

Delivery Regulation

Delivery Policy for Companies of the
HARTING Technology Group

1. Introduction

The present regulation applies to all suppliers of companies of HARTING-Technologiegruppe, hereinafter HARTING, unless separate agreements have been reached. The regulation aims to guarantee an optimal and smooth flow of material between suppliers and HARTING.

Contact: HARTING Logistics GmbH & Co. KG
Central Incoming Goods [Zentraler Wareneingang]
Telephone: +49 5772 / 47 – 256

HARTING aims at partner-like and permanent relations with its suppliers. The supplier is expected to guarantee

- Quality
- Adherence to delivery schedules
- Adherence to quantity stipulations
- Flexibility
- Good Communication
- Complaint management

The supplier is fully responsible for the quality of the services and products provided.

In the case of changes in production or test procedures, corporate structures or corporate affiliations or the relocation of production or such like that affects the product or the delivery process, the supplier is committed to inform HARTING accordingly. In that case, deliveries shall only be carried out if HARTING was duly informed and conformity with the specifications was established.

2. Failure to comply with the Regulation

Incoming goods inspections at HARTING are restricted to checking the identity and quantity. HARTING also checks whether there are any obvious damages or defects that are externally visible. HARTING is not bound by any other inspection duties.

HARTING shall retain the right to carry out quality tests without, in so doing, restricting the duties of the supplier as set down in this delivery regulation. Assuming the good quality of a delivery, the aim is to restrict quality testing (e.g. skip lot procedure) or to fundamentally rule it out.

As soon as defects are established during the normal course of business, HARTING shall inform the supplier immediately. In this respect, the supplier shall waive the plea of a lack of an inspection of incoming goods or of a delayed notification of defect. A complaint about obvious defects shall be deemed lodged on time if the supplier is notified thereof inside 10 (ten) workdays after receipt of the goods. For concealed defects, the period for notifying the defect shall start to run as from the discovery of the defect. If the supplier directly delivers to a HARTING customer, the period for notifying a defect shall start to run as from HARTING's receipt of its customer's complaint. HARTING is not bound by any other duties of inspection or complaint than those described here.

After receipt of the notification of a fault or of a reference sample, the supplier shall comment on the complaint immediately inside two workdays in the form of an 8D report. The report shall provide information on the parts or materials affected by the discrepancy, if possible the origin of the flaw, the measures undertaken or planned to avert errors, and the date on which the measures will be completed and the next flawless delivery will be made. The supplier shall also provide immediate replacement free of charge.

3. Scope of this application

This delivery regulation shall also apply, though not ultimately, to the following materials:

- Production materials and trading goods
- Raw materials
- Chemical products
- Electrical components and circuit boards
- External providers, who process with the components

4. Basic Requirements

Compliance with country-specific packaging regulations must be assured. Only material that can be recycled and disposed of by HARTING without extra input or expense may be used as packaging material.

4.1 Packaging Requirements

For each individual consignment delivered, the supplier shall ensure compliance with the following requirements:

- Protection from damage
- Protection from contamination
- Protection from climatic conditions
- The stability of the shape of the carton must not be affected by moisture
- The packaging and padding must be recyclable
- The packaging has to be designed so that the components cannot fall out of the closed packaging.

Padding and filling material shall be:

- Cardboard, paper, polyethylene bags, honeycomb packs, inserts, silk paper etc.
- No foamed polystyrene

All delivery documents (consignment notes, handover documents, delivery notes, quality certificates, works' test certificates) shall be secured and protected against damage and contamination.

In Europe pallet deliveries shall only be on undamaged, fully serviceable one-way pallets made of wooden or plastic or on EURO exchange pallets (EPAL). When delivered on pallet the allowed maximum measures (ref. 6) have to be observed. Alternatively, delivery can be done on lattice box after consulting our purchasing department.

Country-specific regulations shall apply worldwide.

5. Labelling

5.1. Delivery Note

The delivery note must at least feature the following information:

	Products with HARTING article number	Products without existing HARTING article number
HARTING order number	X*	X*
HARTING article number	X*	Non-existent
HARTING article description	X	Non-existent
Delivery note number	X*	X*
Order item (delivery note item = order item)	X	(X)
Supplier's name of article (commodity)	X	X
Delivery volume	X*	X*
Date of manufacture/production code	X	

* This information is additionally required as barcode A039.

