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Stadler Rheintal AG

Supplier instruction / Transport specifications

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1 Glossary

ADR	Accord européen relatif au transport international des marchandises Dangereuses par Route, Agreement concerning the International Carriage of Dangerous Goods by Road
CR	Complaint report
FAI	First article inspection
Incoterms	International Commercial Terms, we work exclusively with Incoterms 2010
LC	Load carrier
L-xxxx	4-digit project number
KIT	Assembly unit
SDR	Directive concerning the International Carriage of Dangerous Goods by Road

2 General

This specification defines the required logistical measures for processing deliveries ordered by Stadler Rheintal AG. It serves to standardise the processing, identification and tracking of all deliveries.

This specification also defines the provisions for proper packaging. In the event of failure to comply with directives, the supplier shall meet the costs incurred (e.g. processing fees, additional expenditure items etc.).

Furthermore, the supplier agrees to act in accordance with the valid ADR/SDR specifications regarding the transport of dangerous goods.

3 Condition at time of delivery

The condition of the items supplied must comply with the provisions of the order including all applicable documents such as the technical specifications.

3.1 Delivery dates / Steering

The agreed delivery dates quoted in the order document must be complied with. In the case of DDP or DAP Incoterms, this is the date of delivery at Stadler. For FCA, it is the date of leaving the supplier. In the event of any delay in a delivery, the purchaser must be notified immediately and in writing.

3.2 Labelling of supply parts

The supply parts must be provided with sufficient permanent labelling.

Apply the labels to the article or its packaging. Not on visible areas, connection points (e.g. holes, adhesion or welding points). This labelling must display the following content:

- Stadler order number (mandatory)
- Stadler article number (mandatory)
- Article designation (mandatory)
- Drawing number incl. index/version (if present)
- For reel material, length (per reel) (mandatory)
- Batch number / Lot number (if available)
- Expiry date / Production date (if available)
- Serial number (if available)

3.2.1 Position of label on part

Bulk goods / Small parts smaller than 80 mm	On the packaging
Development parts / System components	On every component
KIT (assembly kit)	Attach a list of contents to each long side and broadside of the load carrier (if available).
Cables	Cable tag at each end, at least one article number and the index 1x on the cable and on the reel.

4 Packaging / Transport unit / Load carrier (LC)

4.1 Packaging, general

Unless otherwise mutually agreed, the supply parts should be packaged in standardised, "stackable" and reusable packaging / LCs if possible. The supply parts must be arranged in such a way in the packaging / LCs that the quantity and the components themselves can be easily identified when they are opened. Furthermore, the supply parts must be arranged and secured in such a way that they are not damaged during proper transport and storage.

Painted and bare metal parts or visible parts must be suitably protected against damage and dirt. When no assembly units (KIT) are defined, then it must be possible to remove the parts individually and protect every visible part (e.g. painted parts) against damage.

4.2 Transport units / LCs / Packaging

For all types of shipment, sufficient, safe and suitable packaging must be chosen for the particular goods. Any damage during transport due to inadequate packaging will be charged to the supplier.

The supply parts must not exceed the outside contour of the load carrier.



The packing unit must be labelled on at least one longitudinal side and broadside.

4.2.1 Packing list / Package identification

The relevant packing list constitutes part of every packing unit / packaging unit. This packing list must be affixed to the outside of the packaging in a clearly visible location.

The following details must be provided on the packing list:

- General data (at least the supplier, recipient and order number)
- Stadler article number
- Article designation
- Actual quantity (contents / delivery quantity)

Furthermore, the following must be displayed on the packing unit:

- Project name / Number (e.g. Glasgow / L-4367)
- Vehicle number (mandatory) and carriage number (if available)
- KIT designation (if available)
- Mandatory for parts with serial numbers

The packing unit must be labelled on at least one longitudinal side and broadside.

The supplier must affix specific transport and storage condition information to the outside of the packing unit in a clearly visible location (e.g. temperature-sensitive goods).

The supplier undertakes to package and declare the dangerous goods shipments in accordance with the applicable "ADR Chapter 5.2, Marking and Labelling" regulations and to notify the carrier in detail and in compliance with the law.

The purchaser must be notified in good time and in writing of these specific transport and storage conditions.

