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0. INTRODUCTION

The Stockmeier Group and companies in the chemical industry have a great interest in ensuring that their products are transported safely, sustainably and in an environmentally friendly manner, without compromising their quality and taking customer requirements into account. The quality of the transport service is of crucial importance. There are therefore high demands on the logistics service providers commissioned.

The requirements profile contains basic requirements of the chemical industry that can be supplemented on a company-specific basis. In addition to quality management, the aim is to guarantee the necessary safety and security and to take environmental and sustainability aspects into account when transporting chemical goods.

With the help of the requirements profile, logistics service providers (e.g. freight forwarders, carriers) - hereinafter referred to as contractors - can more easily adapt to the requirements of their partners from the chemical industry - hereinafter referred to as clients. This provides companies and their employees with a reliable basis for the fulfilment of orders.

The requirements profile applies to national and international road haulage, including combined transport and waste transport. It also applies to self-collectors.

The contractor's obligations to comply with all legal regulations remain unaffected.

1. COMPANY PROFILE

The following information must be provided by the contractor in a self-disclosure form:

1.1. Legal form
1.2. Head office
1.3. Management Board
1.4. Group affiliation / shareholders
1.5. Organisation chart / branches / major shareholdings
1.6. Range of services
1.7. Dangerous goods officer
1.8. Safety officer (in connection with chapter 4)
1.9. Management system officer
1.10. Status with regard to certifications, attestations, authorisations (such as ISO 9001, ISO 14001, EN 16258, Good Manufacturing Practice [GMP], Safety Quality Assessment System [SQAS], Authorised Economic Operator [AEO], Regulated agent, Hazard Analysis and Critical Control Points (HACCP) - concept for storage and transport)
1.11. Emergency plan / emergency telephone number(s)
1.12. Company pandemic plan
1.13. Proof of insurance
1.14. Transport licence
1.15. Minimum wage confirmation

Significant changes to the company profile must be communicated without being asked.

2. VEHICLES, CONTAINERS AND ADDITIONAL EQUIPMENT

2.1. The vehicles, containers and additional equipment provided for loading and unloading must be in perfect technical condition, make a good visual impression and comply with the statutory and official regulations and the requirements for the goods to be loaded specified when the order was placed.

2.2. Vehicles should have safety-enhancing equipment (e.g. over-mandatory driver assistance systems).

2.3. Vehicles should be equipped with anti-theft devices, equipment or procedures.

2.4. Vehicles should be low-emission, low-noise and energy-saving (see 6.2).

2.5. Swap bodies and semi-trailers for combined transport should be provided with the owner identification for European loading units (ILU code published by the UIRR [Union Internationale Rail - Route]).

2.6. For planned transport in ro/ro traffic, the vehicles must be equipped with devices (lashing eyes, devices for blocking the suspension travel, etc.) that enable safe lashing on board and prevent the transport unit from shifting in rough seas.

2.7. The special requirements specified in the annexes must be observed.

3. PERSONS INVOLVED IN THE TRANSPORT

3.1. The Contractor must deploy reliable, professionally trained and instructed drivers with sufficient driving experience.

3.2. The Contractor must provide the driving personnel with all the knowledge and documents required for the safe and qualified fulfilment of the order, in particular for the handling of
dangerous goods and waste,

- the technical equipment of the vehicle
- the load securing equipment
- the loading aids and
- personal protective equipment.
- subcontractor - complies with the provisions of the Minimum Wage Act.

3.3. The Contractor undertakes to organise the work of its driving personnel in such a way that the prescribed driving and rest periods can be complied with.

3.4. No persons who are not part of the vehicle crew may be in the contractor's vehicles when they enter the client's premises!

3.5. The publicised house rules applicable to closed company premises and the company-specific instructions at the loading and unloading points must be observed.

3.6. There is a general ban on alcohol and drugs (applies to consumption and transport).

3.7. The vehicle driver must always effectively secure the vehicle against unintentional rolling away (e.g. by parking brake, use of wheel chocks).

3.8. The publicised house rules applicable to enclosed company premises and the company-specific instructions at the loading and unloading points must be followed.

3.9. There is a general ban on alcohol and drugs (applies to consumption and transport).

3.10. The driver must always effectively secure the vehicle against unintentional rolling away (e.g. by using the parking brake or wheel chocks).

