

**GENERAL TRANSPORT POLICY OLEON**

Please sign for acceptance and return to:

**Oleon NV**

Attn. : Bernard Maselis

Assenedestraat 2

9940 Ertvelde

Belgium

e-mail : [bernard.maselis@oleon.com](mailto:bernard.maselis@oleon.com)

**Company Details of Transport Service Provider**

Company name: \_\_\_\_\_

Address: \_\_\_\_\_

Name representative: \_\_\_\_\_

Signature & Date : \_\_\_\_\_ / \_\_\_\_/\_\_\_\_

Type of transport :  Packed  Bulk  Containers  
(indicate what is applicable)  Food  Feed  Kosher  Halal  Technical

**Application**

The specifications in this policy apply to transportation services for bulk liquids and packed cargo via road or intermodal transport. It is applicable for all of Oleon sites, its affiliates, its subsidiaries and third party loading/unloading sites as requested by a booking.

**Validity**

The transport service provider will respect all requirements stipulated in this policy as of **1st of March 2021**. This policy supersedes all previous conditions and will remain into effect until a new version is issued.

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## **1. GENERAL INSTRUCTIONS**

### **1.1 SAFETY, HEALTH & ENVIRONMENT**

At all times, the driver and his equipment must comply with the health and safety instructions of the loading/unloading sites.

At all times, transports (driver, equipment, goods) should comply with the applicable national and European regulations.

The driver should speak and understand at least one of the languages requested by the plant (see attachments "plant specific requirements"). The driver should wear all required personal protective clothing as long as he/she is on the loading/unloading site (such as helmet, safety shoes, safety glasses, long pants, long sleeves, and other appropriate safety clothing and equipment). At all times, the driver has to stay in the proximity of the truck. If the driver will leave the proximity of the truck, he first will need to contact a local operator, so he is aware of this. In all cases the driver needs to respect the rules of the loading/unloading site.

The driver also should behave in a respectful social accepted way.

The transport service provider should have clear safety, health and environmental policies in place, emphasizing the importance of safety and protection of the employees, the customers, the public and the environment. There needs to be a clear policy in place concerning the use of drugs, medication, and/or alcohol – and this needs to be shared with Oleon.

Passengers below 18 years are not allowed to enter the premises, this is also applicable for animals. If the driver refuses to enter the plant due to this rule, Oleon will not be responsible for any costs related to this.

### **1.2 CORPORATE SOCIAL RESPONSIBILITY (CSR) \*(updated 2021)**

Oleon continually strives to conduct business with the highest possible ethical and legal standards. We believe that a natural chemistry entails much more than just the production of oleochemicals. We are genuinely concerned about human rights, adequate working conditions, health, safety, ethical business practices and the environment. To this extend, we have created a "Supplier Code of Conduct" which is in line with key international standards. We expect all of our suppliers to sign this document to ensure they are in line with Oleon's vision. The document is attached in appendix 1 of this transport policy: Appendix 1 – Supplier Code of Conduct.

Next to this Supplier Code of Conduct, Oleon has selected EcoVadis in order to assess sustainability / Corporate Social Responsibility performance. Suppliers can be asked to participate to the EcoVadis platform for an online assessment and rating.

### **1.3 TRAINING AND EXPERIENCE**

All transport service providers and their drivers are expected to be experienced and knowledgeable in the transportation and handling of the goods that need to be transported and the handling of the equipment. All drivers should comply to the legal regulations of directive 2003/59/EG.

Especially, for the transport of food, feed and Kosher products, the drivers need to have had the appropriate training to handle these kind of products (hygiene training and possible risk awareness). The transport company needs to be able to deliver the proof of training of these drivers, upon request.

### **1.4 EQUIPMENT**

All transport vehicles, trailers and containers should be road-worthy, well-maintained, fit for purpose and comply to legal regulations.

### **1.5 COMPLIANCE \*(updated 2021)**

The contracted transport service provider is responsible and accountable for presenting their services, equipment and/or driver(s) in compliance with:

- legal regulations (ADR, RID, IMDG and others where applicable),
- national legislation for domestic transportation where applicable,
- international and local legislation of the countries of transit and the country of destination,
- packed loads will be secured in compliance with national and international regulations
- specifications mentioned in this section.

This list is not exhaustive – this in case new legal obligations are requested to comply with.

