

## Supply Chain Specifications

# General Delivery Conditions

Applicable for deliveries from all Crouzet sites, including the Skipper logistics platform.

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### Revision History

Date	Authors	Version	Comments
01/07/2017	Fabrice Senerchia	1	Initial version
12/07/2017	Fabrice Senerchia	2	Update of general characteristics PU
28/03/2018	Fabrice Senerchia	3	§3.1: update of delivery entity identification (81xx)
06/05/2019	Fabrice Senerchia	4	§3.1: update of MAF address
21/06/2023	Fabrice Senerchia	5	Update of Logo + §3.2: compliance with delivery address + Crouzet label
19/09/2023	Elodie MARTIN	6	§4: Update of environmental requirements for packaging

## Objective :

This document aims to describe Crouzet's requirements in terms of packaging, identification, and delivery quality.

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## 1. Packaging Requirements

Crouzet's packaging requirements concern Handling Units as well as Packaging Units and possibly sub-packaging.

- Handling Unit (HU): pallet + goods
- Packaging Unit (PU): Manually manageable load limited to 12kg (exception for the weight limit for wire, cable, material reels)  
*Example: carton*
- Sub-packaging: Container within a PU  
*Example: bags, small boxes...*

### 1.1. General Characteristics HU

#### ▪ Weight

The total weight of the HU must not exceed:

- 800 kgs for European pallets 800\*1200
- 800 kgs for standard heavy pallets 800\*1200
- 500 kgs for standard medium-heavy pallets 800\*1200
- 200 kgs for pallets 800\*600

The use of standard light pallets (board thickness < 17 mm) is prohibited.

#### ▪ Height

The total height of the HU must not exceed 1400 mm.

#### ▪ Type of usable pallet

The formats of usable pallets are 1200\*800 or 800\*600 for a half pallet.

Pallets complying with the International Phytosanitary Measure Standard NIMP 15 / ISPM 15 should be preferred. It is mandatory for goods coming from outside Europe.

#### ▪ Remarks

For large volumes, a HU can only contain one part number.

### **1 pallet = 1 part number**

For small volumes :

For transport cost reasons, the possibility of delivering HUs containing several part numbers is granted.

In this case :

- For transport cost reasons, the possibility of delivering HUs containing several p/n is granted.

- Crouzet reserves the right to require one p/n per HU in the case of small volumes if this last rule is not respected.

the maintenance of HUs must be ensured by transparent heat-shrinkable film or banding with corner protectors. The most suitable solution should be chosen so that the products are maintained throughout the journey (See Annex 1).

- Identifications

PU must be visible from the outside to allow control of the delivery's integrity (no black film). PU references (identification label) must be visible without unloading the pallet.

- Prohibited

Metal strapping -> Prefer plastic strapping or textile strapping

Nails

Stapling cartons to the pallet

Grouping different Crouzet entities on the same HU.

- Stacking Management

Stacking is only allowed if it does not impact the packaging geometry or the quality of the parts. If it is not possible to guarantee from the carrier that the pallets will not be stacked, the HUs used must support stacking.

## **1.2. General Characteristics PU**

In addition to specific requirements for certain products.

A PU can only contain one reference. PUs must be 100% filled and guarantee the integrity of the products until our production lines.

### **1 package = 1 part number**

the packaging used must meet Galia standards.

PUs must be closed with adhesive tape or non-metallic strapping.

A PU must not exceed 12 kg. (Exception for the weight limit for wire, cable, material reels)

For a given reference, the PU will be:

**Identical at each delivery**

**Always contain the same number of pieces**

## 2. Identification Requirements

All HUs and PUs as well as any sub-packaging must be labeled.

- The label format to be used for HUs is the **Galia format** (See Model proposed in Annex 3).
- The label format to be used for PUs is the **Crouzet Label format or, failing that, Galia label**. The label must be weather-resistant.

The minimum identification information for the PU will include:

- Crouzet code or indexed reference
- Designation
- Container quantity
- Supplier identification
- Batch number
- Manufacturing date
- Origin of the goods
- Origine de la marchandise

### 2.1. Handling Unit

In the case of a single-p/n pallet:

**One label on each 800-width face and one on the top.**

- Crouzet code or indexed reference
- Designation
- Total HU quantity
- Supplier identification

If the supplier has obtained an exemption to ship multiple references on the same HU, it is not necessary to affix a Galia HU label.

