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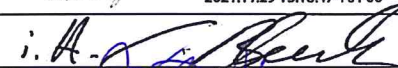
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Logistic Guidelines for Suppliers

Diehl Aerospace GmbH

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Author	Central Function Planning & Execution		 BENZING 2021.11.29 13:18:47 +01'00'
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Inspector	Procurement		i.A. Christoph Heigert  Christoph Heigert cru=Christoph.Heigert, email=Christoph.Heigert@diehl.com 2021.11.30 09:19:41 +01'00'
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TABLE OF CONTENTS

Para.	Subject	Page
I.	List of Figures.....	5
II.	List of Tables	6
III.	List of Abbreviations.....	7
1.	FOREWORD	7
2.	SCOPE OF APPLICATION	8
3.	DELIVERY AREA	8
3.1.	Fundamentals	9
3.2.	Permitted transportation vehicles	9
3.3.	Delivery times.....	9
4.	RELEVANT DOCUMENTS FOR DELIVERY	10
4.1.	Delivery note specifications	10
5.	GENERAL PACKAGING REQUIREMENTS.....	11
5.1.	Responsibilities of the Supplier	11
5.2.	General packaging requirements	12
5.3.	Dry packaging.....	12
5.4.	ESD (see the current GQRS in the Diehl Aviation download area).....	12
5.5.	Packaging definition process.....	13
6.	DIEHL - STANDARD CHARGE CARRIER.....	15
6.1.	Container definition and selection.....	15
6.2.	Diehl's own small load carriers (KLT).....	17
6.3.	Empty container management.....	18
6.3.1.	Operational inventory management of Diehl load carriers	19
6.3.2.	Management of the circulating inventories of Diehl load carriers.....	19
6.3.3.	Management of bottlenecks.....	19
6.3.4.	Differences in empty container inventories	19
6.3.5.	Audit of the empty container management	20
7.	SPECIAL DISPOSABLE PACKAGING	20
8.	PALLETIZING	20
8.1.	External dimensions of the loading unit.....	20
8.1.1.	Stacking with KLT.....	22
9.	LABELING OF LOADING AIDS AND LOAD CARRIERS.....	22
9.1.	Label zones	26
9.2.	Label zones	26

Logistic Guidelines for Suppliers

Diehl Aerospace GmbH

Dok. Nr./Pub. No.: 1000025298
Ausgabe/Issue: 02
Release Date: 11/29/2021
Seite/Page: 4/27



I. List of Figures

Figure 1: Attachment of delivery papers to the load carrier.....	10
Figure 2: Process to define the packaging requirements	14
Figure 3: Decision-making process for the packaging definition	14
Figure 4: Framework parameters for the container definition.....	15
Figure 5: Chronology of the container selection	17
Figure 6: Label for loading aids, modification of VDA 4902 (210 x 148 mm)	24
Figure 7: Label for KLT, modification of VDA 4902 (210 x 74 mm).....	24
Figure 8: Label attachment.....	26
Figure 9: Example for the label zones of a pallet	27

II. List of Tables

Table 1: Inner packaging according to protection classes	15
Table 2: Dimensions of small load carriers.....	17
Table 3: Dimensions Euro or special pallet	21
Table 4: Stacking for Euro containers	22

III. List of Abbreviations

CAD	Computer Aided Design
CoC	Certificate of Conformity
Diehl	Diehl Aerospace
EASA	European Aviation Safety Agency
EDI	Electronic Data Interchange
EPAL	European Pallet Association e.V.
ERP	Enterprise Resource Planning
ESD	Electrostatic Discharge
IPPC	International Plant Protection Convention
KLT	Small Load Carrier
GQSF	General Quality Requirements for Suppliers
RP	Recovery Plan
SLT	Special Load Carrier
VDA	Automotive Industry Association (Verband der Automobilindustrie)
VMI	Vendor-Managed Inventory

I. Foreword

The success of Diehl Aerospace GmbH (hereinafter abbreviated as Diehl) significantly depends on the satisfaction of the customers. Our ambition is to fulfill customer requirements by supplying, developing and supporting avionics systems and cabin lighting elements. In order to meet the high demands of the aviation industry, we rely on high-performance suppliers.

In particularly with regard to global competition and a cross-industry increase in the share of purchased services, procurement, and logistics play a central role in entrepreneur activities. Its core is the protection, coordination and optimization of the material, financial and information flows. Diehl intends to form long-term partnerships with suppliers. The synergy effects resulting from the close cooperation form a solid foundation for future challenges.

