

Minimum requirements for self-collectors (BULK transports)

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introduction

These minimum requirements for self-collectors constitute a key contractual basis for the transport of chemical products under purchase agreements concluded with Evonik Industries AG (and its affiliated companies) within European road freight and combined transport.

Evonik Industries AG and its affiliated companies place the highest importance on ensuring that products and raw materials are transported safely, in an environmentally friendly and sustainable manner, without compromising quality, and in accordance with customer requirements. The protection of people and the environment takes precedence over economic success.

The term "self-collector" refers generally to the customer collecting the goods, and specifically to any logistics service provider commissioned by the customer for collection.

These requirements apply to the transport of both dangerous and non-dangerous goods in European road freight, including combined transport. Pre- and post-carriage to/from seaports and airports is included.

Provisions that apply only to the transport of dangerous goods are marked accordingly.

Evonik expects all self-collectors to be familiar with and comply with all relevant legal regulations.

1. Vehicles, Containers and Additional Equipment

1.1 Vehicles, containers, and additional equipment provided for loading and unloading must be in technically sound condition, present a visually good impression, and comply with legal and regulatory requirements for the goods to be loaded.

1.2 Vehicles should be equipped with safety-enhancing systems (e.g. driver assistance systems), which must be activated during transport.

1.3 Vehicles should have anti-theft and anti-tampering features to protect against criminal acts (e.g. cargo theft, product damage).

1.4 Vehicles should be low-emission, noise-reduced, and climate-friendly.

1.5 Swap bodies and semi-trailers used in combined transport should be marked with the ILU code (Intermodal Loading Unit Code) as published by the UIRR (International Union for Road–Rail Combined Transport).

1.6 For planned Ro/Ro (Roll-on/Roll-off) transport, vehicles must be equipped with lashing points and suspension blocking devices to ensure safe securing on board and prevent shifting or tipping during sea transport.

1.7 For Dangerous Goods Only

Vehicles intended for loading dangerous goods are strictly inspected by Evonik in accordance with ADR subsections 7.5.1.1 and 7.5.1.2. Non-compliant vehicles will be rejected. This includes checks on the vehicle crew.

1.8 Windshields must be free of damage (e.g. chips, cracks). Damage in the driver's direct field of vision will result in rejection.



1.9 The driver's field of vision must be unobstructed (e.g. no hanging decorations). Failure to remove obstructions may lead to rejection.

1.10 For Dangerous Goods Only

Equipment required under ADR 8.1.4 and 8.1.5 must be complete, functional, and easily accessible. Inspection dates must be valid.

1.11 For Dangerous Goods Only

The required shovel must be metal or robust plastic with a handle, at least 100 cm long (or 55 cm for folding shovels). Small dustpans are not accepted.

1.12 For Dangerous Goods Only

Eye wash must be either a bottle of clear, still water or a specialized eye wash solution. Expired solutions are not permitted.

1.13 Containers or swap bodies must be properly locked using all corner castings (twistlocks). Alternative locking (e.g. front bolts and rear twistlocks for 40' containers on 45' trailers) is acceptable.

1.14 Vehicles marked or branded for food/feed transport will be rejected unless the goods are intended for the food/feed industry (e.g. feed additives). Clarification with Evonik is required in unclear cases.

1.15 For temperature-sensitive products, vehicles must be equipped with temperature monitoring and alarm systems.

2. Persons Involved in the Transport

2.1 The self-collector must deploy reliable personnel who are professionally trained for their tasks. Drivers must hold a valid driving license and, for dangerous goods, a valid ADR training certificate. If either document is expired or expires during transport, loading will be refused.

2.2 The self-collector must ensure that drivers are provided with all necessary knowledge and documentation to safely and competently carry out the assignment. This includes handling:

- Dangerous goods
- Vehicle technical systems
- Load securing equipment
- Loading aids
- Personal protective equipment (PPE)

2.3 Upon request, the driver must present all documents required under § 7b of the German Road Haulage Act (GüKG) to Evonik Industries AG (and its affiliated companies).

2.4 The self-collector must organize driver schedules to ensure compliance with legal driving and rest times.

2.5 Only the vehicle crew is permitted in the vehicle when entering Evonik premises. No unauthorized persons or animals are allowed.

2.6 All site-specific rules and instructions at loading/unloading points and Evonik's site regulations must be followed.

2.7 A zero-tolerance policy applies to alcohol and drugs (including cannabis) — both consumption and possession are prohibited.

2.8 The driver must always secure the vehicle against unintentional movement, e.g., using the parking brake or wheel chocks.