4.2.2 Requirement for the packing unit / LC

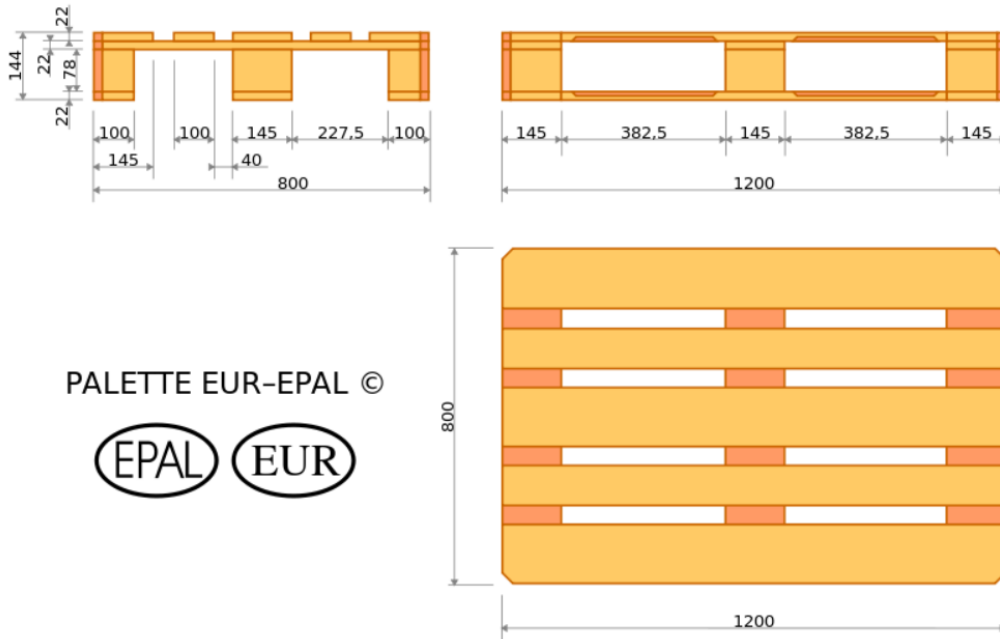
The LC must satisfy the following requirements:

- Compliance with safety regulations
- Suitable for safe transport with standard transport equipment (lift trucks, fork lift, etc.) without additional load securing measures
- Protection against damage to parts (when handled properly)
- Compact and, if possible, stackable
- Meet demand / Meet assembly needs
- Contents arranged clearly
- Splash water resistant

The following standards (standard pallets) can be seen from this example:

- Material is labelled
- Well arranged and simple to remove
- Material can be picked individually from the container for further processing
- Packed for safe transport and protected
- No damage to load carrier
- No overhang (compliance with dimensional specs.)

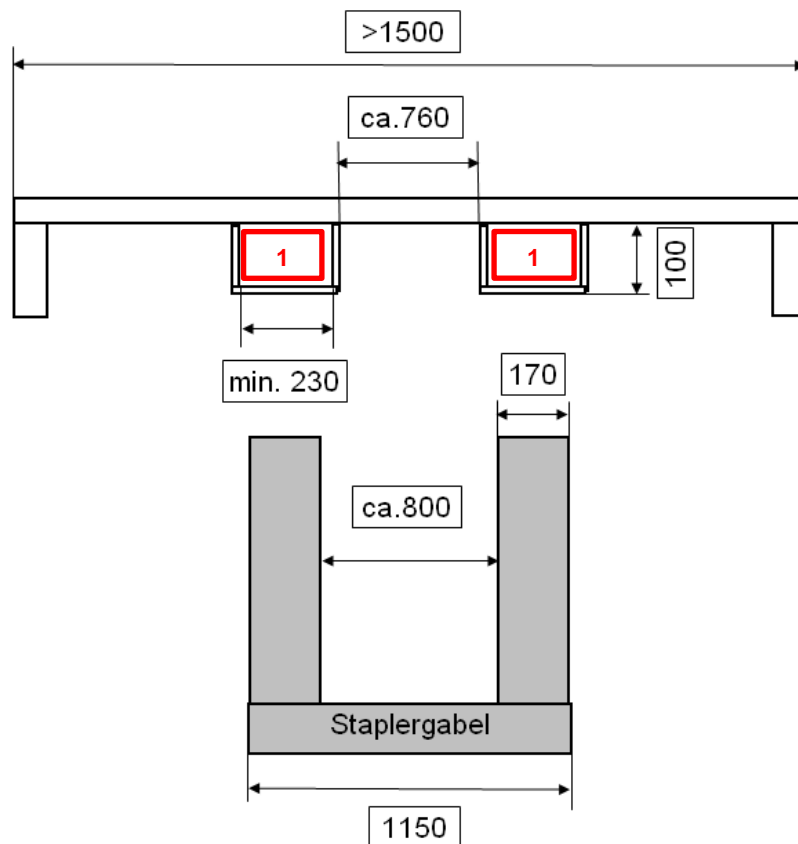




(Source: http://upload.wikimedia.org/wikipedia/commons/thumb/3/30/Plan_palette-europe.svg/800px-Plan_palette-europe.svg.png)

Observe the following stipulations for oversized items:

From a length/width of 1.5 m, there must be one bracket on the longitudinal side and one on the broadside (1) (see the following figure):



Example: Assembly kit (KIT)



- Material is labelled
- Well arranged and simple to remove
- Packed for safe transport and protected
- No damage to load carrier
- Stackable where possible
- Material is easy to identify using a list of contents and drawing (optional: a photo can also be attached)
- Weather-protected and with sealed base

Depending on the component, the centre of gravity may be an issue. Furthermore, the goods must be protected against any possibility of external damage. Comment: Containers on castors have only limited suitability for transport on loading areas.

