

SCHAEFFLER

Logistics Guideline 物流准则

Schaeffler's Logistics Requirements for Suppliers

舍弗勒供应商物流要求



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1 Introduction 介绍

The requirements of the markets for logistics are constantly growing. The reduction in reaction times while flexibility also increases, the optimization of inventory and the reduction in handling are examples of the challenges in this area.

市场对物流的要求正在不断提高。在增强灵活性的同时减少响应时间、优化库存以及减少处理时间，都是这个领域所面临挑战的诸多例子。

Against this background, the logistics processes in purchasing and procurement are becoming increasingly important. The objective of the customer (hereinafter referred to as "Schaeffler") is to structure these processes in close collaboration with the Suppliers and continuously improve them.

在这种背景下，采购环节中的物流流程正变得越来越重要。客户（以下称为“舍弗勒”）的目标是通过与各供应商开展紧密的合作，构建这些流程，并且不断改进这些流程。

Implementing the points described below will help achieve this objective.

对下述各点的实施将有助于实现这一目标。

2 Scope of applicability 适用范围

The Logistics Guideline (LGL) will serve as the basis for structuring and implementing logistic purchasing and procurement processes when external Suppliers supply Schaeffler companies and business locations. It shall be applicable worldwide.

Any additional requirements shall be agreed to in writing using the form entitled "Logistics Agreement (LA)" (see **Appendix A**).

当外部供应商向舍弗勒公司和营业场所供应产品时，本《物流准则》（LG）将作为构建和实施采购环节中物流流程的基础。本《物流准则》应在全世界范围内适用。

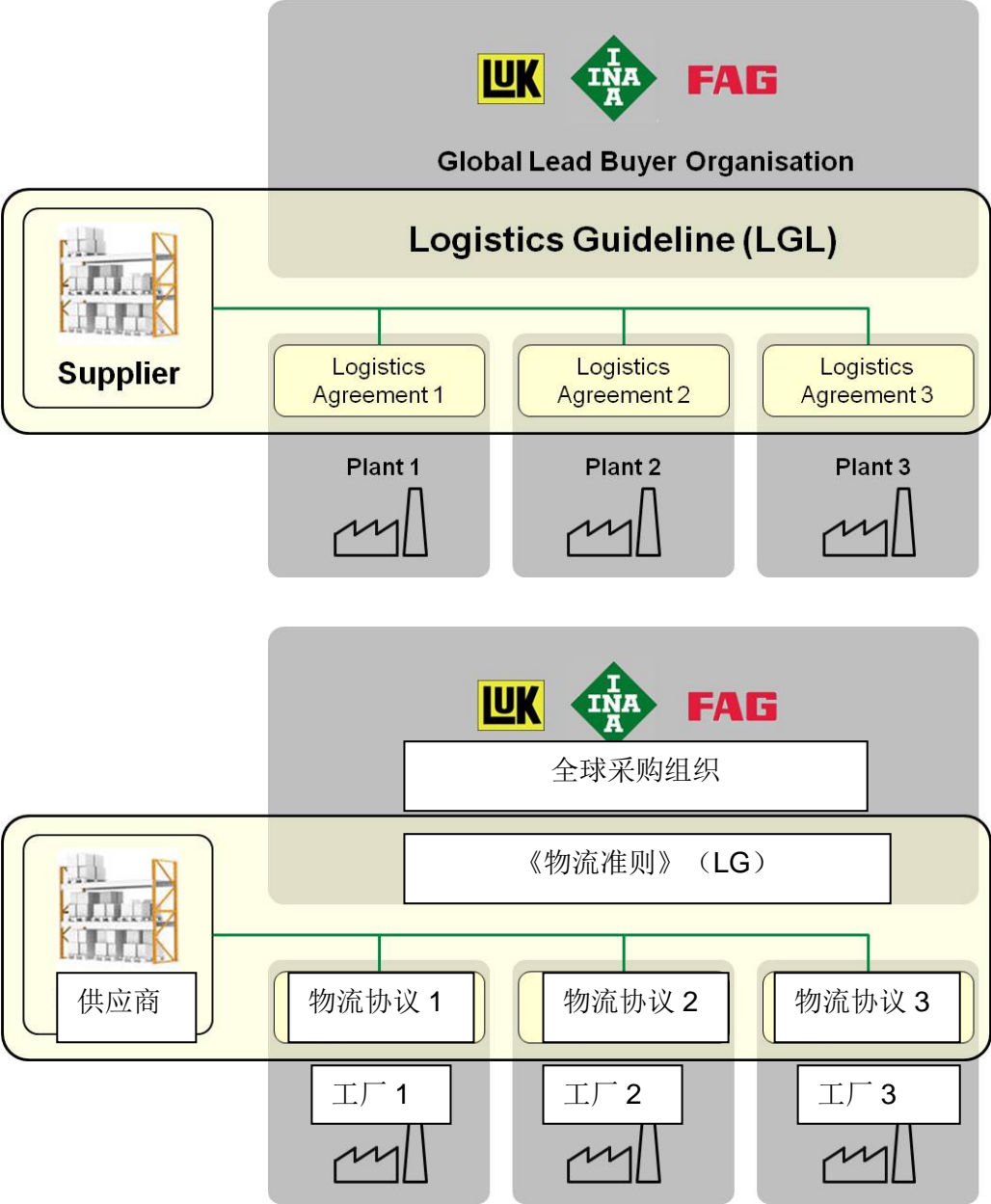
任何其他要求应获得书面同意，应使用标题为“物流协议（LA）”的表格（见**附录 A**）。

Insofar as a Framework Agreement (FA) was signed or a Quality Assurance Agreement (QAA) and/or Schaeffler's conditions of purchase were agreed to, these agreements shall take precedence over the LGL

如果已经签订《框架协议》（FA），或者已经就《质量保证协议》（QAA）和/或舍弗勒的采购条件达成协议，则上述协议优先于本《物流准则》。

The Supplier is also obligated to supply other companies belonging to the Schaeffler Group (i. e. Schaeffler AG and all companies in which the Schaeffler AG directly or indirectly holds a majority stake) in accordance with the provisions of this LGL. The supply contracts entered into between the Supplier and the respective company shall generate no claims or obligations for Schaeffler.

供应商有义务在给属于舍弗勒集团的其他公司（即，舍弗勒股份公司（Schaeffler AG）和由舍弗勒股份公司直接地或间接地持有多数股权的所有公司）供货时同时遵循本《物流准则》的规定。
。供应商与各个公司之间签订的供应合同，不应对舍弗勒构成任何权利要求或者义务。



Relationship of Logistics Guideline (LGL) and Logistics Agreement (LA)

《物流准则》(LGL)与《物流协议》(LA)的关系

In individual cases an adjustment to the LGL is possible on a case-by-case basis. In particular, honoring special requirements of Schaeffler customers may make such adjustments necessary. These adjustments shall be made in coordination with the Supplier. The Supplier shall not unreasonably refuse these required or appropriate adjustments to the LGL.

