

Guidelines - Goods Receiving

Dr. Pflieger Arzneimittel GmbH

1. Objective

This document sets out the rules to be observed in respect of deliveries to Dr. Pflieger Arzneimittel. In addition, it also defines the tolerance limits for the acceptance of goods when goods have been delivered in EPAL Euro pallets.

We reserve the right in the event of failure to follow our Guidelines, to reject the delivery/to invoice you for additional handling charges.

2. Delivery address

Dr. Pflieger Arzneimittel GmbH
Dr. Robert-Pflieger Strasse 12
D-96052 Bamberg
Telephone central office number +49 (0) 951 6043-0

Please note the delivery address stated on our order.

3. Delivery times

Monday through Thursday: 7.30 am to 9.30 am
9.45 am to 12.30 pm
1.00 pm to 3.00 pm

Friday: 7.30 am to 9.30 am
10.00 am to 1.30 pm

4. Advance advice of delivery

Please give us advance notice of delivery of goods (as well as indicating the number of pallets) 2 days prior to the delivery date by e-mail to: avis@dr-pfleger.de

5. Requirements for pack labelling and pallet notes

1. Marking requirements for all packs (pack labels):
 - Dr. Pflieger material number (both numerically and as a barcode)
 - Dr. Pflieger material designation
 - Quantity of individual packages per pack
 - Dr. Pflieger batch number (if available: both numerically and as a barcode)
 - Barcode type: Code 39
 - Size of label: minimum of DIN A7

Example of pack label

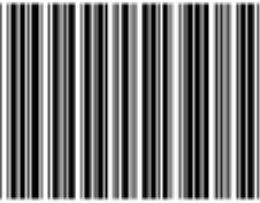
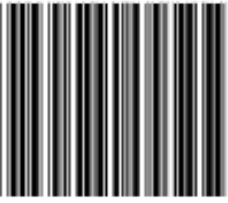


2. Marking requirements– Pallet note
 - Pflieger material number (both numerically and as a barcode)
 - Pflieger material designation
 - Quantity of individual packages per pallet
 - Pflieger batch number (if available: both numerically and as a barcode)
 - On temperature controlled shipments, proof must be supplied via Datalogger
 - Barcode type: Code 39
 - Size of label: minimum of DIN A5

Sample pallet note

Pallet note Goods Receiving



Sender:	
Addressee: Dr. Pfleger Arzneimittel GmbH Dr-R-Pfleger-Strasse 12 D-96052 BAMBERG	
Material designation: Corrugated cardboard folding box 300 x 200 x 182 mm	
Pfleger Material No. 891013	
Batch No. 80527	
Quantity:	1360 units
Use by date:	
Temperature requirements:	
Order number:	

Deliveries of goods must be single origin and single batch. Mixed palleting is not permitted.

6. Pallet exchange

As a basic principle, your pallets are exchanged on a “one in, one out” basis from our pool of Euro pallets. We do not assume responsibility for any exchange and rental charges for transport containers (e.g. Euro pallets and pallet cages). A receipt for the exchange of pallets is documented on container vouchers/pallet notes or on the bill of lading.

7. Requirements regarding pallets

a) Pallet quality

We only accept EPAL Euro pallets which comply with the requirements of DIN EN 13698 Part 1 and are labelled accordingly (Example IPPC labelling).

An EPAL Euro pallet is a multi-use shipping pallet standardised under DIN EN 13698 Part 1, also known as a four-way pallet, having a surface area of 0.96 square metres and dimensions of 1200 x 800 x 144 mm (length x width x height).

The EPAL Euro pallet complies with the requirements of the European Pallet Association (EPAL).

b) Pallet dimensions

When making deliveries to us, please observe the following pallet dimensions:

- Maximum pallet height: 1.60m including Euro pallet
- Maximum pallet weight: 750kg
- The goods may not overhang beyond the pallet.
- Pallets may not be stacked on each other.
- As protection against soiling and damage, the material on the pallet must be foil-wrapped.



c) Pallets outside the tolerance limits

Pallets with the following characteristics will not be accepted / goods will be moved on to a second pallet at the time of goods acceptance. The costs for loading on to a second pallet, equal to € 25/pallet + € 105 administrative flat-rate charge will be billed to you.

Broken planks

Pallets with broken planks will not be accepted or exchanged.



<p>Missing wood</p> <p>Pallets with missing wood and/or protruding nails will not be accepted/goods will be moved on to second pallets.</p>	
<p>Heavy soiling</p> <p>Pallets which are generally heavily soiled (e.g. oil or dirt) will not be accepted or exchange for empty pallets. Example: Pallets in the condition depicted at right will not be accepted.</p>	

d) Pallets within our tolerance limits

<p>Pallets with slight soiling and discoloration will be valued and accepted as new EPAL Euro pallets.</p>	
<p>Acceptable pallets</p> 	

8. Deliveries with small vehicles

If a shipment is planned using small vehicles (unsuitable for ramp delivery), the following rules apply:

- The driver must handle unloading
- The packaging items must be re-loaded to a Euro pallet provided for the driver on the loading ramp.
- No unloading of goods outside the building (e.g. using forklifts on the company courtyard) is permitted.

9. Examination of shipment/Notice of defects

Dr. Pfleger Arzneimittel GmbH accepts shipments only subject to reservation. Following receipt of the goods, we will examine them within a reasonable time for such defects as may be ascertained by a visual inspection.

The freight forwarder will only receive receipt for the number of packaged items delivered (pallets, etc.). External damage must be noted by the freight forwarder on the consignment note.