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# SUPPLIER PACKAGING GUIDELINES

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Gebauer & Griller Kabelwerke Gesellschaft m.b.H.  
Muthgasse 36 | 1190 Wien | Austria

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## Overview

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## General Packaging requirements

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### Packaging definition

The supplier is responsible for the quality and delivery of the products and therefore also for compliance with this packaging requirements. In order to ensure an efficient, smooth and sustainable material flow, the packaging needs to be designed in such way that:

- The quality of the product is preserved.
- The transport is optimized.
- Standardized dimensions are used.
- The chosen packaging needs to be used at it's optimum capacity.

### Approval process

For the approval of the packaging, it is required to submit the GG Standard Packaging Data Sheet. The form must contain all packaging elements used in the shipping unit with the afferent costs.

A concept approval will be given at the nomination. The final approval of the packaging will be given based on the result of a transport trial.

### Returnable packaging

The supplier is obliged to deliver in clean packaging. The supplier must ensure that the returnable packaging is free of debris and dust. The supplier must remove old labels before loading.

Any deviations from the final agreed packaging are not allowed without prior approval from GG.



## Packaging requirements

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### **One way packaging**

Expendable (non-returnable) packaging is used once only and should be avoided where possible. If expendable packaging is preferred to returnable packaging for economic reasons, only packaging approved by GG may be used.

### **Substitutional packaging**

If returnable packaging is used, proposal for substitutional packaging must be submitted by supplier.

The use of alternative packaging must always be avoided generally, since it causes process disturbances and incurs additional expenditure. In the event that the series packaging is not available or the available series packaging cannot cover the delivery, the supplier must ensure its ability to deliver in alternative packaging.

Prior approval must be given before using the alternative packaging.

The party that caused the disruption, will support the costs raised by the emergency packaging.

### **Packaging design improvements**

The supplier has to obey the agreed packaging specification during the whole production run for cost-effectiveness and optimal product protection. If applicable, the supplier should contact the receiving plant and provide the new improved packaging proposal.



## Packaging requirements

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### General requirements:

- The dynamic stacking factor should be minimum 2 (1+1). Best case 3 (1 +2).
- 12 kg per box gross weight as maximum weight (applicable for boxes carried by hand).
- Gross weight of the shipping unit should not exceed 850 kg / pallet.
- Maximum height of a shipping unit should not exceed 1100 mm.
- IPPC (ISPM15) pallets for final GG locations outside European Union (Moldova, Mexico, China)
- Returnable packaging inside EU and one-way packaging for GG locations outside EU



## Packaging requirements

### Stackability factor:

The dynamic stacking factor should be minimum 2 (1+1). Best case 3 (1 +2).

If the shipping unit is not stackable, it is mandatory to be labeled with a non stacking label.



Guideline what will help you to be on the safe side in stacking.

- < 250kg 3 (1+2 pallets)
- < 500kg 2 (1+1 pallets)
- > 500kg 1 (1+0 pallets)

### Securisation of the Shipping unit


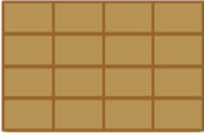

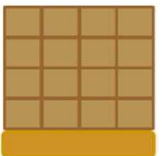
The shipping unit needs to be secured with strapping tape. Shrinking, stretching or wrapping of the loading units shall be avoided, because of:

- Additional handling for removing the boxes that are strapped on the pallet.
- Additional waste




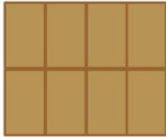
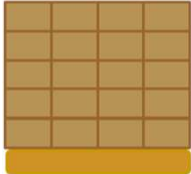



## Packaging types for euro pallets

Cardboard box / Returnable box	Small packaging unit			Shipping unit					Palletization		
	Outer dimensions			Euro pallet 1200x800x1100mm					Stuffing of boxes per layer (top view)	Stuffing layout of LU (long side)	Stuffing layout of LU (short side)
	Length (mm)	Width (mm)	Height (mm)	Boxes / layer	Layers / pallet	Total boxes / pallet	Stackability dynamic	Total SU height			
<i>sample pictures: cardboard box and KLT 3147</i> 	300	200	147	16	4	<b>64</b>	1+2	742			





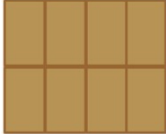
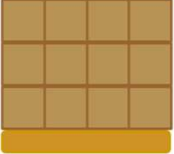

