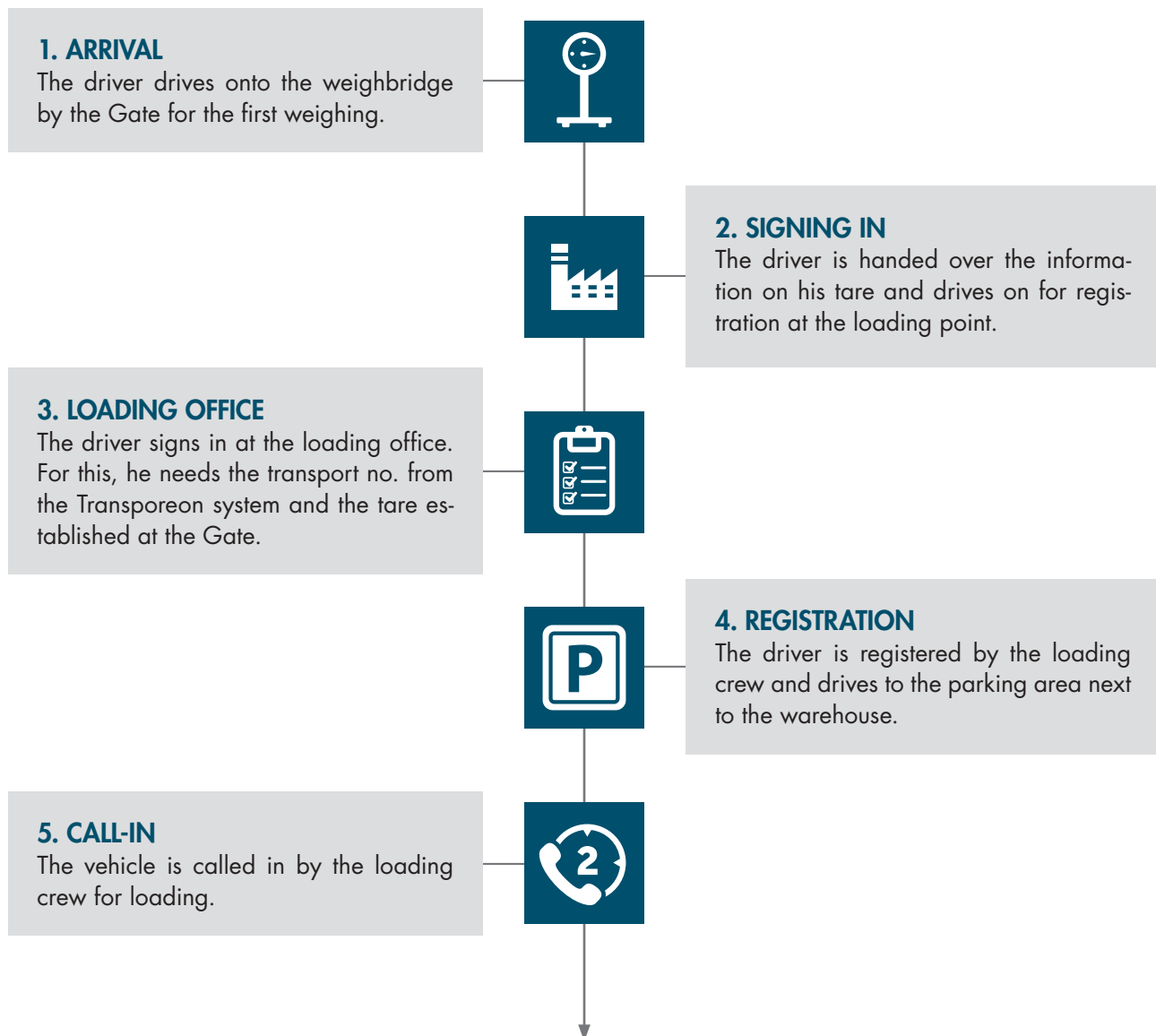




# SCHOELLERSHAMMER

## COLLECTION/OUTBOUND NEW PAPER

Teil 1 von 2

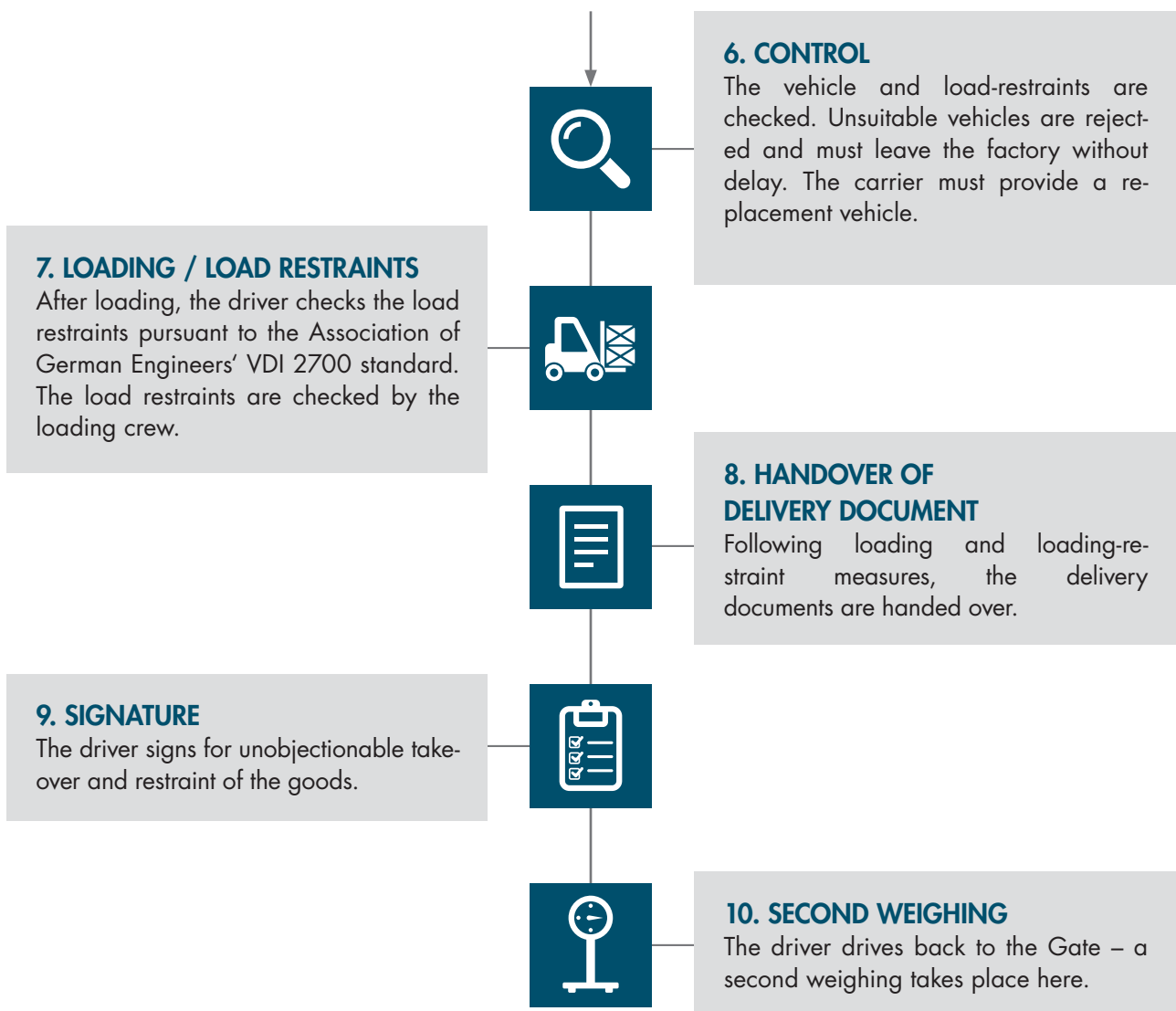




# SCHOELLERSHAMMER

## COLLECTION/OUTBOUND NEW PAPER

Teil 2 von 2





SCHOELLERSHAMMER

## OPENING TIMES FOR OUTBOUND AND PROCESS FLOW FOR LOADING NEW PAPER

(until start-up of PM6)

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**At SCHOELLERSHAMMER, carriers can load 24/7, on 365 days. The only prerequisite is that the provisions of statute are observed.**

Until introduction of the YMS, the familiar procedure remains in place:

- 01.** Driver drives to the weighbridge at the Gate for first weighing.
- 02.** Driver receives information on his tare and drives onward to sign in for loading.
- 03.** Driver signs in at the loading office. For this, he needs the transport number from the Transporeon system and the tare established at the Gate.
- 04.** Driver is signed in by the loading crew and drives to the parking area next to the warehouse.
- 05.** Vehicle is called up by the loading crew for loading.
- 06.** The vehicle and the load restraints are checked.
  - a.** Unsuitable vehicles are rejected and must leave the mill without delay. The carrier must provide a replacement vehicle.
  - b.** If the loading restraints are inadequate, they can be acquired for a charge using a material-requisition card from the loading crew. The restraints taken are charged to the commissioned carrier in near real-time. If the driver refuses to take these with him, he must leave the mill, and the carrier is asked to provide a replacement vehicle.
- 07.** After loading, the driver applies the load restraint pursuant to the VDI 2700 standard. The load restraint is checked by the loading crew.
