

R0222-Packaging Instruction for Suppliers to Husqvarna



Packaging and Delivery Instruction ***Husqvarna***

Plants: Mielec

R0222-Packaging and Delivery Instruction

Guideline

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Table of contents

1	Introduction.....	3
2	Responsibility.....	4
3	Packaging Types.....	5
3.1	Description of Packaging Types	6
3.1.1	Packaging type Y1a – Half pallet, EPAL 6 half pallet.....	6
3.1.2	Packaging type Y6 – Pallet	7
3.1.3	Packaging type X2 – Pallet with collars	8
3.1.4	Packaging type X3 – Pallet with plastic boxes	9
3.1.5	Packaging type X4 – Pallet with plastic boxes	11
3.2	Outer Packaging.....	13
3.2.1	Plastic Strips.....	13
3.2.2	Plastic Film	13
3.2.3	Edge Protection	13
3.3	Inside Packaging	13
3.3.1	Blister.....	13
3.3.2	Sorted	14
3.3.3	Dividers	14
3.3.4	No Specification	15
4	Labelling.....	16
4.1	Odette Code 39 – Odette standard	16
5	General Guidelines for Deliveries	17
5.1	Packaging Selection	17
5.2	Labelling.....	18
6	Appendix.....	20
6.1	Delivery Note	20
6.2	Way Bill (Bill of Loading)	20
6.3	Invoice	21
	Version History	22

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R0222-Packaging and Delivery Instruction

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1 Introduction

This document contains the packaging types, parts labelling specifications and general guidelines for deliveries that suppliers to Husqvarna **must follow** when delivering parts and goods. Document also includes an appendix part where examples of a Delivery Note, a Way Bill and an Invoice can be found.

Contact Persons

For any further question regarding packaging, please contact following departments.

Contact person	Questions about
Responsible Supplier Quality Engineer	Technical questions about packaging, protection of items
Responsible Material Planner	Delivery quantity, delivery address, transport / outside packaging, labelling
Responsible Purchaser	Price related question

R0222-Packaging and Delivery Instruction

Guideline

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2 Responsibility

Unless there is no other agreement, all suppliers are obligated to use packaging types that are presented in “R0222-Packaging Instructions for Suppliers to Husqvarna”. Suppliers are not allowed to use tailored solutions.

Besides specific Husqvarna instructions and “R0222-Packaging Instruction for Suppliers to Husqvarna”, suppliers are responsible to ensure parts integrity that packaging maintains its initial condition until point-of-use in Husqvarna.

In the event of failure to follow delivery requirements of Husqvarna, delivered goods can be returned at the expense of the deliverer and/or invoiced for additional costs associated with corrective actions on site such as repacking, sorting, adjusting etc.

3 Packaging Types

The packaging type for each specific part will be agreed on with the supplier at the quotation and order procedure.

In the document the following packaging types are described:

- Packaging type Y1a - Half pallet, EPAL 6 half pallet
- Packaging type Y6 – Pallet
- Packaging type X2 – Pallet with collars
- Packaging type X3 – Pallet with plastic boxes
- Packaging type X4 – Pallet with plastic boxes.

R0222-Packaging and Delivery Instruction

Guideline

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3.1 Description of Packaging Types

This chapter will describe several packaging methods for components to Husqvarna. If the components don't fit in proposed packaging, an agreement between supplier and Husqvarna have to be made.