When applicable, a valid ADR certificate must be present for both tractor, tank and trailer clearly indicating the tank code and vehicle code. In these cases, the driver must also be in possession of a valid professional ADR skill certificate.

### **1.6 TRANSPORT OF DANGEROUS GOODS**

All transport of dangerous goods needs to be in compliance with ADR requirements for road transport, IMDG requirements for sea transport, AND/ADN for inland water, RID for rail road transport. The transport service provider has to comply with the local legislation. Oleon reserves the right to verify compliance with these requirements before and after loading.

### **1.7 LOADING AND UNLOADING TIMES**

All transport service providers will strictly respect the agreed loading and unloading times. If no loading time has been agreed about, then loading/unloading will occur during the opening hours of the loading/unloading site and at least 1 hour before closing. Any nonconformity by the transport service provider needs to be reported to your Oleon contact person, and this immediately after getting knowledge of this deviation. If the

transport service provider does not adhere to the loading/unloading times, Oleon reserves the right to reject surcharges related to the non-compliance.

The deliveries must be handled in accordance with the destination receiving process.

For sealed shipments the consignee is responsible to verify for unbroken seals and to verify that the seal number corresponds with the number on the CMR.

The consignee has to sign the waybill after unloading and after inspection of the goods.

Any remarks should be mentioned on the waybill.

Please also check the plant specific requirements were this info also can be found.

### **1.8 EXTRA COST REPORTING**

All occurrences leading to unforeseen extra costs (waiting hrs, demurrage, ...) shall be reported within 72 hours after loading/unloading. A cost notification will be issued ultimately 2 weeks after loading/unloading. All cost notifications shall be justified by the appropriate documents (Waybill, POD,...). Late reporting or insufficient documentation can lead to rejection of the costs. Extra costs resulting in late cancellations can be charged back to the transport service provider.

### **1.9 COMPLAINT HANDLING**

Complaints should be handled within 10 calendar-days – if a faster answer/action is needed, this will be asked specifically. The transport service provider has to analyze the causes, has to introduce suitable corrective actions and has to review their effectiveness. Also, Oleon has the right to do a follow up on the corrective and preventive actions taken by the transport service provider.

Regarding complaints related to transport, only severe issues will be communicated to the transport service provider. The less severe complaints will only be registered within Oleon, and will be followed up periodically.

The content of the CMR – amongst other documents as well as legal jurisprudence – will form the base for claims handling.

### **1.10 SUBCONTRACTING**

The transport service provider is allowed to use subcontractors as long as the subcontractor complies with Oleon's policy prior to executing the service. For feed transports please refer to par. 3.4. In the event of non-compliance of the sub-contractor, Oleon will keep the initial contracted transport provider responsible for all consequences and costs. In all events the contracted transport service provider remains entirely responsible to fulfil his obligations and commitments towards Oleon. Oleon reserves the right to refuse a subcontractor.

### **1.11 INSURANCE**

The transport service provider will have a comprehensive general liability insurance customary for the transport industry and this for each delivery. Upon simple request from Oleon, the transport service provider will provide the appropriate certificate of insurance within 3 workingdays.

### **1.12 LIABILITY**

For all transport of Oleon goods, the transport service provider shall be liable towards Oleon under Waybill conditions for any direct damages, including but not limited to loss of goods, whether arising from breach of Oleon general transport policy, negligence or otherwise.

The transfer of responsibility of the goods is effective at the moment the goods have been loaded onto the vehicle.

### **1.13 CUSTOMER REJECTION**

Oleon needs to be informed immediately in case of customer rejection of the goods. The transport service provider will not take further action until Oleon provides further instructions.

### **1.14 PERFORMANCE REVIEW**

The operational performance will be reviewed on a regular basis. Every non-conformance will be registered in our system. A weight is added based on the severity of the issue : registration, low, medium or high. The medium to high non-conformances will be communicated directly as we want to receive feedback and immediate actions (see topic 'complaint handling'). The others will be registered and will be followed up on a periodical basis to monitor the performance of the transport company. If we notice many registrations or a negative trend in complaints, transport company will be contacted and requested to formulate corrective and preventive actions.

Next to regular follow up and complaint handling, supplier will be reviewed yearly during the yearly supplier evaluation. Topics concerning flexibility, customer service, equipment, administration, safety and environment are part of this evaluation.