This Logistics Guideline describes the logistical framework condition for ensuring lean logistics processes along the entire value chain.

The guideline aims at ensuring that the basic principles of logistics:

- (1) To provide the right material, at the right time, in the right way, with the right information, at the right place, in optimum quality, at optimum costs.
- (2) The optimum selection of packaging and containers with regard to their protection, storage, handling, transport, manipulation and information function, unless already specified by Diehl.

2. Scope of application

The present Logistics Guidelines define the basic logistic requirements for the supply of Diehl and amend the documents provided on the Diehl/Aviation homepage as their most recent valid issues (current issue see <https://www.diehl.com/aviation/de/presse-und-medien/downloadcenter>).

In case of possible contradictions between these Logistics Guidelines and individual contractual provisions, the individual contractual provisions shall prevail, unless otherwise stipulated.

The basic requirements of this Logistics Guidelines Manual apply to the following Diehl locations/factories until revoked or revised:

Diehl Aerospace GmbH
Factory Nuremberg
Donaustr. 120
90451 Nuremberg
Germany
Tel.: +49 911 9494-0
Fax: +49 911 9494-209

Diehl Aerospace GmbH
Factory Frankfurt
An der Sandelmühle 13
60439 Frankfurt am Main
Germany
Tel.: +49 69 5805-0
Fax: +49 69 5805-1399
Email: we-das-frankfurt.diehl.com

Diehl Aerospace GmbH
Factory Ueberlingen
Alte Nußdorfer Straße 23
88662 Ueberlingen
Germany
Tel.: +49 7551 891-0
Fax: +49 7551 891-4001
Email: we-das-ueberlingen.diehl.com

Delivery area

The capacity and demand planning at the supplier's is based on the transmitted demands, which are communicated in form of supply schedules (forecast files) or purchase orders.

2.1. Fundamentals

The supplier shall deliver the parts within the scope of the agreed packaging instruction, and in compliance with the present Logistics Guideline. If damaged or incorrectly used packaging is delivered, Diehl reserves the right to invoice the supplier for the additional expenditure caused (repackaging, repair, etc.).

2.2. Permitted transportation vehicles

At the Nuremberg location, the delivery always must take place using vehicles that are able to be unloaded at a ramp.

However, at the Frankfurt and Ueberlingen locations, the delivery is intended to be made using small vehicles (not able to be unloaded at a ramp).

2.3. Delivery times

Generally, deliveries are only possible during the opening hours of the Diehl incoming goods department listed below. Exceptions must be agreed in advance with the contact person named in the purchase order or the person defined in the communication matrix. If no agreement is made, the respective plant security at the Diehl locations will reject deliveries.

Delivery times:

Frankfurt:

Mon – Thu: 07:00 am to 12:00 pm 12:45 pm to 4:00 pm

Fri: 07:00 am to 12:00 pm 12:45 pm to 2:00 pm

Ueberlingen:

Mon – Thu: 07:00 am to 12:00 pm 12:45 pm to 3:00 pm

Fri: 07:00 am to 12:00 pm

Nuremberg:

Mon – Thu: 07:00 am to 12:00 pm 12:45 pm to 3:00 pm

Fri: 07:00 am to 12:00 pm 12:45 pm to 2:00 pm

3. Relevant documents for delivery

Unless otherwise agreed, the delivery documents (see the current GQRS) must be supplied in full upon delivery. In doing so, the delivery papers must be placed on the load carrier, packed in delivery pockets and clearly visible, on the outsides. (see figure)



Figure 1: Attachment of delivery papers to the load carrier

If deliveries are made on several load carriers, the delivery papers must be attached to the first load carrier (with the serial No. 1). If it is not possible to attach the documents to the load carrier, the delivery papers must be placed in the load carrier as a top layer.

3.1. Delivery note specifications

All suppliers must provide the following information on the delivery note:

- **Recipient address**
- **Delivery note number** as barcode and text

- **Delivery note date**
- **Accounts payable number of the supplier**
- **Reference for the purchase order**
- **Order item**
- **Number of packages**
- **Filling quantity per package**
- **Delivery quantity**
- **Diehl material number as barcode and text**
- **Material description**
- **Serial number, if available**
- **Sender**
- **Production batch**
- **Certificate number e.g., EASA Form 1/FAA Form 8130-3¹**

For reusable packaging, which Diehl manages with identification numbers, the delivery note also must include the following information regarding Diehl's own load carriers and Diehl transport conveyer.

