

**GENERAL TRANSPORT POLICY OLEON**

Please sign for acceptance and return to:

**Oleon NV**

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**Company Details of Transport Service Provider**

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

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

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

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

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

**Application**

The specifications in this policy apply to all transportation services for packed and bulk goods. It is applicable to all Oleon sites, as well as the sites of its affiliates and subsidiaries, and to third-party loading/unloading sites as requested by a booking.

**Validity**

The Transport Service Provider will adhere to all requirements stipulated in this policy as of **1st of February 2024**. This policy is only valid if signed by a duly authorized representative

of the Transport Service Provider and returned to Oleon. It replaces and annuls 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 (updated 2023\*)**

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.

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

The driver should speak and understand at least one of the languages requested by the relevant plant (see Appendix [5] - Plant specific requirements). The driver should wear all required personal protective clothing as long as he/she is on the loading/unloading site (including but not limited to 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 leaves the proximity of the truck, he/she first must first contact a local operator. In all cases, the driver must adhere to the rules of the loading/unloading site.

The driver should also behave in a respectful and socially accepted way.

Cell phones are not allowed to be used in the plant, except inside the closed driver's cabin.

The Transport Service Provider should have clear safety, health, and environmental policies in place, emphasizing the importance of safety and protection for its employees, its customers, the public, and the environment. Particularly with regard to the use of drugs, medication, and/or alcohol, the Transport Service Provider shall have a clear policy in place and shall share such policy with Oleon.

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

### **1.2 CORPORATE SOCIAL RESPONSIBILITY (CSR)**

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 General 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. The suppliers' engagement to the EcoVadis assessment will count towards their annual evaluation.

Furthermore, Oleon, as part of the Avril Group, is committed to reduce all our direct and indirect greenhouse gas emissions (expressed in CO<sub>2</sub>eq) by 30% by 2030. This commitment is in line with the Science-Based Targets initiative (SBTi), limiting global warming to well-below 2°C above pre-industrial levels. We encourage our suppliers to follow Oleon's example and to support us in reaching our ambitious climate commitments.

### **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 necessary for such transportation and handling. All drivers must comply with the legal regulations of directive 2003/59/EG and its transposition into applicable national law.

Especially, for the transport of ADR, food, feed, halal and kosher products, the drivers need to have had the appropriate training/certificate to handle this kind of products (hygiene training and possible risk awareness). The Transport Service Provider needs to be able to provide proof of training for these drivers upon request.

### **1.4 EQUIPMENT**

All transport vehicles, trailers and containers should be road-worthy, well-maintained, fit for purpose and compliant with all applicable laws and regulations.

### **1.5 COMPLIANCE (updated 2024\*)**

The Transport Service Provider represents and warrants to be compliant with all applicable laws and regulations and will provide the transport services (including equipment, personnel, or subcontractors) in compliance with all applicable laws and regulations, including but not limited to:

- International regulations (ADR treaty, CMR convention, RID, IMDG and others where applicable).
- National legislation for domestic transportation where applicable.
- International, European and local legislation of the countries of transit and the country of destination.

Packed loads will be secured in compliance with all national, European and international applicable laws and regulations and with all specifications mentioned in this General Transport Policy, particularly under section 4.

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 must adhere to ADR requirements for road transport, IMDG requirements for sea transport, AND/ADN for inland water transport, RID for railroad transport. The Transport Service Provider is obligated to comply with the local legislation. Oleon reserves the right to verify compliance with these requirements before and after loading.

### **1.7 LOADING/UNLOADING TIMES AND GENERAL REQUIREMENTS (updated 2024\*)**

All Transport Service Providers will strictly respect the agreed loading and unloading times. For any deviation, at loading/unloading place (Oleon or its customer), the Transport Service Provider will contact the Oleon contact person upfront (name is mentioned on the transport order). A written agreement on the deviation is required.

If no specific (un)loading hour has been agreed, arrival of the truck will occur during the opening hours of the loading/unloading site (Oleon or its customer) and at least 1 hour before closing. Any nonconformity by the Transport Service Provider needs to be reported to your Oleon contact person, immediately after becoming aware of such 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 and/or waiting time incurred by the Transport Service Provider.

The deliveries at the Oleon customer must be handled in accordance with the receiving requirements at destination.