- 08.** After loading and load restraining, the delivery documents are issued.
- 09.** The driver signs the unobjectionable acceptance and restraint of the goods.
- 10.** The driver drives back to the Gate – for the second weighing.

This completes the procedure.



# SCHOELLERSHAMMER

## GENERAL RULES OF BEHAVIOURAL FOR EXTERNAL DRIVERS

on the premises of SCHOELLERSHAMMER

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- Any instructions issued by our internal employees must be followed without fail.
- On the premises of SCHOELLERSHAMMER, **no** breaks may be taken in principle. It must be possible to move the vehicle **at all times**.
- The wearing of safety boots and HV vests is obligatory.
- On the premises of SCHOELLERSHAMMER, a speed limit of 10 km/h may not be exceeded.
- Bringing along passengers is strictly prohibited.
- Wherever possible, do not leave the vehicle.
- The vehicle may be left only for signing in at the Gate and/or terminal, going to welfare facilities (WC, beverage dispenser), and loading/unloading.
- Smoking on the premises is strictly prohibited, although specially marked areas are available for smokers. Only these areas may be used!
- The consumption of food is only permitted in the vehicle or in the personnel recreation room.
- Any litter/rubbish dropped must be disposed of in the appropriate bins or taken away.
- In the loading and unloading area, only vehicles and their drivers are permitted. Pedestrian traffic in this area is strictly prohibited.
- All vehicles must leave the mill immediately after handling.

### OPENING TIMES:

#### DEPOT OPENING TIMES

Mon - Thu: 07:00 - 14:00 hrs  
Fri: 07:00 - 12:00 hrs

#### OUTBOUND (new paper)

Mon - Sat: 00:00 - 24:00 hrs  
Sun: 22:00 - 24:00 hrs

#### INBOUND (recovered paper)

Mon - Thu: 07:00 - 19:00 hrs  
Fri: 07:00 - 18:30 hrs