4.2.3 Change of loading equipment

Loading equipment may only be changed after prior agreement with Stadler. The carrier must be notified of the change in the collection order or shipping order in writing. If a pallet account is held, only such loading equipment can be considered whose replacement is documented or acknowledged on the shipping documents.

5 Documentation

5.1 Data sheets

5.1.1 Test certificates and product data sheets

All documents (certificates, product data / safety data sheets, etc.) that are part of the order must be sent to the following e-mail address:

lieferantendokumente.star@stadlerrail.com

The e-mail subject line and the name of the attachment (document) must be in the following format:

Test certificate with serial number

Re: Order_Supplier_Order number_Serial number

Example: L-4322_Company sample_BE-452978_A210912

If there are several serial numbers in one document, then these must be specified as follows (e.g. from no. X to no. Y):

Re: Order_Supplier_Order number_Serial number-serial number

Example: L-4322_Company sample_BE-452978_A210912-A210920

Test certificate without serial number

Re: Order_Supplier_Order number

Example: L-4322_Company sample_BE-452978

Attachment (document): Same as subject line plus "Document contents" (e.g.: _Maintenance instructions or spare parts list or ...)

When documents are updated, they must be submitted by the supplier at his own initiative.

5.1.2 Safety data sheets

The safety data sheets for chemical products must be sent to the following e-mail address:

Sicherheitsdatenblatt.STAR@stadlerrail.com

Changes to the safety data sheets must be sent automatically by e-mail, without having to be requested.

Safety data sheets in acc. with ChemV SR 813.11 Section 21-22

5.1.3 Package insert: Technical documents / advertising catalogues

No promotional materials, catalogues, brochures, etc. may be included. Technical documents, descriptions, drawings, operating and maintenance instructions can be included, but these must be listed separately on the documents (packing lists and delivery notes).

6 Compiling shipping documents

6.1 Addressing / details on the invoices

The invoice address for orders from Stadler Rheintal AG is always:

Stadler Rheintal AG
Neudorfstrasse 8
CH-9430 St. Margrethen / Switzerland
UID no. CHE108584752

We require the following details on the invoices:

- Project name / Number (e.g. Glasgow / L-4367)
- Stadler order number
- Order item
- Invoice and delivery note number
- Point of contact, supplier
- Point of contact, Stadler (purchaser)
- Stadler article number
- Article designation
- Drawing number incl. index (if available)
- Customs tariff number
- Preferential origin¹
- Serial number (if available)

For deliveries following a CR (complaint report), repair orders and replacement deliveries, the STADLER-TEC ticket number as well as the order number must always be included on the invoice.

6.2 Goods entitled to treatment as being of preferential origin

When supplying goods entitled to treatment as being of preferential origin, a transport of goods certificate (EUR. 1) or an invoice with a valid declaration of origin must be enclosed with the shipment in order to obtain preferential origin status.

If missing preference details lead to customs duties being incurred, these will be charged to the supplier.

The supplier is obliged to provide a certified certificate of origin from the responsible chamber of commerce at the request of Stadler Rheintal AG.

¹ Please note that the declared origin must comply with customs regulations. Link: <http://www.ezv.admin.ch/themen/04095/index.html?lang=en>

6.3 Delivery notes

A separate delivery note with the following details must be issued for each delivery:

- Stadler order number
- Order item
- Delivery note number
- Project name / Number (e.g. Glasgow / L-4367)
- Vehicle / carriage number
- Stadler article number
- Article designation
- Drawing number incl. index (if available)
- Third-party article number
- Serial number (if available)
- Point of contact, supplier
- Point of contact, Stadler (purchaser)

The STADLER-TEC ticket number must always be included in the delivery note for deliveries from CRs (complaint report), repair orders and replacement deliveries. A separate delivery note must be raised for CR deliveries. The order number must also be visible.

6.4 Export documents

If the Incoterms state "FCA..." the supplier must prepare the commercial invoice, the export documents (and, if applicable, the customs clearance documentation at their end) and, if applicable, the EUR1. If they are unable to prepare the last two documents, they (or Stadler) can commission the carrier to do so. The costs must be borne by the supplier. The supplier is liable for any customs charges due to the lack of a EUR1, in spite of a preferential origin. Any costs for production delays due to incorrect or missing documents are charged to the supplier.