在个案情况下，根据具体情况，对本《物流准则》进行调整是可能的。尤其是，为了满足舍弗勒客户的特殊要求，该等调整可能会变得很必要。进行这些调整时，应与供应商进行配合。供应商不得无故拒绝对本《物流准则》做出的该等必需的或适当的调整。

3 General requirements for the Supplier and supplied products 对供应商与供应产品的一般要求

The Supplier is obligated to observe and comply with the statutory, official or other legally binding provisions and directives that apply to him and his products, in particular with respect to applicable foreign trade and customs laws. This applies irrespective of the level in the supply chain that the Supplier occupies.

供应商必须遵守和服从对自己和自己的产品适用的法定的、官方的或者其他具有法律约束力的规定和指令，特别是要遵守和服从适用的外国贸易和海关法律。无论供应商在供应链中所处的位置高低，这一点都是适用的。

4 Capacity and flexibility 产能与灵活性

By providing adequate capacity (personnel, production facilities, raw materials, etc.), the Supplier will guarantee a secure supply of materials at all times, which also takes into consideration and compensates for fluctuations in requirements, including the supply of raw materials by pre-suppliers.

通过提供充足的产能（人员、生产设施、原材料等），供应商将始终保证对材料的安全供应，包括上游供应商的原材料供应，这些产能考虑到了需求的波动及对需求波动的补偿。

4.1 Procedure 程序

To comply with the stated requirements, the Supplier is obligated to conduct capacity and resource planning on a regular basis and to provide evidence of same when necessary.

为了满足规定的要求，供应商必须定期进行产能和资源计划，在必要的情况下，必须提供产能和资源规划的证据。

For this purpose, the Supplier will provide a regular reconciliation of requirements (forecasts, delivery schedules and individual orders provided by Schaeffler) with the available capacities for the short, medium and long term.

为此，供应商定期将需求（舍弗勒提供的预测、交货计划表和具体订单）与可用的产能进行短期、中期和长期的核对。

In the event of recognizable critical deviations, the Supplier shall contact Schaeffler proactively and without delay (self-disclosure) and reach an agreement on suitable measures.

In the event the Supplier is facing impending or existing capacity or supply bottlenecks, Schaeffler may require notification and demonstration of capacity and supply related figures (e.g. capacity, inventories, shift models, etc.). Schaeffler reserves the right to examine the capacities and ability to supply at the Supplier's site.

当发生任何可识别的严重偏差时，供应商应主动且毫不拖延地联系舍弗勒（自我揭露），并就合适的措施达成协议。

当供应商面临即将到来的或现存的产能或者供应困难时，舍弗勒可要求供应商告知和说明产能和供应相关的数字（例如产能、库存、轮班模式等）。舍弗勒保留到供应商的现场检查其产能和供应能力的权利。

4.2 Flexibility in the volume production process 批量生产过程中的灵活性

The flexibility requirements for supplying Schaeffler, which are applicable to the Supplier in individual cases, will be defined jointly with the Supplier in the document "Logistics Agreement (LA)" (see **Appendix A**).

对供应舍弗勒的灵活性要求（在具体情况下适用于供应商），将由舍弗勒与供应商一起在文件“物流协议（LA）”（见**附录 A**）中进行规定。

4.3 Changes in production 生产变动

The Supplier shall report changes in the production process (including volume-production startups and phase-outs) and production relocations as well as significant changes to the production site itself, to Schaeffler proactively and promptly. The changes must not be carried out until Schaeffler has provided approval.

供应商应主动且迅速地向舍弗勒报告生产过程的变化（包括批量生产启动和逐步停产）、生产搬迁以及自身生产场地的重大变化。在未经舍弗勒批准之前，不能进行这些变化。

Any plans for relocating production and/or for changes in the manufacturing process for spare parts requirements shall be announced at least six months in advance. For this purpose, the Supplier must submit detailed action plans that guarantee supply during the period of relocation and/or conversion. The Supplier must also inform the employee(s) responsible in the quality assurance department(s) as well as Schaeffler's central purchasing department of such plans.

任何涉及备件需求的生产搬迁计划和/或制造过程的变化，应至少提前六个月通知舍弗勒。为了这个目的，供应商必须提交详细的行动计划，以保证搬迁和/或变化期间的供应。供应商同时还必须通知质量保证部门的负责员工，以及舍弗勒中央采购部门。

In each of these cases, the Supplier must coordinate continuation and compliance with production and supply capacity with Schaeffler and ensure that the required resources are available.

在任何这种情况下，供应商必须就生产和供应能力的持续性和符合性与舍弗勒进行协调，保证可以提供所要求的资源。

Prior to the cessation of production of a contractual product and/or before volume production phase-outs, Schaeffler shall be given the final opportunity to order the contractual product that will no longer be produced in the future in unlimited scope. For this purpose, the Supplier shall announce the cessation of production and/or the phase-out of a series in a timely manner, but at least six months before the respective termination date, in writing or electronically.

在任何合同产品停产之前和/或在批量生产逐步停止之前，供应商应向舍弗勒提供最后的机会，让其可以无限制的订购将来不再生产的合同产品。为了这个目的，供应商应及时地以书面形式或电子通讯方式公布停产和/或逐步停产事宜，但是至少要在相应的停止日期前六个月进行公布。

4.4 Measures taken during disruptions 供货异常的应对措施

In the event of disruptions, the Supplier shall work out an emergency plan for correcting the disruption and publish it within his organization if the disruption is capable of adversely affecting the supply of Schaeffler with contractual products. The following are examples of disruptions:

发生供货异常情形时，若其会对舍弗勒合同产品的供应产生不利的影 响，供应商应制定纠正供货异常的应急计划，并在其组织内部公布这项应急计划。下面是供货异常情形的例子：

- Machine or plant defects
- Broken tools
- Capacity problems
- Quality problems
- Damage or delays in shipping
- Disruptions in the Supplier's supply chain
- IT problems
- Other events (strikes, accidents etc.)
- 机器或工厂故障
- 工具损坏
- 产能问题
- 质量问题
- 装运中的损坏或延迟
- 供应商供应链中的供货异常
- 信息技术问题
- 其他情形（罢工、事故等）

If a disruption occurs the Supplier shall notify the affected Schaeffler plants without delay and describe the emergency plan. If Schaeffler deems the emergency plan to be inadequate, Schaeffler is entitled to propose measures for correcting the disruption, taking the Supplier's interests into account. The Supplier is obligated to implement these measures if these measures and the implementation of them is reasonable.

如果发生任何供货异常情形，供应商应毫无延迟地通知受影响的舍弗勒工厂，说明应急计划。如果舍弗勒认为应急计划不够完备，舍弗勒有权针对供货异常的纠正措施提供建议，同时会考虑供应商的利益。如果这些措施本身以及对这些措施的执行是合理的，那么供应商必须执行这些措施。

5 Spare parts 备件

After the end of production all suppliers are obligated to guarantee a period of availability of 15 years for Contract Products and spare parts. Within this period the Supplier may not, without written permission from Schaeffler, scrap tools, systems or other materials that are required for the manufacture of spare parts.

