



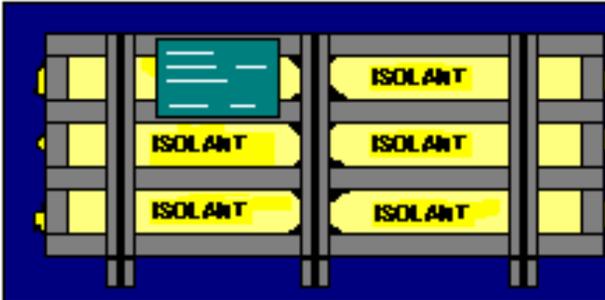
PACKAGING AND SHIPPING GUIDE

PART 15 — NON-RIGID INSULATING MATERIAL

NOTICE

Information contained in this document will in no way render the maritime transportation company responsible nor liable.

PACKAGING



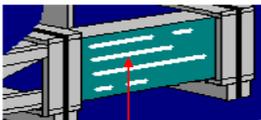
Non-rigid insulation is a weather-sensitive material that requires regular open crate type packaging, with additional precautions to better protect it from rain and water infiltration, resulting from accidental tears to its manufacturer's original polyethylene bags.

Additionally, it is advisable if the non-rigid insulating material bags are further compressed by the supplier, or sometimes as an additional service at the Marshalling & Packaging facility. This helps reducing sealift costs, since transport cost calculation for this type of cargo is based on volume.

An acceptable standard package (Cargo Unit) of non-rigid insulating material will include the illustrated features and the following components:

- 1) **Floor:** Made of 2" X 4" or 2" x 6" fir or spruce studs and 1/2" plywood surface, and secured on a pair of 4" X 4" wood skids. More skids are added as needed, depending on the size of the crate;
- 2) **Bags should be compressed** and pre-bundled in packages of two or more, to reduce the volume of cargo, hence reducing the sealift transportation cost;
- 3) **Polyethylene** wrapping of cargo before assembling the crate walls is strongly recommended, to add protection from water infiltration into the insulation bags, and this, despite the fact that the material is originally bagged by the manufacturer;
- 4) **Walls & top Structure:** Made with 1" X 6" spruce, and enforced as necessary with thicker wood pieces;
- 5) **Fastening:** the 3/4" metal straps are recommended, and nails used to assemble the crate must be of proper size and gauge.
- 6) A packing slip, with the type and quantity of content, is enclosed in a plastic envelope, and stuck on the front wall of the bundle.

LABELLING AND SHIPPING



DESTINATION: _____
CONSIGNEE: _____
WEIGHT: _____ Kg
VOLUME: _____ M³
PROJECT: _____

- 1) Self-adhesive shipping labels, or stencilling in dark ink on sized plywood surfaces, are applied on the front and back walls of each crate, listing the following information: destination, name of consignee, weight in kilograms, volume in cubic meters and name of project. (See ILLUSTRATION 2).
- 2) The timely delivery to the docks is very important for operations planning and the ship-loading processes. Therefore, the Carrier cut-off dates must be respected at all times by shippers.
- 3) A 24-hour advanced notice is required for the receipt of shipments at the Carrier's terminal facilities.

All shipments to designated maritime shipping terminals must include a shipping notice, per destination and per consignee. Shipping Notice forms are available under our Web site: www.arcticsealift.com

ILLUSTRATION 2