- Load carrier number/number of transport conveyer as barcode and text
- Designation of load carrier/insert
- Number of pieces as barcode and text

The delivery notes may not be modified by hand. The delivery address of the freight accompanying documents must correspond to the delivery address of the delivery note.

4. General packaging requirements

4.1. Responsibilities of the Supplier

Diehl requires that deliveries are made in clean and undamaged containers on intact loading aids.

It is the responsibility of the supplier to ensure the quality and condition of the materials and components requested by Diehl by appropriate packaging.

¹ In case of a contractual agreement, an EASA Form 1/FAA Form 8130-3 must be enclosed and noted in the delivery documents in order to ensure duty-free clearance. If the delivery papers are incomplete, Diehl reserves the right to charge the supplier with the customs duties retroactively.

4.2. General packaging requirements

The following functions represent the basic characteristics of packaging:

Protection

Protective function against mechanical and environmental influences as well as loss of content. In addition, the Diehl's packaging specifications must be observed when drafting the packaging proposal.

Handling

Easy removal of the components in the assembly process (ideally with one hand) has to be ensured. Several layers per load carrier and components completely wrapped in plastic film, bubble wrap, cloth bags, paper or foam should therefore be avoided.

Inserts

Inserts, such as soft and toothed foam inserts, compartments, thermoformed inserts and hold-downs, can be provided by the supplier and also by Diehl.

Reusable inserts may always contain only one component layer. Diehl has to approve deviations from this in writing.

Each reusable insert shall be marked with the owner's company name and an insert code on the bottom of the insert. Diehl does not define codes for supplier inserts; however, the code is used to distinguish similar inserts used by Diehl.

Environment

If the application is economically viable, reusable packaging must be used. If disposable packaging is used, it must be made of one material. Various joined materials, such as foam on corrugated cardboard as well as additional packaging material, e.g., individual cartons for each component and/or air cushion bags, have to be avoided.

4.3. Dry packaging

Moisture-sensitive material has to be tagged and packaged according to the IPC/JEDEC J-STD-033 standard.

4.4. ESD (see the current GQRS in the Diehl Aviation download area)

Electronic components must be packaged according to DIN EN 61340-5-2. The outer packaging has to be marked with warnings which indicate the risk of damage by electrostatic

discharge. When handling ESD-sensitive components, the required measures according to DIN EN 61340-5-1 for protection against electrostatic discharge are to be used.

Only relevant for Frankfurt and Ueberlingen:

Even components which are not at risk from electrostatic discharges must be delivered in suitable ("low charging") packaging.

4.5. Packaging definition process

The definition of the associated packaging begins when the offer is prepared. The supplier has to design the packaging concept according to Diehl's predefined packaging specifications for standard load carriers and disposable packaging. The following chapter shows the standard load carriers, small load carriers, transport inserts and other packaging aids approved by Diehl.

Special solutions are required if a component cannot be adequately protected with the listed packaging requirements. In this case, it is necessary to coordinate with Diehl.

The supplier sends the initial samples including the predefined packaging and all related reports to Diehl. After approval by Diehl, the resulting packaging concept serves as a binding agreement between Diehl and the supplier.

Diehl has to preliminarily approve the packaging before the first shipment is delivered.