在生产结束后，所有的供应商有义务保证此后 15 年可提供合同产品和备件。在此期间，供应商在未经舍弗勒书面许可的情况下，不得报废制造备件所需的工具、系统或者其他材料。

6 Supply methods and transmittal of requirements 供应方法与需求的传达

6.1 Data analysis 数据分析

Prior to establishing a suitable method of supply, a procurement and structural analysis of the affected materials will be conducted in collaboration with the Supplier. Schaeffler's overall requirements shall be taken into account.

在确定合适的供应方法之前，将与供应商合作对受影响的材料进行采购和结构分析。舍弗勒的整体需求应考虑在内。

6.2 Requirements planning and forecast 需求计划与预测

Long-term planning is required to ensure the Supplier has the capacity to supply. Schaeffler will provide the Supplier with a long-term, non-binding demand forecast on an item or a jointly coordinated aggregation level. In addition to the existing orders, this forecast is also based on a mid and long-term requirements estimate.

需要有长期计划来保证供应商具有供应能力。舍弗勒将按照具体产品或协调过的总量层面，向供应商提供一个长期的、非约束性的需求预测。除了现有的订单，该需求预测也是以中期和长期需求预计为基础的。

Binding production, materials and supply approvals will be issued in accordance with the Framework Agreement and/or other agreements existing between Schaeffler and the Supplier.

约束性的生产、材料和供应批准将根据《框架协议》和/或舍弗勒与供应商之间的其他现存协议提供。

6.3 Supply methods 供应方法

A variety of supply methods is required to secure materials supply.

需要多种的供应方法来保证材料供应。

The standardized materials requirements planning procedure that is to be used will be established by Schaeffler depending on the materials and supplier-specific requirements and with the goal of high supply security, minimal inventories, standardization of the procurement processes, etc. taking the interests of the Supplier into account.

标准化的材料需求计划程序，将根据物料要求和供应商特定的要求，结合较高的供应安全性、最小库存量、采购流程标准化等目标，同时考虑供应商的利益，由舍弗勒进行确定。

Schaeffler uses the following standardized materials requirements planning procedure:

舍弗勒使用以下标准化的材料需求计划程序：

Plan-driven methods 计划驱动法	
Delivery schedule procedure	<p>Description 描述</p> <p>For a period of up to 12 months the Supplier will regularly receive requirements information (quantities and delivery dates) in the form of scheduling agreements (see Appendix B for an example of a scheduling</p>

<p>交付计划程序</p>	<p>agreement release).</p> <p>Schaeffler will regularly update the scheduling agreements on specified weekdays, whereby the dates indicate the arrival date (all-day event) in the respective Schaeffler plant.</p> <p>Other than the given delivery dates are permitted only if coordinated with Schaeffler.</p> <p>在一个长达 12 个月的期间，供应商将定期以计划协议的形式（见附录 B 中计划协议示例）收到需求信息（数量和交货日期）。</p> <p>舍弗勒将于特定的工作日定期更新计划协议，计划协议上的日期表示货物到达相应舍弗勒工厂的日期（全天）。</p> <p>只有与舍弗勒达成一致意见，才允许给定交货日期之外的其他交货日期。</p> <hr/> <p>Communication by Schaeffler 舍弗勒的信息传达</p> <ul style="list-style-type: none"> - Rolling communication of forecast values on specified weekdays - Taking the agreed capacity and flexibility limits in the established timeframes into account - Maintenance of the planning parameters at item level - 于特定的工作日，滚动传达预测值 - 考虑在确定的时间范围内所约定的产能和灵活性限制 - 维持计划参数在项目水平 <p>Duties of the Supplier 供应商的职责</p> <ul style="list-style-type: none"> - Delivery of the scheduled quantities on the requirements date - Provision of promised capacity and flexibility - Written objection to provided delivery schedules within two working days if they are not accepted - In conjunction with consignment processing, compliance with defined minimum and maximum quantities at item number level - 在要求的日期，交付计划数量的货物 - 提供许诺的产能和灵活性 - 如果供应商不同意给定的交货计划，供应商应在两个工作日内，提出书面反对意见 - 在寄售处理时，具体产品项目的数量水平应符合定义的最小和最大数量
<p>Vendor-Managed-Inventory (VMI) 供应商管理库存 (VMI)</p>	<p>Description 描述</p> <p>The Supplier assumes complete supply responsibility for a defined range of items in a plant. For this purpose, he will be kept informed of Schaeffler's plans in this regard.</p> <p>VMI may be agreed to in conjunction with consignment processing between Schaeffler and the Supplier.</p> <p>The framework conditions, that are required for this, shall be specified in a supplementary agreement to the <i>Consignment Store Agreement</i>.</p> <p>供应商承担确定范围产品的全部的供应责任。为此，供应商将收到晓舍弗勒在这方面的计划。</p> <p>供应商管理库存可与寄售处理一起由舍弗勒和供应商共同约定。此处需要的框架条件应在《寄售库存协议》的补充协议中予以规定。</p> <hr/> <p>Communication by Schaeffler 舍弗勒的信息传达</p> <ul style="list-style-type: none"> - Provision of planning figures for the defined range of items

	<ul style="list-style-type: none"> - Establishment and maintenance of minimum and maximum inventory limits - 针对确定范围的产品提供计划额 - 确立和维持最小和最大库存极限 <p>Duties of the Supplier 供应商的职责</p> <ul style="list-style-type: none"> - Sole responsibility for materials supply of a plant's defined range of items - Independent planning and control of the materials supply by processing the continuously provided planning figures - 独立承担对一个工厂的确定范围的产品的供应责任 - 通过处理持续提供的计划额，对材料供应进行独立的计划和控制
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Consumption-driven methods 消耗驱动法	
KANBAN 看板管理	<p>Description 描述</p> <p>If the inventory of defined materials and/or number of containers falls to low levels, the Supplier will be given a signal to resupply in the short term.</p> <p>如果确定材料的库存和/或看板数量降低到水平， 供应商将被通知在短期内进行再供应。</p>
	<p>Communication by Schaeffler 舍弗勒的信息传达</p> <ul style="list-style-type: none"> - Definition of the KANBAN procedure (containers KANBAN, eKANBAN) - Container selection, number and volume - Definition and maintenance of the cycle and the organization - 规定 KANBAN 程序（集装箱 KANBAN， eKANBAN） - 集装箱选择、数目和容量 - 规定和维持周期和组织 <p>Duties of the Supplier 供应商的职责</p> <ul style="list-style-type: none"> - Keeping the defined number of containers and parts in reserve - Compliance with agreed response times - 储备规定数目的集装箱和零件 - 符合约定的响应时间
Reorder point procedure 再订货点程序	<p>Description 描述</p> <p>A release order to the Supplier is triggered when Schaeffler falls short of a defined stock on order.</p> <p>当舍弗勒的库存少于规定的库存时， 对供应商的后续订货将启动。</p>
	<p>Communication by Schaeffler 舍弗勒的信息传达</p> <ul style="list-style-type: none"> - Definition and maintenance of the order points taking the Supplier's response time and capacity limits into account - Timely release of the order - 规定和维持订货点， 同时会考虑供应商的响应时间和产能极限 - 订单的及时下达 <p>Duties of the Supplier 供应商的职责</p> <ul style="list-style-type: none"> - Delivery of the ordered quantities while adhering to established response and capacity commitments - 在履行响应时间承诺和产能承诺的同时， 交付所订数量的货物

6.4 Consignment 寄售

In coordination with the Supplier consignment processing may be set up for the respective Schaeffler plants. Details of the consignment processing arrangement shall be specified in a separate *Consignment Store Agreement*.

