



LOGISTICS SUPPLIER MANUAL

Annex No.1 to the trade agreement

IntroductiA document describing the most important requirements, arrangements and rules in the process of accepting deliveries in Netto Poland warehouses, the document is an integral part of the trade agreement and describes the logistical requirements.on to supplier manual

version 1.1 on day 20.11.2023

Contents

| | | |
|------|--|-------------------------------------|
| 1. | Introduction to supplier manual | 3 |
| 1.1. | Aktualizacja..... | Error! Bookmark not defined. |
| 2. | Dane kontaktowe Centra Logistyczne Netto : | 4 |
| 3. | Definitions: | 5 |
| 3.1 | Retail unit..... | 5 |
| 3.2 | Commercial unit | 5 |
| 3.3 | Logistics unit..... | 5 |
| 3.4 | Outer | 5 |
| 3.5 | Logistics label | 5 |
| 3.6 | Deklarowana data przydatności | 5 |
| 4. | Packaging expectations..... | 6 |
| 5. | Expectations for logistics units | 7 |
| 6. | Forming stands:..... | 9 |
| 7. | Labelling of logistics units | 10 |
| 7.4 | Yellow label for internal use in DC Netto | 13 |
| 7.5 | Labelling of F&V category products | 13 |
| 8. | Expectations regarding conditions of carriage and delivery ... | 15 |
| 8.1 | Unloading: | 15 |
| 8.2 | Delivery: | 16 |
| 8.3 | Product expectations..... | 17 |
| 9. | Delivery documentation | 19 |
| 10. | Returns during delivery | 20 |
| 11. | Delivery notices for individual Distribution Centres in Netto. | 21 |
| 12. | Pallet expectations..... | 21 |
| 13. | The assessment of pallets..... | 22 |
| 14. | Przyjęcie i wydanie opakowań zwrotnych podczas dostawy | Error! Bookmark not defined. |
| 15. | Supply of frozen food to external operator FRIGO | 26 |
| 16. | Podsumowanie | Error! Bookmark not defined. |



Wstęp do podręcznika

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Stand musi być samodzielną jednostką logistyczną, a więc musi istnieć możliwość swobodnego relokowania w magazynie, transportowania na wiele kilometrów i eksponowania w sklepie jako pojedynczej jednostki

1. Introduction to supplier manual

Dear Supplier!



Our aim is to ensure the smooth flow of goods throughout the entire supply chain, from the producer/supplier to the shelf of the in a Netto retail outlet. A proper understanding of our needs and expectations in this area, will avoid unnecessary costs and allow us to optimise the entire delivery process.

This publication is a collection of instructions to help you choose the right packaging and the right way to use it. It will show you the correct preparation of delivery documentation and the formation of logistic units, including proper labelling - both at the level of commercial units and logistic units. An additional document describing the general conditions of delivery is included in Appendix 7, which is an integral document describing the exact conditions and process of delivery of the goods.

1.1. Legal basis

The Logistics Supplier Manual forms part of the legal material between NETTO and the SUPPLIER. The basic document is the contract, which always takes precedence as the primary document in case of discrepancies. The manual is a guideline and instruction for the correct conduct of the logistical process between the Supplier and Netto Poland.

Annex 7, which is an integral document to the Manual, describing the general conditions and course of delivery of the goods. It forms an annex to the cooperation agreement between the signing parties.

1.2. Updating

Logistyczny Podręcznik Dostawcy opisuje ramy operacyjne między Netto Polska a Dostawcą i obejmują dystrybucję towaru od Dostawcy do Centrum Logistycznego Netto. Netto jest właścicielem Podręcznika Dostaw i tylko Netto może go aktualizować.

2. Dane kontaktowe Centra Logistyczne Netto :

Phone contacts – Netto Distribution Centres

| Location | First and last name | Position | Email address | Phone |
|---------------------------------|----------------------|--------------------|--|-------------|
| Warehouse Motaniec 9005 | Wojciech Tomaszewski | Department Manager | wojciech.tomaszewski@netto.pl | 512 408 828 |
| | Marek Kośka | Deputy | marek.koska@netto.pl | 512 408 828 |
| | Ogólna | | motaniec.wejscia@netto.pl | |
| Warehouse Domasław 9007 | Krzysztof Bedkowski | Department Manager | krzysztof.bedkowski@netto.pl | 512 408 207 |
| | Marcin Gliszczynski | Deputy | marcin.gliszczynski@netto.pl | 512 408 610 |
| | Łukasz Cisek | Deputy | lukasz.cisek1@netto.pl | 512 408 622 |
| | Ogólna | | domaslaw.wejscia@netto.pl | |
| Warehouse Gliwice 9043 | Andrzej Górski | Department Manager | andrzej.gorski@netto.pl | 512 408 462 |
| | Paulina Budzich | Deputy | paulina.budzich@netto.pl | 512 408 428 |
| | Ogólna | | gliwice.wejscia@netto.pl | |
| Warehouse Teresin 9044 | Krzysztof Król | Department Manager | krzysztof.pawel.krol@netto.pl | 512 408 327 |
| | Anna Erwin | Deputy | anna.erwin@netto.pl | 512 408 329 |
| | Jarosław Komorowski | Deputy | jaroslaw.komorowski@netto.pl | 512 408 326 |
| | Ogólna | | teresin.wejscia@netto.pl | |
| Warehouse Kopytkowo 9009 | Karol Wojtyło | Department Manager | karol.wojtylo@netto.pl | 512 408 562 |
| | Cezary Stoba | Deputy | cezary.stoba@netto.pl | 512 408 528 |
| | Ogólna | | kopytkowo.wejscia@netto.pl | |

3. Definitions:



3.1 Retail unit

A single item and the smallest unit that is sold at retail. Usually, packaged collectively in sales packages which contain several or dozens of units.



3.2 Commercial unit

A unit that is the subject of an order. A bulk pack usually contains several/ several dozen individual retail units (pieces).

3.3 Logistics unit

It is created by combining (grouping) goods into a handling unit, mainly using pallets, but also crates, containers, trolleys and other load carriers. Such a unit facilitates operations in the supply chain - in the storage and transport process.

3.4 Outer

Outer cardboard box containing several bulk packages (sales units).

