

GEALAN

POLYMERS. ENGINEERING. SUSTAINABLE.



PACKAGING MANUAL

GEALAN FORMTEILE GMBH

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1 Generally valid part

1.1 Basics

1.1.1 Introduction

The packaging manual of GEALAN Formteile GmbH bindingly regulates all relevant processes that arise on the packaging side in the interaction between suppliers, customers, and GEALAN Formteile GmbH.

The packaging manual describes the general and specific packaging requirements für suppliers and customers of GEALAN Formteile GmbH

This packaging manual serves to determine packaging between suppliers, customers and GEALAN Formteile GmbH that meets all the necessary requirements throughout the process chain.

The primary goals are to save costs, reduce process-related CO² emissions and conserve resources. GEALAN Formteile GmbH sees the way to achieve this through the use of reusable packaging, foldable or deep-stackable packaging materials with volume reduction for empties transport and intermediate storage as well as minimised dead weight. Another important role on this path is the reduction of diversity and standardization of packaging materials.

The use of packaging materials that do not meet these requirements (e.g. pallet cages) must be consistently reduced.

The packaging handbook documents the packaging principles and standards of GEALAN Formteile GmbH for suppliers and customers with the following focal points:

- Optimal container and packaging design
- Standardized dimensions
- Matched Content Quantities
- Efficient and trouble-free material flow from the supplier via GEALAN Formteile GmbH to the customer

1.1.2 Structure of the Packaging Manual

The manual is divided into 3 sections:

- Generally applicable part
- Standard load carriers for suppliers and customers
- Customer- and supplier-specific load carriers

1.1.3 Up-to-dateness of the packaging manual

The current status is available on the GEALAN homepage. The status of the change is described in point 1.9.

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1.2 Responsibility Supplier

1.2.1 General Responsibility

The supplier is generally responsible for the damage-free delivery of his goods.

1.2.2 Special Responsibilities

The Supplier shall also be responsible for:

- Creation of packaging concepts and coordination with GEALAN Formteile
- The procurement of containers agreed with GEALAN Formteile
- The procurement of alternative packaging agreed with GEALAN Formteile
- Safe deliveries of samples and pre-series parts

1.3 Cost Allocation

1.3.1 General Information

GEALAN's own packaging may not be used for other purposes by suppliers and customers for

- Intermediate storage of semi-finished parts
- Internal production circulation at suppliers and customers
- Supplier transports from third parties to suppliers
- Forwarding by customers to third parties

For these purposes, the supplier and customer must use their own packaging.

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1.3.2 Cost allocation for suppliers

Costs incurred will be borne by the supplier or GEALAN Formteile as follows:

Point	Description	Absorption of costs	
		Supplier	GEALAN
1	Costs for taking over GEALAN ´s own or special containers		X
2	Costs for disposable or internal packaging	X	
3	Costs for suppliers own containers	X	
4	Costs for containers or packaging for temporary storage of semi-finished parts	X	
5	Costs for purchasing packaging or containers from supplier to supplier	X	
6	Costs for purchasing containers or packaging for batch production	X	
7	Costs for non-coordinated alternative packaging	X	
8	Costs for packaging the sample parts or pre-series parts	X	
9	Costs for defective, wet or damaged packaging	X	
10	Costs caused by non-compliance with agreed packaging	X	
11	Costs of repair to GEALAN special or standard containers	50%	50%
12	Costs for replacement of special containers	50%	50%
13	Replacement costs (current new price) for containers in the event of shortages without proof in the supplier account	100%	

1.3.3 Cost allocation for customers

Packaging costs for deliveries of GEALAN Formteile GmbH to its customers are presented to the customers by means of packaging concepts and packaging offers and agreed with them and contractually agreed.

1.4 Packaging Planning Process

1.4.1 General conditions

It is the supplier's responsibility to ensure that the flow of information is ensured through a designated contact person with a coordination function for its various delivery points.

Once a packaging agreement has been made with a supplier, it is part of the terms and conditions of purchase. In addition, the requirements of this packaging manual apply.

If agreements on packaging are not complied with, GEALAN Formteile GmbH reserves the right to charge the respective supplier with corresponding handling, disposal and repackaging costs.

