

Logistics Guidelines

Between
Companies of the Knipping Kunststofftechnik Group
(listed under Item 3. and referred to hereinafter as SUPPLIER)

And

Customers
(referred to hereinafter as CLIENT)

Content

1. Purpose of the Agreement.....	2
2. Validity.....	2
3. Addresses and important contact partners:	2
4. Lead time from the order up to the release of goods.....	3
5. Value-added tax / VAT ID	3
6. Single purchase order, call-off, call via EDI	3
7. Lead times from notification up to collection	3
8. Applicable law, court of jurisdiction, court of arbitration?	3
9. Confirmations of arrival.....	3
10. Packaging.....	4
11. Labeling	4
12. Incoterms.....	4
13. Loading / truck / stowage in container	4
14. Warehousing conditions.....	5
15. Accompanying documents	5
16. List of Abbreviations.....	6

1. Purpose of the Agreement

This Agreement supplements the operational documents and processes such as Electronic Data Interchange (EDI), call-offs, orders, charges, credits, shipping process and commercial conditions. In the event of any conflicts arising between the aforementioned documents/processes and the terms of this agreement the terms of the latter shall apply. The latest version shall apply respectively, as published under <https://www.knipping.de/agb/>.

2. Validity

This logistics agreement applies to all plants of the Knipping Kunststofftechnik Group.

3. Addresses and important contact partners:

Knipping Kunststofftechnik Gessmann GmbH, plant Leingarten

Postal address: Dieselstraße 27, D-74211 Leingarten

Loading address: Dieselstraße 25, D-74211 Leingarten

Billing address: Dieselstraße 27, D-74211 Leingarten

DUNS: 315564963

VAT ID: DE 145 803 074

Knipping Kunststofftechnik Gessmann GmbH, plant Talheim

Postal address: Sontheimer Feld 1, D-74388 Talheim

Loading address: Sontheimer Feld 1, D-74388 Talheim

Billing address: Dieselstraße 27, D-74211 Leingarten

DUNS: 342530473

VAT ID: DE 145 803 074

Knipping Kunststofftechnik King Plastic GmbH, plant Gummersbach

Postal address:: Hammerwiese 3, D-51647 Gummersbach

Loading address: Hammerwiese 3, D-51647 Gummersbach

Billing address: Hammerwiese 3, D-51647 Gummersbach

DUNS: 325277119

VAT ID: DE811204710

Knipping Kunststofftechnik King Plastic GmbH, plant Ottendorf Ockrilla

Postal address:: Bergener-Ring 14, D-01458 Ottendorf-Ockrilla

Loading address: Bergener-Ring 14, D-01458 Ottendorf-Ockrilla

Billing address: Bergener-Ring 14, D-01458 Ottendorf-Ockrilla

DUNS: 330829503

VAT ID: DE811204710

Logistics – Emergency Contact (24-hour): Sascha Liebau - Director Logistics

email: sascha.liebau@knipping.de, phone: +49 172 620 1520

Quality – Emergency Contact (24-hour): Frank Menold – Director Quality / QMB

email: frank.menold@knipping.de, phone: +49 172 631 5568

4. Lead time from the order up to the release of goods

The delivery time is between 8-12 weeks, depending on the article and quantities to be delivered under the following conditions:

In event of a cancellation of quantities the delivery period shall begin again.

The call horizon/forecast is 18 months.

The frozen zone is 4 weeks up to the release date.

Flexibility is 15% of the weekly demand average of the annual quantity agreed with the OEM.

The obligation to accept goods is 4 weeks for end products (production release) and a further 6 weeks for raw materials (material release).

For fluctuations in demand that exceed the aforementioned thresholds the capacity and delivery time will be considered on an individual case basis. In the event of a positive decision the above delivery time will apply again for the varying quantity.

In critical supply situations the supply will be governed by the bottleneck management system of the corresponding OEM.

5. Value-added tax / VAT ID

For the handling of all orders in which the place of delivery is outside of Germany the Supplier shall require a valid value-added tax Identification number. The Client shall, for this purpose, specify the provided VAT identification number that is appropriate for the shipping process. The Supplier shall use this number for the handling process, it shall, however, not assume any responsibility for the applicability thereof. Any claims due to legal concerns shall be passed on to the Client in full.

6. Single purchase order, call-off, call via EDI

The processing of single purchase orders and call-offs shall take place within 48 hours. Corresponding changes regarding quantities and schedules from these orders cannot be considered within this period.

7. Lead times from notification up to collection

The number of days between the notification of the goods up to the date of collection (lead time) shall not exceed 5 working days. In the event of non-compliance, warehouse costs of EUR 10 EUR / week / pallet shall be charged.

8. Applicable law, court of jurisdiction, court of arbitration?

Place of jurisdiction is the registered office of the respective individual companies. German law applies.

