

DAIMLER TRUCK

Supplier Load Carrier Guideline LC Management Europe

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Contact

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1 Introduction

This guideline describes the essential processes for the use of load carriers between all Daimler Truck AG plants participating in the European load carrier pool and affiliated companies within the meaning of §15 AktG, their suppliers and other load carrier users such as customers, service providers and LC repairers (hereinafter referred to as the “Supplier”).

The contents are intended to ensure efficient and trouble-free processes in planning and handling in the material flow.

Communication and documentation of load carrier management processes between Daimler Truck AG and its suppliers are exclusively conducted through the “Daimler Truck CARRY” Application, accessible via the [Daimler Truck Supplier Portal](#).

If you have any comments or questions about the Supplier Load Carrier Guideline, please contact our load carrier management via the app “Manage Returnable Packaging Accounts”, subcategory “General Inquiry”.

If you have any questions regarding the content, please contact the known contact persons from the respective department directly.

2 Member plants in the European Load Carrier Pool

This guideline applies to the plants of the load carrier pool of Daimler Truck AG Europe.

The supplier may only supply the affiliated plants with the load carriers provided by the load carrier pool of Daimler Truck AG Europe. In the case of deliveries to non-affiliated plants or companies, the supplier will be charged for the resulting loss of the load carriers.

For an up-to-date list of the member plants of the European Load Carrier Pool, including addresses, please refer to [Appendix 5](#).

3 Packaging Types

Daimler Truck AG uses returnable packaging for supplying parts to its suppliers. The objective is to create an end-to-end logistics chain with uniform packaging and to leverage the associated potential in partnership. Additionally, a significant contribution is made to waste prevention. Depending on the requirements of quality assurance and handling, either universal (pool load carriers) or specially adapted load carriers (special load carriers) are used.

In accordance with quality requirements, the supplier is responsible for the quality of the parts and the resulting proper packaging for all types of packaging. In line with Daimler Truck AG's sustainability strategy, the supplier is required to avoid packaging waste. In cases where packaging waste cannot be avoided, the supplier shall use the most sustainable materials possible.

Master data for load carriers can be found in the "Daimler Truck CARRY" Application.

3.1 Returnable packaging

The following types of returnable load carriers are defined by Daimler Truck AG:

- ▶ **Pool Load Carriers (Pool-LC)**
are used for different parts families, are used across business areas, do not have fixed installations.
- ▶ **Special load carriers (SLC)**
are used for the specific packaging of clearly assignable parts families, are usually used between a Daimler Truck AG plant and a supplier, in exceptional cases also for several suppliers, and Daimler Truck AG plants.
- ▶ **Bundles**
are shipping units consisting of several individual components (e.g. pallets, VDA small load carriers, end covers).
- ▶ **Packaging aids**
are used, if necessary, as accessories for load carriers and serve to ensure quality assurance.

3.2 Non-returnable packaging

Single-use packages are intended for single use. After usage, they are routed for material recycling. Non-returnable packaging should be avoided as a matter of principle. They may only be used as packaging aids in exceptional cases and after coordination with the packaging planners at Daimler Truck AG plants.

Non-returnable packages and complementary packaging shall be procured from the supplier.

For the permitted materials please refer to [Appendix 1](#) ("Approved Materials for Non-returnable Packaging including LC Constructions Supplier").

4 Handling of load carriers

Load carriers from Daimler Truck AG are high-quality work equipment that shall take into account the most diverse requirements of an end-to-end logistics chain. The Supplier shall comply with the following provisions of the Supplier Load Carrier Guideline when handling the load carriers required for the supply of parts.

If specific packaging requirements are also necessary, a jointly coordinated solution shall be agreed between the partners concerned.

Daimler Truck's own load carriers are each characterized by a load carrier type plate with the load carrier number of Daimler Truck AG engraved or imprinted. Special load carriers can alternatively be equipped with code labels or type plates. In the case of VDA small load carriers, the load carrier number is engraved on the load carrier.

The following points shall be observed in order to eliminate dangers for employees and damage to the cargo:

4.1

Load Carrier

- ▶ The careful handling of load carriers shall be ensured.
- ▶ Regulations of the packaging data sheets, in particular the capacity, shall be complied with (see also Chapter 6, "Packaging Plan").
- ▶ A flat distribution of the load in the load carrier shall be ensured.
- ▶ Safety-relevant fixtures on the load carrier shall be ensured.
- ▶ The maximum permissible payload and applied load shall not be exceeded.
- ▶ For reasons of occupational safety and the proper disposal of waste labels may solely used clips made out of plastic or adhesive points may be used to attachment of the transport labels (see also Chapter 14, "Guidelines related Information, Applicable Documents, VDAs").

4.2

Bundles

- ▶ Regulations of the packaging data sheets shall be complied with.
- ▶ Bundles with small load carriers are generally not to exceed a height of 1 meter and shall be provided with an end cover.
- ▶ All layers of the bundle shall be completely closed.
- ▶ ESD small load carriers shall generally be closed with an end cover.
- ▶ Bundles from load carriers tiers with wooden pallets shall be secured for transport with strap retainers made out of plastic (no metal ribbons allowed).

4.3 Stacking

- ▶ When stacking load carriers and bundles, the maximum permissible load (see identification plate) shall not be exceeded.
- ▶ Bundles shall only be stacked with end covers.
- ▶ Composite stacking shall be carried out for VDA small load carriers with a composite bottoms.
- ▶ Stacking of defective load carriers is not permissible.
- ▶ Steel load carriers from Daimler Truck AG shall only be stacked via the stacking pillars/corner pillars. Perfect seating on 4 stacking pillars shall be ensured.
- ▶ Stacking on side walls or struts is prohibited.

4.4 Loading and Transport

- ▶ The transport and conveying system used shall be suitable.
- ▶ Load securing shall be carried out in accordance with national and international guidelines. Further details on load securing for transports of full and empty load carriers can be found in the Load Securing Guideline applicable to Daimler Truck AG and appendices in the Daimler Truck Supplier Portal via the path Cooperation > Production and Logistics > Worldwide Transport (see also Chapter 14 "Guidelines, Accompanying Shipment Information, Applicable Documents, VDA standards").
- ▶ The supplier as part of its Quality Management System shall, by proper transportation to the recipient and by processing during production, ensure that the quality of deliveries is not adversely affected.

