

SORTING MANUAL

STANDARD RETURNABLE ASSORTMENT





Document type
Manual

Approved and issued by
OSPB – Packaging Assortment & Selection

Contact
@Packaging.AssortmentandSelection

Title
Standard Sorting Manual

File name
OSPB029 – Sorting Manual

Date
2024-04-25

Issue
6

Info class
Public

Page
2 (41)

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Changes from previous issue

Issue	Issue date	Changes
6	2024-04-25	The whole document has been reworked to create a structure that corresponds with the structure of Standard Assortment Catalogue – OSPB041 . The copy and information is clarified and there are illustrations instead of pictures.

The changes are shaded.

1. Purpose and background

This document, The **Sorting Manual** describes how the standard returnable assortment – Category 1 should be handled and maintained, this refers to:

- Sorting of the packaging material
- Washing of the packaging material
- Repair of the packaging material
- Recycling of the packaging material

1.1. Document structure

The **Standard Assortment Catalogue** aims to give a holistic overview of the standard returnable assortment, category 1.



Standard Assortment Catalogue

The **Sorting Manual**, describes how the standard returnable assortment should be sorted, washed, repaired and recycled.



Sorting Manual

The **Handling Guideline** describes how the returnable assortment should be handled and includes stacking and forklift handling.



Handling Guideline

Other specifications like bundling and distribution units of the standard returnable assortment are available in our system **PackIT** (Packaging Information Tool).



Packaging Information Tool

The handled and sorted packaging material is registered in **Nile**, a Scania packaging-system for reporting, which includes stocktaking and scrapping among other activities.



Nile

1.2. Organisational structure

OSPA – Packaging Network & Business Development – Responsible for the design and commercial agreement of the packaging network including external packaging handling centers.

OSPB – Packaging Assortment & Selection – Responsible for the packaging material specification (standard packaging category 1) including how it should be handled at breakdown and pool. Formal owner of “**Sorting Manual**”.

OLCP – Packaging Distribution & Control – Responsible for the operations at breakdown and pools.

1.3. Way of working

The **Sorting Manual** will continuously be updated, either due to new standard returnable packaging being introduced or any continuous improvement. There are two main drivers for updates:

A. Continuous improvement (Internal & External):

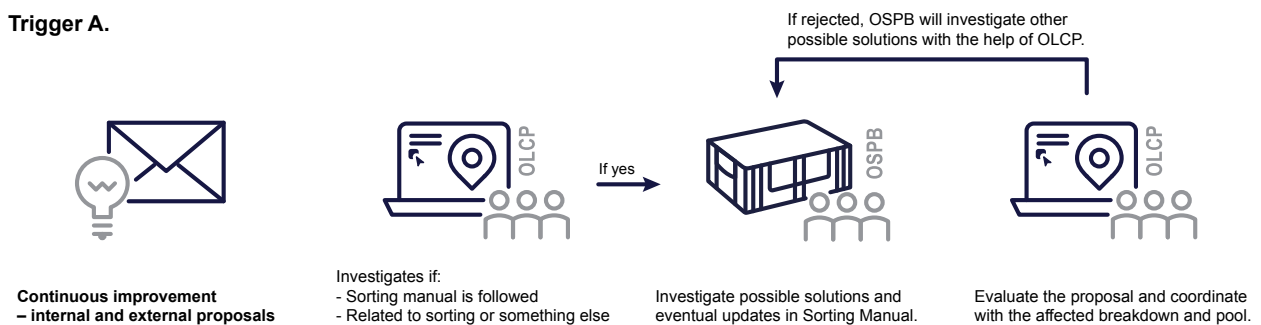
- A quality issue has been detected and an update in the manual is a potential solution.
- A new possibility to repair a certain packaging has appeared which needs to be added.
- There is a decreased need for washing, which is described in the manual.

B. Change in The Standard Assortment (Internal):

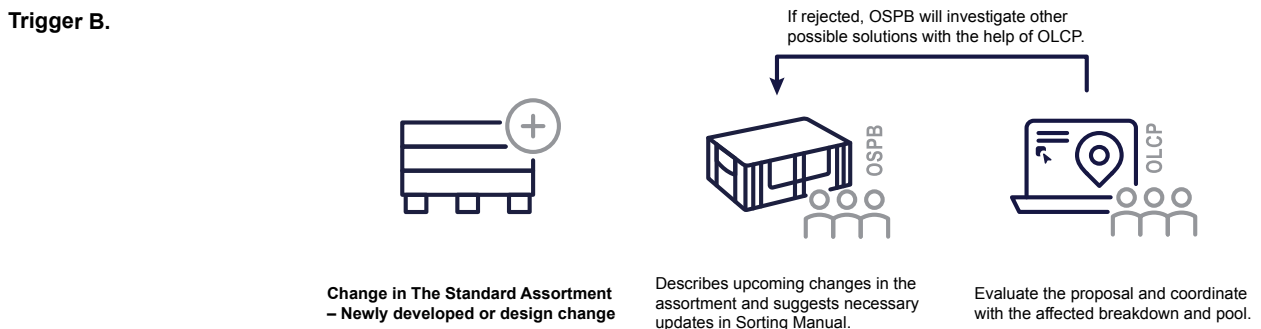
- A new packaging is developed and needs to be added to the sorting manual.
- An existing packaging is phased out and needs to be removed from the manual.
- The design of existing packaging is changed and triggers an update of the manual.

The process when updating the sorting manual depends on the first trigger. Whether it is a continuous improvement, like a quality issue or a change in the Standard Assortment, new packaging will be implemented. Regardless of what started the process, the last steps remain the same. When the solution has been approved, the process continues by requesting a price quote before deciding whether to update the sorting manual or not. If decided to update, the new price is added to the contract and a new issue will be created, when published the implementation is initiated.

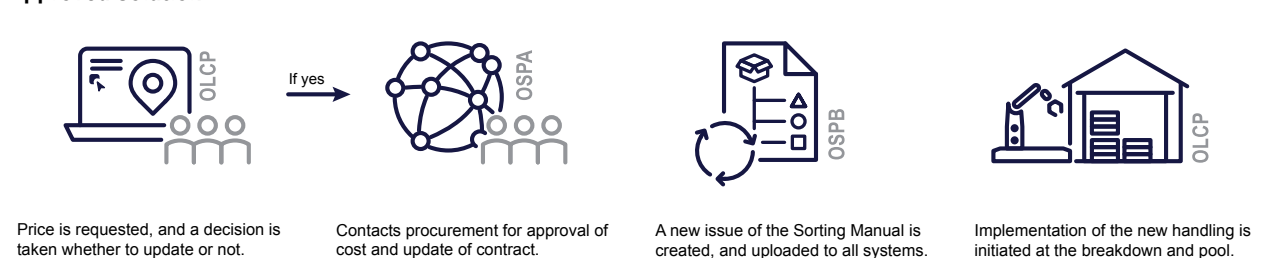
Trigger A.



Trigger B.

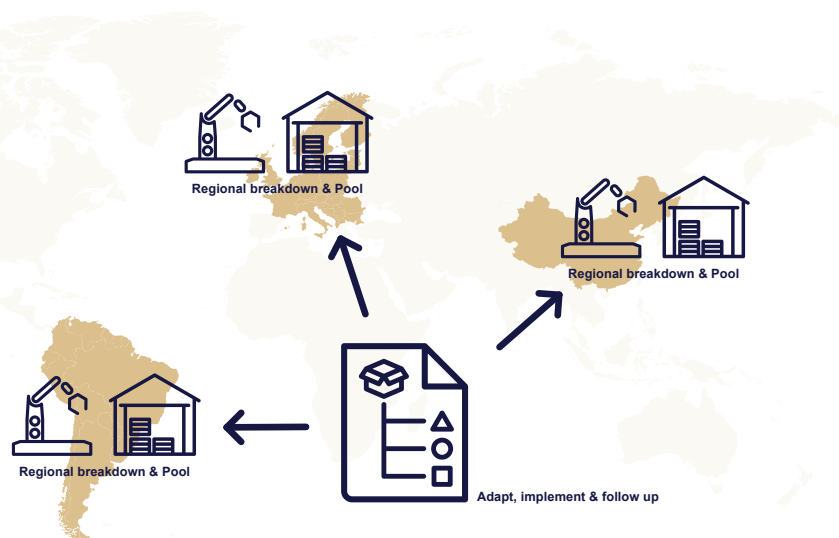


Approved solution



The **Sorting Manual** is a global document but needs to be adapted, implemented, and followed up per region (SEU, SLA and SAS) since conditions and business setup may vary between regions, for example:

- Repair of a wooden packaging may be profitable to execute in one region, but it may be the opposite in another region.
- The level of washing may vary depending on the climate or the ability to store the packaging protected from dust and dirt.



1.4. Sustainability and waste prevention

Once the packaging material is purchased and introduced into the packaging network, it needs to be maintained in order to fulfil quality demands as well as maximise its lifespan. For example, the plastic boxes and spacers are continuously washed to secure a certain degree of cleanliness and the wood packaging is repaired to extend its lifespan.

The waste prevention model is a fundamental part of managing an efficient packaging system. To have a smart use of resources does not only give a smaller ecological footprint, but it also comes with cost reduction as a benefit.

As a first step we need to identify and minimize all kinds of unnecessary use of resources. As well as, try to reuse our resources as much as possible. If combined with the possibility of repair we can extend the life of the resources. When the resource is considered as used, we must ensure that it can be material recovered. If the resource cannot be recycled, the second worst option is energy recovery. We strive to avoid and prevent our packaging from landfill.