3.5 Logistics label

A carrier of information in the supply chain in which all participants (manufacturer, transporter, distributor, retailer) communicate in a common language.

This communication is made possible by using the standards of the global GS1 system (previous name: EAN.UCC). The logistics label contains coded and visually legible information describing the content and logistical parameters of each individual logistical unit, e.g. a pallet.

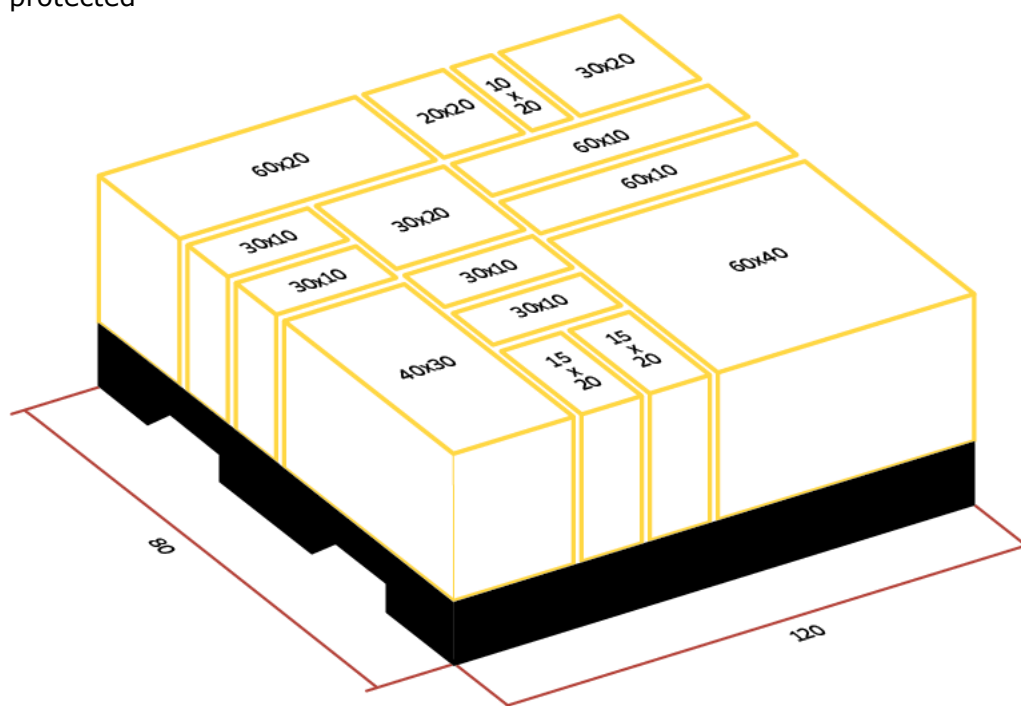
3.6 Deklarowana data przydatności

- The length of shelf life expressed in days for consumption declared on the product registration form as the minimum at delivery.
- The declared best-before date on delivery must be as agreed between the Supplier and the Netto.
- In situations where the best-before date differs from the declared date, the Supplier is obliged to inform the Purchasing Department of the situation before delivery to the respective Distribution Centre.
- There should be one product per pallet with a uniform expiry date.
- Exceptions are mix products in a cartonDługość okresu przydatności wyrażona w dniach do spożycia zadeklarowana w formularzu rejestracyjnym produktu jako minimalna przy dostawie.

***Mixing up of product best-before dates on a pallet is not allowed*.**

4. Packaging expectations

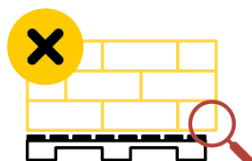
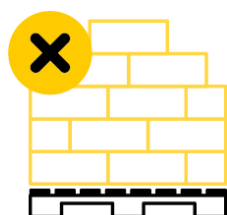
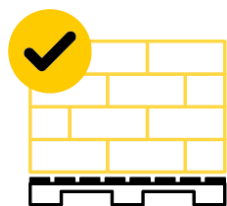
- It should be tailored to the content - secure and hold it together;
- It should be stable and durable to protect the product from damage;
- It should ensure modularity in size 80 x 120 cm;
- It should weigh up to 12kg including contents; the rule deviating from the entry is products of the F&V category such as banana
- Provide sufficient inflexibility to reduce picking times and allow picking on non-uniform logistic units.
- Have sufficient strength to allow for any manipulation in the supply chain including stacking/stacking;
- The packaging should be free of any odour or taste;
- The materials used inside the packaging must be clean and of such quality as to avoid any external or internal damage to the product.
- The packaging materials used should comply with current legislation on materials approved for food contact.
- The product should be packaged in such a way that the product is adequately protected



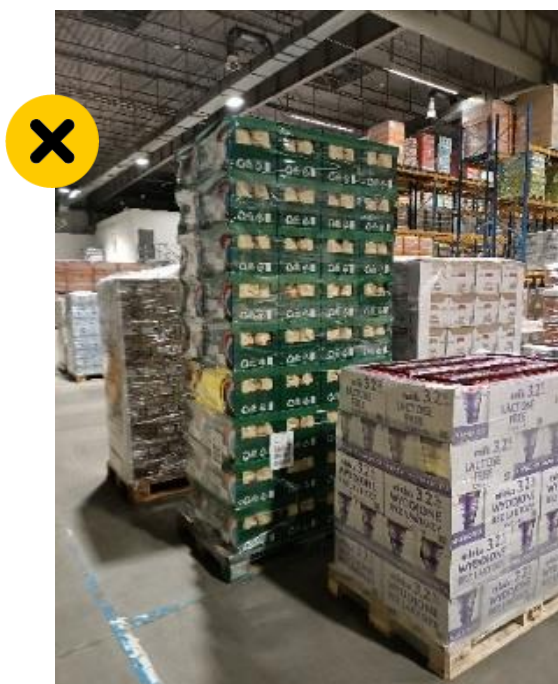
Modular dimensions (ISO 3394=DIN 55510)

5. Expectations for logistics units

Formation of logistic units:



- Jednostka powinna być jednorodna - zawierać tylko jeden produkt (SKU)
- Na jednostce powinny znajdować się tylko całe warstwy produktu. Każda warstwa powinna zawierać taką samą liczbę jednostek handlowych;
- Jednostka powinna mieć kształt regularnego prostopadłościanu;
- Jednostka powinna być zabezpieczona transparentną folią, tylko i wyłącznie folia przezroczysta, adekwatnie do swojego ciężaru i wysokości;
- Jednostka powinna być stabilna, w żadnym wypadku nie może się przechylać a warstwy nie mogą się przesuwac względem siebie.
- Należy unikać dodatkowego bindowania, a jeśli to konieczne, taśma bindująca musi znajdować się na folii;
- W miarę możliwości, należy unikać stosowania przekładek między warstwami oraz kątowników na narożnikach;
- Jeżeli jednostka zawiera kilka różnych dat przydatności do spożycia, nie zostanie przyjęta przez Netto,
- Dopuszczalne jest formowanie tego samego produktu z różnymi datami przydatności, tylko i wyłącznie na osobnych paletach (jedna data na jednej palecie)
- Zapakowany towar nie może wystawać poza obrys palety;
- Maksymalna waga jednostki wynosi 900 kg masy netto;
- Maksymalna wysokość jednostki wynosi 1,8 m., w wyjątkowych sytuacjach typu promocja, po wcześniejszym uzgodnieniu z Działem Zakupów i Działem Logistyki dopuszcza się przekroczenie 1,8 tylko w kategorii WiO.



If the logistic unit does not meet all of the above-mentioned points, Netto is entitled to refuse to accept the delivery.

Forming stands

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the stand must be an independent logistical unit, so it must be possible to relocate it freely in the warehouse, transport it over many kilometres and display it in the shop as a single unit



6. Forming stands:

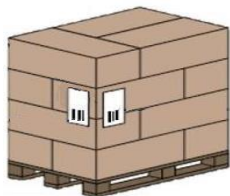
- The stand should be placed on a standard EPAL, NDHP, CHEP, LPR carrier;
- The cardboard box(es) from which the stand is constructed should have a base exactly in the dimension of the medium (800x600, 600x400);
- The goods in the stand should be stacked so that the centre of gravity is as low as possible (heavy goods at the bottom, light goods at the top);
- The stand can only reach a height that ensures the stability of the unit and allows it to be moved safely in the warehouse, transported to shops and displayed;
- Each stand must be secured separately and treated as an independent logistical unit;
- The stand usually needs to be fixed to the carrier with binding tape or appropriate stretch (always in the case of 600x400 format);
- The most important principle that applies to the design of stands, their packaging, storage and moulding - "the stand must be an independent logistical unit, so it must be possible to relocate it freely in the warehouse, transport it over many kilometres and display it in the shop as a single unit".
- The standard stand design consists of modules;
- The number of modules per stand depends on the commercial agreement between the Supplier and Netto;
- The modules should be stable and arranged in such a way that they cannot move;
- The product in the module should be arranged in such a way that it is not damaged, secured stably;
- Secured with binders, banding tape so that it will not be damaged during reallocation to the distribution centre and later to the shop.



If the logistic unit does not meet all of the above-mentioned points, Netto is entitled to refuse to accept the delivery.

7. Labelling of logistics units

All logistics units delivered to Netto should be labelled with logistics labels in accordance with the GS1 standard, according to which there should be two identical labels on each logistics unit (on the short and long side). The label must be placed on top of the film and not underneath it.



The logistics label must in any case include:

- SSCC Number - Serial Shipping Unit Number;
- GTIN number of the commercial unit (the unit constituting the object of the contract);
- Number of commercial units contained in the logistics unit;
- Expiry date or "best before (...)" ; packaging date or production date - depending on the specificity of the **good (if the pallet contains products with different best-before dates, the label shall show the shortest date; this applies to mix products)**;
- Batch or lot designation **(if the product bears such a marking)**.

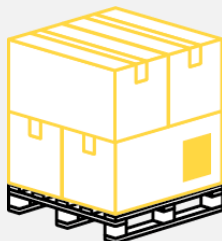
Rodzaje jednostek i ich oznakowanie



Jednostkę logistyczną należy znakować numerem SSCC (Seryjnym Numerem Jednostki Wysyłkowej)



Jednostkę handlową należy znakować przy pomocy numeru GTIN-13 lub GTIN-14 przedstawionego w postaci symbolu kodu kreskowego EAN-13, ITF-1, lub GS1-128 (dawniej UCC/EAN-128).



Jednostkę detaliczną (sztuka, produkt pojedynczy) należy znakować numerem: GTIN-8; GTIN-13 lub GTIN-14, który będzie przedstawiony w postaci kodu kreskowego EAN-8 lub EAN13, a w przyszłości także GS1 DataBar.



7.1 Formation of logistic unitsThe GS1 logistics label consists of three parts::

DOSTAWCAXYZ Sp. z o.o.
ul. Estkowskiego 6, 61-755 Poznań
tel: +48 61 8504979, fax: +48 61 8526376
gstpl@gstpl.org, www.gstpl.org

TOWAR TESTOWY ABC 500 G. x 10 SZT.

| | |
|---|---|
| CONTENT / ZAWARTOŚĆ: 05901234560023 | BEST BEFORE / NAJLEPSZE DO (YYMMDD): 091231 |
| COUNT / UCZBA: 45 | BATCH/LOT/ SERIA: ABC12345 |

SSCC:
059012345600000016



(02) 05900746000023 (37) 45



(15) 091231 (10) ABC12345



(00) 059012345600000016

The top part of the label contains any text information. Usually these are data of the producer/supplier and basic parameters of the product (e.g. name, weight, quantity per package).