2.9 During loading/unloading, the vehicle crew must remain in or near the vehicle, but off traffic areas. Leaving the site requires official check-out with Evonik staff, and check-in upon return.

2.10 On Evonik premises, the vehicle crew must wear the following personal protective equipment (PPE) when leaving the vehicle:

- Full-body covering clothing
- Closed safety shoes (e.g., ISO EN 20345; no sandals or open clogs)
- Safety helmet (e.g., DIN 397)
- Safety goggles (e.g., DIN EN 166 or ISO 16321-1)
- High-visibility vest (e.g., ISO EN 20471)

If working on tanks/silos, fall protection must be used (e.g., harness per DIN EN 361). All PPE must be CE-marked and in good condition. Higher-grade PPE is permitted.

2.11 **For Dangerous Goods Only**

During loading/unloading of bulk liquids or solids, the following PPE must be worn:

1. Chemical protective clothing Type 6 (e.g., DIN EN 13034)
2. Closed safety shoes (ISO EN 20345)
3. Safety helmet (DIN 397 or higher)
4. Safety goggles (DIN EN 166 or ISO 16321-1)
5. For corrosive liquids: additional face shield
6. Chemical-resistant gloves (DIN EN 374)
7. Fall protection (DIN EN 361) when working at height

Personal protective equipment must bear the CE mark and be in apparent perfect condition. If no loading or unloading activities are carried out, only the personal protective equipment referred to in the previous point must be worn.

2.12 If a co-driver lacks a valid license or ADR certificate, a written confirmation from their employer must be provided. PPE requirements also apply to them.

2.13 Drivers should have basic knowledge of the local language or English. If Evonik staff determine that communication issues or lack of qualification pose a safety risk, loading may be refused.

3. Security

3.1 The authorization for pickup must be proven by the driver. The vehicle and all crew members must be identifiable, e.g., via official photo ID such as an identity card, passport, driver's license, or identification card. This is to prevent unauthorized persons from taking possession of the goods.

3.2 The self-collector must either be recognized as an Authorized Economic Operator (AEO) F or S, or provide Evonik Industries AG (and its affiliated companies), upon request, with a security declaration (e.g., the EU Commission's AEO security declaration template) confirming compliance with supply chain security requirements.

3.3 The self-collector commits to storing, handling, and transporting goods on behalf of AEO-certified entities only at secure facilities and transshipment points, to protecting these goods from unauthorized access during storage, loading, and transport and to ensuring that reliable personnel are used for these tasks.

3.4 To prevent smuggling of people or goods, the self-collector must ensure that transport units are regularly inspected for integrity and signs of tampering.

4. Safety, Environment and Sustainability

4.1 Departure Check: Before transport begins, the driver must check the operational safety, roadworthiness, and completeness of the vehicle's equipment. All required equipment must be carried on all vehicles used for the transport until the end of the assignment.

4.2 Safe transport routes should be selected, prioritizing highways and avoiding designated protected areas. Driving through or parking in residential areas is prohibited.

4.3 For Dangerous Goods Only

When parking vehicles carrying dangerous goods, the applicable regulations must be followed. Vehicles should be monitored and parked in secure locations.

4.4 Self-collectors are expected to comply with the internationally recognized minimum standards of the UN Global Compact and the core labor standards of the International Labour Organization (ILO).

4.5 All information and data provided must be treated as confidential.

5. Transport Documents / Accompanying Documents

5.1 Transport documents must be properly completed and carried along with all other accompanying documents.

5.2 Transport and accompanying documents, or their contents, must not be disclosed or handed over to third parties, except during official inspections by authorities.

5.3 Documents not related to the current transport must be kept separate from those that are.

5.4 For Dangerous Goods Only

All required documentation for the transport of dangerous goods (e.g., ADR training certificate of the driver, vehicle approval certificates) must be presented in original form.

5.5 For cross-border transport (to third countries or within the EU), the self-collector must provide Evonik Industries AG (and its affiliated companies) with the following:

1. For transport to a third country: Export proof in accordance with § 10 (1) No. 2 of the German VAT Implementation Regulation (UStDV).
2. For intra-community transport: Dispatch confirmation in accordance with § 17a (3) Sentence 1 No. 1 Letter a UStDV.

5.6 If dangerous goods documentation is presented in laminated form, this may lead to rejection of the vehicle at some Evonik shipping sites. To avoid this,

contractors are advised either not to laminate such documents or to confirm acceptance with the relevant Evonik shipping site in advance.