9. Confirmations of arrival

The Client shall issue the Supplier confirmations of arrival within 4 weeks of collecting the goods. Confirmation shall be provided for each delivery note number.

10. Packaging

Standard disposable packaging:

The respective packaging data sheet of the delivery plant applies.
We ship one-way pallets with cartons as standard.

- Leingarten/Talheim: These are wrapped in stretch foil. Straps are not used as our pallets are adequately secured by the stretch foil. A different form of packaging is possible, this, however, has to be agreed on a case-by-case basis with the delivery plant, and the additional costs shall be borne by the Client.
- Gummersbach/Ottendorf: These are secured by straps. A different form of packaging is possible, this, however, has to be agreed on a case-by-case basis with the delivery plant and the additional costs shall be borne by the Client.

Returnable packaging:

The respective packaging data sheet of the delivery plant applies.
If returnable packaging is used, this packaging is to be made available by the Client, in a cleaned condition, at no added cost. Additional costs for the handling etc. to be agreed on a case-by-case basis.

11. Labeling

We solely use labels that comply with VDA4902.

Should special formats be required that can be produced at the delivery plant, the Customer shall be charged according to the expense thereby incurred.

12. Incoterms

The standard Incoterm is EXW (Ex Works) or FCA place of loading.

13. Loading / truck / stowage in container

For EXW the goods are provided at the corresponding ramp ready for loading. The carrier loads the goods itself.

With FCA at place of loading the loading of the goods is carried out by the staff of the Supplier.
Containers are always loaded by the staff of the Supplier.

The carrier is responsible for securing the load and road safety condition of the vehicle.

14. Warehousing conditions

The parts delivered by us are not subject to any specific requirements with regard to storage and handling. The parts are also not conditioned.

The parts can be stored without the occurrence of any impairment for several years under normal conditions i.e. in closed rooms, without variations in climate, away from direct sunlight, without mechanical loads and without contamination etc.

It is to be observed that parts made of polyamide take up or give off water depending on the air humidity.

This has a limited impact on the notch impact strength of the parts.

The extent to which water is absorbed or discharged by the parts depends on the climate conditions at the place of storage

15. Accompanying documents

Latest version of the shipping and delivery terms (must always be updated!)

Should individual contents of the accompanying documents be contradictory or divergent to these guidelines, then these Logistics Guidelines shall always apply.

The Logistics Guidelines takes precedence over the accompanying documents.

16. List of Abbreviations

ABD	<i>Ausfuhrbegleitdokument</i> - Accompanying document
BMG	<i>Baumustergenehmigung</i> - Type approval
CKD	Completely Knocked Down Vehicles
SKD / MKD	Semi oder Medium Knocked Down - Vehicles
EMPB	<i>Erstmusterprüfbericht</i> - Initial Sample Inspection Report
EOP	End of production
eRFQ	electronic Request For Quotation (quotation portals)
FA	Fertigungsauftrag - Production Order
FAB	Feinabruf - Daily Call-Off (see also LAB)
FCL	Full Container Load (see also LCL)
FZ	<i>Fortschrittszahl</i> - Cumulative Quantities
GLT	<i>Großladungsträger</i> - Large/heavy load carrier (HLC), large loading medium
GS	VW www.vwgroupsupply.com
IPC	BMW Group International Purchasing Conditions for Production Material and Vehicle Components IPC
KCC	Konzern Consolidation Center - VW/Audi/Skoda Group Consolidation Center
KEP	(English CEP) Currier Express Parcel – Service Provider: DHL Express, UPS, etc.
KLT	Kleinladungsträger - Small load carrier (SLC), small loading medium
LAB	<i>Lagerabruf</i> - Warehouse Release Order - see also FAB
LCL	Less than Container Load, see also FCL
Lead time	Lead Time or Delivery Time
MDE	Maschinendatenerfassung - Machine Data Collection (production quantities)
MOQ	Minimum Order Quantity (wherever possible also optimal packaging: whole cartons /SLC, whole pallets)
OPAL	Origin and Preference Portal (OPAL) of BMW (Proof of Origin/Long-term Supplier Declaration/Preferential Treatment)
OS	Nullserie / Pre-series
POD	Place of Delivery or with FCA, EXW: Leingarten Proof of Delivery
PPAP	Production Part Approval Process
PSW	Part Submission Warrant (sampling)
PVS	Production Series Test
SOP	Start of Production - Start of series production at the customers
TLB	<i>Technische Lieferbedingungen</i> - TDS Technical Delivery Specifications - Quality
VFF	<i>Vorserien-Freigabe Fahrzeuge</i> / Pre-series vehicle acceptance
ZSB-Nr.	<i>Zusammenbau-Nr.</i> - Assembly No. (Component made of several parts)