

## DELIVERY CONDITIONS - WAREHOUSE AND STORAGE TANKS BAYER HISPANIA LA FELGUERA

### ADDRESS:

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### GENERAL DELIVERY CONDITION

- All raw materials and packaging supplied must be previously approved by our quality department.
- Each supply must identify the approved supplier and manufacturer along with their corresponding address.

### DELIVERY CONDITIONS FOR WAREHOUSE:

**OPERATING HOURS:** Monday to Friday from 07:00 to 13:00 hr.

1. The pallets need to have a **thermal protection treatment (HT)**.
2. **Pallets** must be **clean, new, and in good condition**. The goods must be wrapped and strapped correctly in order to not dump and fall down. The collocation and protection of goods packaging material must be appropriate (**must not be protrude beyond the pallet**), shaping one compact and stable block. If the goods are remount, it must be able to be unloaded at once in a safe way.
3. Along with the delivery of goods, delivery notes and certificates of analysis for each batch delivered must be sent. The documents physically accompanying the goods must be presented at the factory's entrance office at the time of unloading.  
The delivery note and the certificate of analysis must have traceability between them.
4. The delivery must be completed in a single shipment and should not be divided into multiple transports without prior authorization.
5. Vehicles must be in optimal condition for transporting goods.
6. Minimize the number of batches per delivery.

7. Goods must be identified with a visible label containing the following information:
  - Item description.
  - Quantities per pallet.
  - Batch.
  - Bayer order number.
  - Supplier name.
  - If required, comply with regulations according to ADR or IATA regulations.
  
8. The delivery note must identify the following:
  - Bayer order number.
  - Supplier and Manufacturer.
  - Shipping address.
  - Number of pallets.
  - Total quantity of goods.
  - Batches.
  - The CoA must accompany the goods and/or have been sent previously via email to the contact address, [supplychain.laf.es@bayer.com](mailto:supplychain.laf.es@bayer.com)

Any goods received with different specifications are sent back to their origin to receive the correct one.

#### **DELIVERY CONDITIONS FOR LOADING AND UNLOADING OF TANKERS:**

**OPERATING HOURS:** Monday to Friday from 07:00 to 09:00 hr.

Outside of this arrival schedule, the possibility of independent unloading will be verified based on the product and factory availability. The unloading process can take from 2 to 6 hours.

1. All tankers and/or containers must present original physical documentation; copies or damaged documents are not accepted and must comply with all current ADR regulations.
2. All tankers and/or containers must be delivered with seals and the following documentation:
  - Delivery note, detailing the Bayer order number and delivered quantity.
  - Certificate of analysis from the product manufacturer. In the case of containers, the **container number must be reflected**.
  - Cleaning certificate and/or availability letter.

These documents must have traceability among them, and one of them must identify the seal numbers.

3. All tankers and/or containers will be unloaded from the bottom with a DN80 Guillemín Female Thread.
4. All tankers and/or containers must be single compartment; other options must be consulted beforehand.

Any goods received with different specifications are sent back to their origin to receive the correct one.