4.5 Cleaning

- ▶ Parts shall only be delivered in clean and functional load carriers.
- ▶ Daimler Truck AG shall send returnable packaging in functional condition.
- ▶ Quality requirements for the part to be delivered determine the degree of cleaning of the load carriers and shall be ensured by the supplier at his own expense.
- ▶ Requirements of the suppliers which go beyond this cleaning condition shall be realized by the supplier at his own expense.
- ▶ Deviating regulations (including with regard to cleaning type or cycle) shall be agreed with the plants of Daimler Truck AG.

4.6 Repairing – Scrapping – Disposal

- ▶ Defective load carriers, as described in [Appendix 2](#), shall not be used for the supply of parts.
- ▶ Defective Daimler Truck's own load carriers shall be returned to Daimler Truck AG with a clearly visible notice.
- ▶ Repairs and scrapping of Daimler Truck's own load carriers shall only be carried out by authorized partners of Daimler Truck AG.
- ▶ Repairs and scrapping of the supplier's own load carriers shall be carried out by the supplier.

5 Application “Daimler Truck CARRY”

The communication between Daimler Truck AG and its suppliers regarding load carrier management processes is conducted through the Application “Daimler Truck CARRY”.

As an information platform, this provides master data, account data, current packaging specifications, SLC demand plans, and information on rent. It supports the annual worldwide inventory of load carriers as well as the processing of complaints.

Communication between the supplier and Daimler Truck AG partners for inquiries is handled via the application “Manage Packaging Issue” by selecting the appropriate subcategory, such as: General Inquiry, Rental Pool-LC, Rental SLC, Difference Clearing, Stock Transfer, Empties Providing, LC without Movement, Inventory Pool-LC, Inventory SLC. Adding the location partner enables direct assignment to the respective recipient plant for faster processing.

LC booking corrections or complaints are initially processed through the app “Review Posting Documents” (see Chapter 11.4, “Account Correction”). Inquiries and processing status are then visible in the app “Manage Packaging Issues.”

Advantages of “Daimler Truck CARRY”:

- ▶ Current and timely transparency in load carrier management
- ▶ Communication and documentation on processes in load carrier management
- ▶ User-related role and access permissions
- ▶ Information on updates and tasks

5.1 Access to “Daimler Truck CARRY”

The employees in the load carrier management of the supplier log into the Application “Daimler Truck CARRY”. The prerequisite for this is registration in the Daimler Truck Supplier Portal, where the employees document their email address and thus receive a user account within the Daimler Truck Supplier Portal. This user account is valid for the respective Applications in the Daimler Truck Supplier Portal.

In the Daimler Truck Supplier Portal, under the “Applications” section and by selecting “Daimler Truck CARRY”, the supplier’s users request the necessary role for themselves. Multiple selections are possible (see Chapter 5.3, “Roles and Tasks of the Supplier in the ‘Daimler Truck CARRY Application’”).

Changes to users or roles are supported by the respective portal manager of the supplier. Changes to e-mail addresses shall be made by each user in his or her profile in the Daimler Truck Supplier Portal.

In the event of the use of load carriers the supplier is obliged to log in directly to the “Daimler Truck CARRY” Application, as well as to always keep his contact details up to date in the “Manage Business Partners” app in order to be able to guarantee the obligation of both parties to provide information at all times.

The roles, functions and tasks in load carrier management are defined as follows and are relevant in cooperation with Daimler Truck AG.

The rental function is a central supplier function and shall only be applied for by the supplier’s headquarter (supplier number without an index).

5.2 News and Tasks in the “Daimler Truck CARRY” Application

Current information is displayed in the “Daimler Truck CARRY” Application on the home page and updated regularly. These details must be continuously retrieved by the supplier and are binding.

Additional explanations can be selected via the help function of the question mark at the top right of the workzone as well as within each function page.

A direct control of the tasks for the corresponding role is provided.

This is based on maintaining the supplier contacts in the app “Manage Business Partners,” under “Contact Details,” and assigning the respective “Process.”

The system-side activities for this are:

- ▶ **Account Statement**

The contact receives a monthly e-mail with the account statement including all relevant booking documents.

- ▶ **Ticket inquiries (Manage Packaging Issues)**

The contact person receives new requests from partners of Daimler Truck AG.

- ▶ **Inventory Counting**

The contact receives an e-mail requesting the execution of the inventory count.

- ▶ **SLC demand plan**

The contact person will receive an e-mail requesting coordination of the relevant SLC demand plan.

In the “CARRY Process” section, the supplier adds the role that ideally matches the role selected during registration under “Daimler Truck CARRY” in the Daimler Truck Supplier Portal. This ensures, for example, that for the Rental role, the respective contact person on the rental invoice is available for clear assignment.

5.3 Roles with Responsibilities in the “Daimler Truck CARRY” Application

Role	Function	Application per role	Tasks, description	Chapter
ADMIN	"Administrator/Power-User"	All functions	Display and evaluate all LC functions	all
ACCOUNTS	Account Management	Review Posting Documents	Display and evaluate all LC bookings, create posting issue about discrepancy bookings	11, 12, 13
		Download Statements	Display and evaluate LC accounts, download account statements	
		Manage Packaging Issues	Display and evaluate issues, submit and process inquiries to DTAG	
		View Returnable Materials	Display load carrier master data	
		Perform inventory Count	Enter and evaluate inventory count	
		Manage Business Partners	Manually maintain contact persons for account statements, issues and inventory counts	
		Account Overview	Display and evaluate the target account balance	
RENTAL	Rent	Display Rental Invoice	Display rental prices per load carrier	9
		Rental PDF	Display rental statement based on supplier/LC	
		Display rental prices	Display detailed rental-relevant days Pool LC	
		Manage Packaging Issues	Display and evaluate issues, submit and process inquiries to DTAG	
PLANNING	Packaging Plan	Packaging Plan	Display Packaging Plans	6
		View Returnable Materials	Display load carrier master data	
		Account Overview	Display and evaluate the target account balance	
STOCKTAKING	Inventory	Perform inventory Count	Enter and evaluate inventory count	13
		View Returnable Materials	Display load carrier master data	
		Manage Packaging Issues	Display and evaluate issues, submit and process inquiries to DTAG	

6 Packaging Plan

6.1

Specification of Packaging Plan

The part number-related specification of a load carrier or a load carrier at Daimler Truck AG takes into account part geometry, requirements, quality assurance, aspects of the material flow and ecology.

The load carrier or bundle is specified by the responsible packaging planner at the Daimler Truck AG plant in coordination with the supplier's packaging planner authorized in the "Daimler Truck CARRY" Application.

Various load carriers and/or filling capacities and various additional packages can be specified for common parts at various plants/unloading points.

