

Packaging Specifications

Introduction

The following packaging instructions for supplying goods to VENSYS Elektrotechnik GmbH are the basis for all our business dealings and are contract agreements supplementary to the general conditions of purchase.

This requirement specification is meant to be a simply structured, easy to understand and recommended practice and provisions for packaging.

1. Field of Application

Unless otherwise agreed to, all deliveries to VENSYS Elektrotechnik GmbH have to adhere to the current packaging standards. Any alterations have to be jointly agreed upon with VENSYS Elektrotechnik GmbH.

2. Packaging Specifications

The following points outline the required configuration of standard packaging for deliveries to VENSYS Elektrotechnik GmbH.

2.1 Approved Container Sizes and Variety

2.1.1 General Specifications

The packaging configuration has to provide for:

- Protection of goods from damage and dirt.
- Good accessibility to goods when unpacking (free of damage).
- Optimized filling capacity.
- Labeling of goods.

The specification of sales packaging must be coordinated and approved with VENSYS Elektrotechnik GmbH before the first delivery of the article.

The approval of the packaging does not absolve the supplier from responsibility for damage-free delivery of goods.

Unapproved packaging costs are not covered.

2.1.2 Cardboard Packaging

Cardboard boxes (solid construction) have to be suitable for stacking and the size has to fit without protrusion on Euro-pallets or into box pallets (top edge of box-solid). Small cardboard boxes (max. 600 x 400 x 400 mm) must not weight more than 30 kg. Larger format of boxes only possible after prior agreement.

The packaging material must permit eco-friendly disposal and must be free from damaging substances.

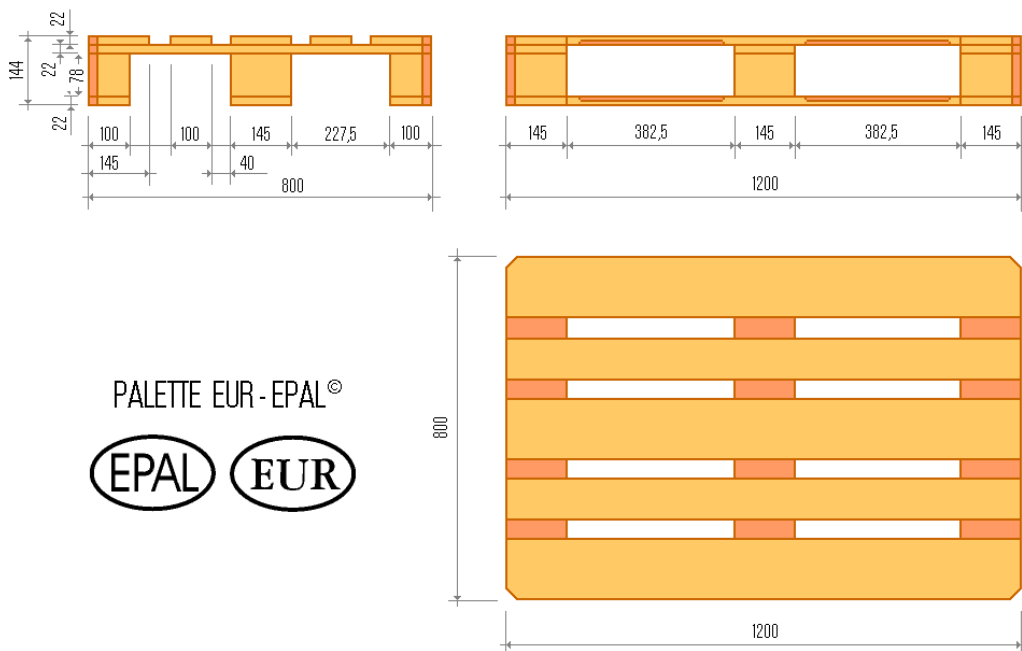
2.1.3 Returnable Containers

Max. size 600 x 400 x 400 mm(overall size)
Max. weight 30 kg

The container has to be clean inside and out to avoid contamination of content. Labels on returnable containers have to be removable. Use of silicon adhesives is not permitted.

2.1.4 Pallets

When using pallets for loading only standardized EUR-pallets are accepted.



The returnable pallets have to be in good condition as agreed under EPAL (defined under <http://www.epal-pallets.de/uk/produkte/tauschkriterien.php>)

Max. pallet height: 160 mm
Max. pallet weight: approx. 1000 kg

Plastic Pallets

Plastic pallets must consist of carbon conductive material to protect sensitive components from electro-static charge and electrical fields.

