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Process Responsible	signed: Elke Karr	Department:	BT/LOG	Date:	2020-10-16
Approved by Owner	signed: Alexander Radtke	Department:	BT/LOG	Date:	2020-10-16
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1 Purpose and Description

This global guide describes logistics routing, packaging, labeling as well as full order handling requirements for deliveries to Bosch Building Technologies (BT). Failure to comply within this guideline will result in the excess transportation cost being debited back to the supplier.

2 Scope and Applicability

The scope of this document includes all suppliers independent on internal or external supplier, that deliver to Bosch locations:


- raw material components to manufacturing locations
- spare part components for after service
- buy-for-resale products to continental distribution center (CDC)
- components/product samples to engineering locations in design projects
- internal product shipments (Manufacturing Plant -> Central Distribution Center; Central Distribution Center -> Warehouse; Manufacturing Plant -> Warehouse)

3 BT Location Overview Matrix – Delivery & Invoicing


BT Location Overview - Delivery and Invoicing

Elke Karr BT/LOG

Land	Plant	legal entity	Location type	ship to address	goods receiving contact	goods receiving email	invoice/ bill to address	invoice/ bill to email
USA	Greer, Bosch Distribution Center SC (USA)	STNLSTDESTNA	Distribution Center, CDC	Bosch Security Systems, Inc. 140 Calliser Ridge Drive Greer, SC 29651 USA	Latasha Morton Phone: +1(402)467-6715	BT-CDC-AM-Inbound@us.bosch.com	NL: Bosch Security Systems BV, attn: Finance & Accounting, P.O. Box 80002, 5600 JB Eindhoven, The Netherlands US: Bosch Security Systems, Inc. 130 Perinton Pkwy, Fairport, NY 14450 USA DE: Bosch Sicherheits Systeme GmbH BLKR 6787, 1409 39004 Magdeburg DE	stna.accounts.payable@us.bosch.com AP@nl.bosch.com Kredforen_ST_Mb@de.bosch.com
USA	Lincoln, Bosch Security Systems Inc. NE (USA)	STNA	Manufacturing Plant	Bosch Security Systems, Inc. 8601 Cornhusker Hwy Lincoln, NE 68507 USA	Shirley Thornton Phone: +1(402)467-6715	BT-MP-LioP-Inbound (LioP/LOG)	Bosch Security Systems LLC, 130 Perinton Parkway, Fairport 14450 Fairport NY USA	stna.accounts.payable@us.bosch.com
Mexico	Nogales Hermosillo, Bosch Security Systems Inc. AZ (USA)	STNA	Manufacturing Plant	Bosch Security Systems, Inc. 1800 W La Guanja Road Nogales, AZ 85507 USA	Judith Romero +52(662)289-7339	BT-MP-HerP-Inbound (LioP/LOG)	Bosch Security Systems LLC, 130 Perinton Parkway, Fairport 14450 Fairport NY USA	stna.accounts.payable@us.bosch.com
USA	Lincoln, Bosch Security Systems Inc. NE (USA)	STNA	After Sales, ASA	Bosch Security Systems, Inc. 8601 Cornhusker Hwy Lincoln, NE 68507 USA	Laura LeBron Phone: +1(402)467-6516	AM-Inbound-ST-ASA@us.bosch.com	Bosch Security Systems LLC, 130 Perinton Parkway, Fairport 14450 Fairport NY USA	stna.accounts.payable@us.bosch.com
USA	Burnsville, Bosch Communication Systems MN	STNA	Supporting Office	Bosch Communication Systems, Inc. 12000 Portland Ave	Tom Herald Phone: +1(952)887-7430	BT-Office-Burnsville-Inbound@us.bosch.com	Bosch Security Systems LLC, 130 Perinton Parkway,	stna.accounts.payable@us.bosch.com

