

PACKAGING

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ISSUED BY: DIREZIONE TECNICA

SIGNATURE:

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PACKAGING

1 - GENERAL

The procedure takes care of the arrangements and requirements that govern the packaging. The task of this procedure is to ensure that packages are suited to protect the material sent in the manner required in the order.

2 - DEFINITIONS

2.1 - Cardboard box

Packaging consists of triple pack cardboard box with adhesive tape, assembly made at the shipment of the material.

2.2 - Plywood case

Packaging consists of plywood walls combined with plastic metal hinges plywood bottom and lid with wooden straightedges; assembly made at the shipment of the material.

2.3 - Wooden case

Packaging consists of walls, bottom and lid wooden boards thick enough to withstand the weight of packaging material; raised floor with wooden beams high 10 cm, walls and cover reinforced with wooden boards of equal thickness, dimensions as dimensions of the material be packaged.

2.4 - Case for sea packaging

Packaging with features like the "wooden case" but with the addition of tarred paper on the inside walls and a sealant barrier bag when required in order.

2.5 - Case for air packaging

Packaging consists of walls, bottom and lid of plywood; raised floor with wooden beams high 10 cm lid with wooden straightedges.

2.6 - Pallet

Packaging consists of base in wooden boards having 2 cm thickness fixed on wooden beams high 10 cm , with traverse wooden boards for stiffening; dimensions 80x120 cm.

2.7 - Polythene bag

Packaging consists of heat sealed polythene bag at the shipment of the material.

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3 - CONTENTS

3.1 - Material preparation

Packers when receive the product ready to be dispatched proceed as follows:

- Check the correct product-identification, comparing data stated on the internal certificate with data engraved on the metal label of the valve;
- Carry out visual check of the product that is free of dents or damages; any adjustments with the same paint color shown on the internal certificate;
- Check threaded and/or flanged connections; that are free of dents or damages and put the protective caps;
- Divide products as per Job number, referring to internal certificate.

Before proceeding with the packaging of the material should be spread a layer of foam on the bottom of the case; just the foam sets, place the material on the layer and secure it with another layer of foam above up to the brim of the case.

3.2 - Standard packaging


Weight	Packaging type
up to 25 kg	Cardboard box
from 25 to 50 kg	Plywood case
over 50 kg	Wooden case

3.3 - Dimensions

- Use cardboard boxes for sizes within their capacity.
- For sizes over the capacity of the cardboard boxes and up to the capacity of plywood case use them.
- For sizes over the capacity of plywood case use wooden case.

3.4 - Closing

- For national forwarding of cardboard box packaging use an adhesive plasticized tape and, if necessary, reinforce with straps.

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- For forwarding in plywood case use protective material in paper or wooden strips to lock the products and steel nails to close the lid.
- For forwarding in wooden case use wooden strips of wood to lock the products and steel nails to close the lid.

3.5 - Maximum stacking

Packaging type	Number of packages stacked
Cardboard box	5
Plywood case	4
Wooden case	3

3.6 - Identification

- For cardboard box use the adhesive label supplied by Commercial Department along with the delivery note; while waiting for the label, it is necessary to informally write on packages, using a permanent marker, Customer name, job number, quantity of products inside.
- For plywood box use the adhesive label supplied by Commercial Department along with the delivery note; while waiting for the label it is necessary to informally write on packages, using a permanent marker, Customer name, job number, quantity of products inside.
- For wooden case, use the adhesive label supplied by Commercial Department along with the delivery note; while waiting for the label, it is necessary to informally write on packages, using a permanent marker, Customer name, job number, quantity of products inside. In case of shipments towards non-European market, packing lists provided by Commercial Department are posted on the four sides and on the top of the case.

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3.7 - Priority of choice for the packaging

Weight (Kg.)	Dimensions (cm)	Packaging type
up to 25	max 36x27x23	Cardboard box
from 25 to 50	max 33x46x26	Plywood case
over 50	max 150x200x100	Wooden case

For voluminous products may be used cardboard boxes that are larger than that indicated in the table.

3.8 – Anchor of the material on the mean of transport

Technical for security purposes requires truck drivers that loads, wider than 90x60x70 cm., should be fixed to the loader-bottom of the vehicle with ratchet straps of suitable capacity and in good conditions.



Ratchet Strap example



Fixing Example

For loads that have dimensions for which loader-bottom fixing is necessary, it is stated on the shipping document the below stamp.

**CARICO FISSATO IN ACCORDO
ALLA PROCEDURA TECHNICAL N. PP17**
*Shipment fastened in accordance
to Technical procedure n. PP17*

Data
Date

Firma
Signature

When truck driver has finished to set the load, has also to sign the dedicated space in the stamp place, in order to attest that the load has been anchored to the vehicle as described in this paragraph.