

Specific Delivery Requirements: MICROTEK MEDICAL MALTA

Sorbonne Centre, Sorbonne Centre, MST3000 MOSTA, MALTA

1. Safety

All drivers will be required to comply with the Ecolab safety policy and procedures (please see "Visitor, Supplier and 3rd Part Safety Site Compliance"). Site rules must be obeyed at all times.

The following is established and maintained at the site and apply strictly to all employees, contractors, and visitors.

At a minimum, the following are required to wear Safety shoes with toe protection in warehouse, packing areas and loading bay areas. Signage is in place to indicate up till where foot protection is not required

All visitors must comply with the below safety requirements:

- No alcohol, drugs or smoking are allowed on site.
- Speed limit outside the loading bay is of not more than 10 Km/H.
- High visibility vest must be worn during the plant walk about.
- Visitor tag must be displayed at all times throughout the visit.
- The driver arriving at the plant must announce himself by the intercom at the main door or at the loading bay and wait until he is met by one of the site's representatives.
- The truck must be safely placed outside the loading bay area and the driver has to give the delivery documentation to the warehouse representative/s.

2. Package labeling

- All containers (porta-feeds, drums, bags, cases, other packaging materials etc.) must show:
- The raw material number, lot or batch number, weights and must be aligned with the paperwork.
- Lot or Batch numbers must be traceable to a manufacturing date.

- Where included weights must have gross, net and tare weights clearly shown and must match all paperwork.
- Labelling of hazardous goods must comply with current regulations.
- Where applicable expiry dates must be clearly defined on the labels.

3. Package Standards

- All packaging material must clean, sealed undamaged and labelled properly.
- Product labels must adhere to containers.
- Bags must be palletized and stacked straight, interlocked and shrink wrapped.
- Pallet must be of adequate strength to support material. No torn bags accepted or broken pallet.
- Containers must comply with current Packaging Regulations.
- UN packages must be used for dangerous goods.
- Packaging materials: pallets EPAL 80x120cm used in good condition.
- Raw materials: pallets EPAL 80x120cm or 100x120cm both used and in good condition.

4. MSDS

At first shipment, and at each revision, a copy of the Material Data Sheet (MSDS) must be sent to: luca.montebello@ecolab.com

5. Certificate of Analysis

When required the COA must include the following information:

- Company Raw Material Number
- Trade name and/or chemical name
- Purchase order number
- Plant address of Q.A. Laboratory
- Lot or batch number (Preceded by the word "lot" or "batch") – Ideally one lot or batch per shipment. Prior approval is required from Purchasing if the supplier cannot meet this requirement.
- RM production date
- RM expiration date (where applicable)
- Analyst name and telephone number (in case of problems with the shipment)
- Supplier name and address - Distributors must provide the name of the approved manufacturer on each COA



04.04.2022

Each required COA must be sent to raisa.bugeja@ecolab.com and can also be attached to the shipping papers in an envelope marked "COA" and accompany the shipment.

6. Site Access / Accesso al sito

Warehouse opening hours:

Monday – Friday: 6:00 a.m. – 10:00 a.m. & 10:30 a.m. – 2:30 p.m.

7. Send goods to / Invia merci a

MICROTEK MEDICAL MALTA (a division of ECOLAB)
Sorbonne Centre,
F20 TECHNOPARK,
MST3000 MOSTA,
MALTA