Consignment processing may be combined with all supply methods listed under *item 6.3*.

通过与供应商合作， 可针对相应的舍弗勒工厂建立寄售处理。寄售处理安排的详细信息应在另立

的《寄售库存协议》中明确。

寄售处理可与第 6.3 条列明的所有供应方法相结合。

7 Communication 沟通

The basis for successful cooperation between the Supplier and Schaeffler is properly conducted communication. For this reason the Supplier shall inform Schaeffler of the responsible contact persons. The Supplier shall promptly report any changes of the contact person.

适当的沟通是供应商与舍弗勒成功合作的基础。因此，供应商应告知舍弗勒其相关的联系人。一旦联系人发生变动，应立即通知舍弗勒。

7.1 Ongoing obligations to provide information 持续提供信息的义务

The Supplier shall make the following information available to the Schaeffler plants that are to be supplied with respect to every contractual product and update this information at least every 12 months:

供应商应向舍弗勒工厂提供以下信息，这些信息将针对每种合同产品进行提供，并且供应商应至少每 12 个月对该等信息进行更新。

- inventories
- any expiration of service life
- replenishment lead time
- tool data (initial quantity and/or period of tools in use, remaining quantity and/or period of tools in use)
- 库存
- 任何产品使用寿命的期满日
- 补货时间
- 工具数据（在用工具的初始量和/或寿命期，在用工具的剩余量和/或寿命期）

7.2 Obligations to provide information in special cases 特殊情况下提供信息的义务

The Supplier shall promptly report all information that can adversely affect the contractual relationship with Schaeffler.

供应商应及时汇报所有将会对双方合同关系产生不利影响的信息。

In urgent cases, in particular if timely or orderly deliveries made to Schaeffler by the Supplier are at risk, the Supplier shall also ensure that a contact person appointed by the Supplier is available at any time (i.e. also outside of normal business hours and on weekends and holidays).

在紧急的情况下，尤其是当供应商准时或有序交货存在风险时，供应商应确保，在任何时间（即，包括在正常的工作时间之外，以及周末和节假日）都有指定的联系人。

If supply obligations (e.g. delivery quantity and/or date) cannot be met, this has to be reported to the respective Schaeffler employee responsible in a timely manner and without request.

如果供应义务（例如，交货量和/或日期）不能履行时，供应商必须及时且主动地将情况报告给相应的舍弗勒负责人员。

7.3 Response time 响应时间

When Schaeffler has questions (e.g. regarding inventories, production or delivery status, delivery schedule and changes) the Supplier has to respond within 24 hours and process them without delay.

当舍弗勒有问题时（例如，关于库存、生产或交货状态、交货计划和变动的问题），供应商必须在 24 小时内作出响应，并毫无拖延地对问题进行处理。

7.4 Data exchange 数据交换

In order to ensure a rapid data exchange between Schaeffler and the Supplier, data transfers shall normally be performed electronically via a variety of transfer procedures.

为了保证舍弗勒与供应商之间的快速数据交换，通常应通过多种传输程序进行电子数据传输。

Schaeffler uses the SupplyOn Internet marketplace for electronic data transfers. The Supplier can receive release orders etc. by EDI or retrieve this procurement-related information in WebEDI. A condition for supplying Schaeffler is therefore participation in the SupplyOn Internet marketplace and entering into an EDI/WebEDI contract. Details are set out in a separate *EDI/ Web EDI Agreement*.

舍弗勒使用 SupplyOn 互联网市场（SupplyOn Internet marketplace）进行电子数据传输。供应商可以通过电子数据交换（EDI）接收下达的订单等，或者在网络电子数据交换（WebEDI）中获取该等采购相关的信息。因此，向舍弗勒进行供应的条件是参与 SupplyOn 互联网市场并签署 EDI/ WebEDI 合同。详细信息在另立的《EDI/ Web EDI 协议》中进行了说明。

For data transfers Schaeffler is currently using the EDIFACT standard formats. In exceptional cases the VDA- or ANSI X.12 message formats can be implemented as an alternative. The exchange of VMI or financial data makes the EDIFACT format mandatory.

为了进行数据传输，舍弗勒目前正使用 EDIFACT 标准格式。在特殊的情况下，也可以使用 VDA- 或 ANSI X.12 信息格式作为替代。供应商管理库存（VMI）或财务数据的交换必须使用 EDIFACT 格式。

If the Supplier decides to use the WebEDI solution, data access is made available via the internet-based Web-Frontend provided by SupplyOn. Details and training for this system will be provided by SupplyOn separately.

如果供应商决定使用 WebEDI 解决方案，通过由 SupplyOn 提供的基于互联网的 Web-Frontend 就可以进行数据存取。该系统的详细信息和培训将由 SupplyOn 另行提供。

7.5 Electronically exchanged documents / messages 电子交换的文件/信息

The following documents/messages will be exchanged with the Supplier using SupplyOn-EDI or WebEDI.

下列文件/信息将使用 SupplyOn-EDI 或 WebEDI，与供应商进行交换。

7.5.1 Messages to the Supplier 向供应商提供的信息

For communication directed at the Supplier, depending on the agreed supply strategy, the following messages will be transmitted:

- Release orders
- Orders and order changes

- Credit notes (in conformance with the statutory provisions at Schaeffler's place of business)
- Inventory report data
- Inventory and gross demand information (VMI)

根据约定的供应策略，向供应商传递以下信息：

- 下达订单
- 订单和订单变动
- 贷方票据（符合舍弗勒营业地点的法律规定）
- 库存报告数据
- 库存和总需求信息（VMI）

EDI transmittals of other messages will be reviewed individually.

其他信息的 EDI 传达将单独确定。

7.5.2 Messages to Schaeffler 向舍弗勒提供的信息

The Supplier shall make the following information available via SupplyOn (WebEDI or SupplyOn-EDI):

- Order confirmations (for individual orders)
- Shipping notifications

供应商应通过 SupplyOn（WebEDI 或 SupplyOn-EDI）提供以下信息：

- 订单确认（针对单个订单）
- 装运通知

The type of information shall be coordinated with Schaeffler in detail.