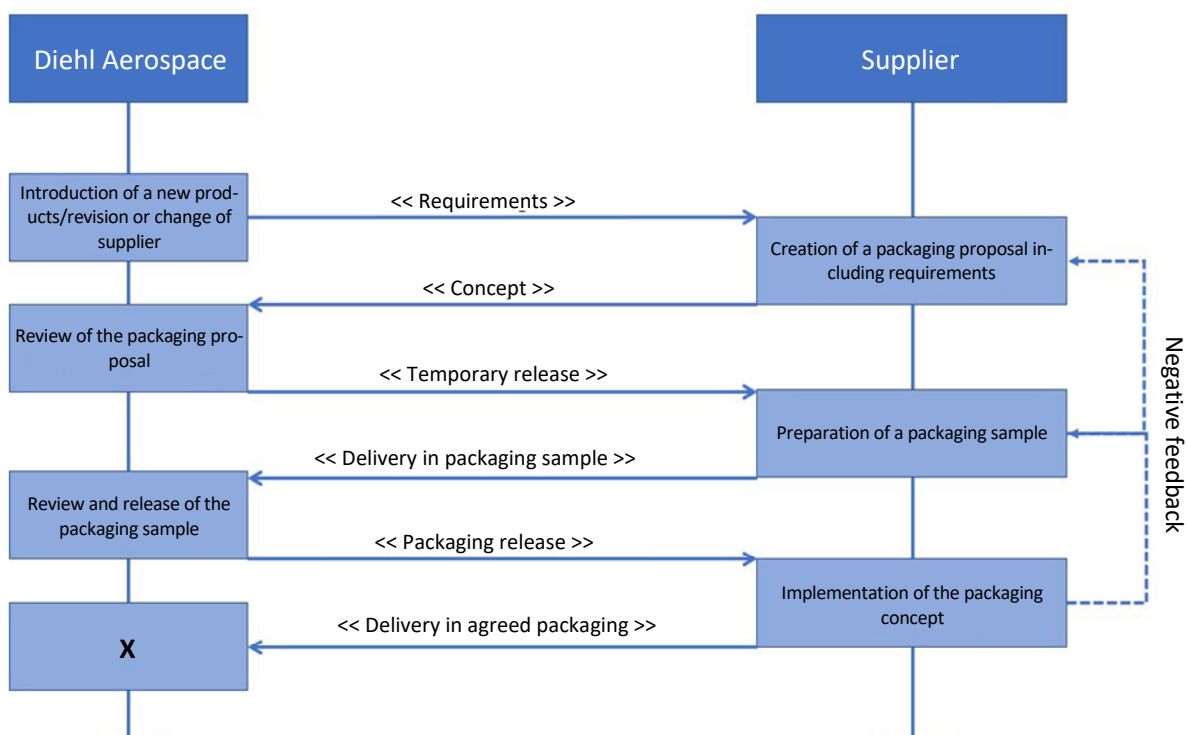


Figure 2: Process to define the packaging requirements

In order to decide whether a reusable or disposable packaging should be used, the requirements of [Section 10.2. General packaging requirements](#) as well as the following [Figure 3](#) should be used as a basis for decision-making.