4. SECURING

4.1. Authorisation for collection must be verified by the driver. It must be possible to identify the vehicle and the entire vehicle crew (e.g. by means of an official photo ID such as an identity card, passport, driving licence or identification card). This is to prevent the goods from being taken over by unauthorised persons.

4.2. The contractor must either be recognised as an "Authorised Economic Operator (AEO) F or S" or, at the request of the client, inform the client in the form of a security declaration (e.g. "AEO Security Declaration" template from the European Commission) that it fulfils the requirements relevant to the security of the supply chain.

5. USE OF SUBCONTRACTORS

5.1. If the contractor does not transport the goods himself, only carefully selected, reliable subcontractors are to be used.

5.2. The Contractor must ensure that subcontractors fulfil these requirements in equal measure.

5.3. The Contractor's management system must include the use of subcontractors.

6. TRANSPORT

6.1. Safety & security

6.1.1. Departure check: Prior to transport, the driver must check the roadworthiness and completeness of the vehicle's equipment. The prescribed or agreed equipment must be carried on all vehicles used for transport until the end of the journey.

6.1.2. The legal and any additional prohibitions on mixed loading/separation regulations of the client must be complied with.

6.1.3. Vehicles must be provided whose maximum payload corresponds to the requirements of the order.

6.1.4. Particularly safe transport routes should be chosen, i.e. preferential use of motorways, avoidance of designated protected areas, avoidance of driving through purely residential areas.

6.1.5. If vehicles carrying dangerous goods are parked, they must be monitored or, if possible, parked where sufficient safety is guaranteed. The applicable regulations must be complied with.

6.1.6. The reloading of full and part loads (3 tonnes or more) requires the consent of the client. If reloading is necessary during transport, the requirements for vehicle condition, driver, load securing, etc. shall be comparable to those for loading at the client's plants.

6.1.7. The driver must make the vehicle available for unloading at the point assigned to him.

6.1.8. The driver may only unload on the instructions of an authorised representative of the consignee (and under his supervision).

6.1.9. The Contractor must ensure that the vehicle is on standby 24 hours a day. In emergencies, a responsible and competent person must be available.

6.2. Environment & sustainability

6.2.1. Impacts on the environment must be avoided and, if unavoidable, minimised as far as possible.

6.2.2. The contractor must be prepared, as far as possible, to take technical and/or organisational measures to positively influence and reduce the emission of greenhouse gases (in relation to the contractor's company and the client's transports).

Possible technical and/or organisational measures may include

- Certification in accordance with ISO 14001 or Eco-Management and Audit Scheme (EMAS)
- Modal shift (contractor should be able to offer intermodal transport solutions)
  transport solutions)
- CO2 report for the contractor's company
- Driver training in accordance with ECO-Drive and Behaviour Based Safety (BBS) as standard in the company
- Use of vehicles with favourable emission values
- Use of technical measures to reduce exhaust emissions for vehicles with lower emission standards (e.g. engine throttling)
- Use of quality tyres
- Use of low-friction oils
- Use of modern telematics/tour planning and optimisation systems
- Use of alternative drive technologies
- Further aerodynamic measures to reduce drag

The effectiveness of the measures taken must be checked by the contractor.

6.2.3. Valid, standardised and therefore comparable data on CO2 emissions are an important basis for reducing greenhouse gases. Greenhouse gases produced during the transport of raw materials and finished products are also included in the balance. The consignment-related information on energy consumption and greenhouse gas emissions in accordance with DIN EN 16258 with details of the parameters and methods used (e.g. VCI guidelines for determining CO2 emissions in logistics in the chemical industry) must be made available to the client promptly on request.

6.2.4. Contractors are expected to comply with the internationally recognised minimum standards of the UN Global Compact and the core labour standards of the International Labour Organisation (ILO).

7. DELIVERY SERVICE / INFORMATION

7.1. The Contractor shall support the Client's endeavours to provide a customer-oriented delivery service, e.g. by

- Taking delivery of the goods at the agreed time
- Compliance with the agreed transit times and specified delivery dates
- Compliance with recipient instructions and regulations upon delivery
- Determination of the respective location of a consignment within a reasonable period of time
- Immediately informing the client in the event of delays during transport, informing them of the reason for the delay, measures taken and the expected new delivery date
- Immediately informing the client of any complaints regarding the quality and quantity of the goods, which the recipient notes in writing upon receipt

7.2. The contractor must ensure that the relevant information - e.g. safety data, order status, reference number of the client or customer - is passed on correctly and in good time in order to create a seamless information chain (e.g. to subcontractors).