信息类别应具体与舍弗勒进行协调。

7.5.3 Transaction data for consignment processing 寄售过程中的交易数据

In conjunction with the consignment warehouse procedure the following types of messages will be indicated:

- Goods receipt notifications (goods in consignment warehouse/ESP warehouse received)
- Goods issue notifications
- Corrections

与寄售仓库程序一起，将指示下列各种信息：

- 货物接收通知（被接收的寄售仓库/ESP 仓库中的货物）
- 货物问题通知
- 纠正

7.5.4 Data exchange in the VMI process 供应商管理库存过程中的数据交换

Pursuant to the agreed supply strategy the VMI process (Vendor Managed Inventory) may be used. VMI messages are provided via the SupplyOn-VMI solution. In the VMI process the following information is transmitted to the SupplyOn VMI monitor and is updated daily and made available to the Supplier:

- Gross demand
- Warehouse inventory
- Receipt for goods received

根据约定的供应策略，可使用 VMI 程序（供应商管理库存）。VMI 信息由 SupplyOn-VMI 解决方案提供。在 VMI 程序中，下列信息将被传输到 SupplyOn VMI 监视器，每日进行更新，提供给供应商：

- 总需求
- 仓库库存
- 已收货物的收货单

This information is also made available to the Supplier in the form of an EDI message if necessary.

如果必要，该信息也要以 EDI 信息形式提供给供应商。

8 Terms of delivery (Incoterms) 交货条件（国际贸易术语解释通则）

To define the terms of delivery for trading goods internationally, Schaeffler uses the Incoterms (International Commercial Terms) compiled by the ICC (International Chamber of Commerce). They facilitate internationally consistent interpretations of standard contract clauses.

为规定货物国际贸易的交货条件，舍弗勒使用由国际商会（ICC）编制的《国际商会国际贸易术语解释通则》（Incoterms）。它们有助于对标准合同条款进行国际统一的解释。

Incoterms shall be agreed to contractually and documented (e.g. *(Purchasing) Framework Agreement, general conditions of purchase, order, etc.*). If no other agreement is reached, the designation of the terms of delivery refers to the most recent version of the Incoterms.

国际贸易术语应通过合同进行约定并形成文件【例如，（采购）框架协议，通用采购条件、订单等】。如未达成其他协议，对交货条件的规定应参见最新版本的《国际商会国际贸易术语解释通则》。

Current version of Incoterms: <http://www.iccwbo.org/incoterms>

《国际商会国际贸易术语解释通则》的现行版本: <http://www.iccwbo.org/incoterms>

9 Packaging 包装

The Supplier is responsible for protecting his products and delivering them in compliance with the agreement. He shall use proper and suitable packaging/outer packaging and a mode of transport that meets the same requirements.

供应商负责保护自己的产品，并按照协议交付产品。供应商应使用适当和合适的包装/外包装，并采用满足相同要求的运输方式。

9.1 General requirements 一般要求

When selecting suitable packaging for delivery of the products the following points shall be primarily taken into account:

- Protection of the parts
- Costs of the packaging, handling and application
- Environmental compatibility
- Storability
- Ability to load and transport

- Integration into an existing packaging concept
- Compatibility (the material can be incorporated into Schaeffler's production in the packaging in which it was delivered)

当针对产品的交付选择适当的包装时，应首先考虑以下各点：

- 部件的保护
- 包装、处理和应用的成本
- 环境的适应性
- 可储存性
- 装载和运输的能力
- 与现存包装概念的融合
- 兼容性（交货包装中的材料能够融入舍弗勒的生产）

9.2 Detailed information 详细信息

For INA and FAG additional information is provided in the packaging manual

(www.schaeffler.com → Suppliers → Shipping and transport instructions → Packaging Handbook).

针对 INA 和 FAG，在包装手册中提供其他信息。

(www.schaeffler.com → Suppliers (供应商) → Shipping and transport instructions (装运和运输说明) → Packaging Handbook (包装手册))

For LuK, the following specifications must be observed (www.luk.com → Suppliers → Logistics):

- Logistics manual
- Overview of packaging materials
- Packaging datasheet
- Empties requisitions

针对 LuK，必须遵守以下规格要求 (www.luk.com → Suppliers (供应商) → Logistics (物流))：

- 物流手册
- 包装材料的概述
- 包装数据表
- 空包装要求

10 Labeling 标签

When goods are delivered, both the (outer) packaging as well as the products themselves must be labeled in accordance with the agreements reached with Schaeffler and the co-applicable rules for packaging.

当交付货物时，（外部）包装以及产品本身必须按照与舍弗勒达成的协议以及共同适用的包装规则用标签进行标记。

10.1 Labels to be used 使用的标签

The labels used must conform to the following requirements:

- Shipments must be labeled with a material tag pursuant to VDA 4902 Version 4 or ODETTE.

- When using small load carriers, the Supplier shall use small load carrier labels pursuant to VDA 4902 Version 4 or ODETTE
 - Primary packaging must at least be identified with the Supplier's own label
- 使用的标签必须符合下列要求:
- 装运必须根据 VDA 4902 版本 4 或 ODETTE 采用材料标签进行标记
 - 当使用小型运载工具时, 供应商应根据 VDA 4902 版本 4 或 ODETTE 采用小型运载工具标签
 - 基本包装必须至少使用供应商自己的标签进行标记

For additional information on labeling and field values for the labels see **Appendix C**.

如需关于标签和标签字段值的更多信息, 参见 **附录 C**。

10.2 Basic requirements for labeling 标签的基本要求

When labeling (outer) packaging and products the following points shall be observed:

- The labeling must be legible and clear
 - Old labels have to be removed
 - Labels must be applied in accordance with requirements
 - Labels must be affixed so that they cannot be lost (e.g. by securing with a removable residue-free adhesion point)
 - Empty small load carriers have to be labeled accordingly
 - Mixed shipments have to be labeled as such
- 当给 (外部) 包装和产品加标签时, 应遵守以下各点:

- 标签必须清晰可读
- 旧标签必须被去除
- 标签必须根据要求使用
- 标签必须被固定, 保证不会丢失 (例如, 使用可去除无残留粘合点)
- 空的小型运载工具必须相应地进行标记
- 混合货物必须同样进行标记

Also note that:

- The form and content of the labeling depends on the packaging used
- Existing labeling surfaces or insert pockets will be used if they do not contravene other requirements
- Affixing labels to multi-trip packaging is not permitted.

同时注意:

- 标签的形式和内容取决于使用的包装
- 如果现有的标签面或插袋不违反其他要求, 那么将会使用它们
- 不允许将标签固定在多程包装上。

All

- Shipping units (e.g. pallet)
- Shipping items (e.g. small load carrier or box)
- Primary packaging (e.g. bag in small load carrier or box)

must be labeled separately.

所有

- 装运单位（例如，托盘）
- 装运项目（例如，小型运载工具或箱子）
- 基本包装（例如，小型运载工具或箱子中的袋子）

都必须分别用标签进行标记。

10.3 Requirements for labeling in exceptional cases 特殊情况下标签的要求

In exceptional cases to be approved by Schaeffler the packaging will be labeled with information that cannot be included on the standard label.