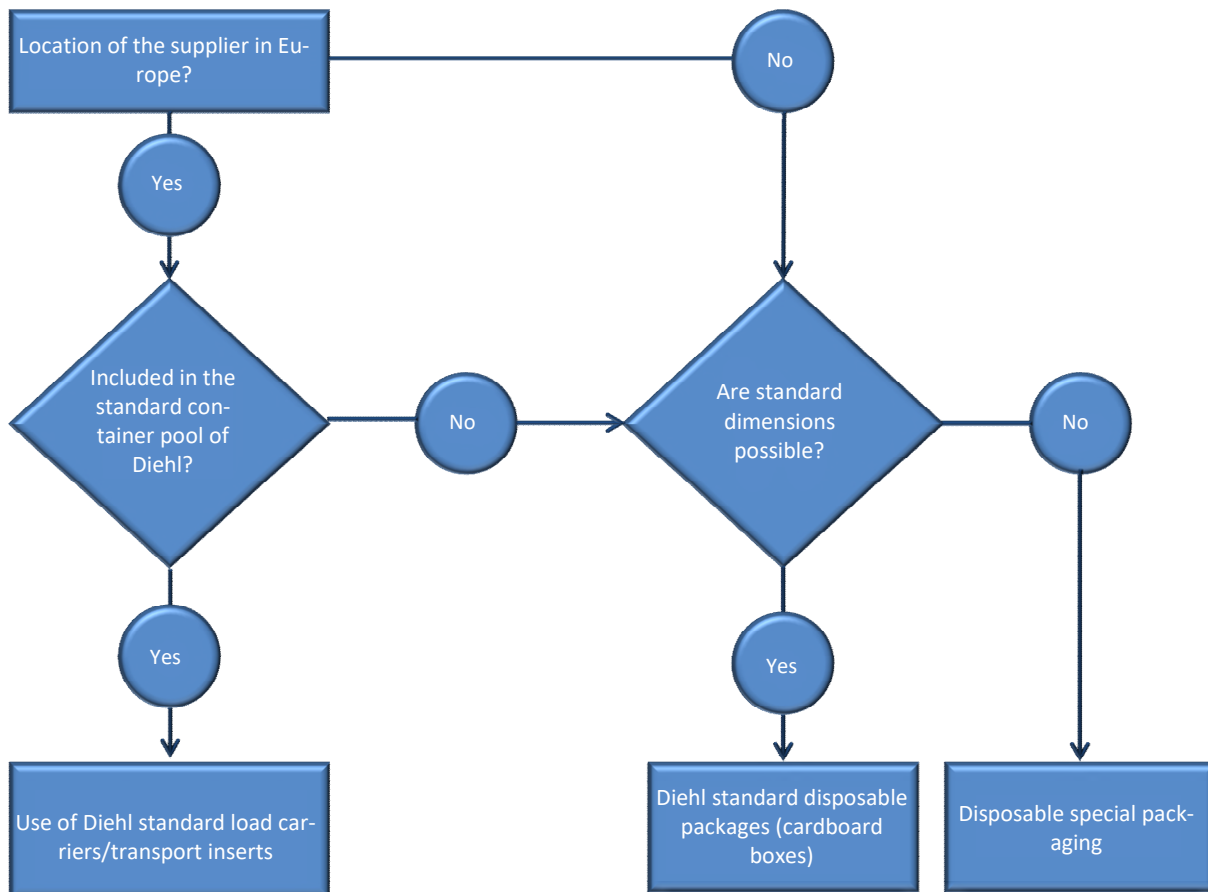


Figure 3: Decision-making process for the packaging definition

In order to protect the components and the part protection, Diehl defines the following specifications:

Protection class	Type	Standard container	Special container
0	Bulk material	No inserts necessary	No inserts necessary
1	Mechanical processing; surface parts	Reusable inserts	Disposable inserts

2	ESD	Reusable inserts	Disposable inserts
---	-----	------------------	--------------------

Table 1: Inner packaging according to protection classes

5. Diehl - Standard charge carrier

If the use of standard load carriers was defined in the [Packaging Definition Process \(Fig. 3\)](#), the following guidelines apply:

5.1. Container definition and selection

In the first step, the supplier receives the protection specifications for the material, the minimum and maximum sizes with regard to container dimensions ([see 11.2.](#)) and contents as well as the minimum and maximum specifications of the loading aid dimensions (see [Figure 4](#)) from Diehl. These framework parameters define the basis for an efficient and effective container definition.

