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1. Preamble

These Aurubis Group General Terms of Collection (hereinafter Collection Terms) describe the logistical requirements of the Aurubis Group (locations Avellino, Beerse, Berango, Emmerich, Hamburg, Lünen, Olen, Pirdop, Richmond) for collections of material and are a prerequisite for a trouble-free, time- and cost-efficient outbound process and should therefore be implemented between our business partners and their logistics providers accordingly.

Non-compliance with the Collection Terms can lead to additional costs in the outbound process, delays and non-acceptance of the collection. Aurubis accepts no liability for any costs and expenses arising therefrom and reserves the right to pass on these costs to the business partner.

2. Scope

These Collection Terms are valid for all sales of Aurubis products (hereinafter material or materials) of Aurubis Group companies with the business partner. The Collection Terms of Aurubis apply exclusively. Aurubis does not accept alternative conditions of the business partner, even if the conditions have not been expressly contradicted or a collection has been accepted, unless Aurubis has expressly acknowledged the validity of such alternative conditions in writing. The Collection Terms also apply to all future contracts with/collections from the business partner, even if the validity of the Collection Terms has not been expressly agreed with the business partner.

3. Collection addresses/opening hours

If not otherwise agreed, the collection shall be made at the collection address specified in the order/contract at the collection times provided. It is recommended to route directions using Google Maps. Addresses/Opening hours for the Aurubis Sites as follows:

Aurubis Italia SRL, Italy

8.00 a.m. – 4.30 p.m., Monday to Friday

Place of Collection: Zona industriale Pianodardine, 83100 Avellino, Italy

Aurubis Beerse NV, Belgium

Opening hours by type of goods in accordance with the Transporeon timeslots

7.00 a.m. – 3.00 p.m., Monday to Friday (except public holidays)

7.00 a.m. – 12.00 a.m., last working day of the month

Mineral loading from 7.00 a.m. – 5.00 p.m., Monday to Friday (except public holidays)

Place of Collection: Nieuwe Dreef 33, B-2340 Beerse

Aurubis Berango S.L.U, Spain

General 8.00 a.m. – 4.00 p.m., Monday to Thursday (except public holidays)

General 8.00 a.m. – 1.00 p.m., Friday (except public holidays) and the last working day of month

Elmix 8.00 a.m. – 1.00 p.m. & 2.00 p.m. – 4.00 p.m., Monday to Thursday

Elmix 8.00 a.m. – 1.00 p.m., Friday

Place of Collection: Arana Bidea 20, ES-48640 Berango, Spain

Aurubis Bulgaria AD, Bulgaria

General 8.00 a.m. – 4.30 p.m. Monday to Friday (except public holidays)

Iron silicate 8.15 a.m. – 6.30 p.m. (Summer) / 8.15 a.m. – 5:15 p.m. (Winter), Monday to Friday

Place of Collection: Industrial Zone, 2070 Pirdop, Bulgaria

Aurubis AG, Hamburg, Germany

Opening hours by type of goods in accordance with the Transporeon timeslots

Shapes 6.30 a.m. – 3.30 p.m., Monday to Friday

Rod 6.30 a.m. – 5.30 p.m., Monday to Thursday / 06.30 a.m. - 3.00 p.m. on Friday

Lead 6.30 a.m. – 1.00 p.m., Monday to Friday

Cathodes 6.30 a.m. – 1.00 p.m., Monday to Friday

Sulfuric Acid 6.30 a.m. – 5.00 p.m., Monday to Thursday / 06.30 a.m. - 4.00 p.m. on Friday

Place of Collection: Müggelburger Hauptdeich 2, 20539 Hamburg, Germany

Aurubis AG, Lünen, Germany

Opening hours by type of goods in accordance with the Transporeon timeslots

General 6.00 a.m. – 1.00 p.m., Monday to Friday

Iron silicate 6.00 a.m. – 4.00 p.m., Monday to Friday

Place of Collection: Kupferstr. 23, Werkseinfahrt Nord, 44532 Lünen, Germany

Aurubis Olen NV, Belgium

Opening hours by type of goods in accordance with the Transporeon timeslots

6.00 a.m. – 4.00 p.m., Monday to Friday

Cathodes, anodes and scraps can be loaded Monday to Thursday until 8.00 p.m. upon agreement

Place of Collection: Watertorenstraat 35 (entry A), 2250 Olen, Belgium

Aurubis Richmond, United States of America

Opening hours by type of goods in accordance with the Transporeon timeslots

7.00 a.m. – 3.00 p.m., Monday to Friday (except public holidays)

Place of Collection: 439 Valencia Way, Augusta, GA 30906

Deutsche Giessdraht GmbH, Emmerich, Germany

Opening hours by type of goods in accordance with the Transporeon timeslots

6.30 a.m. – 3.00 p.m., Monday to Friday

Place of Collection: Kupferstraße 5, 46446 Emmerich am Rhein, Germany

Please be aware that entry to sites will be closed on public holidays.

Please use only the predefined parking spaces.