在舍弗勒批准的特殊情况下，可使用标准标签中不能包含的信息对包装进行标记。

The information to be provided in these cases includes:

- Copy of the permission to deviate from specification / special approval issued by Schaeffler (see Appendix 3 QAA / S 296001 Section 3 – Change Authorization / Special Approval)
- Note regarding partial or residual shipment
- Labeling initial volume production samples

在这种情况下应提供的信息包括：

- 舍弗勒出具的允许违反规格要求的许可/特殊批准的副本
（参见附录 3 QAA / S 296001 第 3 部分– 变动授权/ 特殊批准）
- 关于部分或剩余装运的说明
- 给初期批量生产样品加标签

10.4 Detailed information 详细信息

For INA and FAG additional information is provided in the packaging manual

(www.schaeffler.com → Supplier → Shipping and transport instructions → Packaging Handbook).

针对 INA 和 FAG，在包装手册中提供其他信息。

(www.schaeffler.com → Supplier (供应商) → Shipping and transport instructions (装运和运输说明) → Packaging Handbook (包装手册))

For LuK, the following specifications must be observed (www.luk.com → Suppliers → Logistics):

- Logistics manual
- Overview packaging materials
- Packaging datasheet
- Empties requisition

针对 LuK，必须遵守以下规格要求 (www.luk.com → Suppliers (供应商) → Logistics (物流))：

- 物流手册
- 包装材料的概述
- 包装数据表
- 空包装要求

11 Delivery and documents 交货与单据

11.1 General provisions 一般条款

The Supplier has to comply with the following requirements when delivering materials:

- The shipments has to be handed over to the freight operator with properly prepared and complete shipping documents.
 - When shipping through a forwarding company the delivery note must be handed over along with the bill of lading and must not be affixed to the goods.
 - The Supplier has to ensure that the delivery notes are handed over along with the bill of lading at the respective Schaeffler plant.
 - Acceptance of shipments that do not have the correct shipping documents may be refused.
- 当交付材料时，供应商必须遵守下列要求：
- 装运的货物必须与适当编制的完整的货运单据一起移交给承运人。
 - 当通过货代公司进行运输时，交货单必须与提单一起移交，并且交货单绝不能粘贴在货物上。
 - 供应商必须保证，交货单在相应的舍弗勒工厂与提单一起移交。
 - 没有正确装运单据的货物可能会被拒绝接收。

11.2 Required shipping documents 要求的货运单据

The following documents must be handed over upon delivery:

- Bill of lading
- Delivery note
- If applicable, customs documents with customs invoice
- Other documents required in the order

交货后，必须移交以下单据：

- 提单
- 交货单
- 在适用的情况下，带有海关发票的海关单据
- 订单中要求的其他单据

11.2.1 Bill of lading 提单

In all cases, the terms of delivery agreed to with Schaeffler pursuant to Incoterms as amended shall be specified on the bill of lading and shipping order.

在所有的情况下，按照修订的《国际商会国际贸易术语解释通则》与舍弗勒约定的交货条件，应在提单和装货单中进行明确。

11.2.2 Delivery note 交货单

The delivery note must contain:

- Delivery note number
- Order number

- Supplier number
 - Material number (13 or 15 digits)
 - Material abbreviation
 - Change index according to drawing
 - Total delivery quantity
 - Number, type and quantity per package
 - Gross and net weights
 - Cubic content for oversized goods
 - Unloading point
 - Distinct labeling of initial samples and mixed shipments
 - Separate listing of multi-trip packaging
- The packaging material number, quantity and designation will be specified. The corresponding data is available in the packaging datasheet.

交货单必须包含：

- 交货单编号
 - 订单编号
 - 供应商编号
 - 材料编号（13 或 15 位）
 - 材料缩写
 - 根据图纸的变更索引
 - 总交货量
 - 每个包装的编号、种类和数量
 - 总重量和净重量
 - 特大货物的体积
 - 卸货点
 - 初始样品和混合货物的清晰标签
 - 多程包装的独立清单
- 应明确包装材料编号、数量和名称。包装数据单上提供相应的数据。

11.2.3 Customs documents 海关单据

The Supplier/exporter must promptly make all documents required for customs/import clearance available, in particular commercial invoices, packing lists, freight documents (bill of lading/AWB) origin/ and preferential documents.

供应商/出口商必须迅速地提供海关/进口清关需要的所有单据，特别是商业发票、装箱单、运输单证（提单/空运提单）、原产地和特惠证明。

Schaeffler may redebit the Supplier for import duties imposed due to missing customs documents (in particular origin/preferential documents).

舍弗勒可将因缺少海关单据（尤其是原产地/特惠证明）而缴纳的进口关税，再次计入供应商的账上。

The commercial invoices must contain all foreign trade related data, such as

- Customary description of goods
- Value of the goods
- Currency
- Customs tariff no.

- Country of origin
- Weight
- Quantity
- Term of delivery

商业发票必须包含所有的外贸相关数据，例如：

- 货物的惯例描述
- 货物的价格
- 货币
- 关税编号
- 原产国
- 重量
- 数量
- 交货期

11.3 Detailed information 详细信息

For INA and FAG additional information is provided in the packaging manual

(www.schaeffler.com → Suppliers → Shipping and transport instructions → Packaging Handbook).

针对 INA 和 FAG，在包装手册中提供其他信息。

(www.schaeffler.com → Supplier (供应商) → Shipping and transport instructions (装运和运输说明) → Packaging Handbook (包装手册))

For LuK, the following specifications must be observed (www.luk.com → Suppliers → Logistics):

- Logistics manual
- Shipping and transport regulations
- Shipping and transport regulations for Hungary

针对 LuK，必须遵守以下规格要求 (www.luk.com → Suppliers (供应商) → Logistics (物流))：

- 物流手册
- 装运与运输规定
- 匈牙利装运与运输规定

12 General provisions 一般条款

The contractual relationship shall be governed by the laws of the Federal Republic of Germany, excluding the German conflict of laws rules and the provisions of the UN Convention on Contracts for the International Sale of Goods (CISG). Unless the Parties agree to the exclusive jurisdiction of another competent court, all disputes between the Parties shall be heard and resolved by a court of competent jurisdiction in Nuremberg, Germany. Notwithstanding the foregoing, Schaeffler shall have the right to file legal actions against Supplier in any other court of competent jurisdiction.

合同关系应受到德意志联邦共和国法律的管辖，不包括德国法规冲突条款和联合国国际货物销售合同公约（CISG）的条款。除非合同双方约定了其他主管法院的排他性管辖权，合同双方之间的

所有纠纷都应交由德国纽伦堡的一个具有管辖权的法院进行审理和判决。尽管有前述规定，舍弗勒应有权在其他任何具有管辖权的法院，对供应商提出法律诉讼。


In the event that any provision of this Agreement is invalid or may become invalid, the validity of the remaining provisions shall not be affected thereby and shall remain valid. The Parties commit themselves, in good faith, reasonably to replace any invalid provision with a valid provision that has an economic result equivalent the original provision.