1.4.2 Planning Principles

As a matter of principle, suppliers must deliver their goods in reusable packaging, preferably in neutral standard containers or GEALAN standard containers. GEALAN Formteile GmbH delivers goods to its customers in reusable packaging, preferably in neutral standard containers or in customer-specific reusable containers. Only in cases where reusable packaging cannot be used economically or for deliveries to and from outside the EU, the planning of disposable packaging is permitted.

1.4.3 Packaging requirements

In order to ensure optimal processes between suppliers, customers and GEALAN, the following requirements apply to the packaging/containers, if the packaging has not yet been determined:

- The smallest possible standard container should be chosen.
- In principle, pallet logic should be used instead of packaged logic, i.e. the smallest shipping unit is a pallet or a comparable large load carrier
- Packaging simulation must be used to achieve a high packing density.
- Additional packaging that is not required (especially disposable) should be avoided even if it is provided free of charge
- If additional packaging is required, it must be used cost-effectively and sparingly (selection of sufficiently suitable materials, taking into account single-use/reusable solutions).
- The single-use packaging must be designed in such a way as to ensure optimal functionality in terms of simple, ergonomic and cost-effective handling of the inner packaging and parts.

Regardless of the type of packaging chosen, the following requirements must be met:

- Damage-free delivery of the goods (no quality impairment due to packaging)
- Optimum utilization of the containers and formation of rational loading units
- Adherence to the minimum purchase quantity of 1 pallet or large load carrier per item
- Marking of each individual container
- Transport security
- Problem-free unloading of transport vehicles by industrial trucks
- Adherence to the specified standard dimensions
- Handling-friendly design and stackability
- Removal of parts from the packaging as uncomplicated as possible
- When goods are delivered on pallets, the individual containers must not exceed the pallet in length and width.

Packaging must always be planned with economic and ecological aspects in mind. The waste management objectives of the environmental legislation include, in accordance with the ecological priorities:

- Avoidance – Limited to what is necessary
- Reduction – reuse through the use of reusable packaging: Reusable load carriers are preferable, taking into account the above-mentioned point "avoidance". The proportion of single-use products must be reduced
- Recycling – Environmentally friendly recycling must be possible with disposable packaging (recyclable materials)

1.4.4 Special cases

- Unpalletized goods (individual containers) are to be avoided as a matter of principle. In individual cases, they are only permissible after mutual notification and approval and only in the case of parcel service or courier deliveries
- Packaging for sample parts must always be coordinated with GEALAN's quality management. The costs incurred are borne by the sender.

1.4.5 Disposable packaging

Single-use packaging should be avoided as much as possible. Suppliers must notify GEALAN in advance of deliveries of non-reusable packaging subject to approval. Deliveries by GEALAN to customers with non-reusable packaging must also be notified to the customer in advance, subject to approval.

Single-use packaging is generally provided by the supplier and must meet the following requirements:

- Damage-free, problem-free handling thanks to industrial trucks
- Load-bearing capacity guarantees at least three times the stackability
- Easy removal of content
- Environmentally friendly disposal
- Moisture protection

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- Marking of the max. load or stacking factor
- Standard dimensions of the loading unit and modular design must be adhered to.

Deviations must be agreed by the supplier with GEALAN.

1.5 Labeling

1.5.1 Labeling in general

Each packaging unit must be marked with a goods tag (label) or a label in accordance with the current VDA label (VDA 4902). In the case of KLT load units, a master label per container is required in addition to the labelling of the individual load carriers. Labels are to be applied with 3 textile adhesive dots. Barcodes must not be pasted over.

1.5.2 Non-VDA label

For deliveries to non-automotive customers, GEALAN control sections are still permitted as labels for old contracts. As a matter of principle, suppliers must deliver with VDA labels.

1.5.3 VDA-Label

In order to identify the parts, each packaging unit must carry a label or label as a product tag (210mm x 74mm) in accordance with VDA 4902 with the following information:

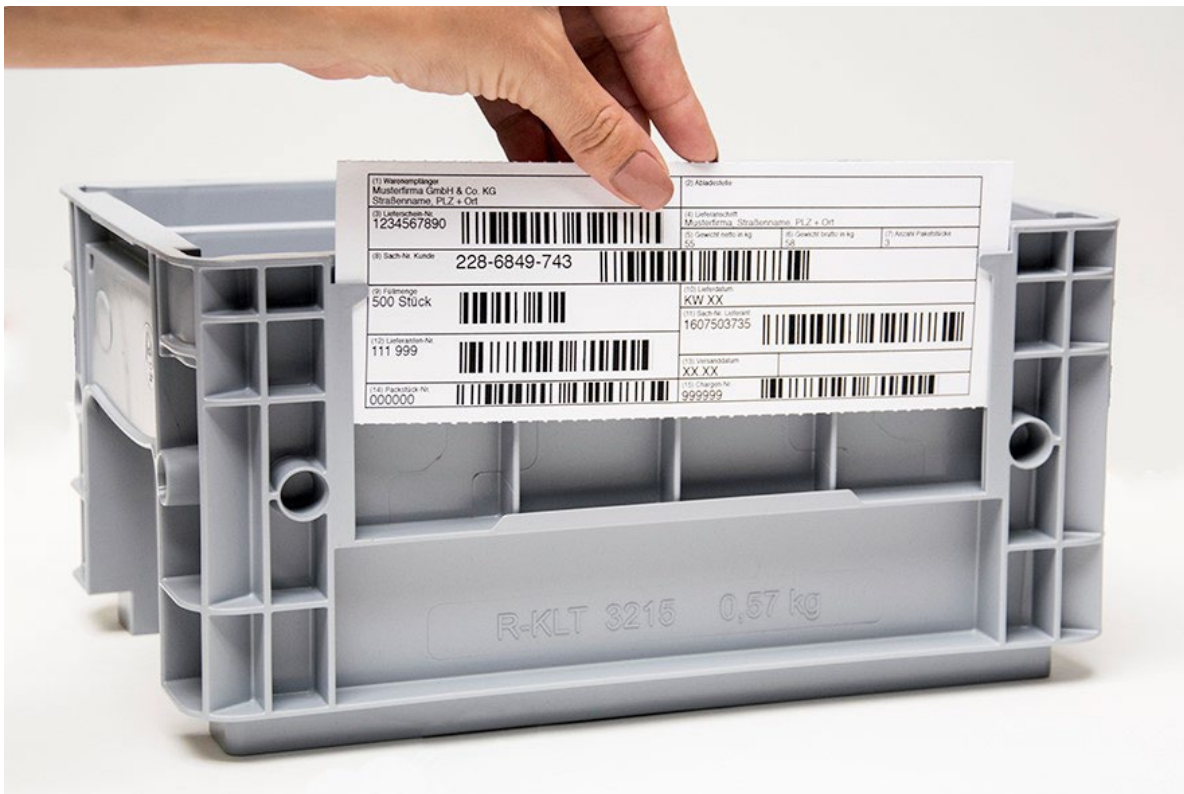
- Name / address of the consignee
- Name of the unloading point
- Customer's part number (*)
- Capacity (*)
- Supplier number (*)
- Exact designation of the parts
- Part number at the supplier
- Batch number (*)
- Delivery note number (*)
- Parcel number (*)
- Construction Change Status
- Delivery date

Additionally for the master label / master label (210mm x 150mm):

- Supplier's address
- Net weight
- Gross weight
- Number of packages
- Packaging identification number for the customer
- Batch number can be omitted with master label

The data marked with (*) must also be displayed as a barcode (system code 39) on the labels.

VDA 4902 Goods tag



VDA 4902 Masterlabel

Logitogo GmbH Wesendonkstr. 5 81925 München		Ablage1 Lagerort1 Verwendungsstelle1	
LS1 		Lieferantenanschrift1	
4711 		101 kg	201 kg
1001 St. 		Testobjekt1 4711-1 	
Lieferantennr1 		2011-08-01	Stand 1
Pack-Best1 		Charge101 	

1.6 Weight Limits

1.6.1 Weights

The following weights may not be exceeded as packaging:

Packaging	Max. weight in kg
Box with dimensions up to 600 x 400 x 500	20Kg
Big Bags (e.g. pallet cages, WP-Container)	200kg
KLT ´s of every type	20Kg

1.6.2 Noncompliance

If suppliers exceed the weight limits specified in 1.6.1, GEALAN reserves the right to charge the additional costs incurred.

1.7 Handling of container management for suppliers

1.7.1 Calculation of circulating quantity

The supplier is required to submit a notification of need to the specialist offices at GEALAN. GEALAN reserves the right to check these and, if necessary, to adjust them.