The supplier is obligated to verify the packaging specifications according to the packaging data sheet of each plant. For new parts for which a pool load carrier has been specified, the supplier shall check the capacity specified in the packaging data sheet through a packing test. The supplier then has to demonstrate to the packaging planner of the receiving plant, using comprehensible photographic documentation, whether the load carrier is optimally utilized at the specified capacity or if the capacity needs to be adjusted upwards or downwards.

In addition, the supplier shall independently point out requirements based on its specific product knowledge, which shall be taken into account during planning regarding the quality and durability of its products.

If no feedback has been received from the Daimler Truck AG packaging planner responsible for this packaging plan within one week of the date of issue, the packaging plan shall be deemed to have been approved.

If necessary, alternative and protective packaging shall be designed by the supplier in such a way that parts are good to handled and delivered to the receiving plant free of damage

If a change in parts results in a change in the load carrier or the capacity, the supplier is obliged to contact the responsible packaging planner immediately and inform him of this.

If there is no packaging plan for a part, it is the supplier's duty to submit a proposal to the responsible packaging planner at Daimler Truck AG.

The packaging plan is displayed and documented in the "Daimler Truck CARRY" Application. Contact the respective packaging planner is made by e-mail to the address stored in the packaging data sheet.

If the specified packaging plan is not adhered to by the supplier, Daimler Truck AG reserves the right to invoice the supplier for the additional costs incurred for the receiving plant (e.g. repackaging costs and administrative expenses).

6.2 The Packaging Data Sheet

A packaging data sheet (see [Appendix 6](#)) is generated in the following cases:

- ▶ New part number definition
- ▶ Changing the load carrier
- ▶ Capacity change
- ▶ Supplier relocation
- ▶ Change of unloading point

Packaging data sheets are made available in the “Daimler Truck CARRY” Application (see example picture as follows).

Deviations or changes shall be coordinated by the supplier with the respective Daimler Truck AG contact person defined on the packaging data sheet by e-mail.

6.3 Alternative Packages

Alternative packages are returnable packaging or non-returnable packages which are used by the supplier irrespective to the packaging regulations. They may only be used in exceptional cases and after following coordination with the purchased parts disposition and packaging planning department of Daimler Truck AG plants. Quality and storage requirements for the delivery part determine the type of alternative packaging. The supplier is responsible for the quality of the parts.

Non-returnable packaging and complementary packaging shall be procured from the supplier (see also [Appendix 1](#) – “Approved Materials for Non-returnable packaging incl. LC constructions supplier”)

Alternative packaging should correspond to the size and content of the series load carrier.

7 Demand Planning and Determination

The determination of the load carrier demands required for the total circulation is carried out by the respective Daimler Truck AG plant. A distinction is made between two types of demand planning and determination:

7.1 Demand Planning and Determination for Pool Load Carriers

In the case of pool load carriers, Daimler Truck AG carries out a needs assessment for each load carrier. The main influencing factors here are the current packaging plans, the parts requirements, the filling quantities and the load carrier circulation factors. The supply requirement results from a backward scheduling of the relevant load carrier circulation factors (CCF) in relation to the goods receipt date at Daimler Truck AG.

The main circulation factors are:

► **Empties interval**

The empties interval is generally 1 working day.

► **Transport duration for goods and empties**

This depends on the transport concept (direct route/regional freight forwarder) as well as the transit times agreed with freight forwarders between the supplier location and Daimler Truck AG. The values of the regional freight forwarders can be viewed in the Daimler Truck Supplier Portal under Cooperation > Production and Logistics > Worldwide Transportation.

► **Supplier minimum lead time (CCF-supplier)**

As standard, the supplier receives a basic range of 5 working days from Daimler Truck AG. For specific forms of delivery (e.g. JIS, JIT), the base range is lowered. A different scope can only be agreed in justified exceptional cases. It can be both positive and negative. An additional range can only be granted if the load carriers are available. There is no general entitlement to an additional range. In the case of VDA small load carriers, additional ranges are generally only granted in exceptional cases. VDA small load carriers can be procured by the supplier itself. The range for pool load carriers shall be coordinated with the central load carrier management of Daimler Truck AG.

In exceptional cases, Daimler Truck AG is entitled to temporarily reduce additional requirements granted for pool load carriers, but not more than the basic range of 5 working days. The reduction takes place after prior consultation with the supplier.

Plant-specific and time-limited special requirements shall be coordinated with the packaging planners or suppliers of the Daimler Truck AG plants.

Changes in the form of delivery or relocation shall be notified to the responsible packaging planner of the receiving plant immediately after becoming aware of them.

7.2 Demand Planning and Determination for Special Load Carriers

In the case of special load carriers, the determination of requirements is coordinated jointly between the supplier and the SLC demand planner of the receiving plant on the basis of the production plan numbers (comb line), the capacity of the load carrier and the load carrier circulation factors.

The main charge carrier circulation factors are:

- ▶ **Planned delivery intervals for full load carriers and empties**

The values for empties intervals range from 1 working day = daily empties supply to 5 working days = empties supply 1 time per week.

- ▶ **Transport duration for goods and empties**

This depends on the transport concept (direct route/regional freight forwarder) as well as the transit times agreed with freight forwarders between the supplier location and Daimler Truck AG. The figures for regional freight forwarders can be viewed in the Daimler Truck Supplier Portal under Cooperation > Production and Logistics > Worldwide Transportation.

- ▶ **Supplier Minimum Range (CCF-supplier)**

By default, the supplier receives a basic range of 5 working days from Daimler Truck AG. After consultation, a different range can be agreed on the basic range. This can be both positive and negative. There is no general entitlement to an additional range.

7.2.1 SLC Demand Coordination, Demand Plan

Demands are coordinated with special load carriers with the SLC demand planner of the respective receiving plant. The procedure is as follows:

- ▶ Preparation of a demand plan by Daimler Truck AG with planned values in accordance with the above-mentioned influencing variables.
- ▶ Alignment of supplier reach with supplier.
- ▶ Confirmation of the requirements plan by the supplier.

If no feedback is received by the SLC demand planner (please refer to [Appendix Z](#)) at Daimler Truck AG responsible for this demand plan by the submission date indicated in the demand plan, the demand plan will be considered confirmed.