### 2.2. Packaging Unit

**The label must be positioned on the narrow side of the packaging.**

The label must be visible without unloading the pallet.

In the case of a C40 packaging, it can be affixed to the widest side.

The label will only be placed on the side of the lid in the case of boxes with a lid that completely covers the packaging.

### 2.3. Specific Labeling for Sub-Packaging

Sub-packaging labels are not required to comply with the Galia standard.

Minimum required information on sub-packaging units:

- Crouzet p/n
- Designation
- Quantity of pieces contained
- Supplier code
- Batch number
- Manufacturing date

### 3. Delivery

To proceed with the receipt of goods, a number of points must be respected. If these points are not respected, the delivery may be refused.

#### 3.1. Delivery Accompanying Documents

Every delivery must be accompanied by a **delivery note** and a **packing list**.

The following data must appear on each delivery note:

In the delivery note header:

- **The delivery address** of the delivered Crouzet entity.
  - Crouzet 8101 – Valence  
10 Rue du docteur Abel  
26 000 Valence
  - Crouzet 8103 – Casablanca  
route 1029 KM3 ZI Sidimarouf  
20 280 Casablanca  
MOROCCO
  - Crouzet 8105 c/o Skipper Logistique  
15 rue Georges Méliès  
ZI Briffaut Ouest 26 000 Valence
  - Crouzet Automatismes  
VMI/ MAF Warehouse 8191  
10 rue docteur Abel  
26 000 Valence
- **Votre code fournisseur (en entête de BL et clairement identifiable)**  
Exemple : « n° fournisseur 134931 »
- **Your supplier code** (in the delivery note header and clearly identifiable)
  - Example: "supplier number 134931"
  -

**A delivery note and a handling unit (pallet, overpack, etc.) must never group different Crouzet entities. (8101, 8103, 8104, 8105, 8191)**

In detail of each delivery note line:

- **Order type, order number, and item number**  
Example: "OP 00081 17012345 1.000"
- **Crouzet codes or indexed P/N**
- **Quantities**

(See order example in Annex 4)

The packing list must include at least the following information:

- Number of pallets
- Total weight of each pallet
- Shipping date

- P/Ns contained on each HU
- Number of PUs contained per HU
- Quantities contained per component on each HU
- Order type, order numbers, and item numbers

This packing list will be affixed to each delivery pallet in a plastic pouch protecting it from the weather.

### **3.2. Order Separation**

Given that each Crouzet entity is able to manage its own orders, even if deliveries are made to the logistics platform, **it is imperative to separate the goods on different pallets according to the Crouzet entity.**

The entity identification number is indicated on the order form: BP: 8101, 8102, 8103, 8104, 8105 and in the delivery address.

**It is forbidden to mix 2 Crouzet entities on the same pallet and on the same delivery note.**

For the concerned suppliers, deliveries to the VMI must also be separated from the rest of the other orders.

Delivery addresses and physical deliveries must be respected, especially for deliveries to Skipper logistics c/o Crouzet, Crouzet Pont Isère and Crouzet Valence.

### **3.3. Reception Hours**

Hours for Valence :

- Monday to Thursday : 8h00-12h00 13h30-17h00
- Friday : 8h00-11h30

Hours for Skipper logistics platform Valence :

- Monday to Friday : 8h40-12h 13h30-17h

Hours for Pont Isère

- Monday to Thursday : 8h30-12h00 13h00-16h30
- Friday : 8h30-10h30

## **4. Environmental Requirements for Packaging**

The reduction of packaging and its recyclability must be a constant focus for our suppliers. Crouzet particularly encourages its suppliers to take actions on the following axes:

- Selection of more ecological materials (e.g., cartons, solvent-free adhesives, biodegradable films, etc.)
- Incorporation of recycled content

- Optimal design (e.g., optimization of the packaging/product (mass) ratio, reduction of over-packaging)
- Predominantly recyclable materials. Improvement of the recyclability of the packaging or product at the end of its life (mono-material, packaging with components that can be separated, materials compatible with selective collection, recycling, etc.).
- Optimize the thicknesses, grammages of materials, packaging used, and palletization plans.