1.7.2 Request for empties

The supplier is responsible for requesting the required empties. Required empties must be ordered from GEALAN at least 1 calendar week before planned use.

1.8 Description of the container circuits

In principle, GEALAN Formteile GmbH distinguishes between 4 container cycles:

1.8.1 BK I: project-specific and in-house

The containers will be used exclusively at GEALAN Formteile and will continue to be used exclusively for a planned project

Example: part-specific GEALAN containers, which are required on the production machines for the packaging of semi-finished parts

1.8.2 BK II: project-specific and cross-company

The containers are also used outside of GEALAN Formteile, but only for a planned project

Example: part-specific customer empties, which serve as containers for finished parts

1.8.3 BK III: cross-project and in-house

The containers are used exclusively at GEALAN Formteile, but not on a project-by-project basis, but universally applicable

Example: GEALAN KLT boxes
GEALAN reusable containers

1.8.4 BK IV: cross-project and cross-company

The containers are also used outside of GEALAN Formteile and are not assigned to any specific project.

Example: Euro pallet
Euro Gitterbox (use should be avoided if possible)

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1.9 Change Description

1.9.1 Last Modification

Name	Date	Remark
Olaf Bock	01.09.2022	Creation
Leonie Seiler	25.01.2024	Modification of new GEALAN design
Henrik Stengel	16.02.2024	Translation into English

2 Standard load carriers for use by customers and suppliers (examples)

2.1 Stacking box GEALAN black (Art. No. 999.01.01)



External dimensions: 400 x 300 x 215 mm

Internal dimensions: 365 x 265 x 188 mm

2.2 GEALAN Folding KLT 6410 G blue (Art.Nr. 40374)

[open here](#)





Folded here

External dimensions: 600x400x280 mm

Internal dimensions: 534x357x242 mm

Weight: 3,40 kg

2.3 Pallet lid PP cover A1208 blue (Art.Nr. 40375)



External dimensions: 1205 x 805 x 94 mm

Weight: 6,10 kg

Storage path: [https://gealancom.sharepoint.com/sites/marketing_pr/Freigegebene
Dokumente/General/Website/Texte/AGB/Verpackunghandbuch für Lieferanten Gealan Englisch.docx](https://gealancom.sharepoint.com/sites/marketing_pr/Freigegebene_Dokumente/General/Website/Texte/AGB/Verpackunghandbuch_für_Lieferanten_Gealan_Englisch.docx)

Creator: OBO
Date: 01.09.2022

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2.4 KTP Vario-Box Super Quad Smartfix 40320 (Art.Nr. 40320)



here in the assembled state



here in a folded state for the transport of empties

External dimensions: 1230x830x980 mm
Internal dimensions: 1195x795x780 mm
Weight: 45 kg

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2.5 Multi Pack 4 (Art.Nr. 40081)



Bildquelle: <https://www.comepack.de/>

External dimensions (with lid): 598 x 398 x 335 mm

Internal dimensions: 559 x 367 x 325 mm

Weight: 3,27 kg

2.6 Multi Pack 5 (Art.Nr. 40045)



Bildquelle: <https://www.comepack.de/>

External dimensions (with lid): 598 x 398 x 222 mm

Internal dimensions: 559 x 367 x 213 mm

Weight: 2,665 kg

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2.7 Multi Pack 6 (Art.Nr. 40082)



Bildquelle: <https://www.comepack.de/>

External dimensions (with lid): 398 x 298 x 224 mm

Internal dimensions: 363 x 257 x 213 mm

Weight: 1,405 kg

2.8 Pallet cage (Art.Nr. 1000)



External dimensions: 1240 x 830 x 955 mm

Internal dimensions: 1180 x 795 x 795 mm

Weight: 85 kg

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2.9 Euro pallet, Euro Pool pallet (Art.Nr. 1004)



External dimensions: 1200 x 800 x 147 mm

Weight: 20,2 kg

2.10 One-way pallet with IPPC certificate and stamp (Art. No.1006)



External dimensions: 1200 x 800 x 135 mm

Weight: 20 kg

3 Customer- or supplier-specific load carriers

Customer- and supplier-specific load carriers are usually subject to the change service and can be viewed in the most up-to-date form on the respective homepages of the customers and suppliers. Please note that you usually need to register for this.

For copyright reasons, we are unable to list, display and describe this packaging in this packaging manual.