For sealed shipments the consignee is responsible to verify all seals are unbroken and to verify that the seal number corresponds with the number on the CMR/waybill at departure. The consignee must sign the waybill after unloading and after inspection of the goods. Any remarks should be mentioned on the waybill.

For all loads departing from Oleon or its external partners, the truck must only be left unattended in a secured parking area.

*OTM: we expect the Transport Service Provider to use the OTM-tool wherever possible and applicable. The Transport Service Provider should also use the rules related to the OTM-tool.*

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### **1.8 EXTRA COST REPORTING**

All occurrences leading to unforeseen extra costs (waiting hours, 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 (e.g. Waybill, POD, ...). Late reporting or insufficient documentation may lead to the full rejection of the costs. Extra costs resulting in late cancellations can be charged back to the Transport Service Provider.

### **1.9 COMPLAINT HANDLING (updated 2024\*)**

All complaints shall be handled within a period of 10 calendar days. In case a faster answer/action is required, this must be specifically requested. The Transport Service Provider must analyse the causes, come up with suitable corrective and preventive actions and review their effectiveness. Oleon has the right to do a follow-up on the actions taken by the Transport Service Provider.

As a general rule with regard to transport-related complaints, issues will be communicated to the Transport Service Provider. The complaints shall be registered within Oleon and followed up periodically.

The content of the CMR at stake – amongst other documents as well as the applicable jurisprudence – will constitute the base for any claims handling.

### **1.10 SUBCONTRACTING**

The Transport Service Provider is allowed to use subcontractors as long as the subcontractor complies with Oleon's General Transport Policy prior to executing the service. The Transport Service Provider bears full responsibility for ensuring the subcontractor's compliance with Oleon's General Transport Policy.. Additionally, the Transport Service Provider shall cause that if it engages a subcontractor, the subcontractor, in no circumstances, can further subcontract the service. For feed transports please refer to article 3.4. In the event of non-compliance of the subcontractor, Oleon will keep the Transport Service Provider with whom it entered into a contract, responsible for all consequences and any related costs.

### **1.11 INSURANCE**

The Transport Service Provider will have a comprehensive general liability insurance customary for the transport industry and the country at stake, and this for each delivery. Upon Oleon 's simple request, the Transport Service Provider will provide the appropriate certificate of insurance within 3 working days.

When requested, please have a valid Transport License and/or Cargo Insurance available within 72 hours of our request.

### **1.12 LIABILITY (updated 2024\*)**

For all transport of Oleon goods, the Transport Service Provider shall be liable to Oleon for any direct damages, including but not limited to loss of goods and damage to the cargo, whether arising from a breach of Oleon's General Transport Policy, negligence, or otherwise.

For all transport of Oleon goods, the Transport Service Provider shall moreover be liable to Oleon for all indirect damages and/or consequential damages, including but not limited to loss of profit, loss of business (opportunities), loss of production, increased or additional costs, additional or non-functional personnel cost, loss of margin, loss of clientele, loss of data, reputational damage, etc., related to erroneous delivery and late delivery. This liability applies regardless of whether the erroneous or late delivery is directly imputable to the Transport Service Provider, and it is without prejudice to the provisions in the CMR convention.

In case of a contamination to Oleon goods resulting from a non-compliance with the provisions and cleaning requirements as described in Chapter 3 ("Bulk Liquids") or Chapter 4 ("Packed Cargo") of this General Transport Policy, the Transport Service Provider shall be liable for all direct and indirect damages and/or consequential damages, including but not limited to loss of profit, loss of business (opportunities), loss of production, increased or additional costs, additional or non-functional personnel cost, loss of margin, loss of clientele, loss of data, reputational damage, etc., resulting from such contamination.

The risk of loss or damage to the goods will irrevocably transfer to the Transport Service Provider 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. Regardless of the reason invoked for the rejection, the Transport Service Provider will not take any further action until Oleon provides 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: low, medium or high. The medium to high non-conformances will be communicated directly, as we want to receive feedback and trigger immediate actions (see topic 'complaint handling' under article 1.9). The other non-conformances will be registered and followed up on a periodical basis in order to monitor the performance of the Transport Service Provider. If we notice many registrations or a negative trend in complaints, the Transport Service Provider will be contacted and requested to formulate corrective and preventive actions.

Next to the aforementioned regular follow-up and complaint handling, the contracted Transport Service Provider will be reviewed yearly during the yearly supplier evaluation. The score can influence the further cooperation.