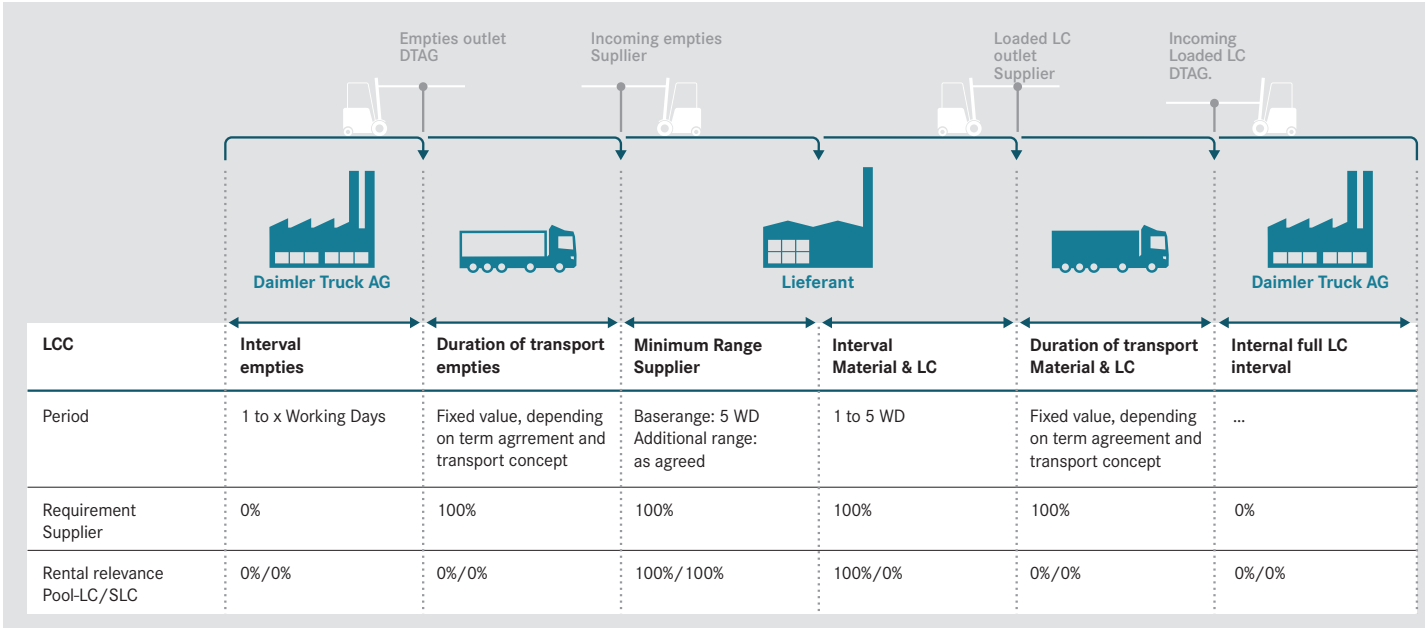
Further procurements shall be made in coordination with the supplier if the originally purchased quantity is no longer sufficient.

The demand plan is used for CCF coordination of the part-holding load carrier. The container components listed in the demand plan may differ from those in the packaging plan. The specifications of the packaging plan are binding.

Changes in the logistics chain as well as relocations shall be reported to the responsible SLC demand planner at the Daimler Truck AG plant immediately after becoming aware of them.

7.3

Process Diagram Requirements Determination for Pool and Special Load Carriers



8 Procurement of Load Carriers

8.1 LC Constructions of Daimler Truck AG

Load carriers designed by Daimler Truck AG are procured by Daimler Truck AG and are its property. These may neither be replicated nor procured by the supplier. If externally procured load carriers are nevertheless in circulation, they are discarded or returned at the expense of the supplier responsible for the accident.

8.2 Manufacturer-Spanning Constructions of LC

VDA load carriers are usually procured by Daimler Truck AG. Additional requirements can be procured by the supplier himself. The responsibility for the functioning of the European load carrier pool lies with all parties involved.

Manufacturer-independent special load carriers (e.g. EWPS) are usually procured by the supplier. In this case, the supplier bears the corresponding responsibility (reordering, repair, etc.). The supplier is obliged to mark these load carriers with an official Daimler Truck AG load carrier number and to list them under this number. This shall be applied for from the responsible load carrier planner.

8.3 LC Constructions Supplier

In exceptional cases, the supplier may carry out the construction and procurement of load carriers on its own responsibility in coordination with the respective Daimler Truck AG plant. This requires a written agreement between the supplier and the responsible planning department of Daimler Truck AG. In this case, the supplier is the owner of the load carriers and bears the corresponding responsibility to ensure that the load carriers are suitable for form-fitting and force-fit load securing in accordance with the Load Securing Directive applicable to Daimler Truck AG (see Chapter 4.4 "Loading and Transport"). The supplier is also responsible for the use of the specified materials in the case of non-returnable packaging (see also [Appendix 1](#) – "Approved Materials for Non-returnable Packaging incl. LC Constructions Supplier") as well as for the repairing and the on-schedule and requirement-oriented provision of load carriers.

Independently of the ownership structure, the supplier is obliged to mark the supplier's own load carriers with an official Daimler Truck AG load carrier number. This shall be applied for from the responsible load carrier planner.

Supplier LC constructions are explicitly not accounted for by Daimler Truck AG.

9 Usage Charges – Rental

If the purchase of load carriers is carried out by Daimler Truck AG, Daimler Truck AG will charge a usage fee for the provision and use of the load carriers by the supplier.

The renting procedure is mandatory. The regulation is included in Daimler Truck Special Terms 28 which are contract components of the purchasing contracts. As a consequence suppliers with no purchasing contracts will not be excluded. This does not apply to load carriers procured by the supplier.

The usage fee is binding for all suppliers.

A distinction is made between two rental methods:

- **Rental of pool load carriers**
In the case of pool load carriers, invoice is carried out centrally by means of a **inventory-oriented** rental procedure.
- **Rental of special load carriers**
In the case of special load carriers, invoice is carried out by means of a requirement-oriented rental procedure.

The load carriers relevant to the rental procedure and their rental prices per calendar month are stored in the “Daimler Truck CARRY” Application. Invoice is carried out quarterly by Daimler Truck AG. The underlying data is transparent to the supplier in the “Daimler Truck CARRY” Application via the rental reports.

9.1 Rental Procedure Pool Load Carriers

For the period, in which pool load carriers are bound by a supplier, a monthly rent is charged on the calendar-daily basis. The basis for this rent is the posting movements of the loan goods account (see Chapter 11.3, “Account Statement Load Carrier”).).

9.1.1 Invoicing-relevant Details

Quarterly invoicing is carried out centrally by the central Load Carrier Management.