### **1.15 ENTIRE AGREEMENT CLAUSE**

This Transport Policy shall apply to all [work orders] of Oleon to the transporter. The transport agreement shall consist of the [work orders], [bill of loading], the Transport Policy and the General Terms and Conditions for Transport by Road issued by Febetra as amended by the Transport Policy. Any terms & conditions of the transporter, either general or specific, are excluded unless these are explicitly accepted in written by an authorized representative Oleon.

### **1.16 AMENDMENTS TO THE GENERAL TERMS AND CONDITIONS FOR TRANSPORT BY ROAD ISSUED BY FEBETRA**

The parties accept the application of the General Terms and Conditions for Transport by Road issued by FEBETRA. However, the parties agree to deviate from these General Terms and Conditions for Transport by Road as is detailed hereunder.

Clause: Loading – Unloading – Weight

The sentence *"If no authorized representative is present on site at the agreed moment of delivery, the carrier is instructed to unload the goods to be delivered on site, after which the carrier shall inform the consignor/client of the delivery in any manner and the latter is deemed having accepted the delivery without any reservations."* shall be replaced by *"If no authorized representative is present on site at the agreed moment of delivery, the carrier shall contact the consignor and wait for instructions. The carrier may not unload in any other way than in conformity with the instructions of the consignor."*

Clause: Invoicing – Payments – Lien/Retention

The sentence *"In case of cancellation of a journey later than 24 hours before it is scheduled to start, the full price remains payable to the carrier."* shall be replaced by *"In case of cancellation of a shipment later than 24 hours before it is scheduled to start, the parties shall agree to a cancellation fee if such is justified."*

The sentence *"No set-off is allowed between the freight and any amounts payable by the carrier."* shall be deleted.

**1.17 Export documents \*(updated 2021)**

As from 1<sup>st</sup> January 2021 UK is no longer part of the EU. Oleon has implemented a software solution CAS from C4T (Customers for Trade) which makes possible to receive the export documents at the loading place. Only after receiving the MRN the driver is allowed to leave the loading location. For all other export destinations instructions will be given at site where to receive the export documents. Only after receipt the driver is allowed to leave the pickup location.

Oleon intends to extend the use of the CAS-tool during 2021.

**2. COSTS**

IN GENERAL, IN CASE OF ANY non-compliance OF TRANSPORT SERVICE PROVIDER WITH ANY PART OF THIS POLICY, Oleon RESERVES the right to reject the SERVICE provided by transport service provider. IN CASE of refusal of the services because of a non-compliance, OLEON shall not be held liable for any costs incurred by the transport service provider. transport service provider shall hold harmless and indemnify oleon for any costs or damages incurred by oleon and/or by any third party caused by the refusal of the services for reason of non-compliance by transport service provider.

### **3. BULK LIQUIDS**

#### **3.1 FIT FOR LOADING**

The transport service provider is responsible for presenting the equipment fit for loading bulk liquid products, i.e.:

- in compliance with the specifications in this section and in Oleon's booking request,
- suitable for the product to be loaded.

Equipment thus needs to be inspected by the transport service provider, or his authorized agent, prior to arrival at the loading point.

#### **3.2 EQUIPMENT**

##### **3.2.1 TANK CARS / TANK CONTAINERS**

Tank equipment must comply to following specifications:

- stainless steel tanks
- single compartment tank (except if differently, and specifically, requested or agreed upon)
- non-food products are not allowed in food tank cars/containers (details in our booking request)
- on every truck the platenumber or containernumber must be clearly visible
- minimum allowable working pressure for non-dangerous liquids : 1 barG
- tank is built with one or more manholes on top and a bottom outlet, designed for gravity loading through manhole and pressure loading through bottom outlet, unless differently agreed upon.
- the exterior of the tank should indicate the exact contents in liters or m<sup>3</sup>.
- the exterior of the tank should indicate the exact tare mass and maximum allowable gross weight in kg.
- the gaskets and seals need to be in good condition
- If the unloading or loading connections can be pressurized, the following equipment must be in place:
  - \* a drain valve to check and to relief the (residual) pressure in a safe manner
  - \* a pressure gauge is required
- loading and unloading connections equipped with dust caps must be removed by the driver, before entering the (un)loading area
- The driver needs to correctly attach and strap the seals he receives from the loading place. Additionally he needs to verify the seal numbers match the CMR.