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2. General requirements

This document states specifications and sorting demands for the standard returnable packaging assortment – category 1. Specifications for other packaging in open loops via breakdown and pool, is available on **PackIT** per MH-number including ownership, and how it should be packed.

All packaging material sorted out for recycling or washing must be registered in **Nile**, and the scrapped material should be recycled according to the agreement. Packaging material that fulfils quality requirements shall be bundled into correct distribution units according to instructions provided in **PackIT** for each MH-number. Complete distribution units should be labelled according to [STD4172-4](#) and strapped in accordance to [Handling Guideline – Standard Assortment](#), section 2 *Strapping of units*, available on Scania Supplier portal under Packaging Assortment.

2.1. Packaging quality

To ensure the right quality of the packaging material, the following statements should be complied:

- Packaging shall be intact, clean, safe and visually dry
- Old labels shall be removed - no readable labels
- Unit shall have correct bundling, strapping and labelling



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3. Plastic

General information about plastic packaging

Packaging that are visible clean can be sorted out and placed in a distribution unit. Unclean materials can either be wiped or washed. If covered in dirt, dust, or wet the packaging can be wiped. But if the packaging has other substances and dirt, for example oil that cannot be removed with a wipe it should be washed.

All types of labels and staples must be removed from boxes and spacers. If not possible to remove them, the packaging must be sorted out for recycling.

Cleanliness Requirements

No evidence of **oil, water, grease, dirt, paint, metal** and **wooden chips** or **other foreign matter** shall be permitted on the surfaces of the packaging material when inspection is made with the unaided eye. Random samples must be carried out throughout the whole process and documented daily to ensure that all requirements are met.

Washing directives

The following requirements shall apply to the washing of packaging:

- Minimum washing temperature: 55 °C
- Minimum washing pressure: 4 bar, with flat jet nozzles close to washed surface
- Washing agent: Water-based, alkaline (environmentally compatible)

Demands – documentation and expectation:

Information and documentation of the washing machine shall be shared:

- Replacement/cleaning of filter and filter replacement interval
- Type of washing detergent
- Calibration of washing temperature (not required in case of automated machine)
- Daily inspection/cleaning of machine
- Washing agent sampling interval/procedure
- Service to be carried out at least weekly
- Handling of packaging after washing

All washing performed on behalf of Scania shall be carried out using washing machines complying, as a minimum, with the above requirements. Exceptions from the above washing requirements may be approved, provided that the process complies with the cleanliness requirement. In this event, a written request describing the process shall be submitted to Scania for approval.



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3.1. Pallet Kit

- MH-1621
- MH-1622
- MH-1623
- MH-1612
- MH-1613
- MH-1614

Remarks:

- All parts of the plastic pallet should be visually clean.
- Due to the design of the lids, sleeves, pallets, and trays, cannot be washed and should therefore be wiped, until all visual dirt is gone.
- Wiping is done with a microfiber cloth and water diluted with dish soap.

Variants:

- The plastic pallets are created in kits, the MH-number of the kit is based on the MH-number on the sleeve, one kit consists of a lid, sleeve, tray and pallet. Since a kit consists of multiple parts (MH-numbers) the sorting criterias/demands are stated per part (MH-number).

MH-Kit \ Parts	Lid	Sleeve	Tray	Pallet	Replacement sleeve
MH-1612	MH-1714	MH-1612	MH-1715	MH-1716	MH-1512
MH-1613	MH-1714	MH-1613	MH-1715	MH-1716	MH-1513
MH-1614	MH-1714	MH-1614	MH-1715	MH-1716	MH-1514
MH-1621	MH-1728	MH-1621	MH-1727	MH-1726	MH-1521
MH-1622	MH-1728	MH-1622	MH-1727	MH-1726	MH-1522
MH-1623	MH-1728	MH-1623	MH-1727	MH-1726	MH-1523



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3.1. Pallet Kit

3.1.1. Lid

- MH-1728
- MH-1714

Remarks:

- Wiped until all visual dirt is gone.
- Wiping is done with a microfiber cloth and water diluted with dish soap.

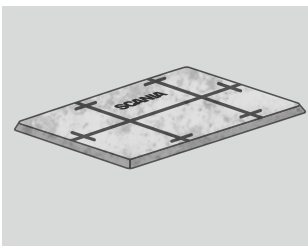
Wiping:

- Lids that are wet or visually dirty

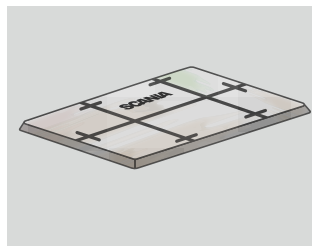
Recycling:

- In general any damage that affects the purpose of protecting the parts
- Damaged edges
- Holes and cracks on the top or the side
- Coverd with readable labels and sticky residue, that cannot be removed

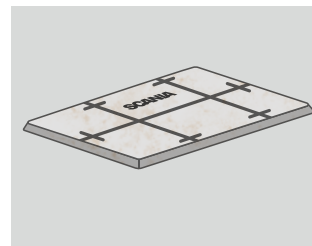
Washing:



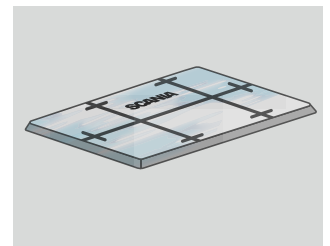
1. Visible dirt



2. Oil

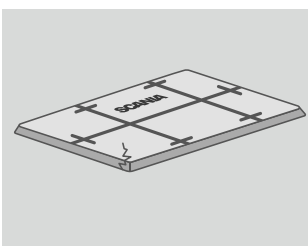


3. Rust & stains

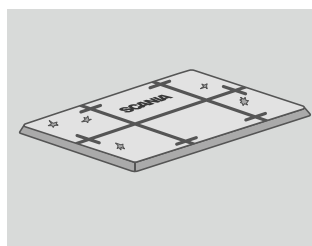


4. Wet

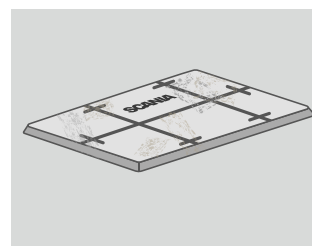
Recycling:



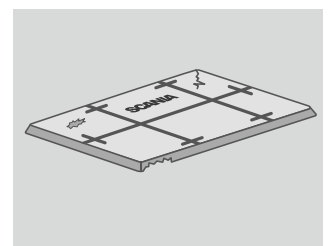
1. Cracked corner



2. Multiple holes



3. Labels/label residue



4. Multiple damages

3.1. Pallet Kit

3.1.2. Sleeve

- MH-1521
- MH-1522
- MH-1523
- MH-1512
- MH-1513
- MH-1514

Remarks:

- Due to the design of the sleeves they cannot be washed and should therefore be wiped, until all visual dirt is gone.
- Wiping is done with a microfiber cloth and water diluted with dish soap.
- If possible, staples should be removed

Wiping:

- Sleeves that are wet or visually dirty

Recycling:

- In general any damage that affects the purpose of protecting the parts
- Crack through sleeve, (not stable enough to uphold stacking weight)
- Dents and damages on corners
- Sleeves with damages on locking-hole
- Coverd with readable labels and sticky residue, that cannot be removed

Wiping:



1. Visible dirt



2. Wet

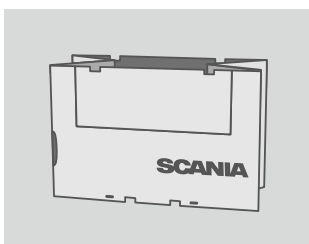


3. Dirt/dust

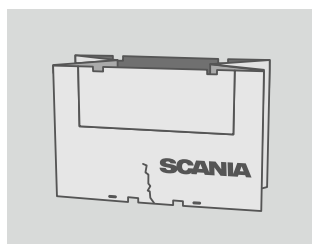


4. Oil

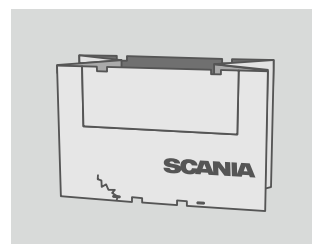
Recycling:



1. Damaged corner



2. Crack through sleeve



3. Damaged lock-pin



4. Labels/label residue

3.1. Pallet Kit

3.1.3. Pallet & tray

- MH-1726
- MH-1727
- MH-1716
- MH-1715

Remarks:

- All parts of the plastic pallet should be visually clean.
- Due to the design of the pallet and tray it cannot be washed and should therefore be wiped, until all visual dirt is gone.
- Wiping is done with a microfiber cloth and water diluted with dish soap.
- If possible, staples should be removed

Wiping:

- Pallet and/or trays that are wet or visually dirty

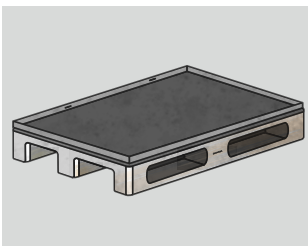
Repairing (tray):

- Damaged and broken trays can be changed, if the overall condition of the pallet is good. See separate description of changing the tray.

