



Logistics Guideline

Change of revisions

2020/12

Modifications 2020/12 to 2018/03

4.2 Flexibility in the volume production process

- + Enhancement of documents containing agreements on flexibility
 - Master Agreement (MA)
 - Yearly Pricing and Supply Agreement (YPSA)
 - Logistics Agreement (LA)
 - Supply Agreement (SA)

4.4 Volume production ramp-ups and phase-outs

- + In case of ramp-up and phase-out, a higher flexibility is required than in mass production.

4.5 Measures taken during disruptions

- +
 - Determination which information has to be provided by the supplier in case of a disruption (e.g. cause of the disruption and measures to eliminate it, maximum production capacity, use of special freight, backlog reduction, etc.).
 - Claiming of costs

Modifications 2020/12 to 2018/03

4.7 Risk and crisis management

- + New chapter
 - Escalation management
 - A 24/7 emergency number of a contact person authorized to make decisions has to be defined and communicated to Schaeffler

4.8 Special freights

- + Specifications and requirements
 - When a special freight must be organized
 - Responsibility and assumption of costs (costs-by-cause principle)
 - Consideration in the supplier evaluation

5.5 Subcontracting

- + New chapter
 - Compliance with FiFo
 - Use of batch numbers
 - Treatment of scrap

Modifications 2020/12 to 2018/03

6. Communication

- + • Use of communication media with state-of-the-art technology (preparation SupplyOn)
- Data of contact persons (incl. representation)
- Emergency by phone
- Communication should be in English. Can be changed in accordance with the factory.

7. Supplier evaluation

- + • New chapter
- Description of the basics of the logistics supplier evaluation
- Calculation of the delivery performance LKZ taking into account the criteria of date reliability (LKZ 1), quantity reliability (LKZ 2) and logistics quality (LKZ 3)
- Valuation scheme for date and quantity reliability

Modifications 2020/12 to 2018/03

7.2. Logistics complaints

+ New chapter

Reasons for creating a logistic claim:

- Material (e.g. deviation in date and quantity, wrong deliveries, etc.)
- Errors in information flow (e.g. missing or defective delivery documents, ASN, GTL, etc.)
- Defects in packaging and transport (e.g. incorrect or missing packaging, inadequate transport security, etc.)

Potential measures

- e.g. refusal to accept the delivery, repacking, storage and handling costs, etc.
- Forwarding of costs to the supplier

8. Incoterms

+ Extension of possible Incoterms. In addition to FCA and DAP, DDP is permitted when using consignment.

12. Ongoing optimization of the supply chain

+ New chapter. The supplier is obliged to conduct a continuous improvement process.