

**MÄHLERS**

**HOW TO DELIVER  
TO MÄHLERS**

## Change log

**Current version** 1.0

New version	Date	Affected sections	Description of change

## Introduction

This document, together with the Supplier Handbook and Mählers General Technical Requirements, is the core of Mählers's initiative to clarify and guide our suppliers on what we are expecting of the products and components we purchase and what we expect of the collaboration with our suppliers. These documents in the latest versions are available on [www.mahlers.se](http://www.mahlers.se). The purpose of How to Deliver to Mählers is to guide our suppliers on how to pack, mark and deliver goods to Mählers

## Markings & Documentation

All goods delivered to Mählers must have a delivery note attached to the goods.

The delivery note shall contain the purchase order number, delivery note number, number of delivered pieces and the deli-



Delivery note

very address, in accordance with the example below.

**Delivery address**

**Delivery note number**

**Purchase order number**

**Article number**

**Delivered quantity**

**Följesedel - 87672**

Ordernummer	Kundkod	Sida
48579 /2	1001	1 / 1
Orderdatum	Utskriftsdatum	
2023-12-20	2023-01-23	
Vår referens	Er referens	

Ert leveransreg.nr: SE5561311229001  
 Ert ordernr: 79831

**Leveransadress**  
 AB Mähler & Söner  
 Hotingsvägen 40  
 883 95 ROSSÖN  
 Sweden

**Postadress**  
 AB Mähler & Söner  
 c/o engcon Shared Service Center AB  
 Box 44 ESSC-ID 3  
 833 21 Strömsund

**Leveransvillkor**  
 EXW (Ex Works)  
 Leveranssätt  
 Schenker AB

**Betalningsvillkor**  
 30 dagar netto

**Godsmärkning**

Lev.period gäller leverans Er tillhanda (Trp.tid 2 dgr)  
**Dellevererad**

Pos	Artikelnr	Benämning	Levnr	Utl	Antal	Rest	Lev
40	10001956	Skärhållare 702-50	23052	23043	4,00	0,00	4,00 ST
		Inköpsradref: 79831-400					
		Ert artnr: 10001956					
100	10003871	Håke för TP-säkring	23055	23043	5,00	0,00	5,00 ST
		Inköpsradref: 79831-1000					
		Rev: A					
		Ert artnr: 10003871					

Med vänlig hälsning

Mählers, Hotingsvägen 40, S-833 95 Strömsund

Phone +46 624 521 350 | E-mail info@mahlers.se | www.mahlers.se

Future ERP-system will allow goods receiving by scanning which will require bar codes and / or QR codes to be included in the delivery notes. Packages in the same shipment being delivered to different warehouses require separate delivery notes. All pallets delivered to Mählers must be marked with pallet flags. The flags must contain Mählers's article number, purchase order number, number of items in pallet and total number of items in shipment. The pallet flag should also contain revision number if relevant and batch number upon request by Mählers.

The diagram shows a pallet flag with the following fields and callouts:

- Article number:** 10001384
- Purchase order number:** 79732
- Benämning:** Innerhylsa oval med kuts
- Hotingsvägen:** 40
- Artikelnr:** (with barcode)
- Rev:** (empty)
- Kolli nr.:** 1 / 1
- Antal / kolli:** 20
- Totalt antal levererat:** 20

Callouts at the bottom explain the fields:

- Number of pallets:** points to Kolli nr. 1 / 1
- Number of items in pallet:** points to Antal / kolli 20
- Total Number of items in shipment:** points to Totalt antal levererat 20

## Packing & Protection of goods

All goods delivered to Mählers must be packed in a way that minimizes the risk of transportation damages. All items subjected to risk of corrosion must be packed in corrosion protective packaging.

For all items delivered on pallets with the risk of falling between pallet boards, a pallet bottom sheet must be used. Pallet load limits must be kept and load must be evenly distributed on all pallets.

If pallets are stacked they should be sorted according to weight with the heaviest at the bottom. If stacked, no item may rise above the pallet collars. If several collars are used on the same pallet with interlayers, the contents of each layer must be clearly marked on the outside of the collar.

If different items are mixed in one pallet, they must be clearly marked with Mählers article number and number of pieces delivered. The different items shall be grouped and clearly divided. The markings must be securely attached to the items of respective type. If there are many different items mixed on the same pallet or if the items are tightly packed on the pallet, please consider to divide the shipment into several pallets to make inbound logistics more efficient.



Number of  
items

Article number

## Product specific packaging instructions

### Cables

All cables and harnesses shall, if not otherwise stated, be individually packed, one unit per package. They shall be packed in a plastic bag, either welded or zip-locked. The bag shall be clearly marked with the part number and, if applicable, additional information such as manufacturing date, batch number etc

### Electrical Control Modules

All control modules shall, if not otherwise stated be, individually packed, one unit per package, in an ESD appropriate plastic bag and cardboard box. The modules shall be packed in a way that prevents it from moving inside the box. The box shall be clearly marked with part number and, if applicable, additional information such as manufacturing date, batch number etc.

### MC2/MC3 Grips?

Grips shall be individually packed in bubble-wrap that is clearly marked with part number and, if applicable, additional information such as manufacturing date, batch number etc. They shall be placed in a cardboard box, number of units and size of box is dependent on the characteristics of the order, in a way that prevents the grips to move within the box

### Hydraulics

Hydraulic components must be delivered in sealed containers that prevents corrosion, clearly marked with part number and, if applicable, additional information such as manufacturing date, batch number etc. Hydraulic components that has undergone hydraulic pressure test with oil must be delivered with an oil absorbing cloth. Hydraulic valves shall be individually packed in a sealed plastic bag with all hydraulic ports plugged.

### Fasteners

Fasteners that are part of an installation kit are to be packed together in a welded- or zip-locked bag. The kit shall be marked with a list of the included articles. No parts that can damage each other during transport or handling may be packed together.

### Hose- and adapter kits, Installation Kits, Miscellaneous Kitting

Smaller parts or loose parts are to be packed together in a welded or zip-locked plastic bag and placed together with the main part in a cardboard box or larger bag. The kit must be clearly marked with part number and, if applicable, additional information such as manufacturing date, batch number etc.