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USA	Fairport , Bosch Security Systems NY	STNA	Supporting Office	SouthBurnsville, MN 55337 USA Bosch Security Systems, Inc.130 Perinton Pkwy, Fairport, NY 14450 USA	Stacy NisbelPhone: +1(565)678-3352	BT-Office Fairport-Inbound (BT-FCM1-NA)	Fairport 14450 Fairport NY USA Bosch Security Systems, Inc.130 Perinton Pkwy, Fairport, NY 14450 USA	stna_accounts_payable@us.bosch.com
USA	Lancaster	STNA	Supporting Office	1706 Hempstead RdLancaster, PA 17601	Isaac Villanueva	BT-Office Lancaster-Inbound (BT-HSE-Lan)	Bosch Security SystemsPO Box 101561 Fort Lauderdale, FL 33310-1561	stna_accounts_payable@us.bosch.com
Netherlands	Tilburg , Bosch Distribution Center NL	STNLSTDESTNA	Distribution Center, CDC	Bosch Security Systems, c/o Panalpin, Jellinghausstraat 42, 5048 AZ Tilburg, NL	Inbound TeamPhone: +31(13)4640-040	ST-CDC-EHEA-Inbound@nl.bosch.com	NL: Bosch Security Systems BV, attn. Finance & Accounting, P.O. Box 80002, 5600 JB Eindhoven, The NetherlandsUS: Bosch Security Systems, Inc. 130 Perinton Pkwy, Fairport, NY 14450 USADE: Bosch Sicherheits Systeme GmbH BUKR 6787, 1409 39004 Magdeburg DE	stna_accounts_payable@us.bosch.com AP@nl.bosch.com mKredieren_ST_Mb@de.bosch.com
Czech Republic	Bor , Bosch Distribution Center, CZ	STNLSTDESTNA	Distribution Center, CDC	CTPark Bořnová Hospoda 22, 348 02 Bor - Nová HospodaGPS Coordinates: 49.7490556N, 12.7631939E	not named jet	BT-CDC-EM-Inbound@cz.bosch.com	NL: Bosch Security Systems BV, attn. Finance & Accounting, P.O. Box 80002, 5600 JB Eindhoven, The NetherlandsUS: Bosch Security Systems, Inc. 130 Perinton Pkwy, Fairport, NY 14450 USADE: Bosch Sicherheits Systeme GmbH BUKR 6787, 1409 39004 Magdeburg DE	Material: stna_accounts_payable@us.bosch.com AP@nl.bosch.com mKredieren_ST_Mb@de.bosch.com Freight: Finance.RBCZ@cz.bosch.com
Netherlands	Eindhoven , Bosch Security Systems B.V.	STNL	Supporting Office	Bosch Security SystemsKastanjelaan 4005616 LZEindhovenNL	Att: according the contact person on the paperwork	receiving contact to be used	NL: Bosch Security Systems BV, attn. Finance & Accounting, P.O. Box 80002, 5600 JB Eindhoven, The Netherlands	AP@nl.bosch.com
Overseas	Over-Inbound-Outbound-BT-MP @pt.bosch.com	Bosch Security Systems - Sistemas de Seguridad, S.A. Estrada Nacional 109/IC 1 - Zona Industrial	Portugal	Ovar , Bosch Security Systems S.A.	STPO	Manufacturing Plant	Perinton Pkwy, Fairport, NY 14450 USADE: Bosch Sicherheits Systeme GmbH BUKR 6787, 1409 39004 Magdeburg DE	AP@nl.bosch.com
Germany	Straubing , EVI Audio GmbH	STDX	Manufacturing Plant	Sachsenring 60Straubing, Bayern 94315 DE	Stephan BrandtPhone: +49(9421)706-343	BT-MP SabP-Inbound (SabPFLOW1)	EVI Audio GmbHPostfach 144839004 Magdeburg	-
Germany	ASA , EVI Audio GmbH	STDE	After Sales, ASA	Sachsenring 60Straubing, Bayern 94315 DE	Ulrich Rutsatz Phone: +49(9421)706-959	BT-ASA-EM-Inbound@de.bosch.com	EVI Audio GmbHPostfach 144839004 Magdeburg	-
Germany	Grasbrunn , Bosch Sicherheits Systeme	STDE	Supporting Office	Robert Bosch Ring 586630 Grasbrunn, Bayern, DE	Vasilopoulos Panagiotis+49(89)6290-1493	BT-Office Grasbrunn-Inbound (BT-FCM-Gr)	Bosch Sicherheitsysteme GmbHPostfach 140939004 Magdeburg	-
