



Newport News Shipbuilding
A Division of HII

4101 Washington Avenue
Newport News, VA 23607
Telephone 757-380-2000

HII.com

To: Freight Carriers and Suppliers

From: IPPC, Traffic Office

Date: December 5, 2025

Subject: Holiday Shutdown

Newport News Shipbuilding will be closed for the Holiday from Wednesday, December 24, 2025 through Sunday, January 4, 2026 and will reopen on Monday, January 5, 2026.

Escort Service

- Truck escort service to enter the yard at NNS will stop at 6 p.m. on Tuesday, December 23, 2025.

Main Receiving – 2175 Aluminum Avenue, Hampton, VA 23661, Bldg. B

- Last day for normal deliveries will be 2:00 p.m. on Thursday, December 18, 2025 for all carriers- Full Truckload and LTL (Less-Than-Truckload).
- Local Carriers will be advised to hold LTL shipments during the shutdown until Monday, January 5, 2026.
- Any suppliers or carrier attempting to make Truckload deliveries during the holiday shutdown period should be directed, by Security, to return to Receiving after Monday, January 5, 2026 or contact Miller Transfer to make arrangements for delivery.

Miller's hours of operation are:

7:30 a.m. – 3:30 p.m. weekdays and 7:30 a.m. – Noon on Christmas Eve and New Year's Eve.

Craig Smith
1301 Victory Blvd
Portsmouth, VA 23702

Cell: (757) 636-9644
Email: csmith@millertransfer.com

- Main Receiving will be open on December 29th, 30th and January 2nd from 6:00 a.m. to 2:00 p.m. only for FedEx, UPS, and emergent material needed over shutdown or for startup. FedEx has communicated that the local office will not be able to hold packages.
- All packages delivering to a NNS address over shutdown will be redirected to Main Receiving and be delivered via O54 and Mailroom personnel on January 5, 2026.

- When possible, arrange for FedEx shipments to arrive prior to Tuesday, December 23, 2025 or after Main Receiving opens on Monday, January 5, 2026 to minimize extra handling at NNS.
- Emergent material shipments to be received after Thursday, December 18, 2025 must have Sharonda Newby's (757) 510-8415 approval to be accepted.
- For emergent material needed over shutdown or startup that can't be received before shutdown or the days Main Receiving is open during shutdown, the Logistics team will support – Contact Tequetta Davis at (757) 814-4733 or Standby personnel at (757) 880-3514 to coordinate.

Facilities

- Last day for normal deliveries will be at 1:00 p.m. on Thursday, December 18, 2025 for all carriers- Full Truckload and LTL (Less-Than-Truckload).
- Facilities POC is Alexis Wethington (757) 503-8812.
- Emergent material shipments must have Vivian Lopez's (757) 510-8415 approval to be received after Thursday, December 18, 2025.

Tool Room

- The Tool Room at Bldg. 264, Stop 344 will be open December 23, 2025 from 6:00 a.m. to 1:00 p.m., POC is Shawn Johnston (757) 284-9042.
- Last day for normal deliveries at other Tool Room locations will be at 1:00 p.m. on Thursday, December 18, 2025.

Mailroom - 4101 Washington Avenue

- Mailroom will be open on Tuesday, December 23, 2025 from 7:00 a.m. to 3:00 p.m.
- POC for December 22nd and 23rd is Matt Cuellar (757) 585-0545.
- Mailroom will be closed throughout shutdown. Standby POC is Jim Hall (757) 613-4974.

Shipping, West Park 300, West Park 500, Hazardous Material Storage, and the Foundry

The last day for normal pick-ups and deliveries at these locations will be at 2:00 p.m. on Thursday, December 18, 2025. These locations will be closed on Wednesday, December 24, 2025 through Sunday, January 4, 2026. Emergent material shipments after Thursday, December 18, 2025 must be approved by the POC for each location.

For additional questions or concerns over the shutdown period, please contact:

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Traffic Administrator 2
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