



## Rules for loading of FCA orders at Production sites operated by Akzo Nobel Surface Chemistry AB

The following rules apply with respect to dispatch and transport of goods produced at AkzoNobel sites and sold on FCA basis.

FCA delivery terms mean Buyer is to contract a forwarder and all transport documentation is to be issued and signed by or on behalf of Buyer. AkzoNobel shall not sign any transport documents on behalf of Buyer.

Buyer is to ensure that the contracted transporters and their drivers follow the transport laws and regulations for chemical products including dangerous goods (ADR regulations, chapter 1.10 (SECURITY PROVISIONS)).

Transport equipment is to fulfil the requirements concerning transport of dangerous goods and drivers are to have a relevant education. It is clearly stated in the regulations that a safety adviser is to be consulted by contracted transporters when carrying out transportation of dangerous goods.

Buyer is responsible for the required safety equipment. If Buyer have not got the required safety equipment AkzoNobel might be able to provide it to a cost of 500 EUR. The driver is to ensure that the goods are loaded securely on the truck by being present during the entire loading operation.

The drivers should understand either the local language or English when handling loading operations at AkzoNobel site. Drivers should announce their arrival at the AkzoNobel site gate and obtain a permit before entering the site.

At each AkzoNobel site specific rules are given upon entrance and the driver shall be prepared to confirm in writing that he has read and understood the rules. Specific rules and routines within the Akzo Nobel sites are available in the following languages: Swedish, Estonian, Czech, Turkish, German, Finnish, English, French, Russian, Spanish, Italian, Dutch, Hungarian, French, Latvian, Lithuanian and Polish

Driver should have personal safety equipment including full covering clothing, a helmet, safety shoes and safety glasses. If needed an ADR certificate check can be done by AkzoNobel personnel.

Driver is expected to provide a reference number of the consignment that is going to be loaded. For bulk consignments, a cleaning certificate should be presented including the information about the type of product transported prior to the loading at the AkzoNobel site.

The personnel responsible for dispatch at each AkzoNobel site have got the right to inspect a vehicle and equipment, and to make sure that the driver has got the right competence.

Alcohol and other drugs are strongly prohibited and drivers should be prepared to be tested. If AkzoNobel points out any failure in connection with the handling of goods and the Buyer's transporter does not attend to the given remarks, AkzoNobel has the right to immediately stop the loading operation and turn away the vehicle. A deviation report is written and Buyer's responsible personnel are duly informed.

Furthermore, Buyer undertakes to promptly report to AkzoNobel's safety adviser all accidents and near-accidents that occur in connection with loading, unloading, handling and transportation of dangerous goods produced by AkzoNobel.

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