The middle section contains textual information and interpretation of barcode symbols in a visually readable format (mandatory according to standard nomenclature, at least in English)

The lower part contains barcode symbols

7.2 Ordering unit: tray or carton

DOSTAWCAXYZ Sp. z o.o.
ul. Estkowskiego 6, 61-755 Poznań
tel: +48 61 8504979, fax: +48 61 8526376
gstpl@gstpl.org, www.gstpl.org


TOWAR TESTOWY ABC 500 G. x 10 SZT

| | |
|---|---|
| CONTENT / ZAWARTOŚĆ: 05901234560023 | BEST BEFORE / NAJLEPSZE DO (YYMMDD): 091231 |
| COUNT / UCZBA: 45 | BATCH/LOT/ SERIA: ABC12345 |


SSCC:
059012345600000016



(02) 05900746000023 (37) 45



(15) 091231 (10) ABC12345



(00) 059012345600000016

the GTIN number of the commercial units contained in the logistic unit

"Best to" in YYMMDD format

Serial Shipping Unit Number - SSCC

the number of commercial units (trays/cartons) contained in a logistical unit (pallet)

indication of the batch or production batch

In this example, the GTIN (former EAN) number of the commercial (ordering) unit is: **05901234560023**. This is the GTIN of the carton / tray, not the individual item of product. There are **45** cartons in the logistics unit.

7.3 Ordering unit: tray or carton

DOSTAWCA XYZ Sp. z o.o.
ul. Estkowskiego 6, 61-755 Poznań
tel: +48 61 8504979, fax: +48 61 8526376
gs1pl@gs1pl.org, www.gs1pl.org

TOWAR TESTOWY ABC 500 G. x 10 SZ


| | |
|---|--|
| CONTENT / ZAWARTOŚĆ: 05901234560023 COUNT / LICZBA: 45 | BEST BEFORE / NAJLEPSZE D.O (YYMMDD): 091231 BATCH/LOT/ SERIA: ABC12345 |
|---|--|

SSCC:
059012345600000016

the GTIN number of the commercial units contained in the logistic unit

"Best to" in YYMMDD format


Serial Shipping Unit Number - SSCC



(02) 05900746000023 (37) 45



(15) 091231 (10) ABC12345



(00) 059012345600000016

the number of commercial units (trays/cartons) contained in a logistical unit (pallet)

indication of the batch or production batch

In this example, the GTIN of the SKU is 05901234560030. This is the number of the entire pallet - the unit ordered (SKU) is the entire pallet, not a carton or individual item.



According to the GS1 standard, if the unit ordered and accounted for is an entire pallet, the GTIN of the pallet as a trading unit with the Application Identifier (01) appears on the logistics label.

7.4 Yellow label for internal use in DC Netto

It is used when the pallet unit has not been marked with a logistics label by the manufacturer or the label is damaged or contains an error.

The printed SSCC label has a number which no information is entered on, a so-called blank number.

Once the yellow Netto label has been affixed to the pallet, the Delivery Controller enters all the details of the relevant goods under its number into the system.



Netto's replacement label has reference to Annex 7. to the supplier agreement, where the lump-sum compensation for Netto, due to non-performance of the contract, is indicated.

7.5 Labelling of F&V category products

It is mandatory to include the following information on the label:

- Product name
- Country of origin
- Batch number/ LOT (week/day of delivery)
- Net weight/quantity
- Supplier
- EAN code assigned by the customer or assigned by the supplier



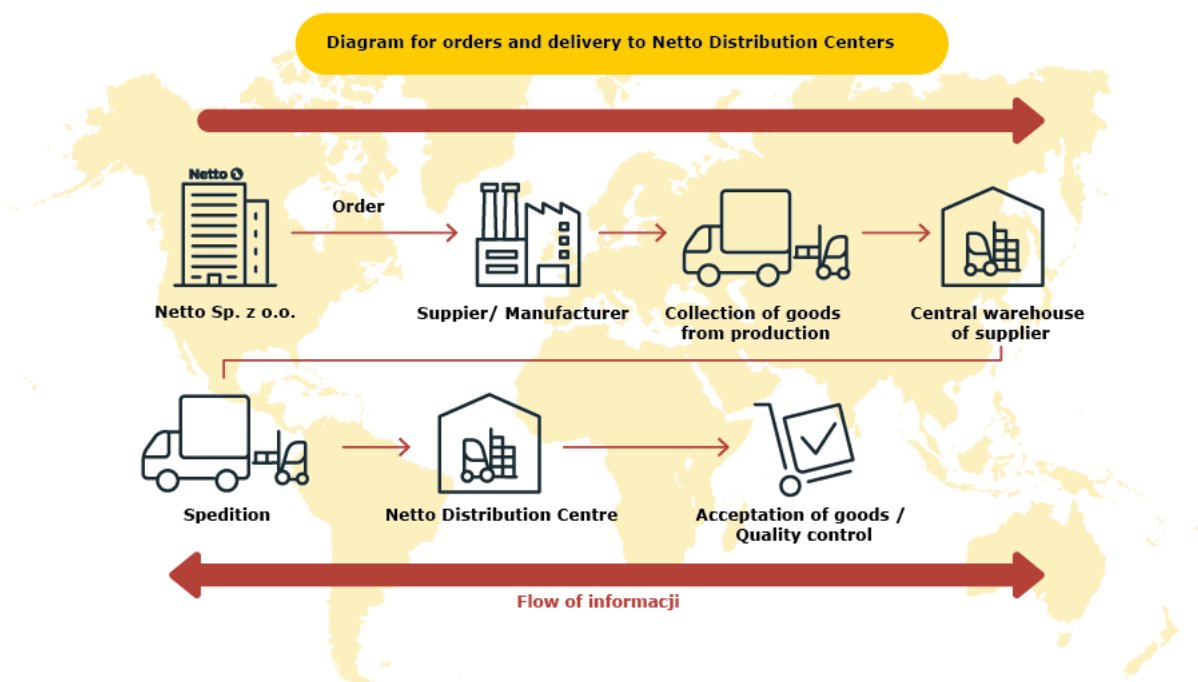
Unload

”

Lorem ipsum dolor sit amet,
consectetur adipiscing elit.
Maecenas vitae augue quis
lectus sollicitudin semper quis
in eros.



8. Expectations regarding conditions of carriage and delivery



Deliveries of goods must only be made in vehicles suitably adapted for this purpose (e.g. temperature-controlled articles must only be transported in a refrigerated vehicle).