Overall Measurements

Packaging Specifications



A_QS_000_001_02

Max. length	≤ 1200 mm
Max. width	≤ 1000 mm
Max. height	≤ 1000 mm
Max. weight	≤ 1000 kg

2.1.5 EUR Box Pallets / Mesh Box



- Euro Box Pallets (UIC standard 435-3, DIN 15155), EPAL standard
- Overall measurement 1240 x 835 x 970 mm
 - Max. overall weight 1000 kg

Folding Box Pallets

- Overall measurements 1200 x 800 x 1000 mm
- Max. overall weight 1000 kg

2.1.6 One Way Pallets

Overall Size

- | | |
|-------------|------------------|
| Max. length | ≤ 1000 mm |
| Max. width | ≤ 800 mm |
| Max. height | ≤ 1000 mm |
| Max. weight | approved payload |

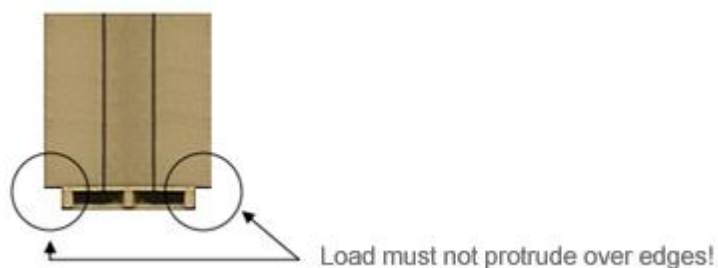
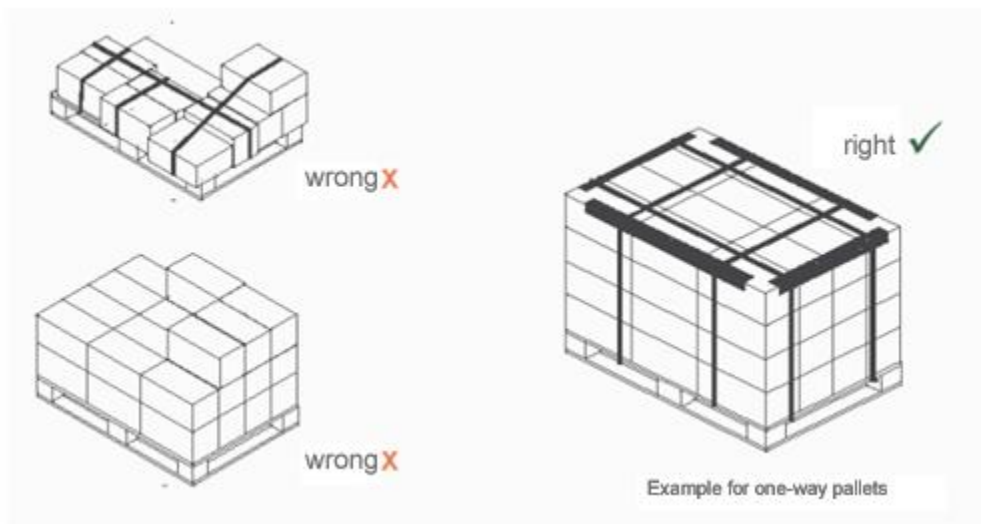
Quality Requirements

- Only pallets with undamaged wood.
- No protrusion of wooden parts beyond the outer measurements.
- No protruding nails.

2.2 Loading and Transport

The individual packages have to be packed into a unit safe for transport and have to be fixed with approved tightening belts.

- The charge has to be secured adequately with belts running in both directions between the pallet blocks and underneath the pallet boards, **not** underneath the skids
- The packages have to be protected from the belts by placing a protective cardboard or plastic angle brackets over the edges or by a protective lid.
- The top layer of the charge has to be flush to allow stacking of more units on top.
- The allowed max. bearing load and max. imposed load must not be exceeded.
- When stacking charge carrier (pallets) and charge the permissible imposed load has to be observed.
- Stacking of damaged carriers (pallets) is not permitted.



2.3 Approved Packaging Materials

The following table shows all materials approved for one-way packaging. For reasons of warranty, recycling and operating expense involved only selected materials are allowed:

Material	Approved	Not Approved
Compound Materials		Compound materials are not approved
Plastics in general - One-way - Re-usable	PE,PP,PS,PET According DIN 6120 PE,PP,PET,ABS According DIN 6120	PVC, Polystyrene PVC, Polystyrene
Selected plastic materials Foil/Sheeting Bags Protective/ Insulating Caps Pipes Vacuum formed inserts	PE PE PE PE,PP,PS PE,PP,PS,PET,ABS	
Cardboard and paper	Marked with RESY-symbol	Treated with wax, paraffin, bitumen or oil
Tightening belts	PP, PET steel	Polyamide belts Polyester belts
Anti-corrosion paper	VCI-papers verifiably recyclable	Paper impregnated or saturated with oils, wax or bitumen
Wood	According to IPPC standard	Chipboard, impregnated, coated or painted wood
Filling material	Corrugated cardboard, paper, biodegradable loose fill	Polystyrene loose fill or molding

2.4 True-to-Type Packaging

Different types of parts/components must not be packed in one packaging unit.