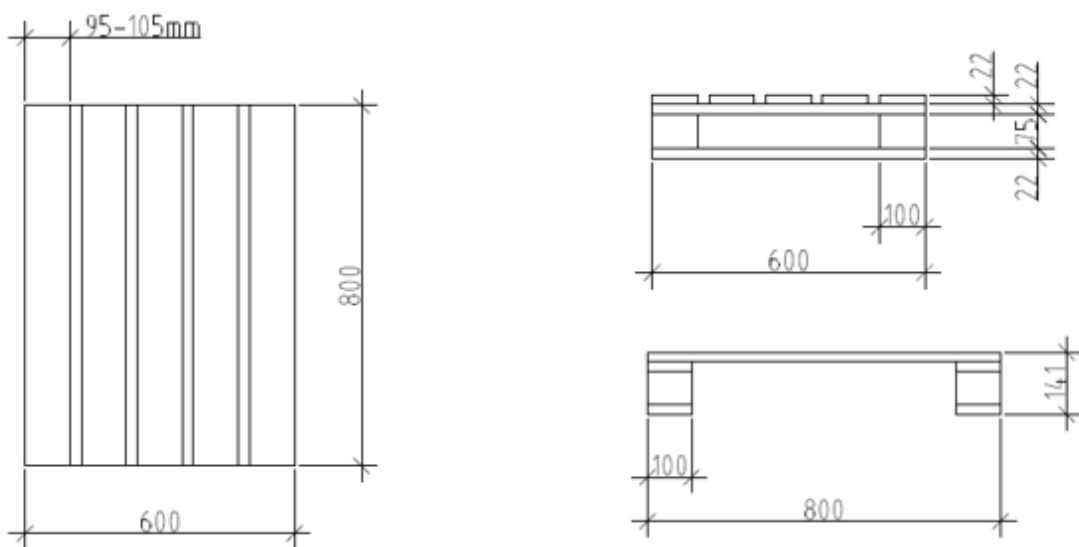
3.1.1 Packaging type Y1a – Half pallet, EPAL 6 half pallet

Name: Half pallet

Maximum single pallet outer size: 600x800x144 mm, see drawing picture 1.

Maximum weight per pallet (full load): 320 kg

Maximum outer size (full load): 600x800x1200 mm



Picture 1. Packaging type Y1a

Material pallet:

Wood:

Solid wood

- According to current environmental EU-regulations. The supplier has to meet the EU-regulation 2001/219/EG, heat treatment of pallets. Further information on www.sjv.se (ISPM15)
- EPAL 6 half pallet can be used. Further information on www.epal.eu

Other:

In order to be able to process the half pallet in the material handling system at Huskvarna Manufacturing OS/OL the pallet is not allowed to have the following damages:

- Boards missing or having crossway cracks
- Block missing, sloping or cracked
- Nails sticking out from the boards
- Polluted with oil, grease etc.

R0222-Packaging and Delivery Instruction

Guideline

Husqvarna Forest & Garden

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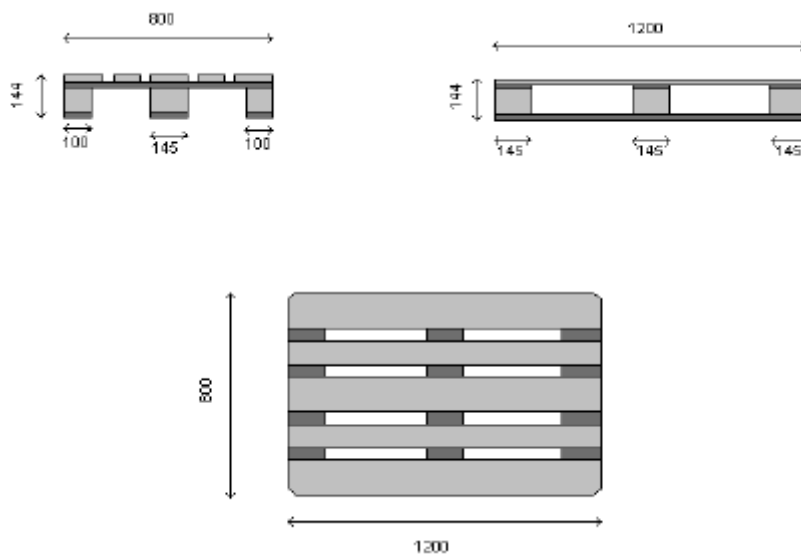
3.1.2 Packaging type Y6 – Pallet

Name: Pallet

Maximum single pallet outer size: 1200x800x144 mm, see drawing picture 1.

Maximum weight per pallet (full load): 800 kg

Maximum outer size (full load): 1200x800x1200 mm



Picture 2. Packaging type Y6

Material pallet:

Wood:

Solid wood

- According to current environmental EU-regulations. The supplier has to meet the EU-regulation 2001/219/EG, heat treatment of pallets. Further information on www.sjv.se (ISPM15)

Other:

In order to be able to process the half pallet in the material handling system at Huskvarna Manufacturing OS/OL the pallet is not allowed to have the following damages:

- Boards missing or having crossway cracks
- Block missing, sloping or cracked
- Nails sticking out from the boards
- Polluted with oil, grease etc.