7 Incoming goods inspection

An incoming goods inspection for obvious quality and quantity deviations (visual inspection) is performed after delivery. Any defects found must be notified to the supplier as quickly as possible.

Stadler Rheintal AG does not perform 100% incoming goods inspections but instead performs random checks of individual shipments. If defects are discovered at a later date, these are communicated to the supplier after they have been detected.

If defects are discovered during the production processes at Stadler Rheintal AG that were not detected during the random test, then Stadler Rheintal AG reserves the right to charge the supplier all the costs incurred therefrom with the corresponding evidence.

Stadler Rheintal AG assumes that the quality of the delivered goods is assured by the supplier through ongoing inspections during in-house processes and/or by an outgoing goods inspection.

If the supplier is at fault for a CR (complaint report), they must bear all resulting costs, such as return packaging for the goods by Stadler, transport costs, import customs charges and taxes. The postage for return shipments to the supplier is "EXW". The costs for the new shipment to Stadler are also borne by the supplier. In this case the postage is "DDP, untaxed". Any costs for scrapping the goods by Stadler are borne by the supplier.

8 Shipping instructions in acc. with Incoterms 2010

The delivery terms and conditions (Incoterms 2010) are defined in the orders. These must be strictly adhered to.

8.1 Incoterms FCA (... named location)

Transport must comply with the FCA delivery conditions and may only be carried out by the partners appointed by Stadler.

Deviations and special cases regarding the type of transport or responsibility for costs must always be clarified in advance with the responsible contact persons at Stadler.

If FCA deliveries are contracted to a partner not authorised by Stadler, then all related costs will be charged in full to the supplier.

8.1.1 Postal packages

In the event of dispatch by post or courier, the individual packing units must be sent to the following address in accordance with specified labelling instructions (unless otherwise explicitly indicated):

Stadler Rheintal AG
 Incoming goods acceptance
 Industrie- und Gewerbepark [Industrial Estate]
 CH-9423 Altenrhein / Switzerland

With express and courier shipments, our named Stadler point of contact must be stated on every delivery note. Shipping documents (packing lists and delivery notes) must be issued in duplicate, one inside the package and the other affixed to the outside.

The shipment of goods subject to ADR must be clarified with the respective service provider beforehand and they may not be shipped without their approval.

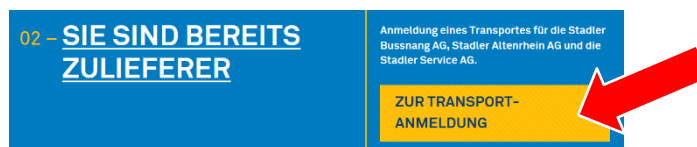
In any cases of lack of clarity or questions, please immediately get in touch with your named point of contact at Stadler Rheintal AG.

8.2 Road-shipments, registration of transports

For orders, where Stadler Rheintal AG pays the freight costs, the supplier has to register the shipments via our Transport-Management-System.

The link you will find below: www.stadlerrail.com/de/zulieferer/

Button: "Zur Transportanmeldung"



If an account will be needed or if you have any further questions for this, pls contact us via our mail-adress: star.transporte@stadlerrail.com

For specific projects such as Project MAV 4398, MAV 4452 or Project ADY 4315, ADY S-59460 other instructions applies. These instructions you will find on our homepage www.stadlerrail.com/de/zulieferer/

8.3 Delivery points for Stadler Rheintal AG

The delivery addresses must be taken from the order (this can vary depending on the project involved).

Hazardous goods / Postal packages / Articles with a limited shelf life / Temperature-critical items / CR deliveries / Consumption-dependent items / Auxiliary materials / Cable on reels, palletised

Stadler Rheintal AG
Incoming goods acceptance
Industrie- und Gewerbepark [Industrial Estate]
CH-9423 Altenrhein / Switzerland

Pallet goods (120 x 80 cm) / Small parts material

Stadler Rheintal AG
Knotternstrasse 7
CH-9422 Staad

Container material (from 120 x 80 cm) / Assemblies

Stadler Rheintal AG
Off-premises warehouse
c/o Christal Karton AG
im Hächleren 1
CH-9425 Thal

Car body components / Aluminium profiles

Stadler Rheintal AG
Halle 4 / Profilhalle
Park Altenrhein für Industrie und Gewerbe
CH-9423 Altenrhein / Switzerland

8.4 Delivery times:

Mon – Thu	7 a.m. – 12 noon	/ 12.45 p.m. – 4 p.m.
Fri	7 a.m. – 12 noon	/ 12.45 p.m. – 3 p.m.

9 First Article Inspection (FAI) for containers

The packaging materials and transport containers may be subjected to an FAI by Stadler Rheintal AG. This usually takes place at the supplier before first delivery. In the event of any cases of non-compliance in this respect, Stadler Rheintal AG reserves the right to instigate appropriate measures.