

Requirements on deliveries to site Moosburg

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1. Transportation of raw materials to BYK-Chemie GmbH

Suppliers may only select hauliers who have suitable transport means at their disposal and comply with all legal requirements (in particular those stipulated in the StVO and the hazardous materials and transportation laws). Only drivers are to be used who possess the necessary reliability and qualifications. Furthermore the relevant documents to prove this should be made available on request and they must be fluent in either English or German in order to follow the instructions of our qualified personnel.

Damaged vehicles, vehicles containing damaged loads or vehicles without sufficient cargo securing are not permitted to enter the premises.

2. Delivery Documentation

Included with every delivery there shall be a certificate of analysis and a delivery note giving the following particulars:

- BYK Order No.
- BYK Code No.
- Batch No.
- Weight (gross/net)

Please send the updated safety data sheet to our email account: <u>MSDS.BYK@altana.com</u>

3. Labelling and Packaging

The packaging must be done in accordance with the specification. Furthermore, it must also ensure transport safety as well as the maintenance of the product quality. Additionally it must be marked according to the legal guidelines.

Changes in net weights, quality of the packaging, palletising or certificates need to be communicated to BYK in advance of the changes in written form.

4. Legally Binding Standard Delivery Times

Circumstances on the part of the suppliers, which lead to amendments to the standard delivery times, must be conveyed to BYK- Chemie GmbH in such a timely fashion that the supply of the particular raw materials remains unaffected.

5. Maximum Number of Batches per Delivery

Only one batch per delivery may be accepted.

6. Complaints

We will convey any faults in writing. We expect a written statement including details of the measures for avoidance in the future at latest within 7 days. (In the case of quality complaints within 14 days).

www.byk.com/delivery