8.1 Unloading:

- The supplier is responsible for unloading the vehicle;
- Unloading is only possible from the rear;
- The ramp height is 120 cm;
- Unloading is carried out via a dock leveller (**a few centimetres of space must be left in the loading area to support it**).
- Before starting to unload the semi-trailer, the driver fills in and confirms, in the presence of a Netto employee, the "Control of trolley pick-ups and returns for supplier drivers" form, which he thereby declares :
 - Be qualified to operate an electric forklift safely
 - Confirms knowledge of the rules for moving it in the zone designated for it
 - No medical contraindications to drive electric forklifts
 - Wearing safety shoes during unloading
- If the driver does not agree to fill in the form, unloading will take place using a hand pallet truck.
- The minimum car height is 80 cm;
- The minimum width is 145cm;



- Car doors should open to allow entry into the ramp seal apron.
- The delivery should be made in a hygienic and sanitary condition of the means of transport and packaging, the means of transport should be clean and in proper condition.
- If allergenic ingredients have previously been transported, their residues must be completely removed by carefully washing the vehicle.
- Deliveries which have been unloaded are subject to a quantity check and, if the specification so requires, to a quality check.
- The loading dock door is only opened and closed by the delivery controller or an employee authorised by him..

8.2 Delivery:

- Delivery shall be made on the day indicated in the order, in accordance with the fixed delivery times established for each group of goods.
- Deliveries that are registered as late or out of date without the order department being informed of the situation will not be accepted.
- Vehicles may enter the Distribution Centre by reporting to the security office for registration of deliveries, before or during the designated advisory hours for the respective group of goods.
- Security officer registers the driver, then designates the number of the ramp at which the driver needs to park for unloading.
- The details of the advising hours for a given product category can be found in the Delivery Guide "Advising of deliveries to individual Netto logistics centres"
- Once at the ramp, the driver reports to the inbound department, in Netto this is "Office A", with the documents required to accept the delivery.
- When delivering articles that require refrigeration, it is the driver's responsibility to provide a thermograph printout showing the temperature of the load compartment in which the goods were transported.
- During acceptance of the delivery, the securing and positioning of the product on the pallet is visually assessed.
- The qualitative check is followed by system acceptance.
- After system acceptance by the Delivery Controller, the delivery note is verified with the Netto order.
- Confirmation of receipt of delivery is the "Proof of Delivery" document on which Netto confirms receipt of the quantity, Netto does not confirm the Supplier's delivery note.
- The driver should keep the "Proof of Delivery" together with the document "Authorisation to collect pallets" if the packages were not collected during delivery.

8.3 Product expectations

- The product to be delivered must always be in perfect condition;
- As ordered;
- Compliant with agreed quality;
- Of an agreed calibre;
- Compliant with batch number and appropriate LOT
- With a set specification;
- Product description in Polish
- The product shall comply with all legal requirements applicable in Poland and in the European Union
- With a shelf life longer than or equal to that declared on the registration form as a minimum.
- Weight of the product as declared on the label
- F&V category products without signs of freezing, free of pests, free of excessive moisture and free of any visible foreign matter
- *Delivery shall be free from defects and damage*

*** Delivery shall be free from defects and damage ***



Rozładunek

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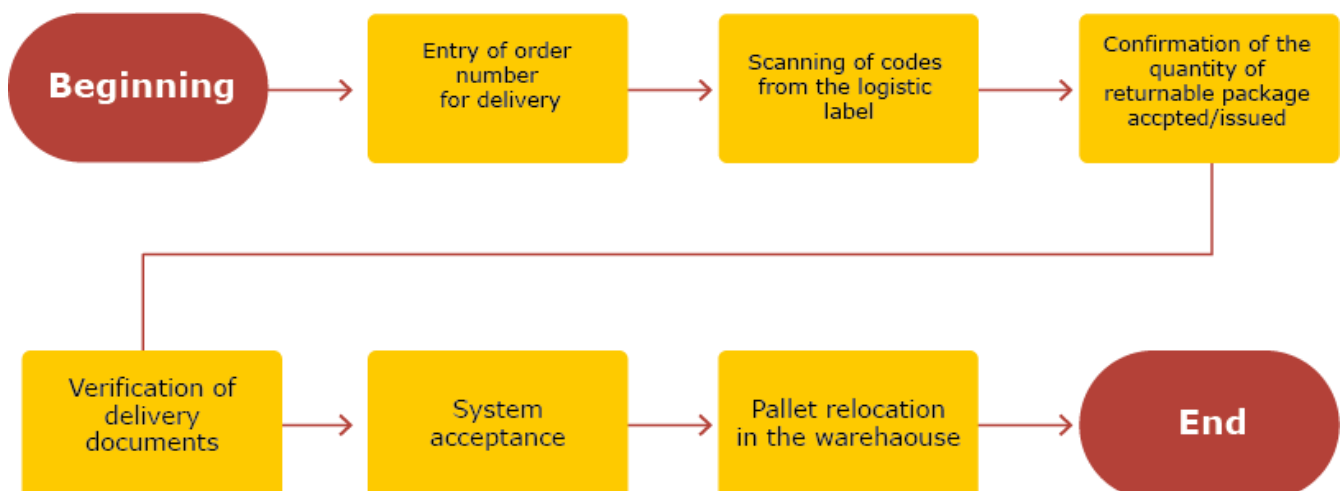
Lorem ipsum dolor sit amet,
consectetur adipiscing elit.
Maecenas vitae augue quis
lectus sollicitudin semper quis
in eros.

9. Delivery documentation

The delivery must be accompanied by a delivery note (WZ document) containing the following information:

- Identification of the seller;
- Order number;
- Supplier's documents should always be provided in duplicate, original and copy
- Date, place of delivery;
- Article number assigned by Netto;
- Exact name of goods;
- NOP - number of unit packs (retail units) in the packaging (commercial unit)
- the number of commercial units (packaging units) delivered,
- date of minimum durability/shelf life and batch number, if relevant
- in the case of the supply of fruit and vegetables, also the weight, the calibre, the variety (depending on the specification) and the country of origin and identification of the product (batch number, LOT)
- products of animal origin require a Trade Identification Document(HDI in polish)