In the event a multi-compartment tank is requested then :

- compartment numbers and exact contents (liters or m<sup>3</sup>) should be indicated on the exterior of the equipment
- outlets should be numbered in conformity with compartment numbers (numbering of the compartments starting from the front)

### 3.2.2 SAFETY \*(updated 2021)

- all tank trucks/tank containers must be equipped with a handrail and walkway in good working order. Loading or unloading places reserve the right to reject the equipment if not compliant
- all tank trucks must be bottom operated meaning that the safety rail, unloading valves, venting valves and air/pressure connection(s) can be handled from ground level, avoiding access on the tank car. This is applicable as of 1st of January 2022.

### 3.2.3 PUMP/COMPRESSOR TANK CARS

If not otherwise specified, a truck engine-driven compressor is the minimum standard equipment, with the necessary filters to prevent any contamination. A pump must be made available upon request.

If compressor will be used for food products, the gas for blowing/transport shall be from a source approved for food contact use and filtered to remove dust, oil and water.

For Oleon it's recommended to use oil free compressors.

If oil is used for the compressor, and this air can potentially come in contact with the product, the oil used shall be food grade – in this case the driver should have a certificate available that the oil used is food grade.

### 3.2.4 HOSES

The following standard specifications apply:

- minimum total length of 6 m for tank cars
- suitable for the product to be discharged
- equipped with dust caps.
- visible inspection of hoses while in the hose compartment must be possible.
- the hoses shall have a rupture pressure of at least three times the maximum pressure of the tank.
- the hoses as well as the connections permanently fixed to them (couplings) shall be controlled and tested at least every two years.
- certificates of the hoses should be available for Oleon any moment.

### 3.2.5 HEATING

The product needs to be delivered at the temperature identified in the booking request and according to the specifications of the transported product.

Road tank cars should be equipped with heating capability to keep the product at temperature during transit, or tank cars should be sufficiently insulated to deliver the product at the requested temperature.

Tank containers might need electrical or steam heating if not otherwise specified. For food/feed-products, the equipment must comply with the rules for food/feed-products.

Additional specifications:

- maximum operating steam pressure must be indicated on the exterior of the tank or near the steam inlet connection.
- a temperature gauge/indicator is required (including for each compartment if applicable)
- temperature gauge/indicator must be calibrated and tested for accuracy twice a year.

Any additional heating cost will not be accepted by Oleon.

### 3.2.6 SEALING

Man holes, valves, hose compartments and any other access points must be sealable.

### 3.3 CLEANING \*(updated 2021)

#### General requirements

- Tanks must be fully **dry** without any water residue after cleaning.
- The carrier should supply a signed and completed **cleaning certificate** before every loading or delivery.
- The cleaning certificate should contain the name of the **previous cargo**. In case of food, feed, Kosher and Halal products, the cleaning certificate should contain the name of the **3 previous cargos**.
- After cleaning, a tank shall be described as clean when there are no visible traces or odour of the last product or cleaning agent following an inspection via the man-lids.
- The exterior appearance of the tank must be clean.
- If the equipment does not comply then all costs (direct and indirect) related to non-compliance will be charged to the transport service provider.
- Oleon has the following cargoes **not-accepted** as **previous cargo**:
  - Cacao
  - Cacao mass
  - Chocolate
- The **cleaning certificate** is only valid for (when no other cargo has been loaded in between):
  - **5** calendar days for **road tank cars**
  - **10** calendar days for **isotainers**
- Exemptions can only be allowed when agreed with Oleon.

#### General cleaning requirements

- Tanks must be cleaned, preferably in an **EFTCO SQAS** certified cleaning station before loading.
- The minimum cleaning procedure includes:
  - Hot water spin (ECD-code P10),
  - Full drying (ECD-code P30 or E30 or E35),
  - Hose cleaning (ECD-code E50).

In case of food, feed, Kosher and Halal products, please see 3.4.

Additional cleaning procedures are allowed when required.

### **3.4 FEED, FOOD, KOSHER, HALAL PRODUCTS \*(updated 2021)**

#### **Application**

Next to the general requirements for cleaning, the following requirements are additionally applicable for all bulk transports of feed, food stuff, Kosher, Halal products. These should at all times be in line with Regulation (EC) 852/2004 on the Hygiene of Foodstuffs that has set rules for the food dedication of transport of foodstuffs in Chapter IV of Annex II.