Accounting period	Invoice
January to March	May of the respective year
April to June	August of the respective year
July to September	November of the respective year
October to December	February of the following year

- ▶ All suppliers of the plants participating in the European load carrier pool will be invoiced. This also concerns to suppliers of Group member companies (e.g. Daimler Buses GmbH, see Chapter 2, “Member plants in the European Load Carrier Pool”). The invoice is carried out via all member plants in the European load carrier pool and all supplier locations.
- ▶ The invoice is issued to the supplier’s address (with the main number) that is relevant under commercial law.
- ▶ Invoicing is not issued at the supplier’s delivery location level.
- ▶ Invoice is done via the supplier’s creditor or debtor account.

The current list of all supplier-relevant pool load carriers and their rental prices per calendar month can be accessed in the “Daimler Truck CARRY” Application.

The rental prices of the load carriers apply for one calendar year and are checked and adjusted annually, if necessary.

9.1.2

Determination of the Invoicing Quantities

Posting transactions are used to determine the settlement quantity.

A positive physical load carrier stock (“plus stock”) at the supplier is represented by a negative sign in the “Daimler Truck CARRY” Application in the returnable packaging account (see also Chapter 11.2, “Load Carrier Receipt and Dispatch Bookings”).

The LC outputs from the Daimler Truck AG plants (document date) plus the defined delivery time have an increasing effect on the rental portfolio.

LC receipts at the Daimler Truck AG plants (document date) minus the defined delivery time (retroactive) have a decreasing effect on the rental portfolio.

For the outbounds from the Daimler Truck AG plants as well as for the arrivals to the Daimler Truck AG plants, a credit note will be granted in the amount of the transport times agreed with our freight forwarders (“distance”).

Oversupplies from transport logistics optimizations (e.g. empties supply interval, truck capacity utilization, stacking factors, etc.) are included in the rental procedure.

If necessary, in addition to the minimum supplier range, a temporary special requirement subject to rent can be coordinated with the packaging planners or LC suppliers of the receiving plants.

All incoming and outgoing movements, including the above-mentioned transport transit times, are valued at the end of each quarter and are therefore the basis for quarterly rental accounting.

Negative rental stocks, even with VDA small load carriers, are not reimbursed.

9.1.3 Appendices Rental Invoice

The detailed proof of rental settlement can be viewed via the “Daimler Truck CARRY” Application. This contains an overview of the settlement quarter in the form of (1) rental report based on LC number and (2) rental invoice based on LC type (ULC, SLC) including the respective corrections.

9.1.4 Corrections

Corrections from booking complaints are taken into account in the current rental pool load carriers. Accounting corrections outside of the invoice quarter are taken into account in the next invoice. The corrections can be included retroactively for a maximum of one quarter.

If corrections cannot be offset automatically, a manual credit will be issued by Daimler Truck AG. Detailed written proof of the state must be provided by the supplier.

9.2 Rental Process for Special Load Carriers

For selected special load carriers (SLC), Daimler Truck AG charges a usage fee based on demand.

9.2.1 Billing-Relevant Details

Quarterly invoicing is carried out centrally by the load carrier management.

Billing Period	Invoicing
January to March	May of the respective year
April to June	August of the respective year
July to September	November of the respective year
October to Dezember	February of the following year

- ▶ All suppliers of the plants participating in the Load Carrier Pool Europe are invoiced. This also applies to suppliers of group companies (e.g., Daimler Buses GmbH, see Chapter 2, “Member Plants in the Load Carrier Pool Europe”).
- ▶ Billing is carried out for all member plants in the Load Carrier Pool Europe and all supplier locations.
- ▶ The invoice is issued to the legally relevant address of the supplier (including the main number).
- ▶ Invoicing at the supplier’s delivery location level does not take place.
- ▶ Settlement is carried out via the supplier’s accounts payable or accounts receivable account.

The current directory of all supplier-relevant pool load carriers and their rental prices per calendar month can be accessed in the “Daimler Truck CARRY” Application in app “Display Rental Prices”. The rental prices for load carriers apply for one calendar year and are reviewed annually and adjusted if necessary.

9.2.2 Determination of the Billing Quantity

The determination of billing quantities is based on daily slices and T5 load carrier numbers.

The billing quantities are composed using the following method:

LC requirement

X

CCF supplier

=

Rental relevant requirement

Determination of LC Requirement

The determination of LC requirements is based on the full goods requirement and is aggregated at the load carrier level. If this is not possible for various reasons, the rental amounts shall be coordinated between the packaging planners of the receiving plants and the supplier.

If LC requirements can be determined via full goods requirements, the requirement is averaged daily over the next 20 working days. The five largest and five smallest LC requirements on a quarterly basis are excluded from the calculation for further smoothing. A mean value is then derived from the remaining LC requirements based on the number of occurrences.

Determination of CCF-supplier

The CCF-supplier (Load Carrier Circulation Factor Supplier) is a component of the overall CCF. The value of CCF-supplier must be coordinated with the packaging planners of the receiving plant. A mean value is calculated based on the smoothed quantity in the quarter (see chapter 9.2.2 paragraph “Determination of LC Requirement”).

Determination of Rental-Relevant Requirement

Multiplication of the average LC requirement and the average CCF-supplier.

Rental Price Calculation per Quarter

Rental price
[€/mon]

X

Rental relevant
requirement

X

Calender days
per quarter

=

SLT rental
amount

Special requirements can be exempted from rental by the respective supply plant and shall be coordinated with it.

9.2.3

Rental Billing Documents

The detailed proof of rental billing can be viewed via the “Daimler Truck CARRY” Application. The detailed proof includes an overview of the billing quarter in the form of the rental statement based on LC type (SLC). As an appendix to the rental statement PDF, you will find the detailed proof of the requirements calculation.

9.2.4

Corrections

Requirement corrections in the rental of special load carriers in the past and outside the billing quarter are not included in the next billing cycle. In the event of a justified correction, a manual credit will be issued by Daimler Truck AG. Detailed written proof of the state must be provided by the supplier.

10 Empties Supply

The empties are actively supplied by the respective receiving plant or by a distance-optimized empties shipping plant based on demand planning and account management (see Chapter 7, “Demand Planning and Determination” and Chapter 11, “Account Management for Load Carriers”). With direct delivery scopes, the empties supply for these load carriers is carried out by the respective receiving plant of Daimler Truck AG.

In general, the freight payer depends on the Incoterms contractually agreed upon for the delivery of parts and empties. If Daimler Truck AG is the freight payer for parts deliveries, it usually also covers the freight costs for the delivery of empties. Conversely, if the supplier is the freight payer for parts deliveries, the delivery of empties is generally also at the supplier’s expense.