3.1.3 Packaging type X2 – Pallet with collars

Name: Pallet with collars

Maximum outer size: 1200x800x1200 mm

Maximum weight per pallet (full load): 800 kg

Measures per collar: 1200 x 800 x 200 mm

Maximum number of collars per unit: 5 collars



Picture 3. Pallet with collars

Other:

- The components must be placed in even layers at the pallet
- When packed supplier must make sure that the pallet is undamaged
- The unit has to be weather protected and securely fixed with plastic strips
- The label shall be placed on the short side of the pallet, see picture

3.1.4 Packaging type X3 – Pallet with plastic boxes

Name: Pallet with plastic boxes

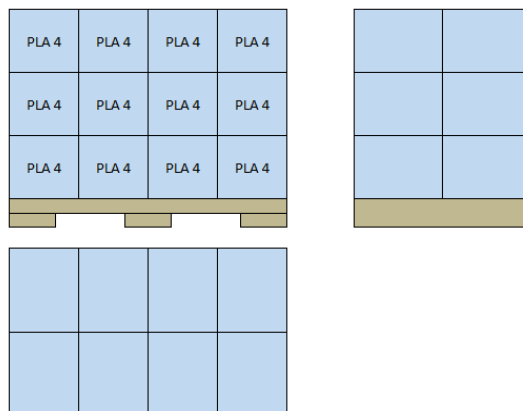
Maximum outer size: 1200x800x750 mm

Maximum weight per pallet (full load): 800 kg

Maximum weight per box (full load): 17 kg

Measures per box: 395(+5) x 295(+5) x 200(-20) mm (W6)

Maximum number of boxes per unit: 24 boxes



Picture 4. Pallet with plastic boxes

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Guideline

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Picture 5. Pallet with plastic boxes

Other:

- The components must be placed in even layers at the pallet
- When packed supplier must make sure that the pallet is undamaged
- The unit has to be weather protected and securely fixed with plastic strips
- The box label should be placed on the side of the box, see picture
- The main label shall be placed on the short side of the pallet, see picture

Labelling:

Main label should be placed on the short side of the pallet. Please note that pallets with one plastic box, only need one main label

Note:

It is forbidden to use the staple on plastic box during application of the label

3.1.5 Packaging type X4 – Pallet with plastic boxes

Name: Pallet with plastic boxes

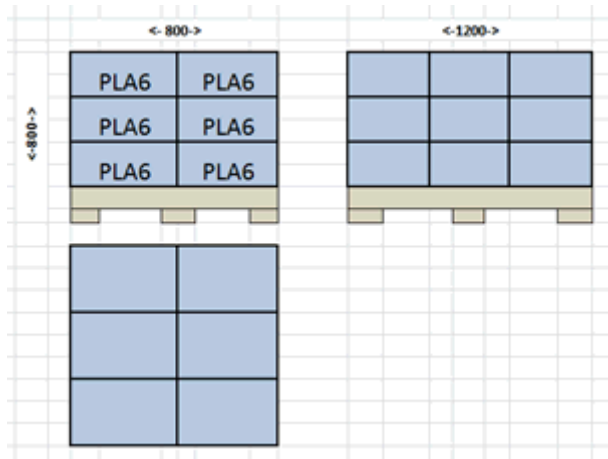
Maximum outer size: 1200x800x900 mm

Maximum weight per pallet (full load): 800 kg

Maximum weight per box (full load): 17 kg

Measures per box: 395(+5) x 595(+5) x 250(-20) mm (W6)

Maximum number of boxes per unit: 12 boxes



Picture 6. Pallet with plastic boxes

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Picture 7. Pallet with plastic boxes

Other:

- The components must be placed in even layers at the pallet
- When packed supplier must make sure that the pallet is undamaged
- The unit has to be weather protected and securely fixed with plastic strips
- The box label should be placed on the side of the box, see picture
The main label shall be placed on the short side of the pallet

Labelling:

Main label should be placed on the short side of the pallet. Please note that pallets with one plastic box, only need one main label

Note:

It is forbidden to use the staple on plastic box during application of the label

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Guideline

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3.2 Outer Packaging

3.2.1 Plastic Strips

Straps should be on the long side of pallet. Only use two straps per pallet. Make sure that straps are tightly fixed and that they do not block barcodes.

