

# **STOLL Loading Guidelines**

These loading guidelines prescribe uniform requirements for the STOLL group of companies to ensure that goods are collected quickly and smoothly.

For our products to arrive undamaged and to the customer's complete satisfaction, we require all collections from our production facilities to be made solely with suitable vehicles that also comply with our quality standard.

The relevant requirements must be taken into account when assigning specific vehicles for transport jobs.

### General

The authorised freight forwarder undertakes to adapt vehicles in accordance with the statutory country-specific requirements, especially with regard to weather conditions. The forwarder must comply with the EU regulations governing cabotage operations. When at the STOLL site, all drivers, even those of subcontractors, must register their visit under the name of the authorised freight forwarder and follow the instructions given by STOLL employees.

The rules of the road traffic provisions apply on the premises of the STOLL factory. The respective regulations governing traffic, accident prevention and safety must be complied with. The authorised freight forwarder must ensure that their employees wear safety footwear and warning vests as a matter of principle during the entirety of their visit on the premises of the STOLL factory.

# **STOLL Contacts:**

#### Delivery

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#### **Customs Clearance**

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### **Loading Times**

Monday to Friday 7 am – 1:30 pm

Wilhelm STOLL Maschinenfabrik GmbH Bahnhofstrasse 21, Gate 3 38268 Lengede



# **Collection**

- Before coming to collect the goods, the customer must email the licence plate of the vehicle that will be used as well as the order numbers to be loaded.
- The vehicle must demonstrably have sufficient capacity to carry the weight of the load.
- The goods are only loaded using forklift trucks.
- The goods are only loaded through the long opening along the side of the vehicle.
  The surface onto which the goods are loaded must be free from dirt and swept clean.
- Goods will not be loaded onto box trucks.
- The vehicle or the vehicle swap bodies must comply with the legal requirements in force in Germany.

Vehicles that do not satisfy these requirements will not be loaded.

## **Staff**

The professional qualifications of the staff employed must be verified. The authorised freight forwarder undertakes to only use staff who are sufficiently proficient in German or English (optional).

## **Loading Safety**

The shipper is responsible for the loading of the goods. The authorised freight forwarder is obliged to ensure, monitor and be responsible for the safe and reliable loading of the goods – even if they do not load them themselves. If the goods are not loaded correctly, i.e. the procedure is not safe and reliable, the authorised freight forwarder must inform the forwarding department immediately.

- The pallets ensure the goods are securely loaded.
- The carrier/freight forwarder must provide sufficient belt covers, tie-down straps and anti-slip mats with no signs of wear.
- The vehicle must have flexible lashing points.
- At least 2 strips of anti-slip mats must be used per loading unit.

# **Dangerous Goods**

The authorised freight forwarder must have dangerous goods officers and, if necessary, transport the loads in accordance with the relevant dangerous goods regulations.