

1. Scope

The present standard is a guideline for correct marking of supplied goods.

2. Purchase Order Number and Purchase Order Item Number of ANDRITZ AG (AAG)

AAG Purchase Order Number

- Ten-digit numeric code
- Code “/xxx” is not applicable
e.g. without “/ATF” or “/013”
- Examples:
4511111111
4511111112

AAG Purchase Order Item Number

- Five-digit numeric code
- Examples:
00010 (1st position)
00020 (2nd position)
00110 (11th position)
00111 (addition to position 11)

3. Data to be shown on the delivery note

- The delivery note as well as any accompanying documents has to be at least in German or English.
- A separate delivery note must be issued for each Purchase Order / Purchase Order Number.
- The AAG Purchase Order Number and AAG Purchase Order Item Number(s) shall be stated on each delivery note as plain text also the amount delivered has to be given for every Purchase Order Item.
- If the delivery is a partial, outstanding or replacement delivery, this must also be indicated on the delivery note.
- If a Purchase Order Item contains more than one part, it has to be ensured that the goods belonging to one Purchase Order Item Number are packed together. If this is not possible, and if such information is not provided on the delivery note, a separate packing list is to be attached to the delivery note and also to each packaging unit.
- The delivery note and if applicable the packing list must include every part of the delivery and each part has to be clearly allocated to the proper AAG Purchase Order Item.

4. Data to be shown on the product and package, packing instructions

- The delivery note as well as any packing list required must be attached to the package in a clearly visible and shielded way.
- The AAG Purchase Order Number and Purchase Order Item Number must be indicated on the package (or on the good itself, if not packed) in a clearly visible way, to assure that every good can be clearly and easily allocated to the proper AAG Purchase Order and Purchase Order Item.
- It is not permissible to combine several Purchase Orders in one package.
- It is not permissible to combine several loose Purchase Order Items in one packaging unit.
- Only one package may be used per Purchase Order Item (smallest packaging unit).
If this is not possible, it must be clearly stated which parts belong to the AAG Purchase Order Item concerned (identification with AAG Purchase Order Item Number). If a Purchase Order or Purchase Order Item consists of several packaging units, a packing list has to be attached to every package / good and to the delivery note.
- The packaging unit concerned must be relatable to the packing list due to clear identification.

5. General remarks

ANDRITZ AG is entitled to reject the shipment at Seller's expense and/or against reimbursement of any extra costs occurred, if the dispatch documents or information on the product itself and on the packaging have not been issued / attached as outlined in the Purchase Order.

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