3.2.2 Plastic Film

The pallet should be weather protected if necessary. The main label has to be placed on the plastic film if the film is not transparent. The plastic film should be placed over the box or boxes but not on the pallet skids.

Be aware that plastic covered labels are less visible. Unless there is no other agreement, they should not be preferred by local / regional suppliers.

For overseas deliveries, labels can be attached with label holders.

3.2.3 Edge Protection

Heavy pallets that will be stacked on each other need to have edge protection. The pallet should be able to carry its own weight.

3.3 Inside Packaging

*In this chapter, several inside packaging will be described. Most important is that the components are standalone **without** plastic bag. Protection like dividers have to be used if the components are sensitive to scratches.*

3.3.1 Blister

If a blister is needed to hold the detail in exact position it should be in plastic or other material with similar properties.



Picture 8. Blister for cylinder



Picture 9. Blister for crankshafts

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3.3.2 Sorted

Details are sorted for easy picking in a structural pattern



Picture 10. Sorted packaging



Picture 11. Sorted packaging

3.3.3 Dividers

If there is a risk that details stuck together or tip and thereby damage each other, dividers must be used.



Picture 12. Pallet with dividers

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Guideline

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Picture 13. Pallet with dividers and plastic protection

3.3.4 No Specification

Details with no specifications of packaging can be packed unsorted. Often, its smaller details with no requirement for picking.



Picture 14. No specification of inside packaging



Picture 15. No specification of inside packaging

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4 Labelling

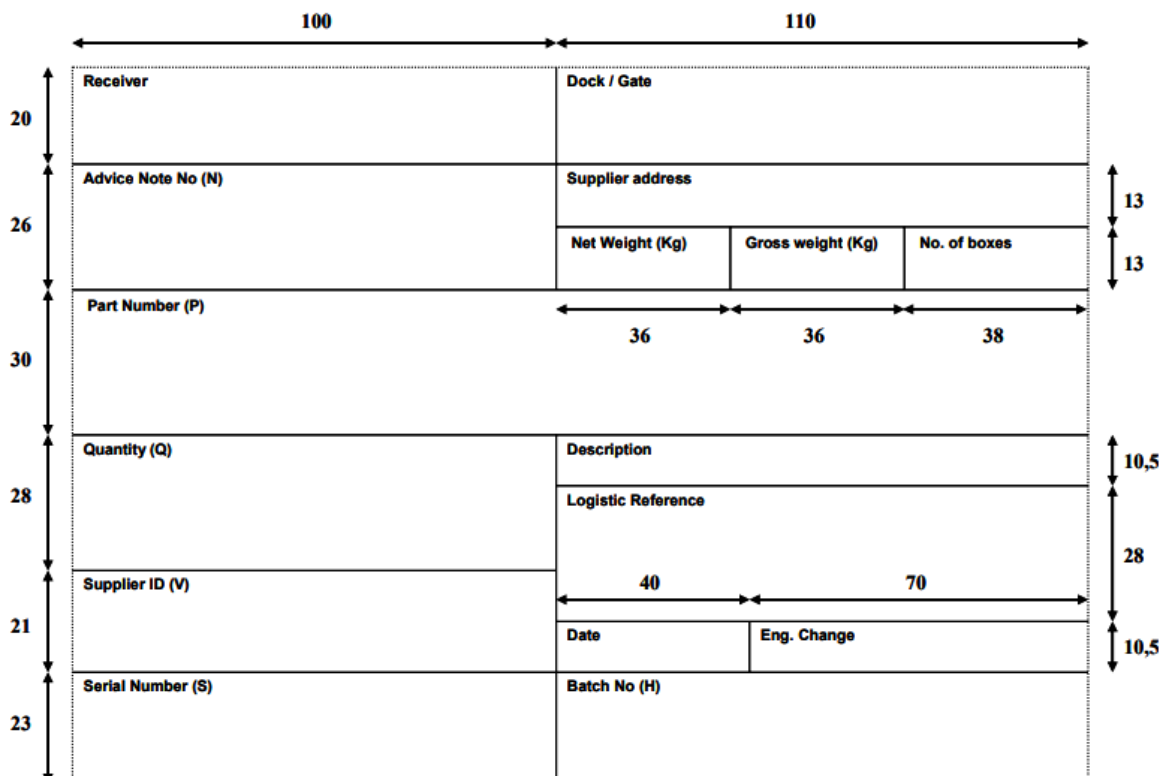
All units with parts to Husqvarna must be labelled in a clear manner according to the following instructions. Likewise all numbers given must correspond on every document that is sent. Delivery note number, Husqvarna part number, Husqvarna supplier number and Husqvarna contract/order number shall be clearly stated on both the Invoice and the Delivery note.

