
PACKING INSTRUCTIONS

The Supplier shall prepare, mark, pack and document the delivery according to the following instructions.

The Supplier will be charged by Hägglunds for repacking of all deliveries that are not in compliance with these instructions.

1 PREPARATION BEFORE DELIVERY

1.1 General

The Contract Work/Products shall be prepared as follows before delivery:

- All deliveries shall be inspected, tested and approved by the Supplier in accordance with the Contract. If applicable and requested by Hägglunds, the Supplier's test protocol shall accompany the goods.
- All goods shall be properly cleaned. It shall not be necessary to do any special maintenance, preparation or packaging before the goods shall be stored (if stored in the original packaging (e.g. as Spares)) or put into operation.

2 PACKAGING

2.1 Packaging material

The Supplier shall use such packing material as will limit the environmental impact to a minimum.

The goods shall be preserved and packed, by the Supplier, in accordance with the normal routines for the decided transportation method, to avoid damage by handling, transport or storage.

All packaging material and pallet made of wood shall be produced and marked according to international standard ISPM 15.

2.2 Packaging structure

Each item number (part number) has to be packed in a separate box/package/inner box.

Maximum weight of separate packages/boxes, not placed into a pallet, is 20 kg.

2.3 Pallets

All pallets with frames shall be striped with, for the purpose intended, steel or plastic bands.

The pallet cover and the top frame should be covered by a plastic-coated cover as weather protection.

Deliveries on half (1/2) pallet is not accepted.

2.4 Woodcovers

Wodden boxes or pallets, with woodcover, shall not be fastened with nails.
Only screws shall be used.

3 MARKING

3.1 Marking of inner boxes,

Boxes (each box - if several) containing one product/item shall be clearly marked as follows:

- Hägglunds Purchase Order No (P.O) and Purchase Order item No, i.e. 24000235XXX-1.
- Hägglunds Part Number
- Quantity
- Unit, i.e. piece, kilo, meter, liter, etc.
- Description (name of the goods)
- Nato Stock Number – if applicable
- Suppliers Part Number (if stated on the Purchase Order)

3.2 Marking of mixed pallets (different Purchase Orders in same outer box)

In case Products belonging to different Purchase Orders are packed in the same outer package, the Supplier shall clearly make notice of all Purchase Order numbers, as well as thereto belonging items, represented in the outer package.

Heavy goods shall be packed per Product on separate pallets and should not be mixed with other products.

4 DOCUMENTATION

4.1 Information on the Delivery Note

The following information shall be included on the Delivery Note for the complete delivery:

- Buyer name
- Hägglunds Purchase Order No and Purchase Order item No, i.e. 24000235XXX-1
- Hägglunds Part No
- Quantity
- Unit, i.e. piece, kilo, meter, liter, etc.
- Description (name of the goods, nomenclature)
- Nato stock No - if applicable.
- Suppliers Part No. (if stated on the Purchase Order)
- S/N number, when required
- Statement if the delivery is part delivery or final delivery

4.2 Minimum Information on CoC (Certificate of Conformity)

When a CoC is required, the following information shall be included in the CoC document, for each delivery:

- Purchase Order number (one Purchase Order number per each CoC)
- Item number on Purchase Order
- Quantity
- Delivery Note number
- BAE Systems Hägglunds part number
- Batch or S/N number, when required
- Supplier name
- Signed and dated; signing should include:
It is certified that apart from the deviations/waivers noted overleaf the whole of the supplies detailed below (or the service described below) conform in all respects to the specifications(s) drawing(s) and order relative thereto and that the supplies have been inspected and tested in accordance with the conditions and requirements of the order.

4.3 Delivery documentation to be attached to the package/goods

The following documentation shall be attached to the goods (meaning the box that contains the Purchase Order) by the Supplier to Hägglunds.

- Delivery Note in original (one Delivery Note per Purchase Order)
- Copy of Certificate of Conformity, "CoC", (if requested by Hägglunds) should be placed together with the original Delivery Note.

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- Forwarding and Freight Documents according to CMR
 - Certificate of Origin

If several boxes belong to one Delivery Note (one Purchase Order) the first box (marked with “1”) should contain the original Delivery Note. The first box should be marked as 1 of “total number of boxes”, the second box should be marked with 2 of “total number of boxes” etc. The content in the Delivery Note should reflect the box structure and vice versa (for example $\frac{1}{8}$ reflects the first box of in total 8 boxes).

On Hägglunds request Certificate of Conformity shall be enclosed to the original Delivery Note delivered with the goods. The CoC shall be scanned and sent by e-mail to the buyer together with the order acknowledgement.

A copy of the Delivery Note should be on the outside on the pallet /outer box/package, placed on the top frame short side, in a weatherproof plastic bag.

Lifting tools shall have a certificate attached to the Delivery Note when required.

4.4 Waivers of deviations

If the delivered goods have a confirmed and approved waiver of deviation this should be attached to the product (a copy of the approved document signed by the responsible engineer).