## Packaging variants for euro pallet

Cardboard box / Returnable box	Small packaging unit			Shipping unit					Palletization		
	outer dimensions			euro pallet 1200x800x1100mm					Stuffing of boxes per layer (top view)	Stuffing layout of LU (long side)	Stuffing layout of LU (short side)
	Length (mm)	Width (mm)	Height (mm)	Boxes / layer	Layers / pallet	<b>Total boxes / pallet</b>	Stackability dynamic	Total SU height			
<p>sample pictures: cardboard box and KLT 4147</p> 	400	300	147	8	5	<b>40</b>	1+2	889			





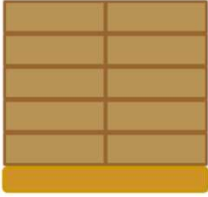


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Cardboard box / Returnable box	Small packaging unit			Shipping unit					Palletization		
	outer dimensions			euro pallet 1200x800x1100mm					Stuffing of boxes per layer (top view)	Stuffing layout of LU (long side)	Stuffing layout of LU (short side)
	Length (mm)	Width (mm)	Height (mm)	Boxes / layer	Layers / pallet	Total boxes / pallet	Stackabilit y dynamic	Total SU height			
<i>sample pictures: cardboard box and KLT 4280</i>    	400	300	280	8	3	<b>24</b>	1+2	894			







## Packaging variants for euro pallet

Cardboard box / Returnable box	Small packaging unit			Shipping unit					Palletization		
	outer dimensions			euro pallet 1200x800x1100mm					Stuffing of boxes per layer (top view)	Stuffing layout of LU (long side)	Stuffing layout of LU (short side)
	Length (mm)	Width (mm)	Height (mm)	Boxes / layer	Layers / pallet	Total boxes / pallet	Stackability dynamic	Total SU height			
<i>sample pictures: cardboard box and KLT 6147</i>    	600	400	147	4	5	<b>20</b>	1+2	889			



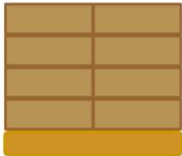



## Packaging variants for euro pallet

Cardboard box / Returnable box	Small packaging unit			Shipping unit					Palletization		
	outer dimensions			euro pallet 1200x800x1100mm					Stuffing of boxes per layer (top view)	Stuffing layout of LU (long side)	Stuffing layout of LU (short side)
	Length (mm)	Width (mm)	Height (mm)	Boxes / layer	Layers / pallet	Total boxes / pallet	Stackability dynamic	Total SU height			
<i>sample pictures: cardboard box and KLT 6280 / 6410</i>  	600	400	280	4	3	<b>12</b>	1+2	994			







## Packaging variants for euro pallet

Cardboard box / Returnable box	Small packaging unit			Shipping unit					Palletization		
	outer dimensions			euro pallet 1200x800x1100mm					Stuffing of boxes per layer (top view)	Stuffing layout of LU (long side)	Stuffing layout of LU (short side)
	Length (mm)	Width (mm)	Height (mm)	Boxes / layer	Layers / pallet	Total boxes / pallet	Stackability dynamic	Total SU height			
<p>sample pictures: cardboard box and KLT 8210</p> 	800	600	215	2	4	8	1+2	1014			

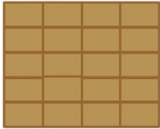

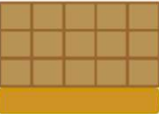


## Pallet sized cardboard boxes & returnable containers

Cardboard box / Returnable box	Small packaging unit			Shipping unit					Palletization
	Outer dimensions			Euro pallet 1200x800x1100mm					
	Length (mm)	Width (mm)	Height (mm)	Boxes / layer	Layers / pallet	Total boxes / pallet	Stackability dynamic	Total SU height	Sample pictures
<i>sample pictures: cardboard box and container</i>    	1200	800	up to / bis zu 1100	1	1	1	depending on the loaded weight and quality of cardboard / rack	1100	  



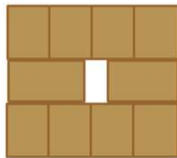
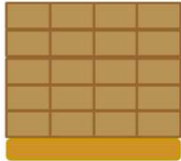



## Packaging variants for industrial pallet

Cardboard box / Returnable box	Small packaging unit			Shipping unit					Palletization		
	outer dimensions			industrial pallet 1200x1000x1100mm					Stuffing of boxes per layer (top view)	Stuffing layout of LU (long side)	Stuffing layout of LU (short side)
	Length (mm)	Width (mm)	Height (mm)	Boxes per layer	Layers per pallet	<b>Total boxes per pallet</b>	Stackability dynamic	Total SU height			
<i>sample pictures: cardboard box and KLT 3147</i>    	300	200	147	20	3	<b>60</b>	1+2	585			