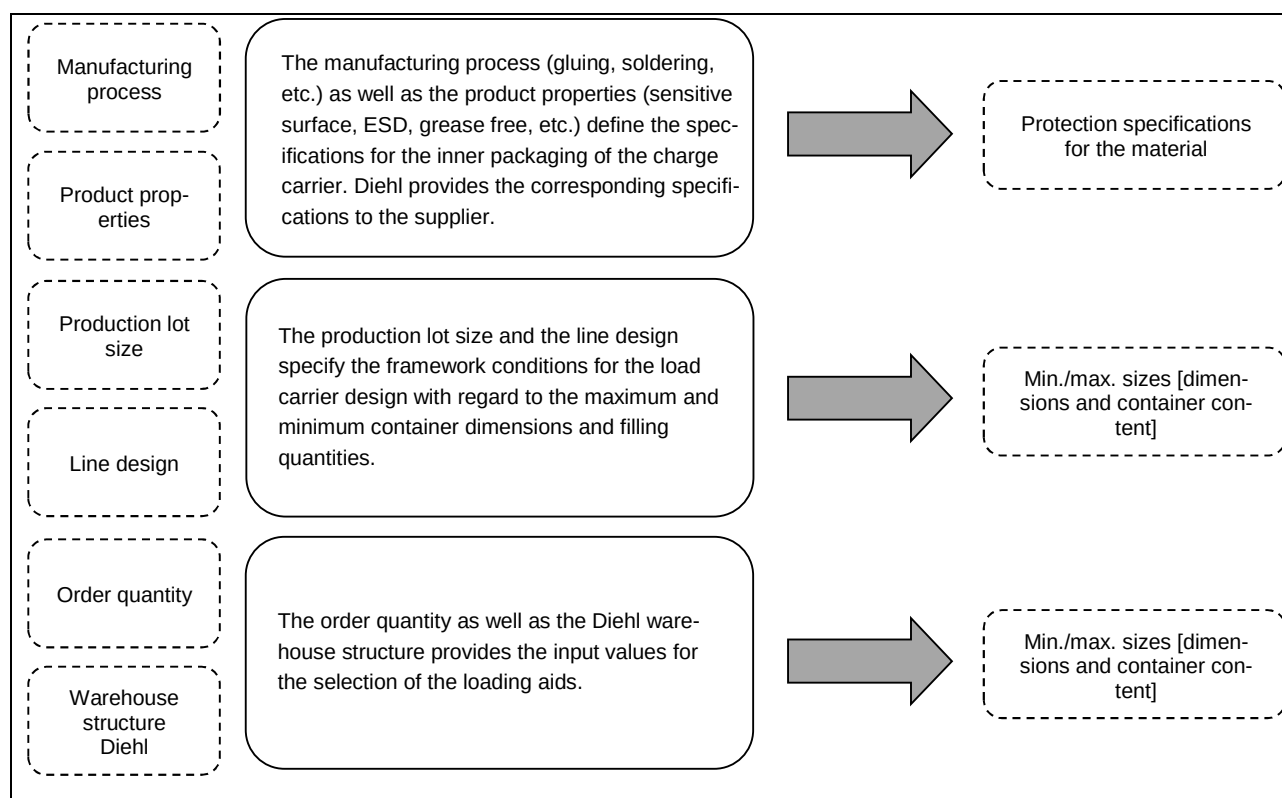


Figure 4: Framework parameters for the container definition

After receiving of the database, the supplier is obligated to prepare a packaging proposal according to the following procedure within 20 business days to Diehl and to send it to Diehl.

Logistic Guidelines for Suppliers

Diehl Aerospace GmbH

Dok. Nr./Pub. No.: 1000025298
Ausgabe/Issue: 02
Release Date: 11/29/2021
Seite/Page: 16/27



Points 1 and 2 according to Figure 5 only have to be communicated to Diehl in writing. An approval from Diehl is not required. However, points 3 and 4 require a written approval.

Chronology of the container selection		Approval by Diehl is required
1	The defined container meets the requirements and is available in Diehl's standard container pool.	NO
2	The defined container meets the requirements and is dimensionally equivalent to a container from Diehl's standard container pool.	NO
3	The defined container meets the requirements and is <u>not</u> equivalent to a container from Diehl's standard container pool.	YES
4	The defined container does <u>not</u> the specified requirements.	YES

Figure 5: Chronology of the container selection

5.2. Diehl's own small load carriers (KLT)

The modular system is based on EURO and ISO standards. Table 2 below lists the small charge carriers used by Diehl.

Container Code	Designation	Outer measurements in mm			Maximum stacking height including pallet in mm	Maximum filling weight for each KLT net in kg	Tare weight in kg
		L	W	H			
G2	Euro container	300	200	120	1,200	5	approx. 0.50
G3	Euro container	400	300	120	1,200	10.5	approx. 1.30
G5	Euro container	600	400	220	1,200	22	approx. 1.58
G8	Euro container	600	400	120	1,200	22	approx. 1.13
G9	Euro container	400	300	170	1,200	10.5	approx. 1.40

Table 2: Dimensions of small load carriers

5.3. Empty container management

The standard load carriers are organized in Diehl's empty container system in the following container categories:

(1) Inner packaging (container inserts/inlays/blisters)

Container inserts, inlays and blisters protect the materials to be transported from damage.

(2) Load carrier

Load carriers are the smallest packaging unit in Diehl's empty container system. They represent the direct packaging of the materials and are consequently the first level for ensuring optimum protection, storage, handling, transport, manipulation and information functions.

(3) Loading aids

Loading aids enable load carriers to be combined into compact and efficiently manageable load units, i.e., "handling units" In analogy to the load carriers, these must ensure optimum protection, storage, handling, transport, manipulation and information functions.

(4) Special packaging

All packaging/containers that have been developed specifically for the product and are therefore not covered by the container standard, fall under this category. Diehl has to test and approve special packaging.

Transport systems managed and provided by Diehl are taken into account as inventory. Any damages occurring to Diehl's own containers have to be communicated immediately in writing. Diehl reserves the right to settle damages resulting from the supplier's fault at the supplier's expense.

5.3.1. Operational inventory management of Diehl load carriers

Diehl's own transport systems are exclusively intended for the purpose of storing finished goods at the supplier's premises and transporting them to Diehl's plants. The supplier is responsible for ensuring that its inventory of Diehl load carriers is always sufficient in order to not jeopardize Diehl's supply of components.

Generally, Diehl has to approve a change in the circulating quantity in writing. Diehl monitors the development of existing container on a regular basis by means of inventories. If the supplier supplies its sub-suppliers with Diehl containers, Diehl has to approve this. The supplier is responsible for the inventory along the entire supply chain.

5.3.2. Management of the circulating inventories of Diehl load carriers

The supplier's circulating quantity may only be increased if a larger number of Diehl containers is required due to volume growth or expansion of the parts range. The supplier must notify Diehl of these additional demands for Diehl containers in due time, stating the reasons. Diehl must approve the increase in circulating inventories in writing.