#### **1.15 ENTIRE AGREEMENT CLAUSE**

This Transport Policy shall apply to all transport orders of Oleon to the Transport Service Provider. The transport agreement shall be subject to the transport orders, the waybill, the General Transport Policy and the General Terms and Conditions for Transport by Road issued by Febetra as amended by the General Transport Policy. Any terms & conditions of the Transport Service Provider, whether general or specific, are excluded unless explicitly accepted in writing 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, taking inter alia into account the foreseen*

*distance to cover, the fact whether the goods are part of an intra-community delivery, the nature of the cargo (e.g. hazardous or not), the fact whether the Transport Service Provider has commissioned a subcontractor, etc. ."*

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 2024\*)**

As of 1<sup>st</sup> January 2021, the UK is no longer part of the EU. Oleon has implemented a software solution CAS from C4T (Customs for Trade) which makes it possible to receive the export documents at the loading place in case of export to the UK. Only after receiving the MRN the driver is allowed to leave the loading location.

For all other export destinations outside the EU and outside the UK, instructions will be given at site where to receive the export documents. Only after receiving the export documents, the driver is allowed to leave the pickup location.

*Known Consignor:*

In case Oleon has appointed the forwarder to airfreight secured cargo, then this forwarder needs to be a regulated agent (RA). If the forwarder appointed a subcontractor for the transport from Oleon to the airport, the responsibility of this transport lies with the forwarder, together with the presence of DOC 6E.

Every truck driver needs to be announced upfront by means of a pre alert or an email, and should contain following information:

- Name of the transport company
- First and last name of the truckdriver
- License plate of the vehicle (truck and trailer/container-ID)

In case the data corresponds to the previously announced information, loading can proceed. If this is not the case, Expedition Oleon will contact the forwarder to check if the loading can be done. After a written statement by the forwarder, Expedition Oleon will give the signal to Sérís to load.

## **2. COSTS**

In general, in case of any non-compliance by the Transport Service Provider with any part of this General Transport Policy, Oleon reserves the right to reject the service provided by the Transport Service Provider. If services are refused due to non-compliance, Oleon shall not be held liable for any costs incurred by the Transport Service Provider. The Transport Service Provider shall indemnify Oleon for and hold it harmless from 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 the 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 transport order,
- suitable for the product to be loaded.

Any 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 the following specifications:

- stainless steel tanks,
- single compartment tank (except if differently, and specifically, requested and agreed upon),
- all tank cars need to be bottom/ground operated (see 3.2.2 Safety)
- non-food products are not allowed in food tank cars/containers (details in our transport order),
- on every truck the plate number or container number must be clearly visible,

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- minimum allowable working pressure for non-dangerous liquids : 2 bar,
- tank is built with one or more manholes on top and a bottom outlet, designed for gravity loading through the manhole and pressure loading through the 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 relieve the (residual) pressure in a safe manner,
  - a pressure gauge,
- 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/she receives from the loading place. Additionally, he/she needs to verify whether the seal numbers match the CMR.
- In the event a multi-compartment tank is requested:
  - 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),
  - if a multi-compartment tank is used for 1 product, the different compartments need to be able to unload from a central unloading pipe, enabling different compartments to be unloaded in one move.

### 3.2.2 SAFETY

All tank trucks/tank containers must be equipped with a handrail and walkway in good working order. The Oleon personnel in charge for the loading or unloading places reserves the right to reject the equipment if not compliant.

All tank trucks, whether deployed for unloading at Oleon-plants or for bottom/ground-loading at Oleon-plants, must be bottom/ground operated. This means 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.

### 3.2.3 PUMP/COMPRESSOR TANK CARS

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

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If the compressor is used for food products, the gas for blowing shall originate from a source which has been approved for food contact use. The gas shall moreover be filtered to remove dust, oil and water.

If oil is used for the truck's engine-driven compressor, and this air can potentially come in contact with the food product, the oil used shall be food grade. In this case the driver should have a certificate proving that the oil used is food grade. Oleon highly recommends that every Transport Service Provider uses oil free compressors only on Oleon sites.

### 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,
- the certificates of the hoses must be available for Oleon at any moment.

