

General pre-pack guidelines

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Content

Standard pack quantity (SPQ)	1
Sandvik branded boxes or bags	2
Kits and sets	2
Internal documents	2
Ergonomics	3
Packaging labelling	3
Procurement of branded packaging material	4
Efficient packaging design	4
Air freight	5
Sea freight	5
Wood requirements	5
Other information	6





Introduction

This is a guideline concerning how Sandvik Mining and Rock Technology Parts and Services expect their suppliers to pre-pack and label the parts delivered to Sandvik warehouses around the globe.

Sandvik branded packaging

Sandvik strives to have all parts packed in Sandvik branded packaging material from the suppliers' premises. Parts and components are sold in Sandvik branded packaging material with Sandvik labels. If the parts are pre-packed and labeled in the condition of sale from the supplier, it will make the supply chain more effective, and together, we can reduce the amount of waste (in time and packaging material).

Standard pack quantity (SPQ)

The general rule is that there shall be one piece per box, bag, or (plywood) crate. However, for small parts with a value below €5,- or weight below 0,01kg, it can be acceptable to have packages with multiples of 10pcs. Items must be packed in the same standard pack quantity on each delivery.

The label shall always specify the amount of parts in the packaging. Kits are excluded and should always be packed as 1 EA.



NB! Large item quantities (fasteners, washers, nuts, and bolts) are generally optional to be packed individually in Sandvik packaging. A Sandvik article label on the supplier packaging is acceptable for these items.

Sandvik branded boxes or bags

Product packaging should be closed carefully so the product stays inside. The preferred method is to close boxes with the Sandvik article label.

Bags shall be closed by heat sealing or zip-lock with either VCI (Volatile Corrosion Inhibitor) treatment, UV protection, or a standard clear plastic version. The VCI type shall be used for spare parts with metallic content to protect them from corrosion. UV-protected bags are used for rubber items to protect them from deterioration. The clear plastic version can be used for plastic or other non-metallic composite materials.

Kits and sets

Some parts Sandvik is ordering consist of multiple items (a set). These parts should always be packed individually in 1 package. Each set should be packed in its own bag, box, or crate and labeled as such. Supplier branding is not allowed on these items.

Internal documents

When a document needs to be added inside the packaging (E.g., product instructions), supplier details such as logos or product codes should not be visible to our customers. These documents should contain the Sandvik logo or be without any branding.



Ergonomics

Due to ergonomics, parts with a weight over 23 kg shall be packed in boxes or (ply)wooden crates or purpose-designed packaging that has to be supported with a pallet so manual lifting isn't needed. All wood should comply with ISPM15 regulations.

If delivered parts are supported by a pallet, the product or the packaging should always be entirely supported by it. Overhanging is not allowed.

Packaging labelling



BG1234567890123
Maintenance Kit 1000h

Quantity/pack 1 EA
Product weight 10 kg
Packaging date 29-09-20
LPN
Serial number
Handling unit

All trademarks and
logotypes appearing on
this label are owned by
Sandvik Group

Country of origin India

Barcode
goes here

Each box/bag must be labeled with the Sandvik spare parts item number. This is the minimum information required to ensure that the items can be received at our warehouse.

But after you have pre-packed our items, they will be delivered to our customer in that packaging; in other words, the packages are no longer re-packed at our central warehouse. This is why Sandvik asks you to take extra care when packing and labeling our items.

Each packaging should have a label following the Sandvik label standards (Document: Item label Application

Packaging). A label can also be used to close the box. If it's placed around the opening, it will prevent the packaging from opening during transport.





The label placement on the plastic (VCI) bag needs to be in the upper left corner on the unprinted backside.

Procurement of branded packaging material

Procurement of the prepackaging materials must first be discussed with Sandvik. They can then be ordered directly from Sandvik-approved suppliers. Please contact your local contact to agree on the details relating to pre-packing materials.

It is possible to buy the Sandvik boxes from your own, local supplier. Together, we should strive for the most cost-effective solution. Please provide us with drawings for approval before you start implementing this own-designed Sandvik packaging.

Efficient packaging design

Try always to use the smallest packaging possible to pack your product. This saves volume in the supply chain, reduces freight costs, and will cause less environmental pollution. Keep the products or boxes always protected and never overhang the pallet that is used to prevent damage during transport to our warehouses. If the product is not packed but palletized without any protection, be sure that it is covered in some way to prevent the product from being scratched during the supply chain.



Air freight

Sandvik is a global company with customers worldwide. To help our customers as fast as possible, many goods are transported by air freight. To have the lowest cost and the best availability on airplanes, the packaging of the products shouldn't exceed a height of 1,60m (63 inches) and a length of 3,18m (125 inches). Exceptions are those products that already exceed these sizes by product specification.

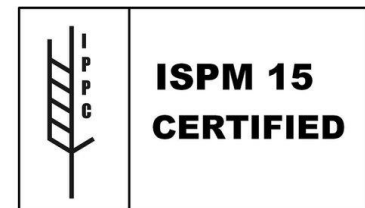
Pallets of multiple, smaller parts (for example, filters) should always be lower than 1,60m. This way, we can move these parts fast to all our locations. For these pallets, it is even better to stack them not higher than 1,40m. This way, they can be stacked in a truck, leading to less transport costs on the road, too.

Sea freight

Sea freight is also used to supply our global warehouses with cost-efficient supplies. To efficiently load containers, pallets with both sides above 116cm or 46 inches are not preferred. Pallets with the size of 48" x 48" or 1200x1200 need to be avoided.

Wood requirements

Our products are transported and sold worldwide. We require that all wood used be compliant with ISPM15 regulations.





Other information

Detailed information on how to pre-pack specific kinds of products can be found in the Sandvik Packaging Guide for Spare Parts. If the supplier can't pre-pack the parts in Sandvik boxes, Sandvik prefers the parts delivered in corrugated brown boxes without any supplier brand on the box or on the material used to close the box.

Other documents and interesting information holders

Sandvik Parts and Services - Item label Application Packaging

Sandvik Parts and Service Packaging Branding Guideline 2023 V1.0

<https://brand.sandvik/en> (Sandvik Brand Portal, *request access*)

[Sandvik Packaging for Suppliers \(website\)](#)



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