#### **Tank requirements**

- All contact metal parts are stainless steel.
- All other contact parts must be inert for the carriage of liquid foodstuffs.
- Only external heating coils are accepted.
- All manholes, all in and outlets, all hose tubes and any other access points must have sealing points.
- Discharge hoses must be food grade quality and could be closed
- All tanks must be equipped with a compressor, compressor air must be clean and free from contaminants.
- Use only well maintained material and equipment
- For food stuff, tanks shall be dedicated to food products only and permanently marked with "Food Stuff Only".
- For feed stuff, tanks and equipment need to be certified according GMP+ regulation or as equivalent accepted. Valid certificate must be send to Oleon prior to loading or at least at the signing of this policy

### **CLEANING REQUIREMENTS \*(updated 2021)**

#### **FOOD and Halal tanks**

- Tanks always must be cleaned in an **EFTCO** or **ISO 22000** certified cleaning station. Only **European Cleaning Documents (ECD)** accepted as cleaning certificate. List of EFTCO members on: <https://www.eftco.org/about-us/our-members>
- Minimum cleaning procedure of following (ECD-code):
  - **C01 or C30 + P50** : Food approved detergent
  - **P10** : hot water spin
  - **P51 or P26** : Steaming
  - **P30 or E30 or E35** : full drying
  - **E50** : hose cleaning\*
  - **E90** : sealing
  - **T01** : visual check
  - **F01** : potable water

\* tanks with cleaned hoses in sealed tubes do not require extra hose cleaning  
Additional cleaning procedures allowed when required.

**Ancillaries** should be checked for cleanliness and if necessary cleaned.

- All access points to food contact parts must be **sealed** at the cleaning station with numbered seals. Sealing points include all points of entry and discharge (such as dome covers, outlets, connections, hose tube covers,...). All seal **numbers** should be mentioned on the cleaning certificate.

#### **KOSHER tanks**

- Kosher tanks must be cleaned according to all above requirements of cleaning FOOD tanks as described in "Cleaning of Food tanks" + additional kosher procedure:
- Steaming: Cleaning certificate should literally mention '**Steamed at 100°C during min 30 minutes**'

#### **FEED tanks \*(updated 2021)**

- Feed tanks must be cleaned according to all requirements of cleaning food tanks as described in "Cleaning of Food tanks"
- Additional cleaning must be performed according to International Database Transport Feed (IDTF).

#### **PREVIOUS CARGO \*(updated 2021)**

Prior to loading, the carrier should supply a document with the 3 previous cargoes. The mentioned name should be the chemical name and not the trade name. The name should be further specified in following cases: animal origin and vegetable origin (with the botanical origin).

The cleaning certificate will be accepted if 3 loadings are mentioned.

The carrier is considered responsible for the accuracy of this information and accountable for all consequences due to providing false information.

#### **For FOOD products**

The 3 previous cargoes should be foodstuffs or food compliant products. The list 'FOSFA LIST OF ACCEPTABLE PREVIOUS CARGOES' can be used as guideline. (Appendix 2a) in addition to 'FOSFA LIST OF BANNED PREVIOUS PRODUCTS' (Appendix 2b).

Additionally, the last cargo may not be one of the 14 EU major food allergens. The list of allergen products based on the EU regulation 1169/2011 – Annex II and reflected in Appendix 3 of this policy, can be used as a guideline.

#### **For KOSHER products**

The 3 previous cargoes must be approved by OK Kosher Certification according to the OK Kosher Classification Previous Cargoes list. (Appendix 4a).

For Emmerich: 3 previous cargoes must be approved, according to Appendix 4b.

The transport should be accompanied with a Kosher letter or certificate, mentioning the seal numbers that are applied on the tank.

#### **For HALAL products**

Three previous loads should be recorded, and should not contain

- Alcohol (beer, wine, alcoholic beverages, ethanol...)
- Animal derivative ingredients (animal oil and fats)

- Dairy ingredients (whey products, lactose)
- Others ( wine, fermented products, hydrolysed products, fruit juice clarified with gelatine, or fruit juice containing beta carotene stabilized with gelatine)

**For FEED products**

The 3 previous cargoes should be approved by IDTF (International Database transport feed) listing and certainly not occur on the IDTF forbidden loads.