4. Vehicle and Securing Material requirements

Vehicle requirements

- a) All vehicles have to meet all legal standards and obligations applicable
- b) The goods must be loaded on the agreed upon type of vehicle
- c) The vehicle must be registered for GPS and Shipment tracking through Transporeon
- d) Trailers must have a tarpaulin construction that enables side loading
- e) In Berango, transports carrying loose materials must use plastic covers in between the truck and the materials
- f) Trailers must comply with DIN-EN 12642 (Code L for BigBags and Code XL for Cathodes)
- g) Trailers must not have metal floors, anti-slip floors are only accepted if the accompanying certificate can be shown
- h) Trailers must have a sufficient amount of lashings points (at least 25 on each side of the vehicle frame, Lünen requires the trailers to have a perforated strip for the securing lashes)
- i) The loading area of the vehicle/container must be fully unloaded and cleared of ice, snow, water and any residues of previous transports
- j) Containers must remain on the truck chassis while loading
- k) Containers must be able to load the agreed upon weight (decision based on markings of the container)
- l) Dangerous goods labels already on vehicle/tank (sulfuric acid only)

Load Securing Material

- a) Loading is carried out in accordance with VDI 2700
- b) If the required amount of load securing material (such as straps, pallets, or anti-slip mats) is not provided, the goods cannot be loaded.
- c) Anti-slip mats have a Static Coefficient of Friction of at least 0.6 and must be in a good and clean condition
- d) Straps must comply with DIN EN 12195-2 / LC 2500 daN /STF 500 daN
- e) Damaged straps or straps with a missing or damaged inspection plate must not be used.

The load is always secured by the driver based on the load securing plans provided by Aurubis. Vehicles will not be loaded if the above stated requirements are not met, or apparent defects are found. It is the responsibility of the vehicle driver to open and close the curtain accordingly.

The needed load securing equipment of each site can be found here:

[Aurubis AG, Hamburg, Germany](#)

[Aurubis AG, Lünen, Germany](#)

[Aurubis Beerse NV, Belgium](#)

[Aurubis Bulgaria AD, Bulgaria](#)

[Aurubis Italia SRL, Italy](#)

[Aurubis Olen NV, Belgium](#)

[Deutsche Giessdraht GmbH, Emmerich, Germany](#)

5. Notification of Collections (Ordering)

For all Material collections, the business partner of Aurubis or their subcontracting logistics provider is obligated to book a timeslot for admission to the site and loading to ensure optimal capacity/resource planning.

For all sites that have implemented the timeslot management system Transporeon, it is mandatory to use the system to book a timeslot in advance. The timeslot should be booked as early as possible, but at latest until arrival of the driver. If sufficient capacities are available at the desired date and time, the chosen appointment will be confirmed in Transporeon. Otherwise, another free timeslot can be chosen in the booking tool. In the event of changes/delays, Aurubis must be informed immediately by the business partner or their subcontracting logistics provider and a new appointment must be agreed in Transporeon.

Additional information concerning the booking/editing can be found here ([Link](#)). Please be aware that any change (rebooking/editing) regarding the booking (driver name, license plates, date, etc.) should be announced immediately via Transporeon by the business partner or their subcontracting logistics provider to avoid waiting times and interruptions. In case of incorrect or missing details, admission to the site will be denied until the details suit to the actual collection. Aurubis generally will not cover occurring extra costs for waiting times or dead freight due to wrong or missing details provided by the collecting party in Transporeon.

6. Documents for collection

The truck driver must carry the following documents for the delivery of Materials:

- a) Original identity card (for all passengers)
- b) Original vehicle documents of the truck
- c) Vehicle documents for the trailer (original or copy)
- d) Aurubis freight order number

If applicable:

- e) EU-Community License (not in case of domestic vehicles)
- f) ADR training certificate (Original)
- g) Instructions in writing (according to 5.4.3 ADR)
- h) Certificate of approval (according to ADR 9.1.3.5) (Original)
- i) Loading Appointment with the load reference number (only in Beerse)
- j) Tank test certificate and cleaning certificate (copy, sulfuric acid only)
 - o Alternative: Proof that sulfuric acid has been loaded before

7. Safety instructions / Personal protective equipment

Every person entering our premises should wear at least the following protective clothing:

- a) Fluorescent jacket
- b) Safety shoes (S-3)
- c) Safety helmet
- d) Full-Length workwear
- e) Safety glasses (only in Berango and Beerse)
- f) Chemical protection suit product group 23-01 / 23-02 (sulfuric acid only)

In addition, depending on the Material (e.g. dangerous goods), other legally prescribed safety equipment may be mandatory.

Access and loading will be refused without this personal protective clothing. Drivers must independently report themselves to the providing premises dressed accordingly.

There is an absolute ban on smoking and alcohol on the entire site of all Aurubis premises, as well as a ban on photography and filming. Animals such as dogs, children or pregnant women must not be brought into any Aurubis premises. There is also an alcohol limit of 0.0 per mille when entering the premises. The additional instructions (e.g. speed limit, only one driver allowed, etc.), guidelines and safety regulations applicable at the premises must be complied with. The truck drivers must be able to understand and implement our regulations. If they are unable to do so, we may refuse loading or blacklist the responsible driver. Blacklisted drivers will not be granted access to the premises in the future.

8. Checks at premises entrances

- a) All vehicles must comply with all applicable legal standards and obligations
- b) All original documents of the vehicle must be presented on simple request
- c) Our safety personnel and our dangerous goods officers carry out regular inspections of the condition and equipment of the vehicles as well as the legally prescribed dangerous goods requirements
- d) Additional checks in and around the vehicles are possible at any time
- e) Since the SEVESO guidelines are applicable to our company, Aurubis Group must disclose certain personal data of the persons present on our premises. All persons entering our premises must provide the necessary information upon simple request and have to sign a data protection declaration if applicable on the specific providing premises.

All metal in all its forms found in or around vehicles, both trucks and trailers leaving our premises, is considered to be the property of Aurubis Group if it is not announced clearly and unsolicited before entering the premises.

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