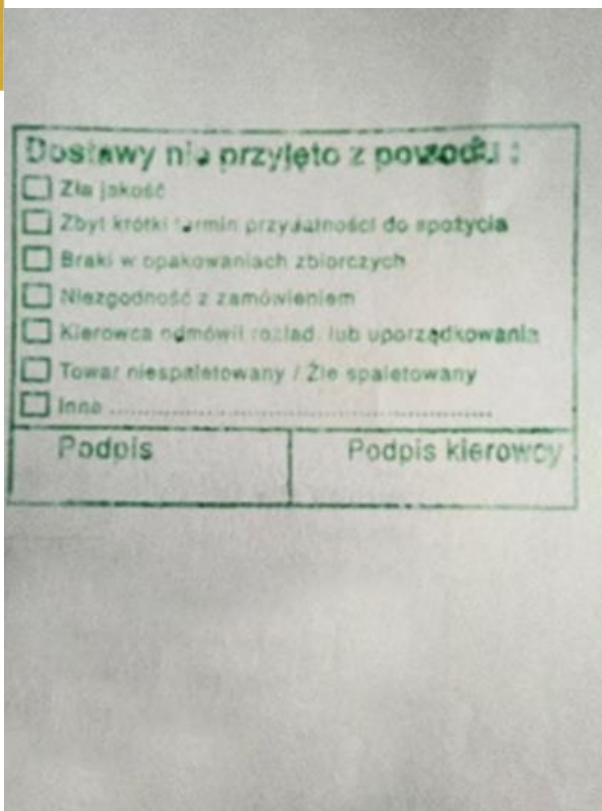
Reception process at the Netto Logistics Centre



10. Returns during delivery

The following are the situations in which Netto may refuse to accept a delivery or goods:

- quantitative lack in the cardboard unit
- quantitative lack in the logistical unit
- poor quality of goods
- wrong quantity in the carton unit compared to the product registration form
- more goods than ordered by Netto, unless prior arrangements have been made with the Netto Purchasing Department.
- incorrect EAN code
- goods not in compliance with the order
- late delivery
- no notification of delivery
- poorly formed logistic unit - all provisions in the chapter expectations regarding logistic units
- shelf life too short
- temperature not in line with recommended storage conditions for products requiring a cold chain
- the weight of the product does not correspond to that declared on the label
- Unacceptable goods shall be unconditionally returned to the driver at the time of delivery.



Dostawy nie przyjęto z powodu:

- ☐ Zła jakość
- ☐ Zbyt krótki termin przydatności do spożycia
- ☐ Braki w opakowaniach zbiorczych
- ☐ Niezgodność z zamówieniem
- ☐ Kierowca odmówił rozład. lub uporządkowania
- ☐ Towar niespaletowany / Złe spaletowanie
- ☐ Inna

| | |
|--------|-----------------|
| Podpis | Podpis kierowcy |
|--------|-----------------|



For the aforementioned situations, Netto makes an annotation on the "Proof of Delivery" or stamps the non-acceptance of the delivery on the delivery note when rejecting the delivery.

11. Delivery notices for individual Distribution Centres in Netto.

An up-to-date list of delivery announcements can be obtained by e-mail at the following address: supplychainpl@netto.pl

| Delivery times to DC | DC MOTANIEC 9005 | DC DOMASŁAW 9007 | DC KOPYTKOWO 9009 | DC GLIWICE 9043 | DC TERESIN 9043 |
|--|------------------------------------|------------------------------------|-----------------------------------|------------------------------------|------------------------------------|
| ULTRA FRESH (fresh with a short shelf life) | Monday – Saturday 06:00 - 07:00 | Monday – Saturday 05:00 - 07:00 | Monday – Saturday 6:00 - 08:00 | Monday – Saturday 05:00 - 06:00 | Monday – Saturday 05:00 - 07:00 |
| F&V (vegetables and fruit) | Monday - Friday 17:00 - 20:00 | Monday - Friday 18:00 - 20:00 | Monday - Friday 18:00 - 20:00 | Monday - Friday 18:00 - 20:00 | Monday - Friday 17:00 - 20:00 |
| CHILLED (refrigerated with a longer shelf life) | Monday - Friday 09:00 - 12:00 | Monday - Friday 06:00 - 08:00 | Monday - Friday 10:00 - 11:00 | Monday - Friday 08:00 - 10:00 | Monday - Friday 10:00 - 12:00 |
| GROCERY (food items with a long shelf life, alcohol, chemicals, tobacco products) | Monday - Friday 06:00 - 12:00 | Monday - Friday 08:00 - 12:00 | Monday - Friday 07:00 - 12:00 | Monday - Friday 07:00 - 12:00 | Monday - Friday 06:00 - 12:00 |
| BULK (full pallet goods) | Monday - Friday 13:00 - 17:00 | Monday - Friday 13:00 - 15:00 | Monday - Friday 14:00 - 15:00 | Monday - Friday 12:00 - 14:00 | Monday - Friday 10:00 - 12:00 |
| PROMOTIONAL ITEMS | Monday - Tuesday 06:00 - 12:00 | Monday - Tuesday 08:00 - 12:00 | Monday - Tuesday 07:00 - 12:00 | Monday - Tuesday 07:00 - 12:00 | Monday - Tuesday 06:00 - 12:00 |
| WHOLE-PALLET PROMOTIONAL ITEMS | Wednesday | Wednesday | Wednesday | Wednesday | Wednesday |
| | 06:00 - 12:00 | 08:00 - 12:00 | 07:00 - 12:00 | 07:00 - 12:00 | 06:00 - 12:00 |
| IMPORT (containers) | Monday - Friday 06:00 - 12:00 | Monday - Friday 08:00 - 12:00 | Monday - Friday 07:00 - 12:00 | Monday - Friday 07:00 - 12:00 | Monday - Friday 06:00 - 12:00 |

12. Pallet expectations

- **Pallets accepted by Netto Polska:**
 - EUR (UIC) 1200x800 mm
 - EPAL 1200x800 mm
 - CHEP 1200x800 mm
 - Półpaleta CHEP 800x600 mm
 - LPR 1200x800 mm
 - Półpaleta LPR 800x600 mm
 - NDHP;
 - CNDHP.
 - EDHP
- Pallets should comply with the criteria of the Code UIC 435-2;
- Pallets must comply with the ECR pallet evaluation sheets;
- Be free of unacceptable defects
- A single-use pallet that does not meet the criteria is acceptable but will be counted as non-returnable packaging.
- Any other pallet that is not listed as a pallet accepted by Netto, the Supplier should contact the Purchasing Department and the Logistics Department before sending the delivery to the Distribution Centres, otherwise the delivery will not be accepted.