Crouzet encourages the Supplier to propose a packaging take-back system for recycling or reuse to limit the disposal of used packaging. The use of reusable or returnable packaging provides multiple benefits for both suppliers and Crouzet:

- Better Ergonomics
- Waste Elimination
- Transport Optimization
- Space Optimization on production lines

*Wood Packaging* : Pallets/wood packaging should, if possible, comply with the NIMP 15 / ISPM 15 standard.

*Cushioning Materials* : Use crumpled paper, polyethylene inflatable bags.

Do not use:

- PVC (polyvinyl chloride)
- Polyurethane foams
- EPS (expanded polystyrene)
- Flakes

## 5. Closure

*Crouzet* :

By this document, I confirm that Crouzet units remain open all year round except for any exceptional closures that will be communicated to you. The Skipper logistics platform remains open permanently except for legal closure days.

*Supplier* :

In this context, the supplier makes every effort to ensure service continuity to Crouzet in terms of both resources and component availability.

To ensure component availability without impacting Crouzet, the supplier commits to:

- Keep its production tool open as well as that of its subcontractors
- Keep its production tool open and commit to building up an anticipation stock of parts and sub-assemblies purchased from suppliers and/or subcontractors who close
- Plan the necessary anticipations (from its suppliers and its production tool) and ensure deliveries to Crouzet during its closure period on the initial delivery dates of the orders.

The supplier remains responsible for managing its service provider during its closure period (respect of delivery dates).



Additional Remarks :

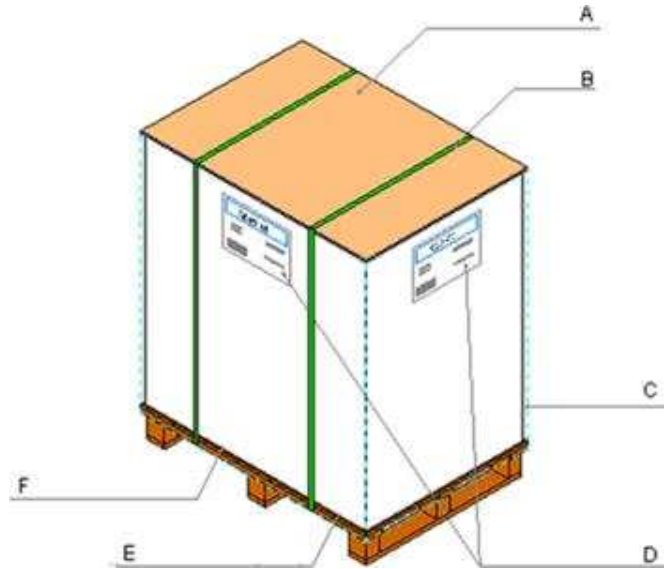
For sensitive parts, Crouzet reserves the right to request samples to carry out quality checks in advance on production lots stored in your premises in anticipation.

Crouzet reserves the right, if necessary, to audit the anticipation constitution and to request a monthly stock report from the supplier.

The supplier sets up an organization guaranteeing product conformity (reinforced control or 100% control before the closure of its suppliers, subcontractors, and/or its production tool for anticipated stocks).