4.1 Odette Code 39 – Odette standard

The Odette code 39 should be used on A5 paper with below measurements.

Barcode should be used for below information:

- Article number (P)
- Quantity (Q)
- Delivery note (N)
- Supplier number (V)
- Batch number (H)
- Package number/Container ID (S)
- Eng. Change /Revision
- Dock/Gate (Warehouse code)



Picture 16 Odette code 39

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5 General Guidelines for Deliveries

We have a lot of requirements regarding packaging and labelling. In this chapter you will find general guidelines to make it easier to mark the shipment with correct labels, and send in correct packaging.

5.1 Packaging Selection

There are 2 standard pallet types are presented in this document and suppliers to Husqvarna are obligated to use them during deliveries.

Pallet Type	Dimensions (Width x Length in mm)	Husqvarna Selection	Comments
Euro Pallet (Y6)	1200 x 800	1	Majority of all items
Half Pallet (Y1)	600 x 800	2	Very few items
Non-Standard Pallet	Bigger than Euro Pallet	3	Not recommended, use only for overseas shipments.

Euro Pallet (Y6): Majority of items should be delivered with this pallet type. There only can be exceptions, if the item size doesn't allow use Euro Pallet type.

Half Pallet (Y1a): If **ONLY** items wouldn't fit Euro Pallet, because of items dimensions, Half Pallet can be use.

Sea / Non-Standard Pallets: These pallet types are not mentioned in "R0222-Packaging instructions for suppliers to Husqvarna", since they do not fit Husqvarna Manufacturing Mielec handling system. Hence, the should **ONLY** be used, if the specific items dimension wouldn't allow usage of Euro Pallets or Half Pallet types.

R0222-Packaging and Delivery Instruction

Guideline

Husqvarna Forest & Garden

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5.2 Labelling

The label have the most relevant information about the shipment. Except for earlier mentioned requirements, please also read below guidelines.

- All units with parts that are delivered to Husqvarna must be clearly labelled according to instructions has been given earlier parts of this document.
- Each individual box and pallet as a whole unit must be labelled with Odette Transport Labels (OTL) (page 16).

Box label

- Article number
- Quantity (Quantity in box)
- Delivery note
- Supplier number
- Batch number
- Package number/Container ID
- Eng. Change /Revision

Main label

- Article number
- Quantity (Total quantity on pallet)
- Delivery note
- Supplier number
- Batch number
- Package number/Container ID
- Eng. Change /Revision

RECEIVER Husqvarna AB 56182 Huskvarna Sweden		GATE / WAREHOUSE HA	
DELIVERY NOTE (DN) 115494		SENDER'S NAME AND ADDRESS Supplier AB	
		NET WEIGHT (KG) 4,3 GROSS WEIGHT (KG) 6,5 NO. OF PACKAGES 8	
ARTICLE NO. (P) 		0503828501	
QUANTITY (Q) 125		DESCRIPTION SINTERPLUGG	
		SUPPLIER'S ARTICLE NO.	
SUPPLIER NO. (V) 0026311		KAMBAN CARD NO.	
		DATE 100622 TECHNICAL STATUS AB	
PACKAGE NO. (S) 14687839		BATCH NO. (B) 3567	

Picture 17. Homogenous Pallet, Box Label
(On each box)