Under batch management requirement mixing part charges from different batches is not allowed. Components under batch management requirement have to be packed separately and labeled accordingly.

One item on the delivery note must always correspond to at least one packaging unit.

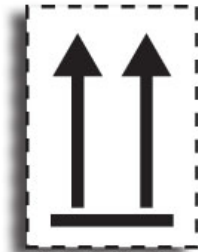
2.5 Labeling for Handling Directions

If content requires special handling of goods clearly visible labels have to be attached to the charge.

For instance:



Component sensitive to electrostatic charges



Top



Permissible temperature



Protect from wet

2.6 ESD sensitive Parts

For parts which can be damaged by electrostatic discharge the following requirements apply:

- ESD sensitive parts are to be shipped in ESD-safe packaging material (antistatic bags).
- Description of part is to be attached to the outside of ESD packaging.
- Antistatic packaging is to be sealed with a sticker bearing the ESD symbol.
- Filling material has to have antistatic properties.
- Already the outer layer of packaging has to indicate ESD sensitive parts.

2.7 Delivery to VENSYS Elektrotechnik GmbH

2.7.1 Labeling of Goods at Delivery of Stocks







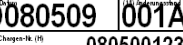


To provide clear and quick identification of stock on arrival the goods have to be identified with a transport label according to VDA 4902 (point 8: Sachnummer = VENSYS article number).

This is to ensure easier registration of goods received and should reduce errors.

The label has to be attached to each article and each packaging unit.
Example:

- 2 packaging units on a Euro pallet – each unit gets one transport label and the quantity stated correlates with number of articles per packaging unit.
- Single boxes of one article on a Euro pallet – it is sufficient to attach one transport label to the pallet stating the total number of articles on that pallet.
- One type of article on more than one pallet – each pallet has to be labeled stating the number of articles on each pallet making up the total quantity.

Sample of transport label:

(1) Empfänger-Logo Muster-Abladestelle 01234 Adorf	(2) Abkürzung / Kürzel MKABL	Legende: Kennungsschiff S
(3) Lieferschein-Nr. (6) 100589 	(4) Lieferant Herrmann Datensysteme GmbH 02692 Ebendorfer	
(5) Gewicht (kg) 20	(6) Gewicht (kg) 72	(7) Anzahl Pakete 10
(8) Such-Nr. (8) 10 034 		
(9) Füllmenge (l) 100 	(10) Bezeichnung, Leihung, Leistung Musterartikel	
(11) Lieferschein-Nr. (4) 541239 	(11) Produkt-Nr. (8) EUROPAL 	
(12) Produkt-Nr. (8) 100589011 	(13) Charge-Nr. (5) 080500123 	
(14) Herrmann Datensysteme GmbH 01234 Adorf, Grunepark 10	(15) Charge-Nr. (5) 080500123 	(16) Kennungsschiff 001A
(17) Herrmann Datensysteme GmbH 01234 Adorf, Grunepark 10	(18) Charge-Nr. (5) 080500123 	(19) Kennungsschiff 001A
(20) Herrmann Datensysteme GmbH 01234 Adorf, Grunepark 10	(21) Kennungsschiff 001A	(22) Kennungsschiff 001A

2.7.2 Receipt of Goods

All goods are received under condition of undergoing subsequent delivery control upon arrival goods are merely receipted regarding number of packages (pallets, boxes, etc.) as well as undamaged condition of transport packaging.

The goods delivered are considered goods received by VENSYS Elektrotechnik GmbH after they have gone through a delivery control by a qualified VENSYS employee. Only then the goods will enter into the responsibility and care of VENSYS Elektrotechnik GmbH.

If transport damage is noticed on arrival of goods VENSYS will have this verified by the carrier on the bill of lading / consignment note.

2.7.3 Dispatch Notification

Deliveries of two or more pallets (or comparable quantity) must be notified to the Warehouse Manager by e-mail (lager@vensys-elektrotechnik.de).

Content:

Dispatch Notice must contain information matching that on the delivery note. Also it must indicate the forwarding carrier and the number of pallets.

Date:

The dispatch notice must be sent to VENSYS at least one day prior to dispatch of goods.

2.7.4 Arrival Time for Deliveries

Monday to Thursday: 7 am to 4 pm
Friday: 7 am to 1 pm

2.7.5 Lay Out Plan of Incoming Goods Department

Access to deliveries via Siemensstraße



3. Consequences of Disregarding the Packaging Specification Instructions

Should the instructions of the packaging specifications be disregarded without having first reached an alternative agreement, VENSYS Elektrotechnik GmbH reserves the right to return the goods in question or to charge the additional work and expenses (reg. time, materials, etc.) to the carrier.

Such deviations from specification will definitely influence the assessment of the carrier and will lead to a less favorable overall evaluation.

4. Contacts

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