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## Terms of Transportation and Packing for International Suppliers

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### 1 General Terms

- 1.1. These Packing Terms describe all mandatory conditions for the transportation, packing and receipt of goods at SSM Schärer Schweiter Mettler. These terms complete our General Terms and Conditions of Procurement which can be downloaded at [www.ssm.ch/agb](http://www.ssm.ch/agb).
- 1.2. The supplier shall bear full responsibility to comply with these Packing Terms.
- 1.3. Any breach of these Packing Terms will influence SSM's yearly supplier assessment. In addition, SSM may issue a Non-Conformity Report..
- 1.4. The supplier shall fully reimburse SSM for any costs resulting from a performance not conforming to these Packing Terms.
- 1.5. Special transport modes and routes require written agreement with SSM.

### 2 Packing

- 2.1. The supplier shall bear full responsibility for proper packing.
- 2.2. The supplier must use the shipping units defined in paragraph 4.3. This does not apply to other packing types agreed in written with SSM.
- 2.3. The supplier must ensure that the goods are completely stored in the shipping units and that shipping units can be stacked. Oversized material must be packed on appropriate overlong pallets and the material must not overlap.
- 2.4. The weight of goods in one shipping unit may not exceed its maximum load.
- 2.5. The supplier shall point out the need for special care in removing support structures etc.
- 2.6. Packing shall effectively protect the supplies against damage and corrosion during carriage and during any short-term storage up to a maximum of 60 days. The supplier shall be liable for all damage resulting from inappropriate packing, from customs clearance and from breach of carriage instructions.
- 2.7. If required, SSM may provide shipping units to the supplier. Those shall be returned immediately after use. SSM reserves the right to return and request credit for packing material.

### 3 Delivery Papers

- 3.1. Every delivery shall contain the respective delivery papers.
- 3.2. All delivery papers and invoices shall quote the P.O. number, SSM item number and the quantity, net weight, country of origin and customs tariff number for each item.
- 3.3. In order to identify delivered items easily, the supplier shall mark each package well with the item number and attach a copy of the respective SSM drawing.

### 4 Receipt of Goods at SSM

- 4.1. SSM's Goods Reception operates from 7.00-11.45 am and from 1.00-4.00 pm on workdays.
- 4.2. Delivery papers are mandatory for the receipt of goods. Deliveries without delivery papers will be rejected.
- 4.3. Deliveries outside the operation hours of SSM's good income will be rejected.