(X) Optional



Pushing Performance

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5.2 Transport Packaging

Unless otherwise agreed, all transport packaging must feature information about its contents so as to be externally visible.

These details on contents must at least feature:

HARTING order number	X*
HARTING article number	X*
HARTING article description	X
Delivery volume	X*
Gross/ net weight	X
Name of supplier	(X)

* This information is additionally required as barcode A039.

(X) Optional

HARTING Automotive GmbH: Design of labelling according to VDA

5.3 Product Packaging

Unless otherwise agreed, all product packaging must feature the following information:

HARTING order number	X
HARTING article number	X*
HARTING article description	X
Piece number/quantity per package unit	X*
Date of manufacture/production code	X*

Batch traceability is an essential.

* This information is also mandatory as Barcode A039

The barcode must measure at least 4 mm in height. The base colour of the labelling area must be white, the lettering black. All texts must measure at least 1.5 cm.

HARTING Automotive GmbH: Design of labelling according to VDA

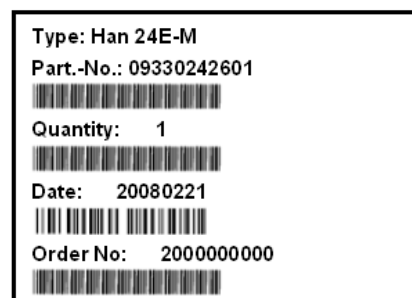
Commodity Labelling/ "Private Label Products"

Packaging and products are to be labelled in coordination with HARTING Einkauf [Purchases]

The product packaging must always be labelled in neutral fashion. Manufacturer's logos are not wanted and shall be subject to prior written specific agreement. The transport packaging provided by the manufacturer is not affected hereby.

Example:

Barcode A039 on transport and product package



6. Measurement Requirements for Package Units

Compliance with the following measurements is expected for the smooth handling of packaging units at Incoming Goods and Storage: (enquiries to be made in the case of divergent dimensions)

Approved measurements for package deliveries:

Size: max. 60 x 40 x 30 (L x B x H) cm
Exception: electronic modules as rolled goods
Weight: max. 15 kg

Approved measurements for pallet deliveries:

Basic pallet size: 80cm x 120cm; alternatively, 80cm x 60cm (Duesseldorfer pallet)
Pallet height: max.: 120 cm

Please note: The stacked goods or packages must not top the surface area of the pallet.

7. Delivery Regulations

Consignments weighing more than 30 kg for which HARTING is carrier shall be despatched by the forwarder appointed by HARTING. Enquiries are to be made as to the forwarder or carrier. Exceptions shall be governed by a separate agreement. Failure to comply with this regulation shall result in return debit and a handling fee. Please address any questions in this respect to HARTING global purchasing department.

8. Delivery Hours

HARTING Logistics GmbH & Co. KG Central Component Warehouse (Wilhelm-Harting-Str. 1):

Telephone +49 5772 / 47 – 256

Monday to Friday

From 07:00 h to 09:00 h

From 09:15 h to 12:00 h

From 12:15 h to 16:00 h

HARTING Automotive GmbH (Unloading point: Masurenweg):

Telephone: +49 5772 / 47 – 652

Monday to Thursday

From 07:00 h to 12:00 h

From 13:00 h to 15:00 h

Friday from 07:00 h to 12:00 h



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HARTING Systems GmbH (Unloading point: Max-Planck-Str. 1)

Telephone: +49 5772 / 47 – 763

Monday to Friday

From 07:00 h to 09:00 h

From 09:15 h to 12:00 h

From 12:15 h to 16:00 h

HARTING Electric GmbH& Co.KG: (only coils and bar stock)

Telephone: +49 5772 / 47 – 266 (coil storage)

Telephone: +49 5772 / 47 – 9607 (bar stock storage)

Monday to Friday

From 9:00 h to 13:00 h

When unloading the goods, both sides of the delivery truck must be opened.

Enquiries may be made as to other times for delivery.

9. Delivery/Billing Address

Please note: The order must feature the delivery and billing address. These need not be identical.