In order to optimize freight and handling costs, an empties delivery is generally carried out in complete bundles and transport units.

The freight forwarder is obliged to deliver empties shipments to the supplier within the agreed transport time using the consignment note issued by Daimler Truck AG. Deviating papers are not permitted. The Supplier is obligated to acknowledge the receipt of the shipment on the consignment note with company stamp and signature.

The loading planning of the Daimler Truck AG plants for certain load carriers can be viewed in the “Daimler Truck CARRY” Application.

The suppliers will support control with a constant review of empties stocks and book stocks (accounts).

If there is a threat of load carrier bottlenecks, the empties shipping points of the plants shall be informed in due time, while taking the empties provision time into account. Even in the case of empties bottleneck, the supplier’s obligation to deliver remains without restrictions!

Unless otherwise agreed upon, series load carriers are usually made available to the supplier for the first production test during series start-ups.

The contact partners of the respective receiving plants are stored in the “Daimler Truck CARRY” Application under the “Manage Packaging Issues” app in subcategories with the respective function and plant.

11 Account Management for Load Carriers

11.1 Booking Quality

The booking quality directly affects the requirement-oriented load carrier supply and, in the case of pool load carriers, the amount of the user fee.

The booking quality is largely determined by the supplier himself.

This includes, among other things, the correct creation of the delivery note data (receipt in the load carrier account statement) and checking the empties shipment by quantity and load carrier (dispatch in the load carrier account statement).

11.2 Load Carriers Receipt and Dispatch Bookings

All pool load carriers and special load carriers selected by Daimler Truck AG are account-managed. Account management is carried out by Daimler Truck AG for each supplier location for the account-managed load carriers of Daimler Truck AG.

The account management of the load carriers of Daimler Truck AG is carried out by the central load carrier management of Daimler Truck AG. The load carrier accounts can only be accessed in the “Daimler Truck CARRY” Application and contain a stock and movement overview.

A positive physical load carrier stock (“plus stock”) at the supplier is represented by a negative sign in the “Daimler Truck CARRY” Application in the returnable packaging account (see also Chapter 9.1.2, “Rental Procedure Pool Load Carriers, Determination of the Invoicing Quantities”).

Load carriers owned by external partners are not accounted for by Daimler Truck AG.

11.3 Account Statement Load Carrier

The load carrier account data is made available in the “Daimler Truck CARRY” Application. They contain all receipt and dispatch bookings of pool load carriers and specified special load carriers.

► **Goods Receipt Postings**

All postings for goods receipts must reference Daimler Truck AG as the receiving entity.

► **Goods Issue Postings**

All postings for goods issues must be recorded as originating from Daimler Truck AG.

An account statement is generated monthly and sent by email to the contact maintained in the app “Manage Business Partner” under section process “Account Statement”. This has the task of immediately checking and clarifying differences with the respective plant via the “Daimler Truck CARRY” Application. The current account balance is the basis for the supply as well as for the rental of pool load carriers.

The current list of all document types in accordance with VDA 4927 is listed in Annex 3 (“Account Posting Types”).

11.4

Account Correction

The supplier is obliged to check the load carrier account statement for correctness and completeness. The complaint period is 6 weeks from the date of booking. If the Supplier does not enter any complaints (requires modification) in the “Daimler Truck CARRY” Application (APP “Review Posting Documents”) within these 6 weeks, the balances shown shall be deemed to have been accepted by the Supplier.

The load carrier posting is carried out per document (delivery note, consignment note). For each incorrect or missing document, a complaint shall be recorded under the “Review Posting Documents” APP.

The following booking documents are available via the file upload

- ▶ in the case of receipt complaints (receipt at Daimler Truck AG), the copy of the delivery note or the EDI protocol of the complained document, and
- ▶ in the case of outgoing complaints (dispatch from Daimler Truck AG), attach a copy of the consignment note confirmed by the carrier.

Daimler Truck AG reserves the right to charge the supplier for expenses incurred in the processing of unjustified complaints.

12 Return of Load Carriers

12.1 Return of Not Required Load Carriers

Excessive pool and special load carriers shall be returned after consultation with the load carrier providers of Daimler Truck AG plants.

Daimler Truck AG reserves the right to compare a supplier's load carrier requirements with its booked stock. Should excess stocks be determined in that process, they can be claimed back from the supplier. If the load carriers are not returned, Daimler Truck AG is entitled to carry out replacement procurement and invoice the supplier for this at transfer prices.

12.2 Return of Defective Load Carriers

Defekte Ladungsträger sind deutlich sichtbar, z.B. mit Sperrbänder, als defekt zu kennzeichnen. Das weitere Vorgehen zur Rückführung ist dem Kapitel 12.1, „Rückführung nicht benötigter Ladungsträger“ zu entnehmen.

12.3 Load Carriers without Movement

Pool load carriers for which there have been no movements across all Daimler Truck AG plants for at least 5 months are monitored by the central load carrier management.

For this purpose, the supplier is requested to return the load carriers that are no longer required to Daimler Truck AG. If the Supplier cannot prove that the load carriers have been returned or possessed, these will be invoiced to the Supplier at transfer prices. In return, the book stocks are booked out.

13 Load Carrier Inventory

To maintain a functional load carrier pool and to ensure the supply of load carriers, an annual matching of the informational load carrier stocks (book stock) with the actually available stocks (actual stock) is required.

For all pool load carriers as well as for fixed special load carriers, an inventory is carried out annually on 31 December. A detailed list of load carriers can be found in the “Daimler Truck CARRY” Application.

The supplier is obliged to carry out the inventory by means of a count. Only the load carriers provided by the member plants in the European load carrier pool of Daimler Truck AG are to be taken into account.

The counting results must be recorded in the Daimler Truck CARRY application no later than the deadline communicated in the inventory request (generally mid-January). A processing fee will be charged for any manual handling of the inventory.

In exceptional cases, Daimler Truck AG can also request an inventory query during the year.

The supplier is responsible for the correctness of the transmitted counting results.

13.1 Load Carriers of Daimler Truck AG

Reports of negative inventory levels for load carriers of Daimler Truck AG are not accepted, the smallest possible collection quantity is ZERO. For all load carriers listed in the inventory entry, an inventory shall be entered in the “Daimler Truck CARRY” Application.

13.2 VDA Small Load Carriers

When recording the inventory of VDA small load carriers, the supplier may alternatively confirm the book inventory as of December 31 in the “Daimler Truck CARRY” application instead of performing a physical count. Consequently, book inventories for VDA small load carriers may also be less than zero.