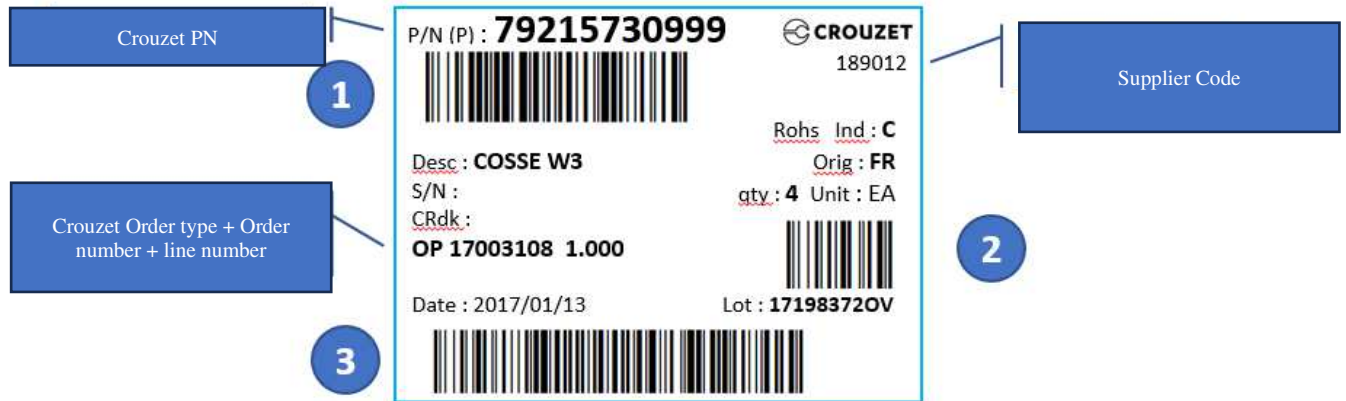
## 6. Annexes

### 6.1. Annex 1 : HU preparation



## 6.2. Annexe 2 : Label Examples

CROUZET Label (60x80 mm) for PU :



Barcode : CODE 128

Bartender	Donnée	Description	Taille F/V	Format
-	P	Détrompeur produit	F	-
P/N	79252896	Article	V	-
-	*	Détrompeur fin code-barres	F	-

Bartender	Donnée	Description	Taille F/V	Format
QTY	100	Quantité	V	5 caractères max


Bartender	Donnée	Description	Taille F/V	Format
-	M	Détrompeur lot	F	-
INDICE	C	Indice de l'article	V	2 caractères fixes (à compléter par blanc si 1 indice avec 1 caractère ou si indice vide)
DATE	170113	Date	V	YYMMDD
LOT	171983720V	Lot	V	10 caractères fixes (à compléter par blanc)
-	*	Détrompeur fin code-barres	F	-

### 6.3. Annex 3 : Examples of Order

Order number and type

Your Supplier Code



Adresse de livraison  
Crouzet c/o Skipper Logistique  
15 rue Georges Méliès  
ZI Briffaut Ouest  
26000 Valence  
France

Commande N° : **OP 00081 17021006**  
Révision : 0  
N° Four : **134236**

Adresse facturation  
Crouzet Automatismes SAS  
12 rue Jean Jullien-Davin  
CS 60059  
Cedex 9  
26902  
Valence  
FR

Mode envoi : MAIL  
BP : **8105**      Date : 11/07/17

Adresse fournisseur  
  
*Nom du fournisseur*  
*Adresse fournisseur*

Crouzet Entity

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th>Transporteur</th><th>Incoterm</th></tr> <tr><td> </td><td>DAP</td></tr> </table>	Transporteur	Incoterm		DAP	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th>Règlement</th><th>Devise</th></tr> <tr><td><i>Condition règlement</i></td><td>EUR</td></tr> </table>	Règlement	Devise	<i>Condition règlement</i>	EUR	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th>Correspondant</th></tr> <tr><td>Emetteur : Sanaa DRAISSI sanaa.draissi@innovistasensors.com Acheteur : Michel RUBIO michel.rubio@innovistasensors.com</td></tr> </table>	Correspondant	Emetteur : Sanaa DRAISSI sanaa.draissi@innovistasensors.com Acheteur : Michel RUBIO michel.rubio@innovistasensors.com
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	DAP											
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Correspondant												
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COMMANDE SOUMISE AUX EXIGENCES DE LA PCA 029 EN VIGUEUR SI APPLICABLE

Ligne	Rev	Référence	Description	Plan	Ind	UM	Date Dem.	Quantité Commandée	Prix Unitaire	Montant HT Net
<b>1,000</b>		<b>79215135</b>	PILIER	79215135	A	EA	25/08/17	2000,000	<i>Prix unitaire</i>	<i>Montant</i>

Order line number

Crouzet Part Number

ETRE SUIVIE PAR LES AUTORITES DGA OU DGAC