

**Notification (Incoterms 2010: DAP Berango)**

- The seller will give Metallo timely written notice, at latest two working days before the delivery and propose a delivery date ([receptionspain@metallo.com](mailto:receptionspain@metallo.com)) confirming the contract number and the weight to be delivered, by means of:
  - the application form trucks + loading schedule (See Appendix 1)
- Metallo has the right to change the delivery date proposed by the seller, insofar as Metallo at the same time informs the seller of at least two other delivery dates.
- Metallo will confirm the delivery date by sending the seller an unloading appointment with unloading reference (See Appendix 2)
- At the time of the delivery, the seller, via his transporter, must present the unloading reference to Metallo

**Capacity planning**

- METALLO restricts to 10% the number of vehicles with several batches to over the total number of trucks with raw materials that access its facilities per day.

**Load**

- The seller will preferably load the goods in bulk
- The maximum loaded weights for containers are the following ones:
  - 20' = 24.000kg. This quantity includes: weight of the material+ packaging+ pallets
  - 40' = 21.000kg. This quantity includes: weight of the material+ packaging+ pallets
- The seller declares and guarantees that the goods are not radioactive, according to the general purchase conditions.
- The seller will preferably deliver 1 batch per truck
- Trucks with several batches will be in compliance if:
  - A maximum of three batches have been loaded
  - The batches have been properly separated, marked and palletized.
  - The batches have been grouped and loaded in accordance with the loading schedule
  - Those loads that are transported on tautliners instead of dumper trucks are to be properly palletized (see example provided)



- If the goods are packaged, Metallo allows the following intact packaging:
  - Plastic skids/packing are not allowed

**Wooden pallet**



**Wooden crate**



**Big bag on wooden pallet**



**Iron crate**



**Iron 200l barrel on wooden pallet**



**Limit by size**

- METALLO reserves the right of access to its facilities of those pieces that are too big for our smelting furnace.
  - Maximum size permitted: 40 x 40 x 40 cm.

**Delivery**

- Raw materials in bulk must always to be delivered in tipping vehicles or walking floors and if it is necessary on plastic in order to avoid the material sticking.
- All the material is to be properly covered. The truck cover will be removed when requested by Metallo staff.
- Packaged material will preferably be delivered in tipping vehicles and covered vehicle, sea containers always on tipping chassis

- A truck will only be handled on the day confirmed on the unloading agreement. If the information regarding the unloading appointment changes, the seller must immediately inform Metallo thereof.
- In case no agreement is reached about the quality of the material, a reloading cost of 250€ will be charged
- PPE 's (Personal Protective Equipment) for drivers:  
Each driver is bound to wear the following equipment when entering the Metallo territories:



: safety helmet + safety glasses



: fluo jacket



: closed shoes

We advise:



: long trousers and long sleeves

Drivers need to present themselves at our counters, wearing the above mentioned equipment, complete, in order to be allowed to enter the Metallo facilities.

Drivers must comply with the regulations, respecting traffic signs and internal instructions at the Metallo facilities (parking included).

### Opening hours

- Deliveries will be effected between 08:00 and 16:00 from Monday to Thursday, and between 08.00 and 13.00 on Friday.
- Trucks with several batches and tautliners are obliged to report between 08:00 and 15:00 from Monday to Thursday, and between 08.00 and 12.00 on Friday.

### Non-compliance

- Every deviation from the above-mentioned instructions is deemed non-compliance
- Every non-compliance can result in waiting times for the transport which cannot be at expense of Metallo
- In the event of a non-compliance of a shipment, at the start of the unloading an operations fee of €200 per started hour will apply



- In the event of a non-compliance of the packaging, per packaging a fee of €150 will be charged for handling and removal



- In case of non-compliance of the size limit, a penalty of 150 €/MT will apply.