5.3.3. Management of bottlenecks

The supplier has to immediately communicate supply bottlenecks to Diehl. If Diehl is not notified in due time, Diehl reserves the right to charge the supplier for the amount of the replacement procurement. The container management may not in any way negatively influence the ability to supply the required materials.

If a replacement cannot be procured in the short term, a temporary replacement packaging must be agreed upon with Diehl.

5.3.4. Differences in empty container inventories

Suppliers integrated into Diehl's empty container system have to participate in the empty container inventory at a time defined by Diehl.

In case of arising differences, the following procedure must be followed:

Case 1: Book inventory > Existing inventory count

The supplier has to compensate the differences. The supplier is responsible for a financial compensation payment of the missing Diehl-owned load carriers. As part of the burden of proof, the supplier is given the right to object to Diehl's compensation claim within a period of

two weeks after it was transmitted. If the supplier does not object, the compensation claim is deemed accepted.

Case 2: Book inventory < existing inventory

Diehl will correct the inventory differences on the supplier's empty container account in the system.

5.3.5. Audit of the empty container management

Diehl reserves the right to perform regular audits in order to check the empties management at the suppliers according to the above-mentioned criteria.

Disposable load carrier

6. Special disposable packaging

If it was determined in the [Packaging Definition Process \(Fig. 3\)](#) that special disposable packaging is required for bulky, highly sensitive or particularly heavy components, Diehl has to design this packaging and approve its use.

When imported into the EU, wooden packaging has to comply with the IPPC requirements for wooden packaging materials.

7. Palletizing

The pallets must be packed evenly, ensuring that the pallet base area is as fully utilized as possible. In addition, the cardboard box labels must be clearly visible from the outside (see [Labeling of loading aids and load carriers](#)). The quality of the Euro pallets used must comply with the EPAL standards

(see <http://www.epal-pallets.org/de/produkte/tauschkriterien.php>).

Pallets are to be secured with stretch film or plastic straps; the use of metal strapping is not permitted.

Only pallets from the European pallet pool that comply with the dimensions, load-bearing capacity and condition of EPAL are exchanged.

7.1. External dimensions of the loading unit

The maximum basic dimensions of 1200 mm length and 800 mm width are binding, i.e., projections beyond the pallet edge are not permitted. Special sizes have to be agreed with Diehl.

Packing materials with minimal overhang are to be delivered with undamaged particle boards above and below the load. The particle boards have to consist of one piece. If necessary, the corners are to be reinforced with suitable edge protectors.

In addition, the top layer of all goods/containers must be covered to prevent contamination and moisture damage to the container contents.

Con- tainer Code	Designation	Basic measurements			Maximum stacking height including pallet in mm	Maximum filling weight for each pal- let net in kg	Tare weight in kg
		L	W	H			
P1	Euro pallet	1,200	800	144	1,200	333	approx. 20
P2	Special pallet	1,400	800	144	1,200	333	approx. 23
P3	Special pallet	1,600	800	144	1,200	333	approx. 25

Table 3: Dimensions Euro or special pallet

7.1.1. Stacking with KLT

The load carrier must be unmixed, i.e., a mixture of cardboard boxes and KLT is not permitted. Different types of Diehl's own KLT may be mixed on one pallet. The finishing surface on the pallet must be level, if necessary, a level surface has to be created with a suitable empty container. Table 6 shows how the stacking has to look like.

Con- tainer Code	Designation	Outer dimen- sion in mm			Contain- ers for each layer	Layers on pal- let H 600	Containers for each pallet H 600	Layers on pal- let H 1200	Containers for each pallet H 1200
		L	W	H					
G2	Euro con- tainer	300	200	120	16	4	64	8	128
G3	Euro con- tainer	400	300	120	8	4	32	8	64
G5	Euro con- tainer	600	400	220	4	2	8	4	16
G8	Euro con- tainer	600	400	120	4	4	16	8	32
G9	Euro con- tainer	400	300	170	8	3	24	6	48

Table 4: Stacking for Euro containers

8. Labeling of loading aids and load carriers

The transport label (cf. [Figure 7](#)), filled out completely and correctly in accordance with VDA 4902, must be attached to each load carrier in a clearly visible and durable manner. In addition, a transport label must be attached to each small load carrier (cf. [Figure 8](#)) and each individual package. Non-relevant or obsolete labels and tags are to be removed. Deviating labels are subject to approval and Diehl has to approve them.