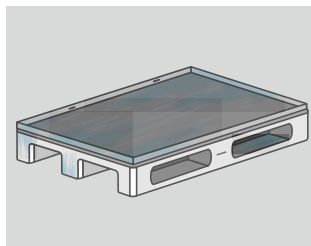
Recycling:

- In general any damage that affects the strength and stability
- Crack and damage through the runner
- Crack and damage through block
- Coverd with readable labels and sticky residue, that cannot be removed

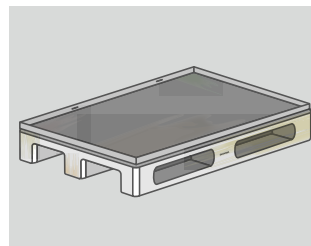
Wiping:



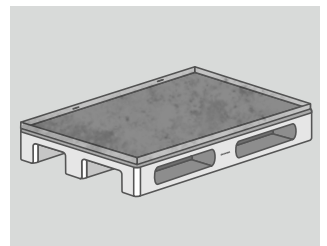
1. Dirt and stains



2. Wet

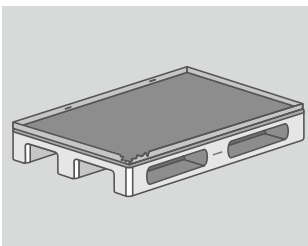


3. Oil

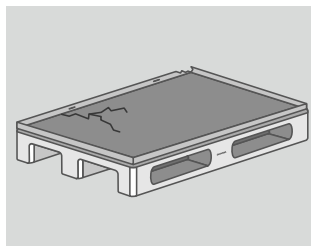


4. Dust and particles

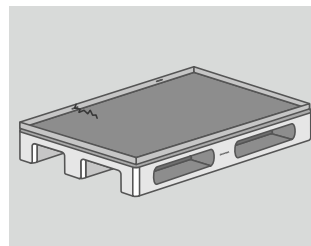
Repairing:



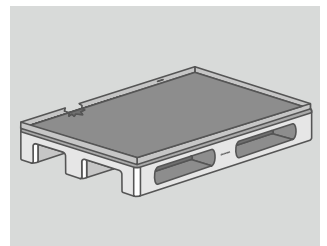
1. Broken tray corner



2. Cracked tray bottom

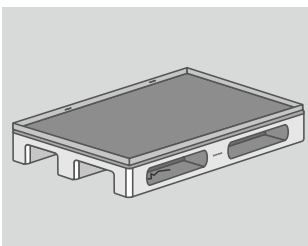


3. Cracked lock-pin

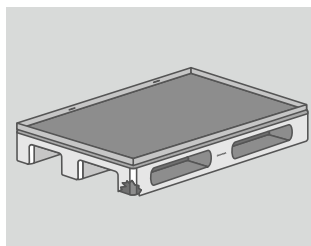


4. Missing lock-pin

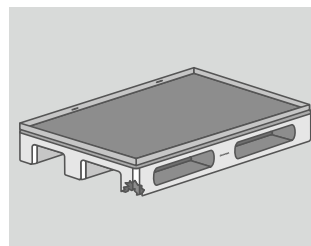
Recycling:



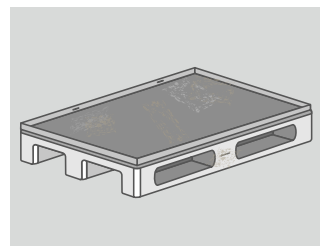
1. Cracked runner



2. Major outside damage



3. Both blocks damaged



4. Labels/label residue

3.2. Lid

3.2.1. Box lid

- MH-3148
- MH-4374
- MH-4375

3.2.2. Pallet lid

- MH-4319

Remarks:

- Washing is not applicable

Wiping:

- Lids that are wet can be wiped dry
- Visual particles that can easily be wiped off

Recycling:

- Damaged edges
- Holes and cracks in more than 3 places bigger than a thumb
- Label-adhesive residue on the inside
- Other substance like oil
- Coverd with readable labels and sticky residue, that cannot be removed

Wiping:

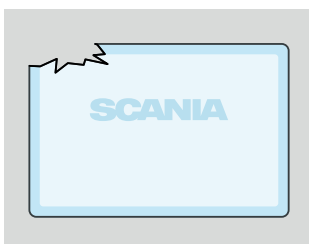


1. Wet

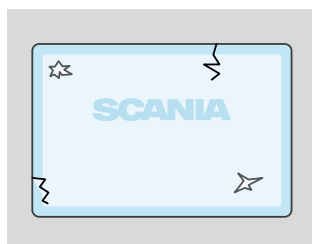


2. Dust

Recycling:



1. Damaged edge



2. Cracks and holes



3. Label residue



4. Oil

3.3. Box

3.3.1. Blue box

- MH-3147
- MH-4147
- MH-6147

Remarks:

- If possible, staples should be removed

Wiping:

- Visual particles that can easily be wiped off

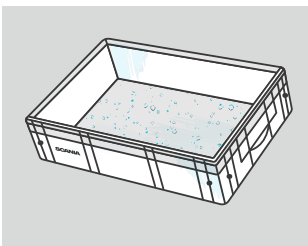
Washing:

- Oil, dirt and metal filings that cannot be wiped off

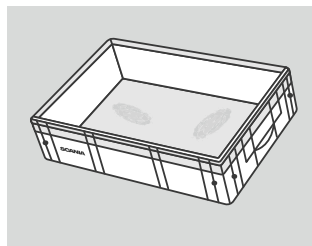
Recycling:

- Damaged edges and/or sides, holes and cracks
- Lost the original shape/or is twisted
- Labels and adhesive residue on the inside
- Metal filings, paint and other stains over a significant area which cannot be wiped off and will not disappear during the washing process
- Coverd with readable labels and sticky residue, remaining after wash
- Remaining staples which cannot be removed

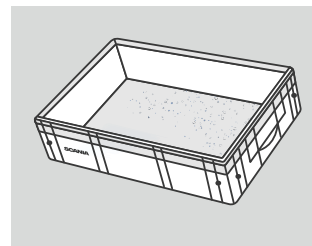
Wiping:



1. Wet

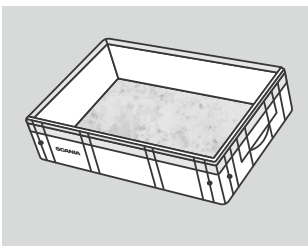


2. Dust, visual particles

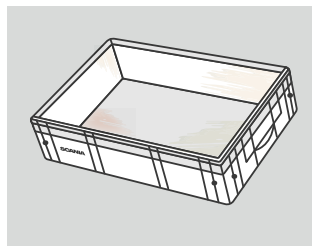


3. Flakes, visual particles

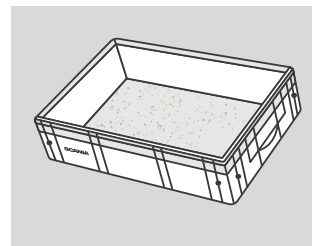
Washing:



1. Dirt

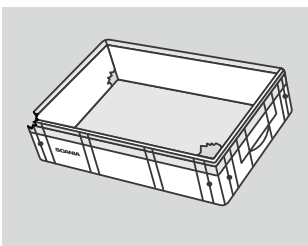


2. Oil

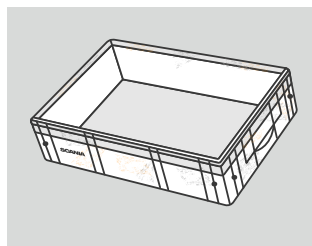


3. Metal filings

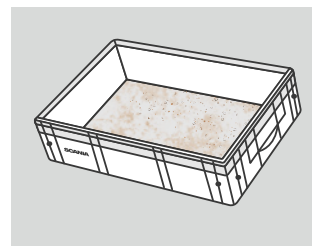
Recycling:



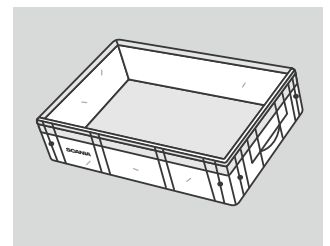
1. Damaged corner



2. Label residue



3. Rust



4. Staples

3.3. Box

3.3.2. Foldable box

- MH-0474
- MH-0475
- MH-0476

Remarks:

- Washing is not applicable
- If possible, staples should be removed

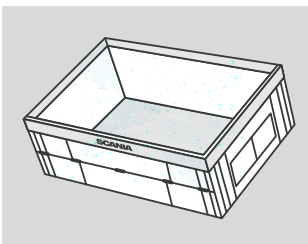
Wiping:

- Boxes that are wet can be wiped dry
- Visual particles that can easily be wiped off

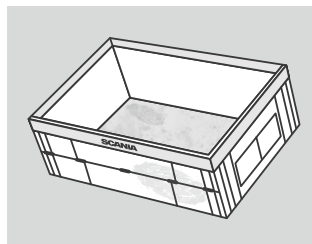
Recycling:

- Damaged edges and/or sides, holes and cracks
- Lost the original shape/or is twisted
- Labels and adhesive residue on the inside
- Stains over a significant area which cannot be wiped off
- Coverd with readable labels and sticky residue, that cannot be removed
- Remaining staples which cannot be removed

Wiping:

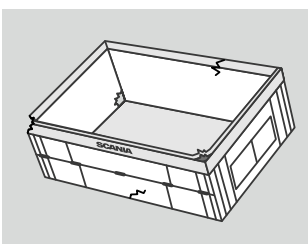


1. Wet

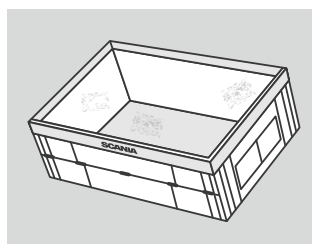


2. Dust

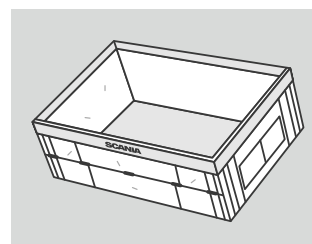
Recycling:



