

## **1. Goal**

With this general shipping and packaging regulation we want to present our requirements and their responsibilities to our suppliers. It is intended to serve as a simple and practical guide to ensure a trouble-free flow of materials between STADLER Anlagenbau GmbH and the supplier.

Deviations from these shipping and packaging regulations must be explicitly agreed in writing with STADLER Anlagenbau GmbH.

## **2. Delivery address**

Please note the details of our orders regarding the delivery and invoice address.

## **3. Goods receiving hours**

STADLER Anlagenbau GmbH  
Max-Planck-Straße 21  
88361 Altshausen  
DEUTSCHLAND

Monday - Thursday	06.30 a.m. – 3:30 p.m.
Friday	06:30 a.m. – 12:00 a.m.

Deliveries outside the operating hours above must be made in advance and in writing.  
(E-Mail: [einkauf@w-stadler.de](mailto:einkauf@w-stadler.de))

## **4. Packaging requirements**

### **4.1 Objective of the packaging requirements**

The waste management objectives of the legislator must be taken into account:

(a) Prevention of packaging waste:

Packaging waste shall in principle be limited to what is directly necessary.

b) Reduction of packaging waste:

Packaging shall be implemented according to economic and ecological aspects.

c) Recycling of packaging waste:

Packaging must be capable of being recycled environmentally friendly.

#### 4.2 General packaging requirements

All goods must comply with the functions and requirements specified in the order documents and in data sheets.

The shipping packaging must ensure that the packaging and loading unit is adequately secured during transport, handling and storage. It must be able to withstand the stresses of the intended mode of transport. This means that the transport route and mode of transport as well as possible influences such as weather and handling during transshipment must be taken into account. The supplier is liable for damage and expenses caused by improper packaging.

The following points must be observed as a minimum in order to ensure that the goods are delivered in the correct quality:

- the packaging must protect the goods from mechanical damage, contamination and corrosion
- Markings, adhesive tapes, strapping, labels, goods tags, etc. must not restrict the recyclability of the packaging material
- the optimum filling edge of the packaging material must be observed and maintained

#### 4.3 Paletts

All shipments are to be delivered on undamaged Euro pallets according to DIN EN 13698-1:2004-01 or Euro pallets with the basic dimensions 1,200 x 800 x 144 mm or Europool mesh box according to DIN 15155/8 - UIC 435-3. These must meet the exchange criteria according to EPAL (<https://www.epal-pallets.org/eu-de/>).

- the maximum loading height including pallet is 970 mm
- the maximum weight including pallet is 950 kg

The foot space of all load carriers must be free of film. Protruding materials, films, papers, labels, tapes, etc. are not permitted. All mixed pallets that are not obviously recognisable must be uniformly marked as such.

#### 4.4 Packaging for sheets, pipes and bars

Deviating loading aids are only permitted for the delivery of long goods or colis. For the delivery of long goods and colis, the load carrier and packaging must be selected by the supplier in such a way that safe transport of the goods is guaranteed:

- collar length, max. 12000 mm, weight max. 3500 kg
- only one article per bundle and pallet

#### 4.5 Disposable Packaging

In order to be able to return the packaging to the material cycle after use, it must be clearly and visibly labelled with standardised pictograms and abbreviations or the recognised symbols of the waste disposal industry.

The packaging units to be transported must correspond to the external dimensions of a Euro pallet (1,200 x 800 mm) or a divider thereof.

The maximum height is variable but limited by the maximum height of a loaded pallet, maximum weight: 15 kg / PU

STADLER Anlagenbau GmbH generally prefers reusable load carriers over disposable packaging.

#### 4.6 Type of the shipping packaging

If an article consists of several parts, it must be packed completely in one packaging unit (set packaging).

Complete delivery quantities according to the purchase order are to be grouped together into load units of one type.

##### 4.6.1 Mixed pallets (several parts with different article numbers on one pallet)

a) the articles with only one or few containers are to be stacked on top

b) the articles with the same article numbers must be arranged one above the other, not next to each other

c) only parts with one and the same article number may be inside one packaging

If goods with different article numbers are delivered within one delivery, they must be packed and marked separately.

##### 4.6.2 Sample deliveries

Sample articles are to be delivered with separate marking. The recipient must be clearly identifiable.

#### 4.7 Marking of the packaging units

Each packaging unit must be provided with a label containing the following information for clear identification:

- Supplier name
- Order number of STADLER Anlagenbau GmbH
- Article number of STADLER Anlagenbau GmbH
- Description of the article
- Procedural position (if noted on order)
- Quantity of the article in the package

In particular, it must be ensured that the information on the delivery note corresponds to the contents of the package. A delivery without this marking will not be accepted and will be returned at the supplier's expense. In case of multiple use of packaging, old or invalid markings and labels must be removed.

#### 4.8 Delivery note

Each consignment of goods must be accompanied by an original delivery note. This must be attached in a clearly visible manner by using a delivery note pocket on the front of the package. If a consignment consists of several packages and/or pallets, each load carrier and its contents must be listed on a packing list. The delivery note must contain the following information:

- Supplier and supplier address
- Order number of STADLER Anlagenbau GmbH
- Article number of STADLER Anlagenbau GmbH
- Description of the article
- Procedural position (if noted on order)
- Delivery quantity
- Partial deliveries are to be noted
- Batch and serial number, if agreed

### **5. Inspection documents**

If agreed, test documents shall be enclosed with the corresponding goods.

### **6. Shipment of dangerous goods**

The legal regulations for the packaging and shipment of hazardous goods and limited quantities [Limited Quantities (LQ)] must be observed and complied with. The supplier shall be liable for all damage resulting from non-compliance with the statutory regulations. In the case of goods with a limited shelf life, the date of manufacture or best-before date must be stated both on the goods and on the delivery note.

### **7. Consequences of disregarding the specific shipping and packaging instructions**

Failure to comply with the requirements of these general shipping and packaging regulations can trigger a complaint and thus have a negative effect on the supplier evaluation. In addition, costs arising from the non-compliance with the present shipping and packaging instructions will be immediately charged to the supplier.

Deliveries which do not meet the defined requirements will be rejected by STADLER Anlagenbau GmbH. The Supplier shall bear the costs for the return delivery.