

## LOADING TIMES AND DEMURRAGE REGULATIONS AT GERMAN H&R DELIVERY SITES

(Appendix 1 on the conditions of purchase and transport valid for forwarding agents of liquid products)

### 1. Loading Times for Road Tanker - Loading and Unloading

H&R ChemPharm, Salzbergen (CPS)			
Order type	Weekday	Times of admission	
Goods dispatch (w/o customs)	Monday - Friday	06:00 - 18:00	
Goods dispatch (with customs)	Monday - Friday	06:00 - 15:00	No time frame after 15:00
Incoming goods	Monday - Friday	06:00 - 14:30	
H&R Wax & Specialties, Salzbergen (REF)			
Order type	Weekday	Times of admission	
Goods dispatch and incoming goods	Monday - Friday	06:00 - 21:30	
H&R Ölwerke Schindler, Hamburg-Neuhof (OWS)			
Order type	Weekday	Times of admission	
Goods dispatch (w/o customs)	Monday - Friday	06:00 - 18:00	
Goods dispatch (with customs)	Monday - Friday	06:00 - 15:00	No time frame after 15:00
Incoming goods additives	Monday - Friday	07:00 - 14:00	
Incoming goods additives	Monday - Friday	06:00 - 14:30	
Tudapetrol GmbH & Co. KG, Hamburg-Billbrook (TUD)			
Order type	Weekday	Times of admission	
Goods dispatch (w/o customs)	Monday - Friday	07:30 - 16:30	
Goods dispatch (with customs)	Monday - Friday	07:30 - 14:00	
Flexibag loading	Monday - Friday	07:30 - 14:00	
Incoming goods	Monday - Friday	07:30 - 17:00	

There is no loading and unloading on Saturdays, Sundays and public holidays. Site-specific exceptions are possible when agreed upon.

## 2. Logistic Contacts at H&R Loading Sites – Loading and Unloading

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## 3. Logistic Contacts at H&R Loading Sites – Road Tanker Scheduling Raw Material Supply

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#### 4. Assignment of Loading and Unloading Time Points for Road Tankers

- a. The loading time point should generally be determined one day before scheduled loading time, in written form preferably, with the responsible H&R dispatch departments (see persons in charge, point 2 and 3).
- b. Drivers, whose safety training of the site is older than one year, must carry it out before checking-in at the plant. For this purpose, additional 30 minutes at least are to be calculated. A registration for loading can take place only after successful safety training.

#### 5. Demurrage Regulations

- a. If one product is loaded/ unloaded, the valid loading time without demurrage is three hours, from two products, this loading time is extended by one hour for each loaded/unloaded product.
- b. Demurrage fees are remunerated pro rata for each commenced hour over the expected loading time with free demurrage. However, this is only the case if the tanker has checked into the H&R dispatch department before or at the agreed time. The loading time with free demurrage starts from the agreed loading timeframe at the earliest.

Unaffected here remains the forwarding agent's claim for demurrage which will expire if the loading timeframe is exceeded. Demurrage claims shall be made in writing to H&R within 2 working days after loading.

- c. H&R charges the forwarding agent EUR 50.00 for each commenced hour if loading timeframes are not observed by the forwarding agent.
- d. For collections made outside/without an agreed timeframe, the loading time is decided on by the H&R tanker management. This results in waiting times and incurred demurrage charges are not remunerated regardless of how long the tanker has to stay at the site.
- e. For any disabilities that are caused by the carrier, such as internal or external subsequent cleanings or night dryings, the demurrage claim ceases to exist.

#### 6. Costs for Restraints of the Loading Process

- a. As deviations can delay the procedure, H&R reserves the right to claim EUR 25 required for a new inspection as the tanker has to be re-cleaned by an external party.

#### 7. Services charged for unclaimed product quantities

- a. If a product is included as part of a contract and the amount stated in the loading order is not taken by the tanker, the difference in the amount (amount on loading contract – amount claimed) will be invoiced separately.
- b. Subsequent invoicing is made for amounts above 300kg.

#### 8. Incidents and Environmental Damages

- a. Product losses resulting from incorrectly closed tankers or by technical vehicle defects cause environmental damage at our sites. Dealing with and removing these damages involves considerable personnel and technical expenses. The incurred costs (depending on the work involved) and a flat-expense charge of EUR 1000 are charged to the forwarding agent.