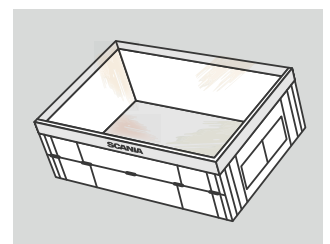
1. Damaged



2. Label residue



3. Staples



4. Oil

3.4. Spacer

3.4.1. Recycled, grey

- MH-0040
- MH-0050

3.4.2. Virgin, green

- MH-0140
- MH-0150

Wiping:

- Spacers that are dusty or wet
- Other visual particles that can easily be wiped off

Scraping:

- Cracks and scratch marks which has created an uneven surface
- Paint and/or other stains over a significant area that cannot be wiped off or does not need to be washed should be scraped

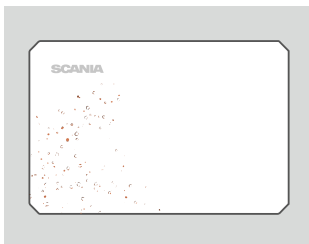
Washing:

- Oil, dirt and metal filings that cannot be wiped off

Recycling:

- Cuts, cracks and holes
- Lost the original shape, more than 30mm
- Metal filings, paint, rust and other stains over a significant area that cannot be wiped off and will not disappear during the washing process

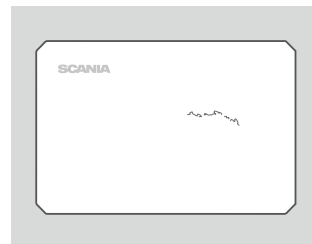
Wiping & Scraping:



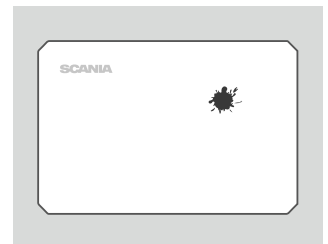
1. Visual particles



2. Scraping tool

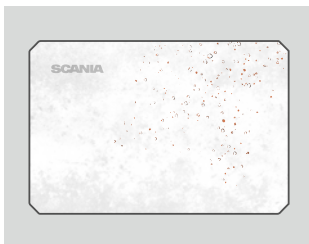


3. Uneven surface

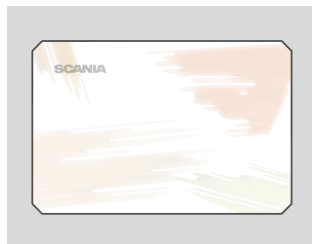


4. Paint

Washing:

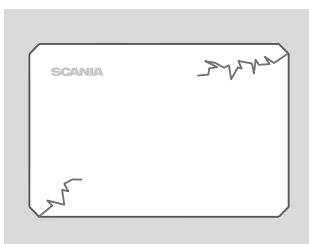


1. Dust



2. Oil

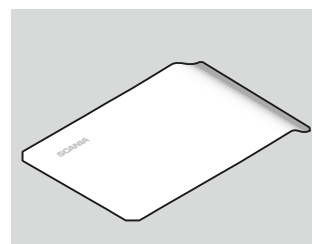
Recycling:



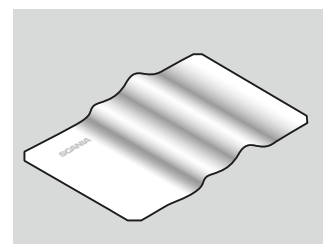
1. Cracked



2. Rust



3. Bent more than 30mm



4. Wavy, lost its shape

3.4. Spacer

3.4.3. Ribbed spacer

- MH-1977

Wiping:

- Spacers that are dusty or wet
- Other visual particles that can easily be wiped off

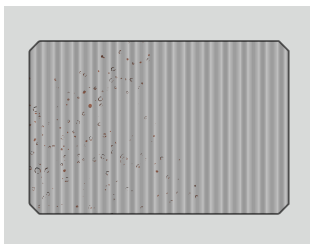
Washing:

- Visual particles and dirt like oil, and metal filings

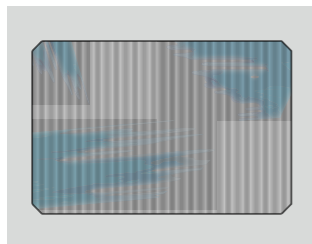
Recycling:

- Damage, cracks and holes
- Out of shape, cannot regain the original shape, more than 20%
- Surface damaged more than 10% by metal filings, paint, rust and other stains that will not disappear during the washing process

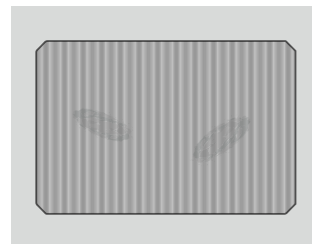
Wiping:



1. Visual particles

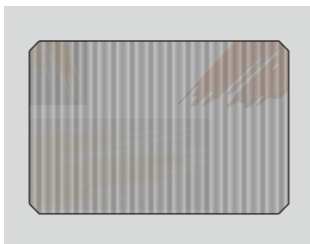


2. Wet

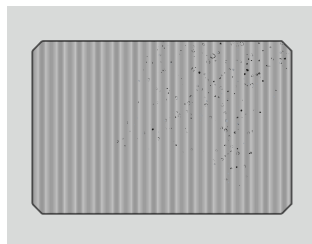


3. Dust

Washing:

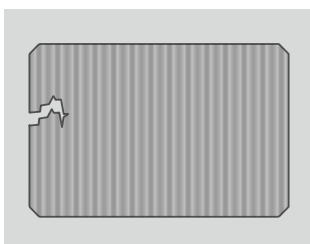


1. Oil

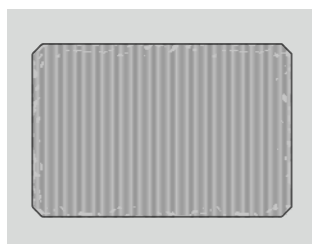


2. Metal filings

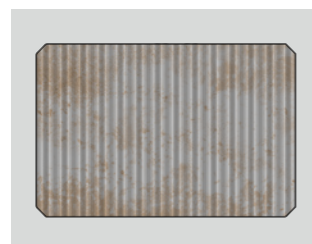
Recycling:



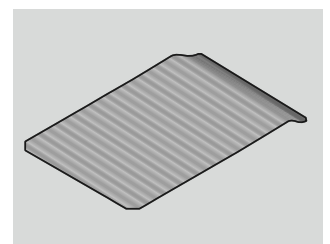
1. Cracked



2. Damaged



3. Rust



4. Out of shape

3.4. Spacer

3.4.4. Stuffed spacer

- MH-0145

Remarks:

- Washing is not applicable

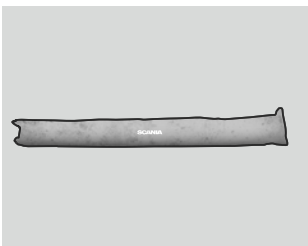
Wiping:

- Visible particles and dust
- Water

Recycling:

- Oily
- Large visual particles
- Rust
- Holes and cuts

Wiping:

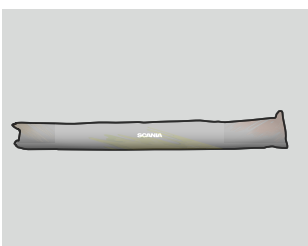


1. Dust



2. Water

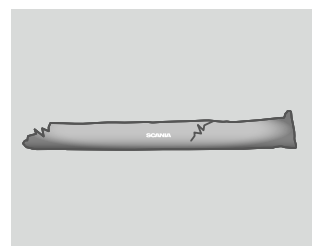
Recycling:



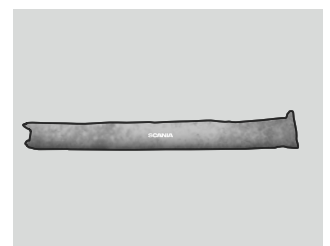
1. Oily



2. Rust



3. Holes



4. Dirt and dust

3.4. Spacer

3.4.5. SB-spacer

- MH-0166

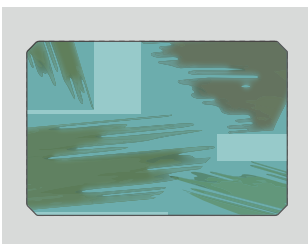
Remarks:

- Wiping and washing is not applicable

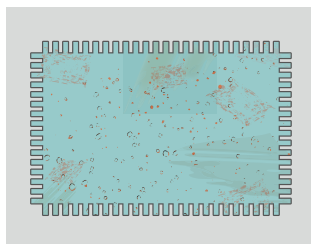
Recycling:

- Oily
- Large visual particles
- Rust
- Holes and cuts bigger than 10mm

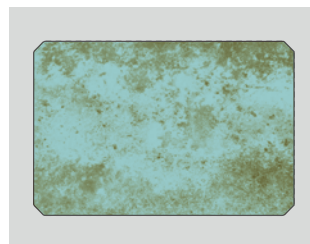
Recycling:



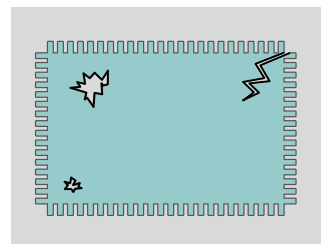
1. Oily



2. Dirt



3. Rust



4. Hole



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Manual
Approved and issued by
OSPB – Packaging Assortment & Selection
Contact
@Packaging.AssortmentandSelection

Title
Standard Sorting Manual
File name
OSPB029 – Sorting Manual
Date
2024-04-25

Issue
6
Info class
Public
Page
19 (41)