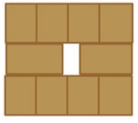
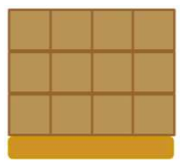
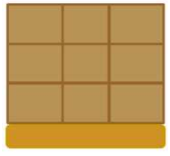


## Packaging variants for industrial pallet

Cardboard box / Returnable box	Small packaging unit			Shipping unit					Palletization		
	outer dimensions			industrial pallet 1200x1000x1100mm					Stuffing of boxes per layer (top view)	Stuffing layout of LU (long side)	Stuffing layout of LU (short side)
	Length (mm)	Width (mm)	Height (mm)	Boxes / layer	Layers / pallet	Total boxes / pallet	Stackability dynamic	Total SU height			
<i>sample pictures: cardboard box and KLT 4147</i>  	400	300	147	10	5	<b>50</b>	1+2	879			







## Packaging variants for industrial pallet

Cardboard box / Returnable box	Small packaging unit			Shipping unit					Palletization		
	outer dimensions			industrial pallet 1200x1000x1100mm					Stuffing of boxes per layer (top view)	Stuffing layout of LU (long side)	Stuffing layout of LU (short side)
	Length (mm)	Width (mm)	Height (mm)	Boxes / layer	Layers / pallet	Total boxes / pallet	Stackability dynamic	Total SU height			
<i>sample pictures: cardboard box and KLT 4280</i>    	400	300	280	10	3	<b>30</b>	1+2	984			






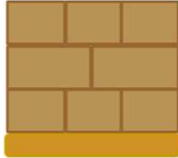



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Cardboard box / Returnable box	Small packaging unit			Shipping unit					Palletization		
	outer dimensions			industrial pallet 1200x1000x1100mm					Stuffing of boxes per layer (top view)	Stuffing layout of LU (long side)	Stuffing layout of LU (short side)
	Length (mm)	Width (mm)	Height (mm)	Boxes / layer	Layers / pallet	Total boxes / pallet	Stackabilit y dynamic	Total SU height			
<p>sample pictures: cardboard box and KLT 6147</p> 	600	400	147	5	5	<b>25</b>	1+2	879			



## Packaging variants for industrial pallet

Cardboard box / Returnable box	Small packaging unit			Shipping unit					Palletization		
	outer dimensions			industrial pallet 1200x1000x1100mm					Stuffing of boxes per layer (top view)	Stuffing layout of LU (long side)	Stuffing layout of LU (short side)
	Length (mm)	Width (mm)	Height (mm)	Boxes / layer	Layers / pallet	<b>Total boxes / pallet</b>	Stackability dynamic	Total SU height			
<i>sample pictures: cardboard box and KLT 6280 / 6410</i>    	600	400	280	5	3	<b>15</b>	1+2	984			



## Accepted types of boxes

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Cardboard box with flaps.



Cardboard box with detached lid.



Returnable containers.



## Accepted types of pallets

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IPPC Euro pallet 1200x800x144 mm  
IPPC Industrial pallet 1200x800x144 mm



IPPC industrial pallet 1200x1000x144 mm



Returnable pallets and related returnable covers  
1200mm x 1000mm or 1200mm x 800mm





# Packaging Data Sheet

GG Packaging Data Sheet one way packaging												
Project Name GG Plant		Part description			GG Part Numbers			Stackability faktor - transport Stackability faktor - storage				
Picture of the component  Please insert picture of the component  Please insert an example of the label			Picture of the Packing unit ( PU )  Please insert picture of the box with the parts arranged in the box				Picture of the Shipping unit ( SU )  Please insert picture of the complete shipping unit					
Picture of the Shipping Unit Label			Packing unit (PU) external sizes (mm)		L	W	H	Shipping unit (SU) external sizes (mm)		L	W	H
Labeling			Part Unit of Measurement		Parts / Packing unit		Weight / Full Shipping unit (kg)		Parts / Shipping unit		0	
<input type="checkbox"/> VDA			Weight / Part (kg)		Packing units / layer		No. of Packing units / Shipping unit					
<input type="checkbox"/> Odette			Weight / Full Packing unit (kg)		No. of Packing units / Shipping unit							
<input type="checkbox"/> Other (please specify)												
One way Packaging components included in the Shipping unit ( SU )												
Description	Material type	Thickness	L (mm)	W (mm)	H (mm)	UM	Qty	Price / unit	Cost / SU	Supplier name		
										Supplier address		
										Contact pers / Function		
										Phone		
										Email address		
										DATE :		
										SIGNATURE :		
										GG PACKAGING APPROVAL		
										Packaging engineer	Quality	
Total Cost of One way components / Shipping unit									0.00€			
PACKAGING ONE WAY COST / PART #DIV/0! Date :												