No other media are allowed

13. The assessment of pallets

The assessment of pallets during delivery is based on the ECR Poland Pallet Assessment Card, and on this basis Netto qualifies pallets as acceptable, or as a single-use pallet that is non-returnable

13.1 Pallet evaluation sheets with characteristics of a valid EUR pallet and small pallets 800x600 mm 400x600 mm

PALLET ASSESSMENT CARD:
features of a proper EUR pallet

VERSION 6 / MAY 2017



EUR Pallet



Pallet's grey colour, a result of the natural wood ageing process, does not affect pallet quality.

EUR pallets markings (licence from mid 2013.) *

| Markings on the blocks: | left | middle | middle, repaired pallet | right | Control staple on the middle block with repairing nail |
|-------------------------|------------------------|---|-------------------------|--------------------------------|--|
| UIC | DE- HT OBB 000-0-00 | DE- HT OBB 000-0-00 with repairing nail | EUR | depending on country of origin | |



The markings of EUR pallets produced until mid 2013, as well as railways markings on currently produced EUR pallets can be found on www.uic-eur.pl
The pallet can have blocks made of either solid or crumbled wood.

* Pallets manufactured before this date are still good to use, provided they meet the quality criteria.



EUR pallets are branded goods and therefore protected by Industrial Property Rights!

EUR pallets standard is defined by UIC-Leaflet 435-2.

EUR pallets specific features:

- precisely defined dimensions of the pallets and it's elements;
- markings on right and left blocks - as specified in the tables above;
- alpha-numeric markings on the middle block with following pattern LLL-Y-MM (producer's licence number - year of production - month of production);
- control staple on the middle block (mandatory for new pallets) or a repairing nail on the middle block (mandatory for repaired pallets);
- even cuttings of all four corners, at the whole breadth of the pallet.

EUR pallets must undergo phytosanitary heat treatment, confirmed by IPPC mark on the middle block.
The wood-moisture of new pallet must not exceed 22%.

Repaired pallets must meet all technical & quality criteria.

Dimensions of EUR pallets elements:

| No. | Element | Number of elements | Dimensions at 22% wood-moisture | | |
|-----|---------------------|--------------------|---------------------------------|-------|---------|
| | | | Length | Width | Breadth |
| 1 | Utmost top board | 2 | 1200 | 145 | 22 |
| 2 | Middle top board | 1 | 1200 | 145 | 22 |
| 3 | Medium top board | 2 | 1200 | 100 | 22 |
| 4 | Stringer board | 3 | 800 | 145 | 22 |
| 5 | Utmost bottom board | 2 | 1200 | 100 | 22 |
| 6 | Middle bottom board | 1 | 1200 | 145 | 22 |
| 7 | Outer blocky | 6 | 145 | 100 | 78 |
| 8 | Middle block | 3 | 145 | 145 | 78 |

All dimensions in millimetres, according to UIC-Leaflet 435-2.

Legal status as of 2015.05.01.
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KARTA OCENY PALET MAŁYCH 800x600 mm oraz 400x600 mm Cechy charakterystyczne

WERSJA 2 PAŹDZIERNIK 2019



Palety BECKER, EPAL i NDHP są produktem markowym i podlegają ochronie prawnej zgodnie z Ustawą Prawo Własności Przemysłowej



| Nazwa | Becker P-8 | EPAL7 | Półpaleta NDHP | Ćwierćpaleta NDHP |
|-----------------------------------|---------------------|--|---|---|
| Model własności | dzierżawa lub zakup | wynajem/zakup | wynajem | wynajem |
| Wymiary zewnętrzne | 800x600x150 mm | 800x600x163 mm | 800x600x163 mm | 400x600x163 mm |
| Konstrukcja | plastikowa | drewniana z metalowym wspornikiem | drewniana z metalowym wspornikiem | drewniana z metalowym wspornikiem |
| Grubość metalowego wspornika | - | 3 mm | min. 2 mm | min. 2 mm |
| Oznaczenia na wspornikach | - | EPAL | NDHP | NDHP |
| Nośność półpalety | 1.000 kg | 600 kg | 600 kg | 400 kg |
| Obróbka fitosanitarna | atest PZH | tak | tak | tak |
| Instytucja kontrolna | Becker Sp. z o.o. * | inspektorzy Bureau Veritas | inspektorzy NDHP | inspektorzy NDHP |
| Jednostka certyfikująca półpalety | - | Fraunhofer Institut, Sieć Badawcza Łukasiewicz - Instytut Technologii Drewna | Sieć Badawcza Łukasiewicz - Instytut Technologii Drewna | Sieć Badawcza Łukasiewicz - Instytut Technologii Drewna |
| Dane kontaktowe | www.becker.com.pl | www.epal.org.pl | www.ndhp.pl | www.ndhp.pl |

* palety Becker są paletami plastikowymi i podlegają odrębnym procedurom kontrolnym

Informacje aktualne na 2019.10.15
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Pallets CHEP i LPR



CHEP 1200x800 mm



Wood and metal pallet 800x600 mm



LPR 1200x 800 mm



Półpaleta Dusseldorfer 800x600 mm

13.1 Assessment sheets for EUR pallets and small pallets 800x600 mm and 400x600 mm with defects

KARTA OCENY PALET MAŁYCH
800x600 mm oraz 400x600 mm
Wady niedopuszczalne

WERSJA 2 PAŹDZIERNIK 2019





Palety posiadające niżej wymienione uszkodzenia powinny być wycofane z obiegu lub zwrócone firmie wynajmującej.
 Mogą podlegać naprawie, o ile dana norma to przewiduje.
 Nie dopuszcza się palet z pleśnią oraz palet zbutwiałych, a także trwale zabrudzonych.
 Dopuszcza się palety szare, o ile ściemniały one wskutek naturalnych procesów starzenia się drewna.