3.4. Spacer

3.4.6. Textile spacer

- MH-4201
- MH-4202
- MH-4203
- MH-5042
- MH-5043

Remarks:

- Wiping, washing is not applicable

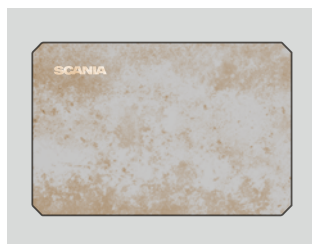
Recycling:

- Dirty, oily or wet on a significant area
- Hole or cut bigger than 5mm
- Damaged

Recycling:



1. Dirt



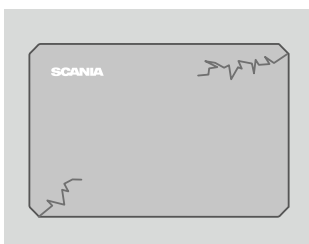
2. Rust



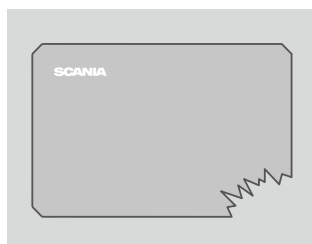
3. Wet



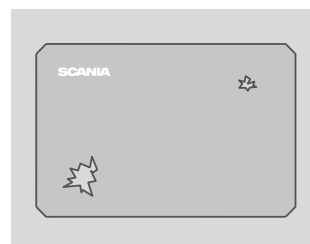
4. Oily



5. Cracks



6. Broken



7. Holes



8. Label residue

4. Wood

General information about wood packaging

All types of labels must be removed from pallets, collars, and lids especially barcodes and part numbers. When and if possible sharp protruding objects should be removed like nails, screws and staples due to safety reasons and part quality. Wiping and washing is not applicable to wooden material. Non-Scania packaging must be sorted out.

ISPM15 marking¹

The IPPC symbol derivates from ISPM15 - the regulation of wood packaging material in international trade, that describes phytosanitary measures that reduce the risk of introduction and spread of quarantine pests associated with the movement in international trade of wood packaging material made from raw wood.

Wood packaging material covered by ISPM15 standard includes dunnage but excludes wood packaging made from wood processed in such a way that it is free from pests (e.g. plywood).

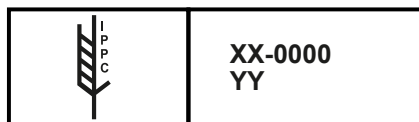
For the stamp (and accordingly the packaging) to be approved it must be:

- Legible = readable
- Durable and not transferable
- Placed in a location that is visible when packaging is used
- The mark must not be hand drawn

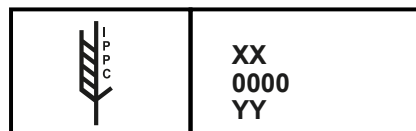
Other guidelines to be aware of:

- Variations in the IPPC-symbol are not accepted
- Each packaging (e.g. pallet or collar) shall have at least two approved stamps
- Different stamp-layouts that are approved, are stated below.

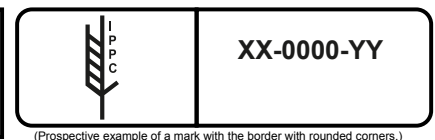
Example 1



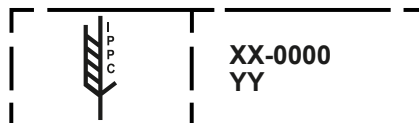
Example 2



Example 3

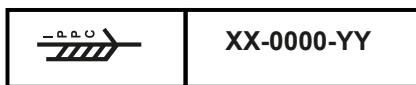


Example 4

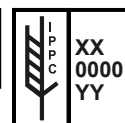


(Prospective example of a mark applied by stencilling; small gaps may be present in the border, and the vertical line, and elsewhere among the components of the mark.)

Example 5



Example 6



Repairing:

- All repairs should be done in accordance to the technical specification, damaged parts should be replaced by new ones. Securing new parts, nails shall be placed in the opposite fibre direction. Undamaged loose parts should be fixed with additional nails, e.g. loose blocks.
- Heat-treated wood used for the repair must be marked in accordance with the standard.
- In order to mark repaired wood a certification for legal permission is needed.
- If a unit of wood packaging material has had more than approximately one third of its components replaced, the unit is considered to be remanufactured. Remanufactured wood packaging material must have any previous applications of the mark permanently obliterated (e.g. by covering with paint or grinding). Remanufactured wood packaging material must be re-treated and the mark must then be applied anew in accordance with ISPM15 standard.

For more detailed information, please see linked standard.

¹ <https://www.fao.org/3/mb160e/mb160e.pdf>

4.1. Pallet

- MH-1705
- MH-1874
- MH-1875
- MH-1886
- MH-3180
- MH-7001
- MH-7010
- MH-7555

Remarks:

- Wiping and washing is not applicable
- Minor cracks on the blocks and/or deckboard are acceptable
- If deviating ISPM15-marking is noticed, sort out the packaging

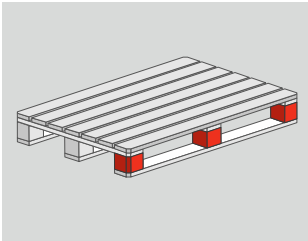
Repairing:

- Pallet with spare runner (pallet block will be red)
- Protruding sharp objects (safety risk or can damage parts)
- Broken, loose, twisted cracked and/or missing blocks
- Broken, loose and/or missing bottomboard or runner
- Broken, loose and/or missing deckboard

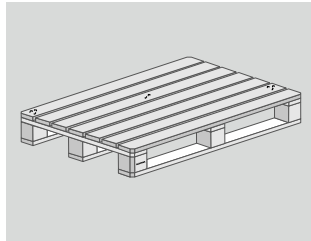
Recycling:

- Very dirty and/or oily
- Mold over a significant area
- Broken yokeboard
- Twisted, not square
- Non-Scania pallets
- Missing marking according to ISPM 15*

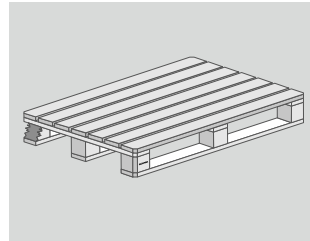
Repairing:



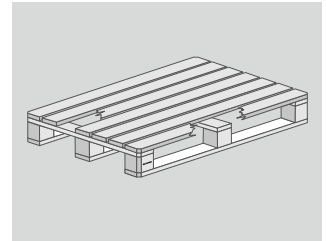
1. Spare runner



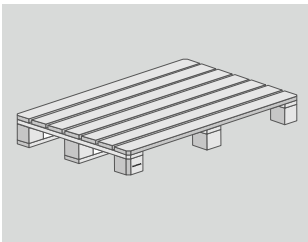
2. Protruding nails



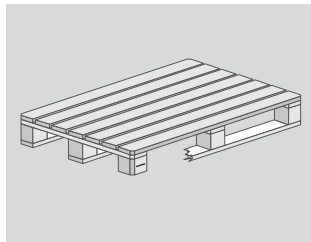
3. Broken block



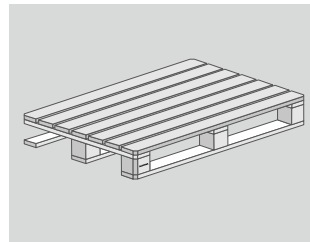
4. Broken deckboard



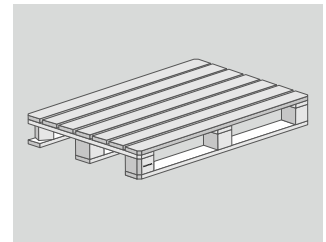
5. Missing runner



6. Broken runner

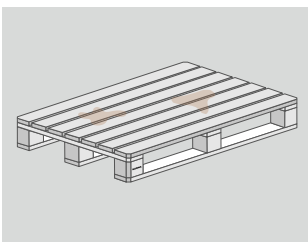


7. Missing block

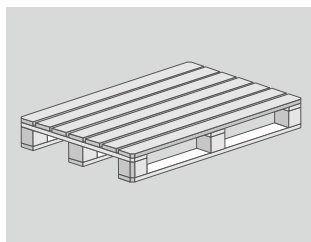


8. Twisted block

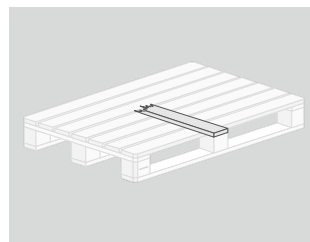
Recycling:



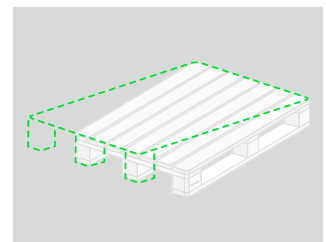
1. Oily



2. Non-Scania pallet



3. Broken yokeboard



4. Twisted, not square

* Regulation of wood packaging material in international trade.