5.7 For Dangerous Goods Only

Before transporting products that meet the conditions in §35b GGVSEB, the self-collector must apply for routing determination according to §35a GGVSEB (or provide general provisions) and coordinate any application for a certificate of transfer according to §35 (4) GGVSEB with Evonik.

These documents must be submitted to Evonik upon request before transport and presented by the driver during regular operations upon request.

If the self-collector provides vehicles according to the exceptions listed in §35c GGVSEB, the corresponding proof of use of this exception must also be submitted and presented upon request.

6. Accidents / Damage / Loss

6.1 In the event of a transport incident or accident (e.g., personal injury, risk to persons, product leakage, environmental impact), the fire department and/or police must be notified immediately. Additionally, Evonik Industries AG (and its affiliated companies) must be contacted via the emergency number TUIS: +49 2365 49-2232, and the following information must be reported:

1. Name and company of the person reporting
2. Vehicle license plate and type
3. Location, time, and description of the incident; presence of police/fire department
4. Extent of product leakage
5. Number of injured/fatalities
6. Shipment details (order number, destination, carrier, freight forwarder)
7. Measures taken or initiated by the driver
8. Contact details for callback (name, address, phone, email)

9. If applicable, details of the appointed average adjuster (name, address, phone, email)

6.2 In some cases, a report may be required under ADR Section 1.8.5. Preparation of this report must be coordinated with Evonik.

6.3 Any visible transport damage or product loss must be reported immediately to Evonik Industries AG (and its affiliated companies), regardless of cause or responsibility.

6.4 In the event of an imminent or existing hazard during transport, the driver must immediately take all appropriate measures (while ensuring personal safety) to prevent danger to people, the environment, or the cargo.

6.5 If a product reaction occurs or is imminent during transport (e.g., temperature increase), product-specific emergency measures must be initiated immediately. Depending on the situation, the fire department and/or police must be contacted. Evonik must also be informed via the emergency number.

6.6 Damaged packaging containing products may only be transported further with explicit approval from Evonik. This is especially critical for dangerous goods, which must be transported in compliance with applicable regulations.

7. Management Systems / Audits

7.1 Self-collectors who transport products that are part of the food or feed production chain (this includes food and feed additives) are required to register with the competent authority as a feed business operator in accordance with Article 9(2) of Regulation (EC) No. 1831/2003 (Feed Hygiene Regulation), and/or to register as a food business operator in accordance with Article 6 of Regulation (EC) No. 853/2004 (Food Hygiene Regulation).

This registration must be presented to Evonik Industries AG (and its affiliated companies) upon request.

Annex 1: Bulk Transport Requirements

A.1.1 Technical Components

A.1.1.1 The self-collector is responsible for ensuring compliance with the following points. Responsibility for loading/unloading specifics is coordinated between the vehicle crew and local site personnel.

A.1.1.2 Vehicle equipment such as containers, discharge devices, pumps, hoses, fittings, and seals must be clean, dry, and odor-free, unless otherwise agreed for specific products.

A.1.1.3 Hose material must be technically and visually flawless, pressure-tested, and suitable for the product being transported.

A.1.1.4 Hoses used for specific products or product groups must be clearly labeled and used exclusively for those products.

A.1.1.5 For liquid products, stainless steel pressure tanks must be used (if suitable for the product), unless otherwise specified.

A.1.1.6 For Dangerous Goods Only

Required vehicle and tank approvals must be carried and presented upon request.

A.1.1.7 The minimum tank filling level required for dangerous goods (to prevent surge effects) must also be observed for non-dangerous goods. The self-collector must provide containers that comply with this.

A.1.1.8 The number of baffle plates (if present) must be communicated to Evonik personnel.

A.1.1.9 Dome covers, filling ports, and outlets must be labeled with the compartment number.

A.1.1.10 The exact volume of each tank/compartment must be clearly and permanently marked on dome covers and filling ports.

A.1.1.11 Devices (e.g., rings) must be present on outlets and dome covers for attaching product signs or seals.

A.1.1.12 All discharge devices must be tightly closed before loading, and all filling devices must be tightly closed after loading. Devices not used during the process must also be securely closed.

A.1.1.13 The equipment must be clearly marked with a functional grounding point.

A.1.1.14 Entry into tanks/containers is generally prohibited. If entry is necessary, all relevant safety regulations must be followed.

A.1.1.15 Drivers may only climb onto tanks/silos if they are wearing fall protection equipment and have been trained in its use.

A.1.1.16 Vehicles with tilting mechanisms must be secured against movement when the loading platform is raised.

A.1.1.17 The self-collector must inform Evonik about any electronic components (e.g., telematics devices) on transport containers so that explosion protection requirements can be assessed.