**Sub-contracting FEED transports**

The Feed transport provider is allowed to use Feed certified subcontractors as long as the subcontractor complies to this policy and he does not further subcontract the freight. Please provide the feed certificate of the sub-contractor. In the event of non-compliance, Oleon will keep the contracted transport service provider responsible for all consequences and costs. In all events the contracted transport service provider remains entirely responsible to fulfil his obligations and commitments towards Oleon.

## **4. PACKED CARGO**

### **4.1 FIT FOR LOADING**

The transport service supplier is responsible for presenting the equipment as follows :

- All transport vehicles, trailers and containers should be in a road-worthy condition, well-maintained, odour-free, clean and dry.
- All vehicles and trailers should be equipped in compliance with lashing and securing regulations, and suitable for the product to be loaded.
- The floor should be solid and capable of appropriate fork-lift trucks.
- The floor should be flat and free of objects and holes or any other damage that might cause risk to loading/unloading staff or damage to the cargo.
- The roof and walls should be free of holes and protect cargo against normal weather conditions.
- All transport equipment should be firmly lockable, sealable and easy to lock from ground level.

We reserve the right to refuse loading/unloading if the equipment does not comply to the above.

### **4.2 EQUIPMENT**

If not otherwise specified, these types of transport equipment are

#### **Allowed:**

- Curtainside trailer or "tautliner"
- Box trailer
- Refrigerated trailer
- Swap body
- Ocean container

#### **NOT allowed:**

- Trailers with centre axle



### **4.3 CARGO SECURING**

All transported loads need to be properly secured in compliance with the 'European Best Practice Guidelines on cargo securing for Road Transport' issued by the European Commission. For other regions this must be in line with the local legislation.

[http://ec.europa.eu/transport/road\\_safety/vehicles/doc/cargo\\_securing\\_guidelines\\_en.pdf](http://ec.europa.eu/transport/road_safety/vehicles/doc/cargo_securing_guidelines_en.pdf)

### Containers:

- All containers should have min. 4 floor and 4 roof lashing points attached to the container frame.
- Containers must have a visible and valid safety approval plate or CSC plate.
- The minimum pay load of the container should be 21MT.
- Containers need to be sealed after loading.

### Trailers (*stacking of big bags is not allowed*):

#### Tautliner trailer

- Cargo securing lashes (LC 2500 DaN) should be tied (minimum 1 lash per pallet row) by the driver after loading. Straps must be supplied by the driver and must comply to standard 12195/2 or Din 60060 and be free of any damage.
- Side boards must be in good condition and fitted for the complete height of the cargo.
  - Anti-slip mats (min 0,6 G) must be provided by the haulier and put between trailer floor and cargo by the driver.
  - Trailers should have a sufficient number of lashing points in good condition.

#### Box trailer

##### EN 12642 XL certified trailers

- All certified trailers should be accompanied by a copy of the certificate or have the certification label on the trailer. The driver should present the certificate prior to loading.
- Side boards must be in good condition and cover the complete height of the cargo.

##### Non 12642 XL certified trailers

- Cargo securing lashes (LC 2500 DaN) should be tied (minimum 1 lash per pallet row) by the driver after loading. Straps must be supplied by the driver and must comply to standard 12195/2 or Din 60060 and be free of any damage.
- Anti-slip mats (min 0,6 G) must be provided by the haulier and placed by the driver between trailer floor and the cargo.
- Side boards must be in good condition and fitted for the complete height of the cargo.
- Trailers should have a sufficient number of lashing points in good condition.

#### Refrigerated trailer

##### Only EN 12642 XL certified trailers are accepted

- All certified trailers should be accompanied by a copy of the certificate or have the certification label on the trailer. The driver should present the certificate prior to loading.

- Side boards must be in good condition and cover the complete height of the cargo.