4.2. Collar

- MH-1871
- MH-1872
- MH-1873
- MH-3181
- MH-7002
- MH-7011
- MH-7556

Remarks:

- Wiping and washing is not applicable
- If deviating IPPC-marking is noticed, sort out the packaging

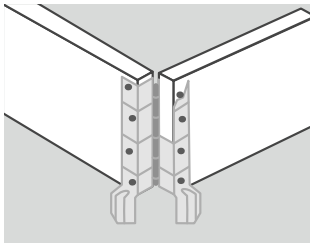
Repairing:

- Loose or damaged hinges
- Collars feel unstable
- Visible or protruding nails and screws (safety risk or can damage parts)
- Broken plank, or a cut that can lead to a crack eventually
- For folded collar, maximum overlap of planks (twisted hinge):
 - » 4-hinged collars: H-collar 15mm, E-collar 20mm
 - » 6-hinged collars: L-collar 30mm, S-collar 35mm, remaining sizes 40mm

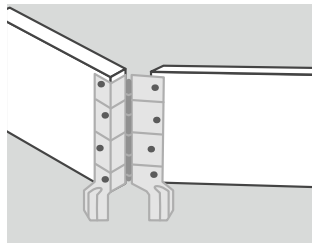
Recycling:

- Mold over a significant area
- Dirty/oily
- Very wet almost soaking wet, the material that will not dry
- Non-Scania collars
- Missing marking according to ISPM 15*

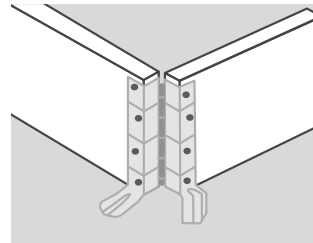
Repairing:



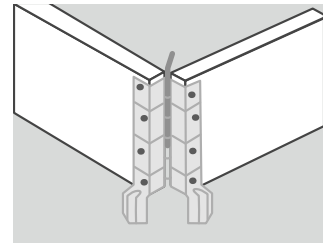
1. Broken hinge



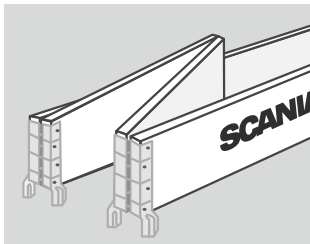
2. Bended hinge



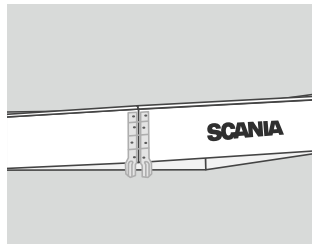
3. Bended hinge-foot



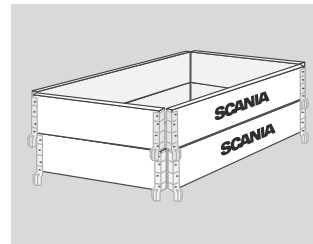
4. Loose sprit



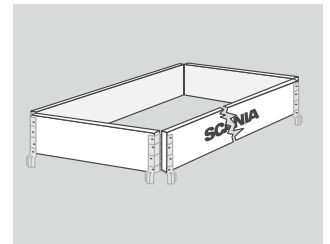
1. Twisted hinge



2. Twisted hinge

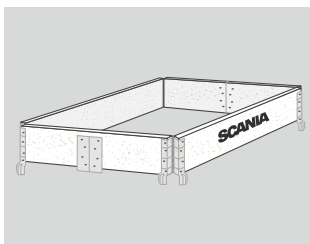


3. Collar too big

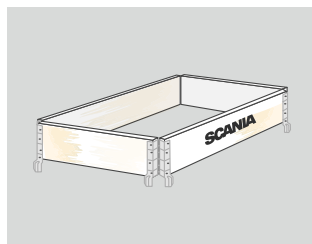


4. Broken plank

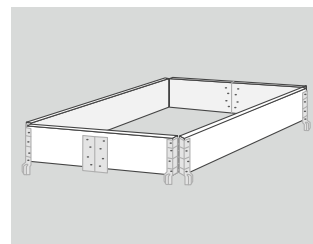
Recycling:



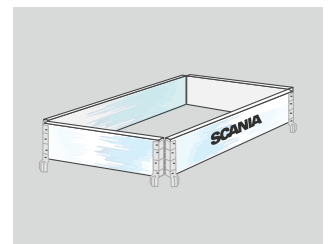
1. Mold



2. Oily



3. Non-Scania collars



4. Wet

* Regulation of wood packaging material in international trade.

4.3. Lid

- MH-7555
- MH-2318
- MH-2319
- MH-2370
- MH-3182
- MH-7003
- MH-7012
- MH-7557

Remarks:

- Wiping and washing is not applicable
- If deviating IPPC-marking is noticed, sort out the packaging

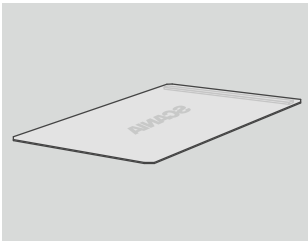
Repairing:

- Missing plank
- Broken plank
- Visible or protruding nails and screws (safety risk or can damage parts)
- Half of the lid is damaged, use the good side to create a smaller lid

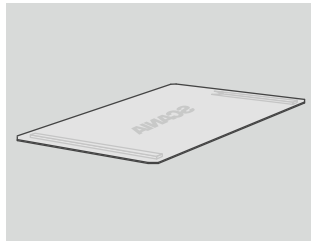
Recycling:

- Oil and/or dirt on more than 20% of the surface
- Cracks and damages that might risk water to get inside
- More than 2 damages left by straps on the edges which are more than 15 mm deep and 20 mm wide.
- Surface is damaged on more than 10%
- Mold over a significant area.
- Very wet almost soaking wet, the material that will not dry
- Non-Scania lids

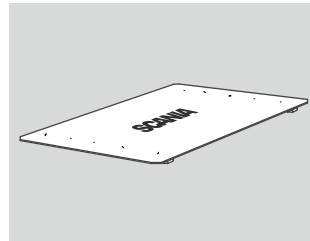
Repairing:



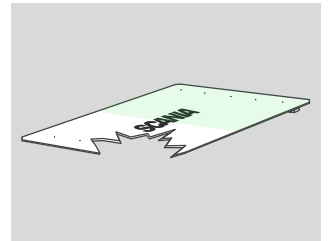
1. Missing plank



2. Broken plank

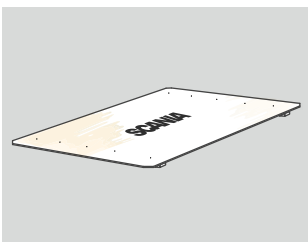


3. Protruding nails

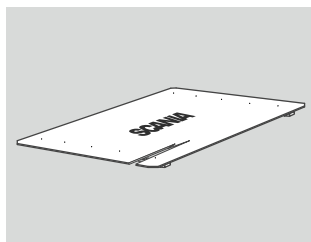


4. Damage on one half

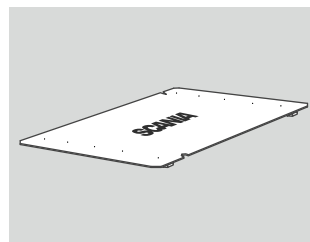
Recycling:



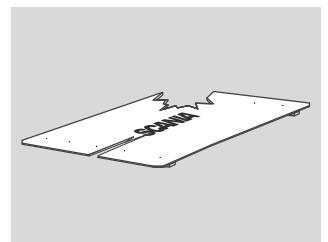
1. Oil and dirt



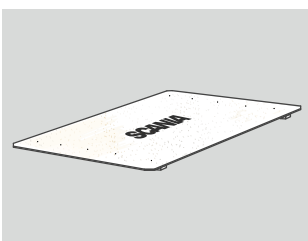
2. Cracks



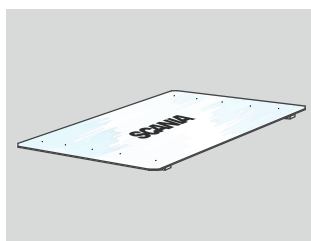
3. Damaged by straps



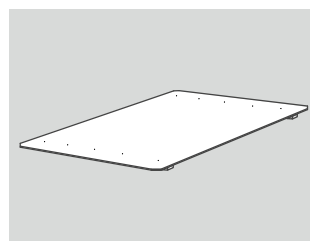
4. Surface damage



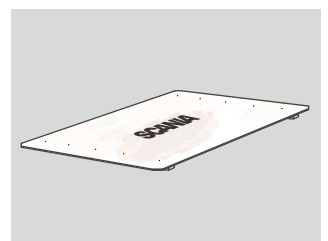
5. Mold



6. Wet



7. Non-Scania lid



8. Dirt and stains

4.4. Spacer

- MH-2955
- MH-4051
- MH-1866
- MH-1867

Remarks:

- Wiping, washing, or repairing is not applicable

Other defects:

- All type of protruding nails, screws and staples must be removed from wooden spacers. If not possible to remove all staples or removing is damaging the spacer, the spacer must be sorted out for recycling.

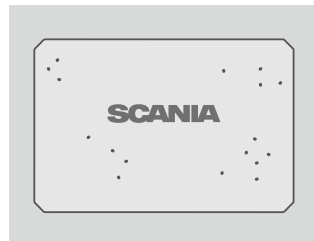
Recycling:

- Cracks which go straight through the spacer.
- Surface damaged by metal filings etc. on more than 20% of the surface
- Mold, oil, paint, rust and other stains on more than 20% of the surface
- Very wet almost soaking wet, material that will not dry

Defects:



1. Staples



2. Nails

Recycling:



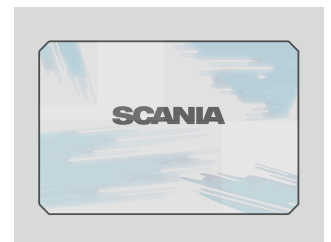
1. Cracks



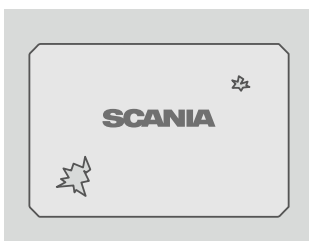
2. Damaged surface



3. Mold and stains



4. Wet



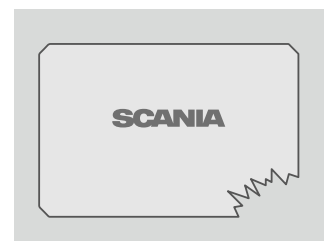
5. Holes



6. Rust



7. Oil



8. Broken

4.5. Block

- MH-1732
- MH-1737
- MH-1749
- MH-1753
- MH-1770
- MH-2466

Remarks:

- Wiping, washing, or repairing is not applicable
- If deviating IPPC-marking is noticed, sort out the packaging

Other defects:

- All types of protruding nails, screws, staples must be removed from wooden blocks. If not possible to remove all staples or removing is damaging the block, the block must be sorted out for recycling.