13.3 Date Delimitation of Incoming and Outgoing Postings

► LT Incoming at Daimler Truck AG

Transactions (goods receipts, corrections) with a document date from the previous year will be included in the book inventory as of December 31 until inventory processing (early February). Load carriers that are in transit on the key date are therefore not to be considered in the inventory report

(Posting Date = Document Date (Delivery Note Date) = Cut-off Date).

► LT Outgoing from Daimler Truck AG

Load-carrier-related transactions with a posting date from the previous year must be included in the inventory report, regardless of the physical receipt by the supplier. These increase the actual count and determine the book inventory as of December 31.

Load carriers with a posting date in the new year are not relevant for inventory purposes.

Posting Date = Document Date (Delivery Note Date) + Transport Time.

13.4

Inventory Differences Load Carriers

After the counting stocks have been recorded, a comparison with the booked stock is carried out. In the event of discrepancies between inventory and book stock, the book balances are corrected by means of difference entries in the account statement (usually in the February account statement with document number 00000000 and document date 01/01).

In the event of inventory discrepancies, Daimler Truck AG will carry out a replacement procurement, which will be invoiced to the supplier, unless the supplier is not responsible for this.

If the supplier subsequently corrects its original inventory report in the course of the clearing procedure and Daimler Truck AG has already procured the reported shortfall of load carriers, the supplier shall bear the procurement costs in the amount of 10% of the load carrier transfer price.

Daimler Truck AG charges a processing fee for the processing of inventory differences.

13.5

Load Carrier Accounts without Inventory Reporting

Should the supplier fail to meet its obligations for providing Daimler Truck AG with an inventory report with the correct quantities and on schedule despite repeated notifications and reminders, then a total loss of the containers shall be assumed. Daimler Truck AG is authorized to carry out a replacement procurement which will be invoiced to the supplier at the internal price.

The expressed charges cannot be settled with inventory reports of the following years.

If bottlenecks in the availability of empties arise at the supplier due to an inventory report that has not been submitted or has been submitted late, the resulting expenses (e.g. special transports, alternative packaging, repackaging costs, rental costs, etc.) shall be covered by the supplier.

14 Guidelines, Accompanying Shipment Information, Applicable Documents, VDA standards

The applicable guidelines for Daimler Truck AG, as well as supplementary documents such as the Daimler Truck Special Terms, can be found in the Daimler Truck Supplier Portal under the path Purchasing > Purchasing Conditions, under the path Collaboration > Production and Logistics, and in the Doc Master application.

14.1 Guidelines for Accompanying Shipment Information

Guidelines and essential information on delivery notes and transport data, delivery slips and goods tags, transport data from freight forwarders, as well as EDI manuals for IBL can be found in the Daimler Truck Supplier Portal under the path Collaboration > Production and Logistics and in the Doc Master application..

14.2 Applicable Documents

1) The Daimler Truck Special Terms (DTST) can be found in the Daimler Truck Supplier Portal under the path Purchasing > Purchasing Conditions.

Key chapters for load carrier management are:
DTST 28 – General Regulations for the Handling of Load Carriers
DTST 29 – Shipping of Goods
DTST 35 – Communication with DTAG via Remote Data Transmission

2) The transport securing guidelines applicable to Daimler Truck AG can be found in the Daimler Truck Supplier Portal under the path Collaboration > Production and Logistics > Global Transport > Documents and Information for Transport Service Providers.

14.3 VDA Recommendations

VDA	Content
VDA 4500	Small load carrier system
VDA 4504	Electrostatic dissipative small load carrier system
VDA 4902	Merchandise tags (barcode-capable)
VDA 4912	EDI consignment note
VDA 4913	Remote data transmission of delivery notes and transport data
VDA 4921	Remote data transmission of delivery data
VDA 4922	Forwarding order
VDA 4927	Remote data transmission of load carrier account statements and load carrier movements
VDA 5007	Load Carrier Management Guide

15 Appendices

15.1

Appendix 1 – Approved Materials for Non-returnable Packaging including LC Constructions Supplier

For ecological and economic reasons, Daimler Truck AG only allows selected materials for non-returnable packaging and non-returnable complementary packaging. The following table lists the materials approved for all single-use packaging and complementary packaging:

Type	Approved material	NON-approved material (examples)
Cardboard articles	Paper and cardboard free of substances harmful to paper production	Papers and cardboard with water-insoluble coatings and adhesives
Corrosion Protection paper	VCI paper which is demonstrably suitable for material recycling together with paper/cardboard (VCI: Volatile Corrosion Inhibitor)	Paper with intolerable additives, intolerable impregnated or soaked paper (e.g. bitumen, oil paper, wax paper)
Synthetics (if possible natural color)	<ul style="list-style-type: none"> ▶ Molded Parts: PE, PP ▶ Protection caps: PE ▶ Foils: PE with a maximum of 5% printed surface (including bubble-wraps films) ▶ VCI Plastic foils ▶ Foamed materials: PE, PP, PS ▶ Straps: PP (black) ▶ VCI Foamed materials ▶ VCI-Chips 	Plastic mixtures, rubber compounds, metal-plastic composite foils, incompatible impregnated foils
Metals	Steel, including galvanized or lacquered aluminum	Tinned metals (e.g. tinplate)
Wood	Unsaturated solid wood and plywood, wood wool in accordance with IPPC ISPM 15 standard (proof required by certificate such as stamp per load unit)	Chipboards, coated or lacquered wood
Textiles	Cellulose fibres (including cotton, sisal hemp, hemp)	Resin-coated
Glass	Only if absolutely necessary for reasons of chemical compatibility with the objects to be handled	Glass fiber
Minerals	Desiccant clay, perlite, silica gel, vermiculite	Note: not in the form of fibers

15.2

Appendix 2 – Non-Dispatchable Load Carriers

Load carriers are not suitable for shipping if:

- ▶ corner pillars are deformed and/or the frame is warped,
- ▶ the front wall flaps are immovable or distorted in such a way that they can no longer be closed or if panel locks are not functional,
- ▶ Flaps, rigid walls or side panels are missing,
- ▶ the floor frame or the feet are bent in such a way that the load carrier can no longer stand evenly on all four feet or can no longer be stacked without danger,
- ▶ defects occur in the mechanics which prevent the folding,
- ▶ Feet are missing,
- ▶ gusset plates are torn open,
- ▶ round steel grids are fractured, so that the wire ends protrude inwards or outwards,
- ▶ they have sharp edges, visible cracks, cracked bottom plates,
- ▶ the identification plates are missing,
- ▶ the general condition is so poor due to rust or soiling that cargo is soiled and/or no functional pick-up for load handling equipment is guaranteed.