| | | |
|---|---|--|
|  <p>Brak deski górnej lub deski dolnej</p> |  <p>Brak któregośkolwiek wspornika</p> |  <p>Brak gwoździ lub nitów</p> |
|  <p>Deska górna lub dolna z pęknięciem poprzecznym</p> |  <p>Występujący oślis na deskach Deska górna lub dolna z odłupaniem powyżej 15 mm</p> |  <p>Wspornik drewniany z widocznym gwoździem Gwoździe lub nitki wystające poza obrys palety</p> |
|  <p>Góra i dolna część wspornika metalowego musi być prostopadła do jego części środkowej</p> |  <p>Wspornik metalowy o zaróżnionej grubości (względem wartości nominalnej) Różna na wsporniku metalowym jest niedopuszczalna</p> |  <p>Wspornik metalowy bez logotypu, drewniany wspornik bez oznaczeń lub deski o grubości poniżej 20 mm</p> |

Informacje aktualne na 2019.10.15
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PALLET ASSESSMENT CARD:
unacceptable flaws of EPAL and EUR pallets

VERSION 6 / MAY 2017







| | | |
|---|--|--|
| <p>1</p>  <p>Wanes or chippings of the stringer boards (middle, side).</p> | <p>4</p>  <p>Chipped top or bottom board exposing more than 1 nail.</p> | <p>7</p>  <p>Unlicensed nails.</p> |
| <p>2</p>  <p>Lack of millings on the upper edges of the bottom deck boards or lack of corners' cuttings.</p> | <p>5</p>  <p>Fungus.</p> | <p>8</p>  <p>Poor general condition of the pallet, eg: - major contamination; - improper positioning of the elements, e.g. block moved versus boards.</p> |
| <p>3</p>  <p>Incorrect marking on the blocks.</p> | <p>6</p>  <p>Chipped block exposing any nails.</p> | |

Pallets with unacceptable flaws shall be repaired (if possible) or recycled.

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- It is not permissible to use EUR 1/2 pallet bases (stacking two EUR 1/2 pallets on top of an entire EUR pallet);
- Binding or stretching of 1/2 EUR pallets in pairs is not allowed;
- EUR 1/4 pallet supports allowed;
- Binding or stretching of EUR 1/4 pallets is not allowed;

14. Acceptance and release of returnable packaging during delivery

- After qualitative and quantitative verification of the product, the Delivery Controller counts the return packages.
- Verification of returnable packaging is subject to a quality assessment in accordance with the aforementioned provisions in the Supply Manual.
- Returnable packaging that does not meet the standards will be rejected with the goods when the driver does not agree with the classification by the Controller,
- Returnable packaging that does not meet the standards may be accepted upon acceptance by the driver as a "non-returnable disposable pallet".
- The Delivery Controller, after counting and checking the quality of the returnable packaging, enters the data into the system, where the driver is then issued with a "Pallet Receipt Authorisation", which is valid for one year,*.
- On the basis of this document alone, the supplier can collect the pallets either on delivery or at a later date on an advisory basis with the returns department,
- Upon receipt of the returnable packaging, the driver signs the Pallet Release Confirmation document.

| | | | |
|---|--|--|--|
| Netto MAGAZYN WROCLAW POTWIERDZENIE WYDANIA 5924 DATA: 17.10.2023 MLEKOVITA SM 1. Paleta EUR 2. Paleta 1/2 EUR drewno 3. Paleta 1/2 EUR metal 4. | | WYDAL Zdzisław Kozłowski Włodzisław Ciepły | |
|---|--|--|--|

| | | | |
|--|--|--|--|
| WYDAL Zdzisław Kozłowski Włodzisław Ciepły | | WYDAL Zdzisław Kozłowski Włodzisław Ciepły | |
|--|--|--|--|

* the driver also has the option of collecting the pallets during delivery



15. Supply of frozen food to external operator FRIGO

Goods are delivered to warehouses in ŻNIN, CZELADŹ, ŻDZIARY.

- Deliveries to the Frigo warehouse take place from Monday to Friday between 06:00 and 20:00, based on orders sent to suppliers by Netto, for a specific day.
- Frigo, when taking delivery, checks and verifies critical points such as:
 - quality
 - Quantity
 - Best before date
 - temperature
 - correct data on the supplier's document
- Frigo checks and verifies delivery documents
- The supplier's documents should be provided in at least two copies (original and copy) and contain the following information:
 - Full supplier name
 - Order number assigned by Netto
 - Delivery date
 - Information for each product
 - Article number assigned by Netto
 - Article name
 - Weight, volume, number of pieces per pack
 - Number of pieces per packaging (NOP)
 - Number of packages

Frigo pays particular attention to the correspondence between the data on the Delivery Document and the Netto Order.

15.1 Acceptance of delivery into Frigo warehouse

- **Visual assessment of the securing and stacking of the goods on the pallet:**
 - The height of the goods on the pallet
 - Does the item protrude beyond the outline of the pallet
 - There can only be one item on the pallet
- **Detailed inspection of the goods**
 - Article name
 - Correct weight
 - Description in Polish
 - Compatible barcode with the product card
 - Use by date as per product data sheet
 - Checking the quantity of product delivered
 - Assessment of wrapping and packaging for damage

When accepting goods, Frigo is guided by the Net order and not by the supplier's document. Any differences will be noted on the supplier's note of delivery document.

Unacceptable goods are unconditionally returned to the driver.

The clearing and exchange of pallets takes place in the presence of the driver and in accordance with the ECR pallet evaluation sheets.

Drivers with deliveries of frozen products to Frigo's warehouses are obliged to drive around in designated zones by Frigo.

Frigo may refuse to accept the goods if they are damaged and do not meet the requirements of the applicable standards and regulations.

Frigo is responsible for closing the order and handing over the pallet card.

Documentation must be kept and forwarded to the e-mail address indicated.

16. Conclusion

Dear supplier,

Thank you for reading this Supplier's Manual, our aim was to provide you with instructions and procedures for Netto warehouses.

We are committed to mutual cooperation while maintaining the best standards in the delivery process. Taking into account the dynamics of the entire logistics process in Poland as well as worldwide, this version is an updated version.

Any changes and updates to the Delivery Manual can only be made by Netto Sp. Z o.o.

Please send any comments or questions to:

krzysztof.bedkowski@netto.pl

Thank you very much!

The Netto Team

Accepted :

Przemysław Bryk Head of Logistics

Developed :

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