In addition, the introduction of an online platform is in progress in order to retrieve the labels used by Diehl. When this platform is finally implemented, packages have to be labeled exclusively with these online labels.

The transport labels have to include the following information:

- (1) Consignee
- (2) Unloading point
- (3) Delivery note number as barcode and text
- (4) Name of supplier
- (5) Net weight
- (6) Gross weight
- (7) Number of packages
- (8) Diehl material number as barcode and text
- (9.1) Delivery quantity as barcode and text (information only required if more than one package)
- (9.2) Filling quantity per package as barcode and text
- (10) Material description
- (11) Packaging material type as barcode and text
- (12) Accounts payable number of the supplier as barcode and text
- (13) Shipping date
- (14) Revision status of the construction documents
- (15) Serial No. as matrix barcode
- (16) Order number

Logistic Guidelines for Suppliers

Diehl Aerospace GmbH

Dok. Nr./Pub. No.: 1000025298

Ausgabe/Issue: 02

Release Date: 11/29/2021

Seite/Page: 24/27

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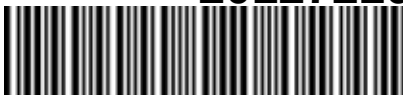
(1) Consignee Diehl Aerospace GmbH Donaustraße 120 90451 Nuremberg		(2) Unloading point – storage location – point of use Diehl Aerospace	
(3) Delivery note no. (N) 12345678 		(4) Supplier address (short name, factory, ZIP code, city) Sample FA, 12345 Sample City	
		(5) Net weight (KG) 250	(6) Gross weight (KG) 270
		(7) Number of packages 5	
(8) Item no. Customer (P) 1027089 		(9.1) Delivery quantity 50 pcs. 	
(9.2) Filling quantity per package (Q)  10 pcs.		(10) Delivery Designation Product XY	
(12) Supplier no. (V) 0100254 		(11) Packaging material type  00468	
(15) Serial no. List of the individual serial numbers, see delivery note. 		(13) Shipping date D 01.01.14	(14) Revision status construction D0123456_01
		(16) Order no. 20127210 	

Figure 6: Label for loading aids, modification of VDA 4902 (210 x 148 mm)

(1) Consignee Diehl Aerospace GmbH Donaustraße 120 90451 Nuremberg		(2) Unloading point – storage location – point of use Diehl Aerospace		(3) Delivery note no. (N) 	
(8) Item no. Customer (P) 1027089 		(9.1) Delivery quantity 50 pcs. 		(7) Number of packages 5	
(9.2) Filling quantity per package (Q)  10 pcs.		(10) Delivery Designation Product XY			
(12) Supplier no. (V) 0100254 		(11) Packaging material type  00468			
(15) Serial no. List of the individual serial numbers, see delivery note. 		(13) Shipping date D 01.01.14		(14) Revision status construction D0123456_01	
		(16) Order no. 20127210 			

Figure 7: Label for KLT, modification of VDA 4902 (210 x 74 mm)

The transport labels have to include the following information:

Loading aids:

- (1) Order/delivery number
- (2) Order position
- (3) Material number
- (4) Material description
- (5) Charge
- (6) Delivery quantity

Lieferung 460037991
Pos 000010
Material 0000405612
SCHACHTEL
Charge 0000776250
Liefermenge 10

DIEHL
Aerospace



Figure 9: Label for loading aid

Small Load Carrier:

- (1) Material number
- (2) Material description
- (3) Charge
- (4) if applicable, serial number
- (5) Container quantity
- (6) Number of packages

Logistic Guidelines for Suppliers

Diehl Aerospace GmbH

Dok. Nr./Pub. No.: 1000025298
Ausgabe/Issue: 02
Release Date: 11/29/2021
Seite/Page: 26/27

DIEHL
Aerospace

Material: 0000405612

Bez.: SCHACHTEL

Charge: 0000776250

S/N: -

DIEHL
Aerospace



Stückzahl: 10

VPE: 0001 / 0001

Figure 10: Label for KLT

8.1. Label zones

Type of container	Design of the label
Label zone: EURO container G2 	Zone for label attachment as shown in Figure 9

Figure 8: Label attachment

8.2. Label zones

The labels must be placed clearly visible at the outside.

Logistic Guidelines for Suppliers

Diehl Aerospace GmbH

Dok. Nr./Pub. No.: 1000025298
Ausgabe/Issue: 02
Release Date: 11/29/2021
Seite/Page: 27/27

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Figure 9: Example for the label zones of a pallet