GG Packaging Data Sheet returnable packaging												
Project Name GG Plant		Part description			GG Part Numbers			Stackability faktor - transport Stackability faktor - storage				
Picture of the component  Please insert picture of the component  Please insert an example of the label			Picture of the Packing unit ( PU )  Please insert picture of the box with the parts arranged in the box				Picture of the Shipping unit ( SU )  Please insert picture of the complete shipping unit					
Picture of the Shipping Unit Label			Packing unit (PU) external sizes (mm)		L	W	H	Shipping unit (SU) external sizes (mm)		L	W	H
Labeling			Part Unit of Measurement		Parts / Packing unit		Weight / Full Shipping unit (kg)		Parts / Shipping unit		0	
<input type="checkbox"/> VDA			Weight / Part (kg)		Packing units / layer		No. of Packing units / Shipping unit					
<input type="checkbox"/> Odette			Weight / Full Packing unit (kg)		No. of Packing units / Shipping unit							
<input type="checkbox"/> Other (please specify)												
1. Returnable Packaging components included in the Shipping unit ( SU )												
Description	Material type	Thickness	L (mm)	W (mm)	H (mm)	UM	Qty	Price / unit	Cost / SU	Supplier name		
										Supplier address		
										Contact pers / Function		
										Phone		
										Email address		
										DATE :		
										SIGNATURE :		
										GG PACKAGING APPROVAL		
										Packaging engineer	Quality	
Total Cost of Returnable components / Shipping unit									0.00€			
2. One way packaging components included in the shipping unit												
Total Cost of One way components / Shipping unit									0.00€			
Supplier name												
Supplier address												
Contact pers / Function												
Phone												
Email address												
Date & Signature												
TOTAL PACKAGING COSTS									#DIV/0!	Date :		



## Labeling requirements

The boxes needs to be labeled according with the VDA or Odette standards. The shipping unit must contain a label for each box and a master label for the complete shipping unit.

### VDA 4902

(1) Warenempfänger / Receiver <b>my-Fenix-Software Phoenix-Straße 4711 12345 Musterdorf</b>		(2) Abladestelle - Lagerort - Verwendungsschlüssel / Gate <b>Postfach 123456 Tel. 999999</b>	
(3) Lieferschein-Nr. / Advice note no. (N) <b>2581752</b> 		(4) Lieferantenanschrift / Supplier address <b>my-VDA-Label, Musterplatz, 12345 Musterdorf</b>	
		(5) Gewicht netto / net weight <b>370 KG</b>	(6) Gewicht brutto / gross weight <b>400 KG</b>
		(7) Anzahl Packstücke / No. of boxes <b>1</b>	
(8) Sach-Nr. / Kunde / Part no. (P) <b>765-HGD89-123</b> 			
(9) Füllmenge / Quantity (Q) <b>140</b> 		(10) Bezeichnung, Lieferung, Leistung / Description <b>Gebälse</b>	
		(11.1) Sach-Nr. Lieferant / Supplier part no. (305) <b>0-123B10-0</b> 	
(12) Lieferanten-Nr. / Supplier no. (V) <b>4638141</b> 		(11.2) PM-Ident-Nr. / Package reference no. (B) <b>6099012</b> 	
		(13) Datum / Date <b>D 160417</b>	(14) Änderungsstand Konstruktion / E. change <b>A43-275 XL</b>
(15) Packstück-Nr. / Serial no. (S) <b>258175201</b> 		(16) Chargen-Nr. / batch no. (H)  <b>C123</b>	

(17) my VDA-Label, Musterplatz, 12345 Musterdorf

Warenanhänger VDA 4902

RESENDER <b>CAR IND. CORP. ENGLAND</b>		ID/SHIP#E <b>352 R7648</b>	
ADVISE NOTE N(U)N <b>1030046</b> 		SUPPLIER ADDR <b>SUPPLIER XXX</b>	
		NET WT (KG) <b>100</b>	GROSS WT (KG) <b>100</b>
		NO OF BOXES <b>1</b>	
PART NO (P) <b>1234567</b> 			
SHIP RT (U)S <b>100</b> 		DESCRIPTION <b>PLASTIC BRACKET</b>	
		SUPPLIER PART NO (305) <b>200010793</b> 	
SUPPLIER (C) <b>5522</b> 		DATE <b>P900307</b>	END CHANGE <b>P-021</b>
SERIAL(S) <b>100000012</b> 		BATCH NO (H) <b>90004</b> 	



## Contact details



**Cristina Manoila**  
Global Supply chain Specialist - Packaging

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Thank you!

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