7.3. All information and data provided must be treated confidentially.

8. TRANSPORT DOCUMENTS / ACCOMPANYING DOCUMENTS

8.1. Transport documents must be duly completed and carried along with the other accompanying documents.

8.2. When placing a forwarding order, the contractor must enter the forwarding agent as the "sender" in the consignment note.

8.3. When concluding a contract of carriage, the contractor must enter the following as the enter the client as the "sender".

8.4. The goods may only be handed over against a written acknowledgement of receipt (receipt). This must be made available to the client on request within a reasonable period of time and can also be archived digitally by the contractor.

8.5. Transport documents/accompanying documents or their contents may not be made accessible or handed over to third parties, with the exception of official inspections.

8.6. Proof documents to be submitted for the transport of dangerous goods (e.g. ADR training certificate of the vehicle driver or registration certificates) must always be submitted in the original.

9. ACCIDENTS / DAMAGE

9.1. The fire brigade and/or the police must always be informed immediately in the event of danger to persons and/or impact on the environment. In addition, the following information must be reported immediately to the office specified by the client in the transport document:

1. Name and company of the reporting party
2. Licence plate number and type of vehicle; carrier, forwarding agent
3. Place, time and course of the accident/incident
4. Number of injured/fatalities, extent of product spillage, police/fire brigade on site
5. Consignment data (order number, destination, carrier, forwarder)
6. Measures taken or initiated by the driver
7. Call-back option for further information (name, address, telephone, fax, e-mail)
8. Average adjuster, if applicable (name, address, telephone, fax, e-mail)

9.2. In the event of an accident/damage in connection with the transport, a report must be prepared by the contractor and sent to the client promptly.

9.3. Recognisable transport damage and loss of goods must be reported immediately by the contractor to the client, regardless of cause or responsibility.

10. MANAGEMENT SYSTEMS / AUDITS

10.1. The Contractor must apply a management system and thus demonstrate how all legal provisions and the Client's special requirements are fulfilled in his company.
The management system should be developed on the basis of ISO 9000 ff. or comparable methods.

10.2. Upon request - insofar as data protection aspects permit - the Contractor shall grant the Client or its authorised representative access to the system documentation and permit an audit of the relevant operating processes.

10.3. Safety and quality audits by the client or external inspection companies are based on the "SQAS Transport Service" question catalogue of the European Chemical Industry Council (CEFIC). This catalogue of questions is also recommended to contractors for self-assessment.

Appendix 1

LIQUID AND DRY BULK GOODS IN TANKS, TANK/SILO TRUCKS, CONTAINERS, SKIPS AND DUMPERS

1. Technical components

The contractor must ensure the following:

1.1. Vehicle-side equipment and fittings such as containers, emptying equipment, pumps and the hose material, fittings and seals carried must be clean, dry and odour-free, unless special arrangements have been made for the specific product.

1.2. Use of technically and visually perfect, pressure-tested hose material suitable for the respective load.

1.3. Hose material that is used for specified products / product groups must be clearly labelled and may only be used for these.

1.4. For liquid substances, use pressurised tanks made of stainless steel, unless otherwise specified.

1.5. Carry and present the required vehicle licences. Upon request, the tank authorisations must be made available within a reasonable period of time.

1.6. For safety reasons (surge effect), the minimum tank filling level prescribed for the transport of hazardous goods must also be observed for the transport of non-hazardous goods. The contractor must therefore provide containers with which this requirement can be met.

1.7. Specification of the existing baffle walls.

1.8. Labelling of the compartment numbers on dome lids, filling spouts and associated outlets.

1.9. Clearly visible indication and permanent labelling of the exact tank/chamber volume on the dome covers and filling spouts.

1.10. Equipped with devices (eyelets) for attaching the product labels/seals to outlets and dome lids.

1.11. Proper closure of all emptying devices before filling and all filling devices after the filling process.

1.12. Equipment with a clearly labelled and functional earthing spigot.

1.13. Access to vehicle tanks / containers is generally not permitted. If entry is made, the relevant safety regulations must be observed.

1.14. When climbing onto tankers/silo trucks, drivers must use either personal fall protection equipment provided by the company or their own tested personal fall protection equipment. They must also be instructed in the donning and use of such fall protection equipment.

