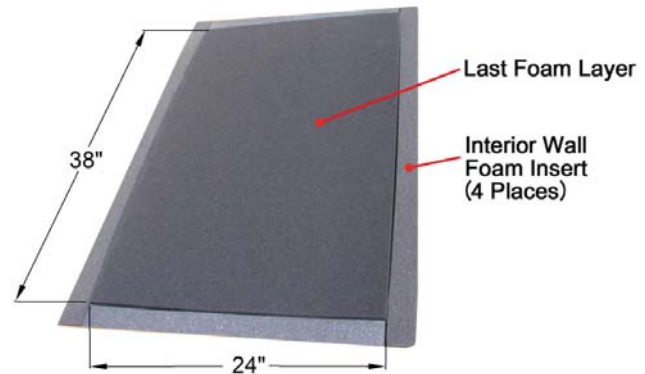
This layer of foam is applied to bring all the foam to the same level before the last layer of foam is applied to the top.

The layers and dimensions of the top layer(s) of foam will vary according to the size of the equipment.



6. Insert the last layer of foam over the top.

This last foam layer should cover all other layers of foam and fit flush and level with the interior wall foam inserts placed in Step 1.



7. Close the box and tape all edges.

Place a red FRAGILE label on all sides of the box.

*Do NOT package anything else in the box except the equipment.*



Questions regarding use or proper packaging should be addressed to:  
**General Dynamics ILS packaging**  
**Customer Service Organization** email: [customer.service@gd-ms.com](mailto:customer.service@gd-ms.com)

Telephone: 877-449-0600