RECEIVER Husqvarna AB 56182 Huskvarna Sweden		GATE / WAREHOUSE HA	
DELIVERY NOTE (DN) 115494		SENDER'S NAME AND ADDRESS Supplier AB	
		NET WEIGHT (KG) 34,5 GROSS WEIGHT (KG) 52,3 NO. OF PACKAGES 1	
ARTICLE NO. (P) 		0503828501	
QUANTITY (Q) 1000		DESCRIPTION SINTERPLUGG	
		SUPPLIER'S ARTICLE NO.	
SUPPLIER NO. (V) 0026311		KAMBAN CARD NO.	
		DATE 100622 TECHNICAL STATUS AB	
PACKAGE NO. (S) 14687851		BATCH NO. (B) 3567	

Picture 18. Homogenous Pallet, Main Label
(The bottom-left box)

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- The format of the OTL is similar to A5 paper size and it shall **NOT** be printed on larger paper sizes, e.g. A4.
- Be aware that plastic covered labels are less visible. Unless there is no other agreement, they shouldn't be preferred by local / regional suppliers.
For overseas deliveries, labels can be attached with label holders.
- Paper that the label is printed on should have a certain quality that it assures information on the label is readable through the whole supply chain. Preferably labels are adhesive and they do not attached with staple.
- Main label should be on the short side of the pallet. Box labels should be placed according to earlier instructions that have given when presenting packaging types.
- Have **ONLY** relevant transport labels
Make sure labels are readable through supply chain by automatic scanners.
- When using stretch films and/or plastic strips, in order to secure transport package, do not block barcodes on OTL. Whole surface of the label should be visible and barcodes should be readable during automatic scanning process without any manual handling.
- Make sure to remove all other irrelevant labels e.g. supplier internal labels, previous transport labels, before dispatching unit to Husqvarna. This is because they may interfere with automatic scanning and storage processes.
- Suppliers that are using Husqvarna Portal or EDI should advise all shipments that being send to Husqvarna Mielec.
- Supplier that not are using Husqvarna Portal or EDI, or no advising suppliers, can use the Odette label or the suggested label on page 16.

6 Appendix

6.1 Delivery Note

All deliveries to Husqvarna have to contain a delivery document placed on one of the units the delivery contains.

The delivery document has to be attached by sticks or tape, and shall be easily accessed at Husqvarna.

The delivery document has to include the following information:

- Delivery note number
- Address for unloading
- Husqvarna parts number
- Husqvarna contract/order number
- Delivered quantity
- Name of the supplier
- Number of units and type of units
- Supplier Number

A delivery note number must be unique for each delivery document. In partial shipments a new number must be generated each time. A supplier using Husqvarna web-portal must specify the specific delivery note number that is used in the Web-portal on all documents, including the invoice.

6.2 Way Bill (Bill of Loading)

All deliveries to Husqvarna have to be sent together with a Way Bill. This is the document sent with the carrier, and shall be given to Husqvarna at arrival. The Way Bill has to include the following information:

- Address for unloading
- Delivery note number
- Gross weight
- Name of the supplier
- Number of units and type of units

Parts made of plastics with a warning-triangle on the drawing should unconditionally be marked with labelling specification of material of origin of which they are made. This is a requisite for certification.

The loading of the parts must be done in a way to make it easy to identify all units.

R0222-Packaging and Delivery Instruction

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6.3 Invoice

All invoices sent to Husqvarna needs to contain information (delivery note number) that makes it possible to match it to the delivery note of the goods.

As a supplier using Husqvarna web-portal, the data given in the web- portal shall also be equivalent to the data on all documents.

If the invoice refers to one delivery containing one or many articles, sent with only one delivery note, then one delivery note number may be given for the entire invoice.

If the invoice instead refers to more than one delivery sent with more than one delivery note, then the delivery note numbers must be specified for each row of the invoice.

In partial deliveries shall the invoice refer to the goods that are sent and that particular unique delivery note number. When the next part of the delivery is sent (with a new delivery note number. The invoice has in order to match with the goods include the following information:

- Delivery Note Number
- Invoice number
- Husqvarna Part Number
- Husqvarna Order Number
- Supplier Number

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