当本协议的任何条款无效或可能失效时，其他条款的有效性不应因此受到影响，且应保持有效。合同双方应本着诚信的原则承诺，以合理的方式，使用一则和原条款具有相当经济效果的有效条款，来替换任何无效条款。

13 Appendices 附录

Appendix A - Logistics Agreement 附录 A – 物流协议

Page 1 第 1 页

		Logistics Agreement			
(valid for planned material supplies and single orders)		agreed upon between (following "custom and (following "supplie Version: 01.05.2012			
Nr.	Topic	Description	resp.	Parameter	Unit
1	Capacity / Flexibility	Agreed Range of Capacity	standard	Year ± Quarter ± Month ±	
2	Forecast on supply quantity	Forecast Timeframe Revision Forecast Forwarding by Customer	standard		Month Calendar day Medium
3	Division of scheduling agreement	Timeframe of scheduling agreement Smallest possible order/delivery quantity Order confirmation/deadline Objection period/deadline Forwarding of scheduling when agreement how	plant		Month h h Calendar day Medium
4	Delivery dates	Daily dates Information Obligation if Quantity/Time Deviations Permissibility of Advance Delivery Delivery Cycle	plant		Calendar day Calendar day Calendar day Calendar day
5	Quantity consistency	Permitted Quantity Deviations by Supplier	standard		%
6	Changes to orders and scheduled delivery quantities (Definition of materials in accordance with appendix ___ of logistics agreement)	A-Materials B-Materials C-Materials Cluster Materials ¹ Materials with Useful Raw Material Structure ² New Production Special Material	plant		



物流协议


于
 在 (以下简称“客户”)
 与
 (以下简称“供应商”)
 之间达成协议
 版本: 01.05.2012

(针对计划的材料供应和单个订单有效)

序号	主题	描述	责任	参数	单位
1	产能/灵活性	约定的产能范围	标准	年 ± 季 ± 月 ±	
2	供应量的预测	预测时间范围 修改预测 客户的推进	标准		月 公历日 媒介
3	计划协议的分配	计划协议的时间范围 最小可能的订货/交货量 订单确认/最后期限 反对期限/最后期限 计划协议的推进 时间 方式	工厂		月 小时 小时 公历日 媒介
4	交货日期	每日日期 如果发生数量/时间偏差, 有通知的义务 对提前交货的容许性 交货周期	工厂		公历日 公历日 公历日 公历日
5	数量一致性	允许的供应商数量偏差	标准		%
6	订单和计划交货量的变化 (根据物流协议附录_____对材料的规定)	A-材料 B-材料 C-材料 组合材料 ¹ 具有有用原材料结构的材料 ² 新生产 特殊材料	工厂

Appendix A - Logistics Agreement 附录 A – 物流协议

Page 2 第 2 页



Logistics Agreement

(valid for planned material supplies and single orders)

agreed upon
 between
 (following "custom

and

 (following "supplie

Version: 01.05.2012

Nr.	Topic	Description	resp.	Parameter	Unit
7	Inventory Management	Consignment Warehouse Minimum Stock of Supplier VMI (vendor managed inventory)	standard		
8	Commitment	on minimum stock agreements on discontinued production at customer	standard		Month Month
9	Packaging and Transportation	Packaging Unit Material Identification Transportation	standard		
10	Incoterms		standard		
11	Organization and Contact Persons	Supplier Schaeffler Shipping Business hours incoming gcods department (regulation by timeslots)	plant		
12	Others				

.....

Date Signature

Date Signature

Supplier

Date

Date



物流协议

(针对计划的材料供应和单个订单有效)

于
 在 (以下简称“客户”)
 与
 (以下简称“供应商”)
 之间达成协议
 版本: 01.05.2012

序号	主题	描述	责任	参数	单位
7	库存管理	寄售仓库 供应商的最小库存 VMI (供应商管理库存)	标准		
8	承诺	关于最小库存协议 关于客户处的停产	标准		月 月
9	包装与运输	包装单位 材料标识 运输	标准		
10	国际商业条款		标准		
11	组织与联系人	供应商 舍弗勒 装运 营业时间进货部门 (根据时间段管理)	工厂		
12	其他				

.....

供应商

 日期 签字

 日期

 日期 签字

 日期

Appendix B – Example scheduling agreement release 附录 B – 计划协议示例
Page 1 第 1 页

SCHAEFFLER

Schaeffler Technologies AG & Co. KG ·

1

Scheduling agreement release

Plant/Pur.Grp./Scheduling agreement number/date			
2	3	4	5
MRP controller/Department			
6			
E-Mail of the purchaser			
7			
Our VAT registr. no. / Your VAT registr. no			
8		9	
Your vendor number with us/Your fax number			
10			Page 1 / 2

Your person responsible

11

Please deliver to:

12

Please send all invoices to the following address:

13

Valid conditions of purchase for these scheduling agreement.

14

舍弗勒技术股份公司

1

计划协议

工厂/采购组/计划协议编号/日期			
2	3	4	5
物料需求计划控制人/部门			
6			
采购者的电子邮箱			
7			
我方的增值税注册编号/贵方的增值税注册编号			
8		9	
贵方于我方的供应商编号 /贵方的传真号码			
10			
第 1 页/共 2 页			

贵方的负责人

11

请交付至:

12

请将所有的发票寄送到下列地址:

13

针对该计划协议进行采购的有效条件。

14

Appendix B – Example scheduling agreement release 附录 B – 计划协议示例

Page 2 第 2 页

SCHAEFFLER

		Plant/Pur.Grp./Scheduling agreement number/date							
		2	3	4	5	Page 2 / 2			
Item	15	Transmission no.	16	created on	17				
Material	18								
Dimensions:	19								
	20	Target qty:							
	21	Scheduled qty.:							
	22	Cum. receiv. qty.							
	23	Last goods receipt:							
Firm zone to:	24								
Trade-of zone to:	25								
26	Delivery Date	27	Quantity	28	Change	29	Delivered qty.:	30	Cu_schd_qty.
31									

工厂/采购组/计划协议编号/日期
2 3 4 5

第 2 页/共 2 页

项目 15 传输号 16 制定于 17

材料 18

尺寸: 19

20 目标量:

21 计划量:

22 累计收货量:

23 最后收货单:

企业区至: 24

贸易区至: 25

26 交货日期 27 数量 28 变动 29 交货量: 30 累计计划量:

31

Appendix B – Example scheduling agreement release 附录 B – 计划协议示例

Page 3 – Description of the fields of the scheduling agreement release

第 3 页 – 计划协议中的区域描述

Nr.	Description	编号描述
1	<i>Address of the Supplier</i>	
2	<i>Plant</i>	Number of the receiving Schaeffler plant
3	<i>Ekgrp</i>	Purchasing group responsible
4	<i>Scheduling agreement number</i>	This number must be noted on the delivery note and the Supplier's other shipping documents.
5	<i>Date the scheduling agreement was prepared</i>	
6	<i>Scheduler/department</i>	Contact data for the procurement officer in the ordering plant
7	<i>E-mail for the buyer /communication data</i>	Contact data for the buyer
8	<i>Value added tax identification number Schaeffler</i>	
9	<i>Value added tax identification number Supplier</i>	
10	<i>Supplier number</i>	Number used by Schaeffler for the Supplier
11	<i>Supplier's point of contact</i>	
12	<i>Delivery address of the receiving Schaeffler plant</i>	
13	<i>Invoice address Schaeffler</i>	
14	<i>Additional information</i>	Valid conditions of purchase for these scheduling agreement.
15	<i>Item</i>	Item number of the material in the scheduling agreement
16	<i>Submission number of the scheduling agreement release</i>	Serial numerator that records the number of previously submitted changes. Serves the purpose of unambiguous identification of the release. The data status last submitted to the Supplier by Schaeffler is always applicable.
17	<i>Date and time scheduling agreement release was submitted</i>	
18	<i>Schaeffler material number</i>	
19	<i>Schaeffler material description</i>	
1	<i>供应商的地址</i>	
2	<i>工厂</i>	舍弗勒收货工厂的编号
3	<i>采购组</i>	

- 负责采购组
- 4 *计划协议编号*
本编号必须在交货单和供应商的其他货运单据上注明。
 - 5 *计划协议的编制日期*
 - 6 *计划员/部门*
订货工厂采购人员的联络信息
 - 7 *购买者的电子邮箱/通讯信息*
购买者的联络信息
 - 8 *舍弗勒的增值税标识码*
 - 9 *供应商的增值税标识码*
 - 10 *供应商编号*
舍弗勒使用的供应商编号
 - 11 *供应商的联络点*
 - 12 *舍弗勒收货工厂的交货地点*
 - 13 *舍弗勒的发票地址*
 - 14 *其他信息*
针对该计划协议采购的有效条件。
 - 15 *项目*
计划协议中材料的项目编号
 - 16 *计划协议的提交编号*
用来记录以前提交的变动的编号的序号，目的是清晰标明计划协议的编号。由舍弗勒最后一次向供应商提交的数据状态将一直适用。
 - 17 *计划协议提交的日期和时间*
 - 18 *舍弗勒的材料编号*
 - 19 *舍弗勒的材料描述*

Appendix B – Example scheduling agreement release 附录 B – 计划协议示例

Page 4 – Description of the fields of the scheduling agreement release

第 4 页 – 计划协议中的区域描述

- 20 *Target quantity of the scheduling agreement*
Schaeffler's scheduling agreements are for indefinite periods of time. Target quantities cannot be established in a scheduling agreement. The indicated value has no significance in the collaboration between the Supplier and Schaeffler.
- 21 *Scheduled quantity*
The total materials quantity scheduled in scheduling agreement since the start of the term of the agreement.
- 22 *Cumulative quantity of goods received*
Total material quantity of materials that Schaeffler received via the goods receiving department of the respective plant since the start of the scheduling agreement.
- 23 *Quantity and date of the goods received last entered by Schaeffler*
- 24 *Production approval*
All items scheduled before the specified date may be produced by the Supplier. These materials are subject to a commitment to purchase.
- 25 *Materials approval*
The Supplier may procure the materials for all items scheduled before the specified date.
- 26 *Delivery date*
Date on which the ordering Schaeffler plant physically requires the material.
- 27 *Quantity*
Scheduled quantity that Schaeffler requisitions, taking agreed minimum quantities into account.
- 28 *Change*
Quantity changed from the last release order.
- 29 *Delivered quantity*
Quantity already delivered from the schedule.
- 30 *Scheduled cumulative quantity CQ*
Scheduled cumulative quantity indicates which total quantities are currently scheduled for this material.
- 31 *Scheduling data*
Current requirements data.
- 20 *计划协议的目标量*
舍弗勒的计划协议是无固定期限的计划协议。目标量无法在一个计划协议中确立。标注的价值对供应商与舍弗勒之间的合作没有任何意义。
- 21 *计划量*
自协议有效期开始算起，计划协议中总的材料计划量。
- 22 *已收货物的累计量*
自协议有效期开始算起，舍弗勒通过相应工厂的收货部门收到的材料的总量。
- 23 *舍弗勒的上一次收货量和收货时间*

- 24 *生产批准*
指定日期之前所有的计划项目可由供应商生产。承诺对这些材料进行采购。
- 25 *材料批准*
供应商可针对指定日期之前计划的所有项目，进行材料采购。
- 26 *交货日期*
舍弗勒的订货工厂实际需要该材料的日期。
- 27 *数量*
考虑到约定的最小量，舍弗勒要求的计划量。
- 28 *变动*
与上次订单相比发生的数量变动。
- 29 *交货量*
按照计划已交货的数量。
- 30 *计划的累计量 (CQ)*
计划的累计量显示该材料目前计划的总量。
- 31 *计划数据*
目前需求的数据。

Appendix C – Labels VDA 4902 附录 C – 标签 VDA 4902

Page 1 - VDA 4902 Version 4 – DIN A5 第 1 页 - VDA 4902 版 4 – DIN A5

150 mm	(1) Consignee		(2) Unloading point – storage location – usage key		
	(3) Delivery note no. (N)		(4) Suppliers's signature		
			(5) Weight net (kg)	(6) Weight gross (kg)	(7) Number package
	(8) Reference no. customer (P)				
	(9) Volume (Q)		(10) Descripton delivery, service		
			(12) Reference no. Supplier		
	(11) Supplier no. (V)		(13) Date	(14) Change status of design	
(15) Package no. (S)		(16) Batch no. (H)			
210 mm					

150mm	(1) 收货人		(2) 卸货点 - 储存地点 - 用途检索		
	(3) 交货单编号 (N)		(4) 供应商签字		
			(5) 净重量 (千克)	(6) 总重量 (千克)	(7) 页数
	(8) 客户参考编号 (P)				
	(9) 容量 (Q)		(10) 交货、服务描述		
			(12) 供应商参考编号		
	(11) 供应商编号 (V)		(13) 日期		(14) 设计状态的变动
	(15) 包装编号 (S)		(16) 批号 (H)		
210mm					

Appendix C – Labels VDA 4902 附录 C – 标签 VDA 4902

Page 2 - VDA 4902 Version 4 – mini-load container label 第 2 页- VDA 4902 版 4 –小型载荷集装箱标签

74 mm	(1) Consignee		(2) Unloading point – storage location – usage key		(3) Delivery note no. (N)	
	(8) Reference no. customer (P)					
	(9) Volume (Q)			(10) Description delivery, service		
	(11) Supplier no. (V)			(12) Reference no. Supplier		
				(13) Date		(14) Change Status of design
	(15) Package no. Nr. (S)			(16) Chargen-Nr. (H)		
210 mm						