A.1.1.18 If tools are required to open/close dome covers, they must be non-sparking.

A.1.1.19 The driver must reliably inform Evonik loading personnel about the tank/silo capacity and maximum permissible load.

A.1.1.20 Flammable liquids must not be discharged using compressors.

A.1.1.21 For products requiring GMP+ certification (e.g., certain fillers or food/feed additives), tanks/silos that have previously carried prohibited substances (e.g., meat and bone meal) must not be used—unless they have been cleaned, disinfected, inspected, and recertified by an accredited inspection body. Proof of the last three loads (with IDTF numbers) and a cleaning certificate or previous product declaration must be presented before loading. Missing documentation may result in rejection.

A.1.1.22 Tanks/silos used for food/feed transport are generally not permitted for Evonik products unless the product is specifically intended for the food/feed industry. In unclear cases, Evonik's approval must be obtained in advance.

A.1.1.23 Seals and closures on cleaned tanks/silos may only be removed in the presence of Evonik personnel.

A.1.2 Cleaning Facilities

A.1.2.1 The self-collector is responsible for selecting a suitable and reliable cleaning facility.

A cleaning facility is considered suitable if it:

- Possesses the necessary permits (for operation and waste disposal),
- Performs cleaning and disposal in accordance with legal regulations and official approvals.

It is expected that the cleaning company:

- Commits to quality assurance measures, including timely inspection, maintenance, and repair,
- Employs qualified personnel, and
- Allows audits if necessary.

The self-collector is recommended to use only cleaning companies that:

- Have a valid SQAS assessment for tank cleaning facilities (SQAS Tank Cleaning), and
- Are members of the European Federation of Tank Cleaning Organisations (EFTCO).

A.1.2.2 Evonik Industries AG (and its affiliated companies) will provide the self-collector with product information (e.g., safety data sheets) upon request to ensure proper cleaning and disposal.

A.1.3 Proof of Cleaning

A.1.3.1 All cleaning stations are required to issue a cleaning certificate that clearly confirms proper cleaning.

A.1.3.2 The cleaning certificate, which may also be issued electronically, should meet the following minimum standards:

1. Continuous, unique numbering, technically protected against duplication and forgery.
2. The document must include:
 - Type of cleaning (e.g. using valid EFTCO codes),
 - Identification of the cleaning station (full address, fiscal and commercial details, and association membership if applicable),
 - Identification of the customer (contracting party),
 - Identification of the vehicle/tank,
 - Arrival and departure times of the vehicle,
 - Details of the cleaning process using standardized codes (tank, hoses, pumps, valves),
 - For each cleaned compartment: the last loaded product (technical name and UN number),
 - Condition of the tank interior after cleaning (dry, wet, etc.),
3. Signature of the cleaning manager and the representative of the contracting party (usually the driver).

Remark: Not binding: indication of the next load. The cleaning process is either completely pre-printed and marked with an "X" or printed completely after successful cleaning with the details of the steps carried out.

A.1.3.3 The cleaning certificate must be presented to the loading site before loading.

A.1.3.4 The electronic tank cleaning certificate (eECD), initiated by the European Chemical Logistics Information Council (ECLIC), will gradually replace the paper

certificate. Evonik encourages self-collectors to participate in this system (www.eclic.eu) and register as “Equipment Operator”.

A.1.3.5 The self-collector is liable for any fault caused by a cleaning company they have commissioned, as if it were their own.

A.1.4 Previous Load Confirmation

A.1.4.1 If tanks/silos are to be reloaded without cleaning (as agreed), the self-collector must ensure that a previous load confirmation is created and presented.

A.1.4.2 The previous load confirmation must include at least the following:

- Name of the contractor and carrier
- Vehicle, tank, and compartment number
- Product:
 - Chemical/technical name (not just trade name)
 - Dangerous goods class
- Reference number, date, stamp, and signature

These details may also be noted on the collection slip.

A.1.4.3 The electronic previous load confirmation (ePPL), initiated by the European Chemical Logistics Information Council (ECLIC), will gradually replace the paper version. Evonik encourages self-collectors to participate in this system (www.eclic.eu) and register as “Equipment Operator”.

A.1.4.4 The issuer of the confirmation must ensure that no contamination (e.g. dust, foreign particles, condensation) has entered the tank/silo after unloading and that the tank/silo is sealed when presented for reloading.

A.1.5 Inspection Before Loading

A.1.5.1 The self-collector must allow Evonik Industries AG (and its affiliated companies) to inspect the proper condition of the tank/silo and the filling and discharge equipment before loading