### 3.2.5 HEATING

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

Road tank cars should be equipped with heating capability to keep the product at the identified temperature during transit or 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 moreover comply with all the applicable 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),
- this 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

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

### 3.3 CLEANING

#### General requirements

- Tanks must be fully **dry** without any water residue after cleaning.
- If any chemical products are used for the cleaning or the disinfection, the Transport Service Provider or cleaning station will need to be able to prove the efficiency of the cleaning and the absence of traces.
- 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 manholes.
- The exterior appearance of the tank must be clean.
- If the equipment does not comply, all costs (direct and indirect) related to the non-compliance will be charged to the Transport Service Provider.
  
- The three following cargoes are **not-accepted** as **previous cargo**:
  - Cacao
  - Cacao mass
  - Chocolate
  
- Provided no other cargo has been loaded in between, the **cleaning certificate** is only valid for:
  - **5** calendar days for **road tank cars**
  - **10** calendar days for **isotainers**
  - No intermediate visual inspection is allowed as an extension of the number of days
- Exemptions can only be allowed if agreed upon by Oleon in writing.

#### 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**

#### **Application**

Next to the general requirements for cleaning, the following requirements are additionally applicable for all bulk transports of feed, food stuff, kosher and 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 made of 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 can be closed.
- All tanks must be equipped with a compressor, compressor air must be clean and free from contaminants.
- Only well-maintained material and equipment is permitted to be used.
- 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 to the GMP+ regulation or what is accepted as its equivalent. A certificate must be sent to Oleon prior to loading or at the signing of this General Transport Policy.

### **CLEANING REQUIREMENTS**

#### **FOOD and HALAL tanks**

- Tanks always must be cleaned in an **EFTCO** or **ISO 22000** certified cleaning station. Only **European Cleaning Documents (ECD)** are accepted as a 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 + F50** : 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

- o **F01** : potable water

(\* tanks with cleaned hoses in sealed tubes do not require extra hose cleaning)  
Additional cleaning procedures are 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** must 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**

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

#### **PREVIOUS CARGO**

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

The cleaning certificate will only be accepted if these 3 previous loadings are mentioned. The carrier is considered responsible for the accuracy of this information and shall be accountable for all consequences due to providing false information.

#### **For FOOD products**

The 3 previous cargoes should be foodstuffs or food compliant products. The attached list 'FOSFA list of acceptable previous cargoes and banned cargoes' can be used as guideline. (Appendix 2a and Appendix 2b)

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

#### **For KOSHER products**

The 3 previous loads must be approved for Kosher. Depending on the loading plant, different Kosher list is applicable and attached (4a/4b/4c). When required, 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:

- 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 Emmerich, also not:

- Alcohol (beer, wine, alcoholic beverages, ethanol...)

#### **For FEED products**

The 3 previous cargoes should be approved by the 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 General Transport Policy, and he does not further subcontract the freight. Please provide the feed certificate of the sub-contractor.

The Transport Service Provider is responsible for the subcontractor and its compliance to Oleon's General Transport Policy.

In the event of non-compliance of the subcontractor, 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 Provider 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 supporting 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**

Except otherwise specified, the exhaustive list of types of trailer transport equipment enumerated in this article are the types Oleon accepts ("*Allowed*"), respectively refuses ("*NOT allowed*"). Any deviation from the conventional type of trailer transport (e.g. transport per van) needs to be discussed in advance and the Transport Service Provider must obtain an explicit prior written approval from the Oleon plant at stake.

##### **Allowed:**

- Curtain-side 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.

<https://op.europa.eu/en/publication-detail/-/publication/30c7c1dc-f26e-44af-bd4c-2434b43edd7e>

### Containers:

- All containers must have a minimum of 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 for **Non 12642 XL trailers**.
  - Trailers should have a sufficient number of lashing points in good condition.

#### Box trailer

##### EN 12642 XL certified trailers

- All certified trailers should either 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**

- Partial loading will be executed according to the maximum axle load of the truck. The axle load must be communicated by the driver prior to the loading, 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 own 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, or in accordance to ADR section 7.5.4.
- No stacking allowed on pallets with bags, buckets and jerrycans, unless differently specified in the loading instructions

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

The Transport Service Provider 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 entails that:

- 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 (except ADR section 7.5.4), 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

Attached you will find the plant specific requirements "Ertvelde", "Emmerich", "Oelegem" and "Venette". These are related to e.g. opening hours, safety, ...