#### **Partial loading/unloading \*(updated 2021)**

- Partial loading will be executed according to the maximum axle load of the truck. The axle load must be communicated by the driver in order to achieve a good weight distribution during loading. The driver needs to ensure that the maximum axle load does not exceed the legal standards.
- If there is foreign cargo already present in the container or trailer, Oleon or its external partners will not move this cargo.
- If there is foreign cargo already present in the container or trailer, Oleon or its external partners will not move this cargo, will not secure it and will not start loading its cargo when this foreign cargo is not correctly lashed. If the foreign cargo prohibits correct/safe loading and lashing of additional Oleon cargo, Oleon reserves the right not to start loading.
- Oleon packed products cannot be loaded with other dangerous goods (ADR/IMDG/RID/AND) unless the Oleon goods are dangerous goods.
- No stacking allowed on pallets with bags, buckets and jerrycans, unless differently specified in the loading instructions

#### **4.4 FOOD AND FEED STUFF**

The subscriber declares that during each transport, all necessary and appropriate measures will be taken to avoid any risk of microbiological, physical, chemical or allergens (cross-) contamination of the transported products. This means:

- The inside and outside of the transport means shall be clean: no physical foreign objects, no (traces of) vermin and/or insects, in good shape and hygienic condition, free of odour.
- The food or feed grade products of Oleon shall never be transported in the same transport means used to transport meat, fish, living animals, non-compatible chemicals or dangerous goods or other products that can jeopardize the food safety and the quality of the products.
- If other products are transported in the same transport means, all necessary measures shall be taken to clearly separate the products during transport and to protect the packaging of the products from damage.

All packaged goods must be secured and lashed during the transportation.

### **5. PLANT SPECIFIC REQUIREMENTS \*(updated 2021)**

Attached you will find the plant specific requirements for "Ertvelde", "Emmerich", "Oelegem" and "Venette".

**6. ANNEX : QUALITY & CERTIFICATIONS**

1. SAFETY

Please complete the second column in below table with information related to your company.

KPI	Pls complete	Description
Number of employees	.....	
Number of deadly accidents	.....	Number of deadly accidents in your company in prior calendar year
<b>FG1 2020</b>	.....	Frequency level <b>with</b> work interruption (per million hours of work) = # of accidents <b>with</b> interruption in prior year # of working hours of last 12 months x 1.000.000
<b>FG2 2020</b>	.....	Frequency level <b>with and without</b> work interruption (per million hours of work) = # of accidents <b>with and without</b> interruption including medical intervention of last 12 months/# of working hours in prior year x 1.000.000

2. CORPORATE SOCIAL RESPONSIBILITY (CSR) \*(updated 2021)

- a. Does your company have a policy/vision to reduce the carbon footprint ?  
 Yes  No If yes, please provide further information.

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- b. What percentage of your total fleet kilometres is done by road (vs. rail) ?  
 ..... % of total kilometres by road

- c. Do you participate to a CSR rating system (i.e. EcoVadis)?  
 Yes  No If yes, please provide further information.

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- d. What percentage of the fleet is EURO 6 certified?  
 ..... % of fleet is Euro 6 certified.

3. BOTTOM OPERATED TANK CARS \*(updated 2021)

In case you operate tank cars or tank containers, please specify the % of your fleet which is bottom operated.

Bottom operated means that the safety rail, unloading valves, venting valves and air/pressure connection(s) can be handled from ground level, avoiding access on top of the tank car/container.

- .....% for safety rail
- .....% for unloading & venting valves and air/pressure connection(s)

IMPORTANT : Only fully bottom operated tank cars will be permitted in the plant as of 1<sup>st</sup> January 2022. This to improve safety and the loading/unloading time.

4. Does your company have a Quality, Health & Safety and/or Environment Management System or Procedures installed (i.e. ISO)?

If yes, please provide the official certificates.

- |   |                                    |
|---|------------------------------------|
| <input type="checkbox"/> GMP+ (Qualimat/Ovocom FCA)   | <input type="checkbox"/> ISO 9001  |
| <input type="checkbox"/> FSSC 22000/BRC/IFS ISO 22000 | <input type="checkbox"/> ISO 22000 |
| <input type="checkbox"/> ISO 14001                    |                                    |
| <input type="checkbox"/> Others _____                 |                                    |

5. Is your company applying for, or working to obtain, an AEO certification (Authorized Economic Operator)?  YES  NO

Please explain what steps you are taking:

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6. Please have a valid Transport License and/or Cargo Insurance available within 72 hours of our request.

7. Please have your policy concerning the use of drugs, medication, and/or alcohol available within 72 hours of our request.