1.15. Vehicles with a tipping device must be secured against movement with the loading area raised.

2. Product residues

The aim is to empty the tanks completely. If - due to unavoidable technical inadequacies - product residues are also found, the tanks must only be cleaned and, if necessary, the residues disposed of after consultation with the client.

3. Cleaning systems

3.1. The contractor is responsible for selecting a suitable and reliable cleaning system.
Suitable cleaning facilities are deemed to be those companies that have the necessary licences (with regard to operation and disposal) and operate the cleaning/disposal in accordance with the statutory regulations and official approvals.
It is assumed that the cleaning company undertakes to carry out and document the necessary measures (inspection, maintenance, repair) on time as part of quality assurance, to use only qualified personnel and, if necessary, to authorise audits.
The contractor is therefore recommended to use cleaning companies that have carried out an SQAS assessment for tank cleaning systems.

3.2. The cleaning of a tank is generally based on the last load and - if known - on the intended load or on the agreements with the cleaning company.

3.3. If required, the client shall provide the contractor with product information (e.g. safety data sheet) in order to ensure proper cleaning/disposal. Proof of disposal must be submitted to the client on request.

4. Proof of cleaning

4.1. All cleaning companies are obliged to provide proof of cleaning which shows that cleaning has been carried out properly.

4.2. The proof of cleaning should include the following minimum standards:

1. Format of the document: DIN A4.
2. Consecutive, unique numbering, technically secured against duplication and forgery.
3. The document contains the following information:

- Identification of the tank cleaning facility with full address, fiscal and commercial details and - if available - national association membership.
- Identification of the customer (contractual partner). Identification of the vehicle / tank.
- Arrival and departure times of the vehicle.
- Details of the cleaning work carried out, using the specified code of the cleaning process (tank, hoses, pumps, valves).
- For each compartment cleaned, details of the last product loaded with technical designation and UN number.
- Signature of the cleaning manager and the representative of the contractual partner (generally the driver).

Remark:

- Not binding: Indication of the next load.
- The cleaning procedure is either pre-printed in full and marked with an "X" in each case, or printed in full after successful cleaning with details of the steps carried out.

4.3. The cleaning certificate must be submitted to the loading company before loading.

5. Pre-product certificate

5.1. The contractor whose tanks/silos are to be reloaded uncleaned after consultation must ensure that a pre-product certificate is prepared and submitted.

5.2. The pre-product certificate must contain at least the following information:

- Name of the contractor and the carrier
- Vehicle, tank, compartment number
- Product name
  - Chemical-technical name (not only trade name)
  - Dangerous goods classes
- Document number, date, original stamp, original signature

This information can also be noted on the collection note.

5.3. The issuer of the certificate shall ensure that no contamination (e.g. dust, foreign parts, condensation water) has entered the tank after unloading the above-mentioned product and that the tank is presented for reloading in a sealed condition.

6. Inspection before loading

The contractor must enable the client to check the proper condition of the tank and the emptying device before loading.

Appendix 2

PACKED GOODS IN LORRIES, CONTAINERS AND SWAP BODIES

The contractor must ensure the following:

1. Provision of vehicles/containers/swap bodies with a swept, dry, nail-free loading area that can be driven on with a forklift truck (load capacity in accordance with DIN EN 283).

2. Provision of vehicles with on-board, reusable load securing equipment in sufficient numbers and dimensions and in proper condition, e.g.
   - Locking devices, such as tensioning and insertion boards or movable partition walls
   - Lashing equipment, such as belts, chains or ropes and nets; the lashing equipment must be in proper condition
   - Anti-slip mats
   - Retractable anchor points on the loading area

3. Provision of vehicles/containers whose walls, floor and roof as well as doors, door seals and weather protection are apparently in perfect technical condition.

4. Checking of the load for external intactness and completeness (in the case of packaging/packages/bundles packed/repackaged on load carriers in relation to the number of load units) by the driver, provided he is present during loading.

5. Approval of and, if necessary, co-operation in load securing measures by the driver.

6. Proper load securing throughout until the last unloading point, if necessary by

   - Re-securing during partial unloading or reloading
   - Traffic and weather-related checks of the load with regard to stowage and securing of the load during transport and, if necessary, re-securing of the load.

7. No movement of vehicles (empty or loaded) with open dropsides or loading compartment doors.