15.3

Appendix 3 – Account Posting Types

Account posting type	Account Posting Type-designation	Account Posting Indicator	Task
501	Goods receipt at DTAG	All	Increase
502	Goods dispatch from DTAG	All	Decrease
601	Goods dispatch from DTAG	Automatic	Decrease
602	Goods issue Cancellation	Automatic	Increase
801	Manual correction of goods receipt	Manual	Increase
802	Manual correction of goods dispatch	Manual	Decrease
803	Migration of Inventory Receipt	Automatic	Increase
804	Migration Inventory Disposal	Automatic	Decrease
905	Reposting (Receipt)	Automatic	Increase
906	Reposting (Outgoing)	Automatic	Decrease
951	Inventory goods receipt at DTAG	Automatic	Increase
952	Inventory dispatch from DTAG	Automatic	Increase

15.4

Appendix 4 – List of Abbreviations

Abbreviation	Designation
AG/AktG	Aktiengesellschaft
APP	Application
Daimler Truck CARRY	Proper Name of Load Carrier Management Application
DTST	Daimler Truck Special Terms
ESD	Electrostatic Discharge
IPPC	International Plan Protection Convention
ISPM	International standard for phytosanitary measures
JIS	Just in Sequence
JIT	Just in Time
KLT	Small load carriers
LC	Load carrier
CCF	Load carrier circulation factor (LUF)
PE	Polyethylene
PP	Polypropylene
PS	Polystyrene
SLC	Special load carriers
VCI	Volatile Corrosion Inhibitor = Volatile Corrosion Preventer
VDA	Verband der Automobilindustrie (German Association of the Automotive Industry)

15.5

Appendix 5 – List of Member Plants of the European Load Carrier Pool

Plant Code, Plant	Address (for further information, see also <u>Daimler Truck AG, Locations</u>)
Plant 020, Mannheim Daimler Truck AG supplies the Daimler Buses plants: <ul style="list-style-type: none"> ▶ Plant 028 Mannheim ▶ Ligny-en-Barrois (France) ▶ Samano-Castro (Spain) 	Mercedes-Benz Werk Mannheim Hanns-Martin-Schleyer-Straße 21-57 68305 Mannheim Deutschland
Plant 025, Gaggenau/Bad-Rotenfels Daimler Truck AG	Daimler Truck AG Consolidation Center Draisstraße 22 76571 Gaggenau Deutschland
Plant 034, Gaggenau Daimler Truck AG	Mercedes-Benz Werk Gaggenau Hauptstraße 107 76568 Gaggenau Deutschland
Plant 060, Wörth Daimler Truck AG	Mercedes-Benz Werk Wörth Daimler Str. 1 76744 Wörth Deutschland
Plant 069, Kassel Daimler Truck AG	Mercedes-Benz Werk Kassel Mercedesplatz 1 34127 Kassel Deutschland
Plant 552, Holysov Daimler Buses Ceska Republika s.r.o	Daimler Buses Ceska Republika s.r.o. Daimlerova 610 345 62 Holysov Tschechische Republik
Plant 730, Neu-Ulm Daimler Buses GmbH	Daimler Buses GmbH Neu-Ulm Otto-Hahn-Str. 8 89231 Neu-Ulm Deutschland
Plant 963, Halberstadt (GPC)	Global Parts Center Halberstadt Daimler-Truck-Straße 1 38820 Halberstadt Deutschland
Plant 1521, Aksaray	Mercedes-Benz Türk A.S.

Mercedes-Benz Türk A.S.	Aratol Bahceli Mah. 157. Bulvar 11 68100 Aksaray Türkei
Plant 1522, Esenyurt / Hosdere Mercedes-Benz Türk A.S.	Mercedes-Benz Türk A.S. Akcaburgaz Mahallesi 6/3 34522 Besiktas-Istanbul Türkei

15.7

Appendix 7 – The Special Load Carrier Demand Plan

Ladungsträger Bedarfsplan

The Special Load Carrier Demand Plan

T5 Nummer Bedarfsplan Version 2

Status: Bedarfsplan abgestimmt

Ausgabe vom Version of: 30.09.2025

Abgabedatum Return date: 14.10.2025

Kunden- / Lieferanteninformationen Customer / Supplier information		
	Kunde/Werk Customer/Plant	Lieferant Supplier
Nummer Number	060	Lieferantennummer
Name Name	DT Werk Wörth Wörth Daimlerstraße 1 76742 Wörth Deutschland	Lieferanten Anschrift
Kontaktperson Contact person	Mustermann	Mustermann
Abteilung Department	Bedarfsplanung	Bedarfsplanung
Telefon Phone	Telefonnummer	Telefonnummer
E-Mail E-mail	Mustername@daimlertruck.com	Mustername@Firma.com

Ladungsträger-Umlauf-Faktoren (LUF) Container circulation factors (LUF)	in AT in WD
Basisreichweite Lieferant Basis lead time supplier	5
Zusatzreichweite Lieferant Additional lead time supplier	0
LUF Lieferant LUF Supplier	5

Planbedarf für LT T5 Nummer			Planned requirement for container T5 Nummer								Planbedarf Lieferant	Planbedarf Gesamt
Gewerk Subplant	Projekt Project	Belieferungsform Way of delivery	Teilebedarf/AT Part requirement/ WD	LT/Füllmenge Capacity of container	LT/AT Container/WD	LUF Lieferant LUF supplier	LUF Transit LUF transit	LUF Werk LUF plant	LUF Kunde LUF customer	LUF VL- Zyklus FE-Cycle	Planbedarf Lieferant Planned requirement supplier	Planbedarf Gesamt Planned requirement total
STXXX		SLT Direktlager	133,00	12,000	11,083	5,00	6,00	6,00	0,00	6,00	55,42	254,91

Ergänzende Informationen Complementary information

Der Bedarfsplan dient zur LUF-Abstimmung des Teile aufnehmenden Ladungsträgers.

Die im Bedarfsplan aufgeführten Gebindekomponenten können vom Verpackungsplan abweichen. Maßgeblich sind die Festlegungen des Verpackungsplans.

The requirement plan serves for the LUF agreement of the parts taking container.

The bundle components of the requirement plan may deviate from the packaging plan. Relevant are the determinations of the packaging plan.

Ergänzende Vereinbarung Complementary agreement

Sofern keine Rückmeldung bis zum Abgabedatum erfolgt, gilt der Bedarfsplan als bestätigt.

The requirement plan is regarded as approved if no response until the return date is given.

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