

CEPEDA

Number: Q-68

Revision: 10/5/2022

Title: PROTECTION DURING SHIPMENT

Clause: EXTREME CARE MUST BE EXERCISED IN PACKING, CRATING, AND SHIPPING OF ITEMS PROCURED BY THIS PURCHASE ORDER.

THE USE OF MASONITE AS A PROTECTIVE, SEALING OR PACKAGING MATERIAL IS EXPRESSLY PROHIBITED. IN ADDITION, THE USE OF PLYWOOD, CARDBOARD OR OTHER SIMILAR MATERIALS THAT WILL SPLINTER, FLAKE OR CRUMBLE IS PROHIBITED AS PROTECTIVE COVERING FOR OPENINGS ON FITTINGS, VALVES AND COMPONENTS. CRES OR ALUMINUM SHEET, .050 THICKNESS OR GREATER, IS THE ONLY ACCEPTABLE MATERIAL FOR CAPPING, SEALING OR PROTECTING OPENINGS AND MACHINED SURFACES OR AS APPROVED BY THE BUYER. THE FOLLOWING MINIMUM REQUIREMENTS MUST BE MET:

- A) CRATED MATERIAL THAT IS TO BE SHIPPED PER CEPEDA PURCHASE ORDER SHALL BE PROTECTED FROM WEATHER AND DUST WRAPPING BEFORE BEING CRATED.
- B) BAND INDIVIDUAL PIECES OVER 150 LBS. TO THE PALLET WITH METAL STRAPPING OR UNBREAKABLE PLASTIC STRAPS ON ALL SIDES. HARDENED CONTAINERS SUCH AS PLYWOOD OR METAL THAT AREN'T BANDED SHOULD HAVE AN EXTERIOR LOCK OR CLAMP. (GLUE, NAILS, SCREWS ARE NOT SUFFICIENT). BANDING SHALL NOT DEFORM OR MARK PARTS IN ANY MANNER.
- C) MULTIPLE ITEMS IN CRATE SHALL BE SEGREGATED WHERE THEY SHALL NOT RUB NOR BUMP EACH OTHER TO PREVENT DAMAGE DURING SHIPMENT.
- D) IF APPLICABLE, EXTERIOR OF CRATE SHALL BE MARKED AS "CRITICAL, HANDLE WITH EXTREME CARE" ON TOP AND ON ALL SIDES OF CRATE (LETTERS ARE TO BE TWO INCHES HIGH, IF SPACE PERMITS).
- E) GROSS WEIGHT SHALL BE MARKED ON THE TOP OF CRATE
- F) ARROWS WILL BE STENCILED ON THE CRATE TO INDICATE "THIS SIDE UP"
- G) SELLER WILL ALERT THE CARRIER OF THE NECESSITY TO HANDLE THE SHIPMENT WITH EXTREME CARE.

For more information refer to [QCP300.2, Supplier Quality Assurance Requirements](#).