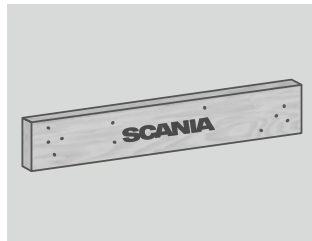
Recycling:

- Cracks which go straight through the block.
- Surface damaged by metal filings etc. on more than 20% of the surface
- Mold, oil, paint, rust and other stains on more than 20% of the surface
- Very wet almost soaking wet, material that will not dry
- Missing marking according to ISPM 15*

Defects:

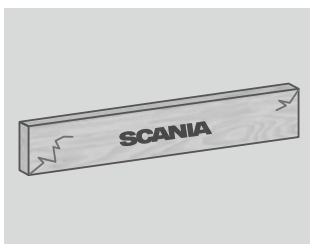


1. Staples



2. Nail

Recycling:



1. Cracks



2. Damaged surface



3. Mold



4. Wet



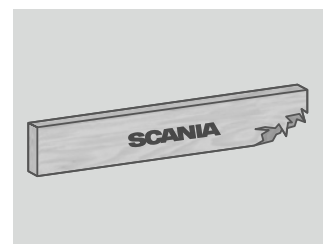
5. Stains



6. Rust



7. Oil



8. Broken

* Regulation of wood packaging material in international trade.



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5. Steel

General information about steel packaging

All repairs of steel racks and postal corners shall be done in co-operation with the owner and according to Scania agreement. All the units sorted for repair must be marked with a yellow label, SV 1929-01.

5.1. Pallet

- MH-1799

Remarks:

- Wiping, and washing is not applicable

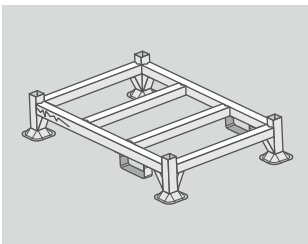
Repairing:

- Bars cracked and damaged
- Damages on structural parts
- Damages which can affect the strength
- The rack is crooked and in need of straightening
- Sharp edges, bent parts which are not safe to handle

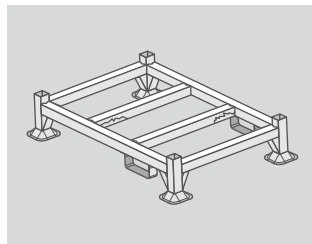
Recycling:

- Very bad condition, cannot be used and cannot be repaired

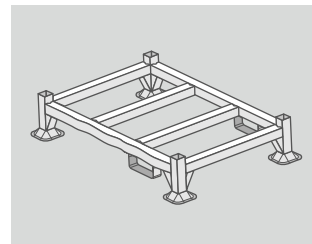
Repairing:



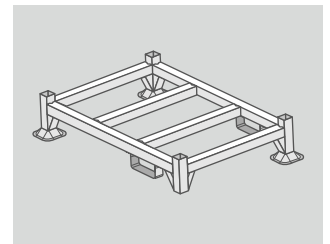
1. Cracked



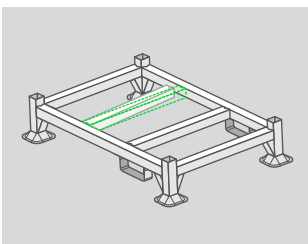
2. Cracked



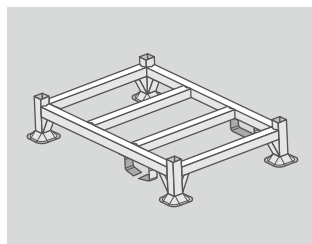
3. Wavy bar



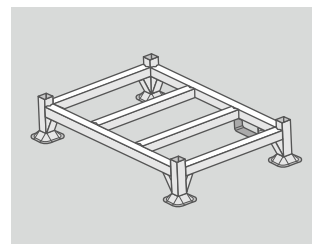
4. Missing foot



5. Broken middle bar



6. Broken fork-fixture



7. Missing fork-fixture



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5.2. Cornerpost

- MH-1794
- MH-1795
- MH-1796

Remarks:

- Wiping, and washing is not applicable

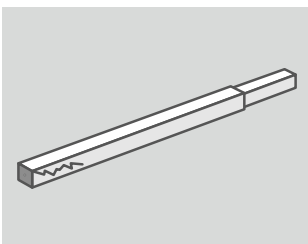
Repairing:

- Bars cracked and damaged
- Damages on structural parts
- Damages which can affect the strength
- Crooked and in need of straightening
- Sharp edges, bent parts which are not safe to handle

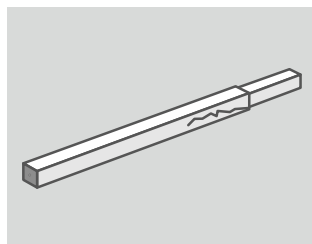
Recycling:

- Very bad condition, cannot be used and cannot be repaired

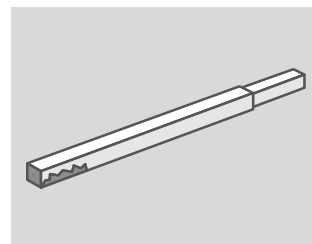
Repairing:



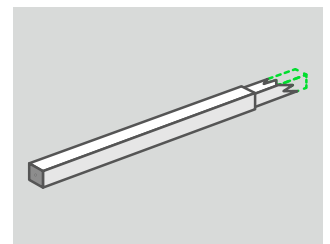
1. Cracked



2. Cracked



3. Missing piece



4. Missing piece



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5.3. Retainer

- MH-1825
- MH-1826
- MH-1827
- MH-1828

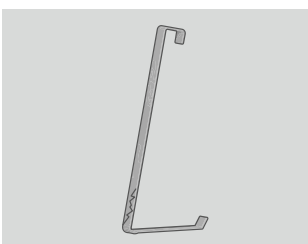
Remarks:

- Wiping, and washing is not applicable

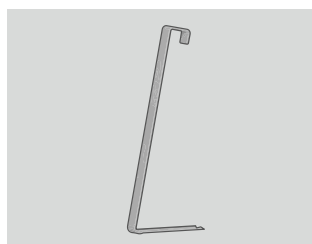
Recycling:

- Broken, cannot be used

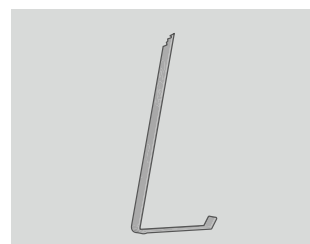
Recycling:



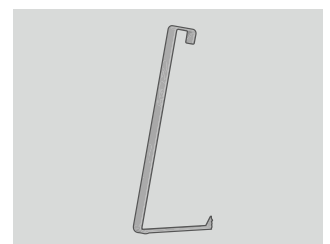
1. Cracked



2. Pallet-lock broken



3. Collar-lock broken



4. Damaged pallet-lock



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6. Other

General information about multi-material packaging

Since the spacers are made of multi-material, (cardboard and foam which cannot be separated) they cannot be recycled.

6.1. Foam Spacers

Remarks:

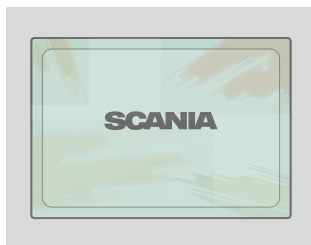
- MH-0240
- MH-0250

- Wiping, washing, or repairing is not applicable

Recycling:

- Two 50mm cuts at different places
- Cuts longer than 100mm
- Bent at 3 places and cannot regain the original shape
- At least five holes, each hole bigger than 10mm
- Hole bigger than 30mm
- Oil, paint, rust and other stains over a significant area, more than 20%
- Damaged damping over a significant area, more than 10%
- Out of shape, cannot regain the original shape, more than 40%
- Damaged and missing foam, at least 10% on each side

Recycling:



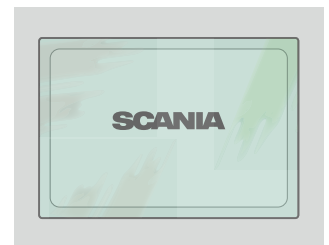
1. Dirty



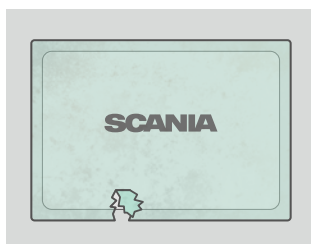
2. Rust



3. Wet



4. Oil



5. Broken foam



6. Crack/cut



7. Multiple small holes



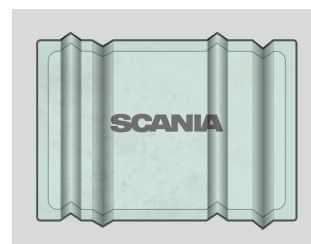
8. Big hole



9. Tear in foam



10. Missing foam



11. Bent



12. Indented

Annex A – Explanatory pictures

Pallet Kit, lid



1. Wipe, dust



2. Recycle, cracked



3. Recycle, damaged corner

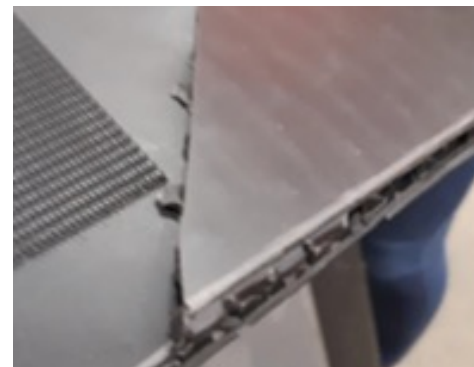
Pallet Kit, sleeve



1. Wipe, dust



2. OK, lock-hole intact

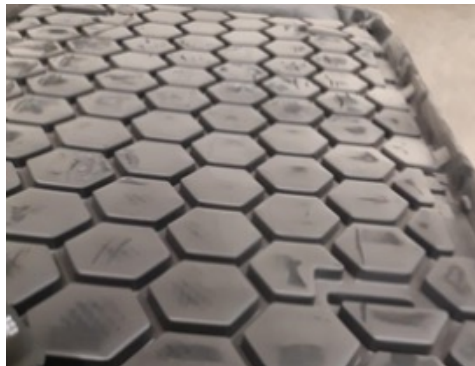


3. Recycle, cracked



4. Recycle, dented corner

Pallet Kit, tray



1. Wipe, dust



2. Repair, damaged corner



3. Lock-pins intact, if damaged repair

Pallet Kit, pallet



1. OK, innerblock intact



2. Recycle, innerblock missing



3. Recycle, large crack



4. Recycle, broken runner

Box



1. Wipe, visual particles



2. Wash, covered in dirt



3. Wash, label residue



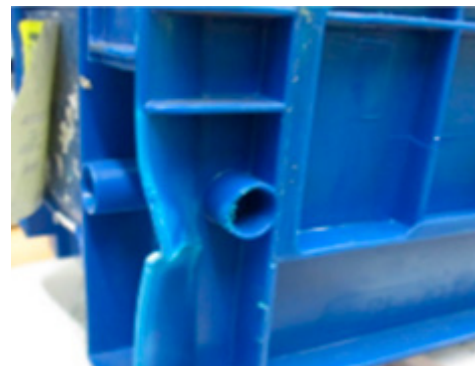
4. Wash, metal



5. Wash, readable label



6. Recycle, twisted



7. Recycle, damaged corner



8. Recycle, broken corner

Spacer



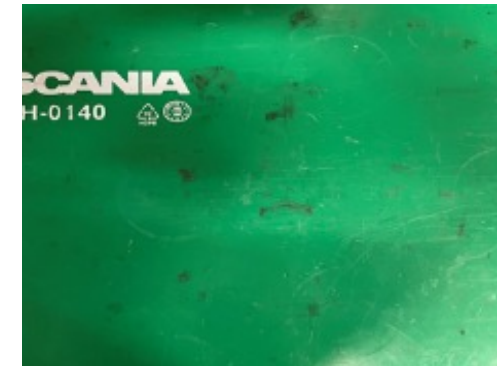
1. Wipe, visual particles



2. Scrape, uneven surface



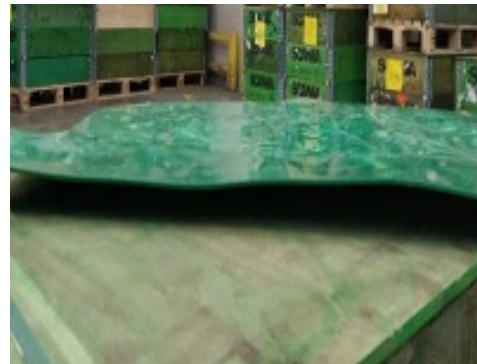
3. Scrape, paint/sticker



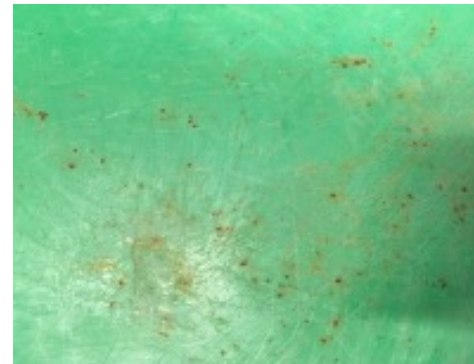
4. Wash, covered in dirt



5. Recycle, bent (lost its shape)



6. Recycle, wavy (lost its shape)



7. Recycle, rust

Spacer continued



8. Recycle, wet



9. Recycle, cracked



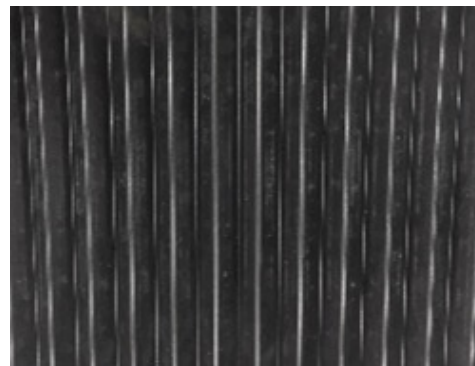
10. Recycle, rust



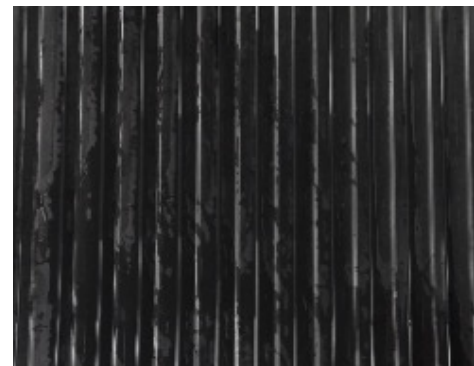
11. Recycle, oil



12. Recycle, hole



13. Wash, visual particles



14. Wash, oil



15. Recycle, cracked

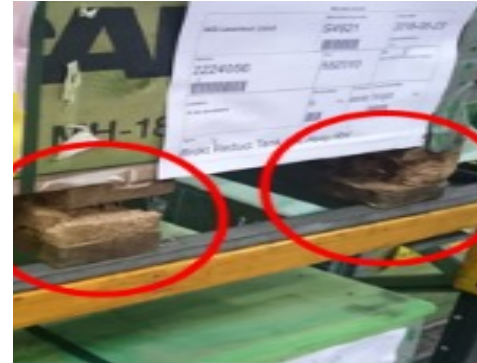
Pallets



1. Repair, loose block



2. Repair, cracked block



3. Repair, broken block



4. Repair, cracked block



5. Repair, broken runner



6. Repair, cracked plank



7. Repair, broken block



8. Repair, broken block

Collar



1. Repair, broken plank



2. Repair, unstable



3. Repair, sharp edge



4. Repair, loose rivet



5. Repair, cracked



6. Repair, bent hinge



7. Repair, bent corner

Lid



1. Repair, missing plank



2. Recycle, cracked



3. Recycle, mold



4. Recycle, damage



5. Recycle, strap-mark



6. Recycle, mold



7. Recycle, splintered

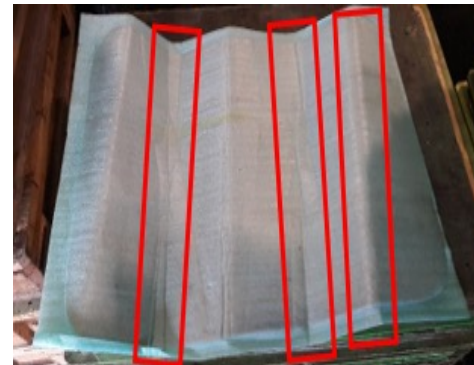
Foam spacer



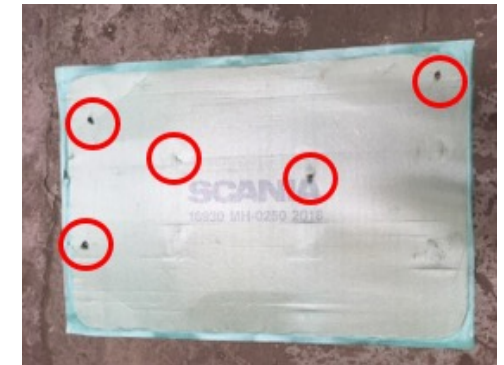
1. Recycle, 50mm cut



2. Recycle, 100mm cut



3. Recycle, bent



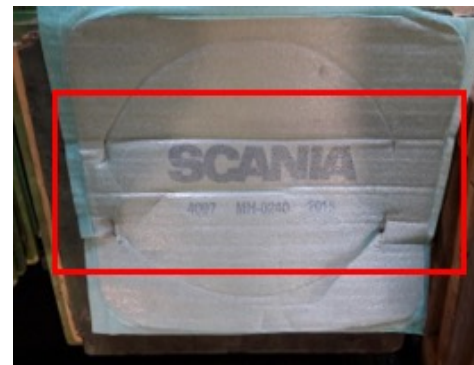
4. Recycle, 5 holes



5. Recycle, 30mm hole



6. Recycle, no damping



7. Recycle, out of shape



8. Recycle, missing foam



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Date
2024-04-25

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Informative change history

Issue	Issue date	Changes
6	2024-04-25	The whole document has been reworked to create a structure that corresponds with the structure of Standard Assortment Catalogue – OSPB041 . The copy and information is clarified and there are illustrations instead of pictures.

The changes are shaded.