Germany	Aachen , Bosch Access Systems GmbH	STDE	Supporting Office	Charlottenburger Allee 50, 52068 Aachen	Gabi Roessler +49(241)8068-401, Jessica Lewandowski+49(241)6085-8-400	BT-Office Aachen-Inbound (BT-AI/PA)	Bosch Sicherheitsysteme GmbHPostfach 132939003 Magdeburg	-
Germany	Manching , LGI Logistics Group International c/o LGI Deutschland GmbH	BT-IE	IE Warehouse	LGI Logistics Group International c/o LGI Deutschland GmbHKönigsau 2 85077 Manching Germany	Christian KammPhone: +49 8459 3334-130Hubert Nagel (Manager WH) Phone: +49 8459 3334 150 Fax: - 190Mobile: +49 162 259 45 30	BT-IE Warehouse-Inbound (BT-IE/LOG)	Bosch Sicherheitsysteme GmbHPostfach 132939003 Magdeburg	-
Singapore	Singapore, Bosch CDC Pan Asia Logistics Singapore Pte LtdPanalpin World Transport (S) Pte Ltd	STNLSTDESTNA	Distribution Center, CDC	Robert Bosch (Saa) Pan Asia Logistics Singapore Pte LtdPan Asia Logistics ParkNo. 93 Tuas Bay DriveLevel 3, Singapore 637041	King TheAssistant Supervisor - Operations, Contract LogisticsT +65 6690 4920	Asia-Inbound-BT-CDC-CSO	NL: Bosch Security Systems BV, attn. Finance & Accounting, P.O. Box 80002, 5600 JB Eindhoven, The NetherlandsUS: Bosch Security Systems, Inc. 130 Perinton Pkwy, Fairport, NY 14450 USADE: Bosch Sicherheits Systeme GmbH BUKR 6787, 1409 39004 Magdeburg DE	stna_accounts_payable@us.bosch.com AP@nl.bosch.com mKredieren_ST_Mb@de.bosch.com
China	Zhuhai , Bosch Security Systems Ltd.	STCN	Manufacturing Plant	Local delivery: 20 Ji Chang Bei Road, Qingwan Indu. Est. SanzaoZhuhai, Guang Dong 51907 Overseas delivery: BOSCH (ZHUHAI) SECURITY SYSTEM CO., LTD. C/O NANQUANG LOGISTICS (HK) CO. LTD. UNIT A & B, G/F., KA TO FACTORY BUILDING, NO. 2 CHEUNG YUE STREET, CHEUNG SHA WAN, KOWLOONHONG KONG	Service Provider Pan Asia (TVS) Kannes Locanathan	BT-ASA-AP-Inbound@sg.bosch.com	Bosch (Zhuhai) Security Systems Co.Ltd. 20 Ji Chang Bei Road, Qingwan Industrial Estate, Sanzao Town, Jinwan District, 519041 Zhuhai, China. Attention: Finance Department	Standard invoice: AP.BTCN@cn.bosch.com Consignment: BTCNAP.Consignment@cn.bosch.com
Singapore	Singapore , Bosch ASAPanalpin World Transport (S) Pte Ltd	STNL	Alter Sales, ASA	KOWLOONHONG KONG Pan Asia Logistics Singapore Pte LtdPan Asia Logistics ParkNo. 93 Tuas Bay DriveSingapore 637041	Service Provider Pan Asia (TVS) Kannes Locanathan	BT-ASA-AP-Inbound@sg.bosch.com	Bosch Security Systems BV, attn. Finance & Accounting, P.O. Box 80002, 5600 JB Eindhoven, The Netherlands	AP@nl.bosch.com
Russia	Russia , FM Logistic TechNov	RBRU_STN_SEO	Sales Warehouse	Prizovoyemernaya Street, building 3142300 Lutovetskoe vilage, Tselikhov district, Moscow region, Russia	Irina Aksenova Iryukhina Marina (GSLOW43-RU1) Sameonov Evgeny (GSLOW43-RU3)Gabitashvili Avtandil (GSLOW43-RU1)	Inbound_Requests@ru.bosch.com	-	-
Australia	Australia , CSO	STAU_STN_SAO	Sales Warehouse	Bosch Logistic Centre158-194 Abbots RdDandenong SouthVIC 3175, Australia	Daveil Tony (GSLOG-AU GSL0I-AU)	Asia-Inbound-BT-CDC-CSO -Departmentmailbox.STLO G-API@sg.bosch.com	Bosch Security Systems Pty. Ltd.P.O. Box 5117Baulkham Hills, NSW 2153AUSTRALIA	stsales@au.bosch.com
Turkey	Turkey , CSO	RBRTR_STN_SET	Sales Warehouse	Bonded Warehouse:OMSAN				

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4 Order Communication Flow

4.1 Order Confirmation

Purchase orders electronically (EDI) issued by Bosch Security Systems have to be confirmed by Bosch supplier electronically within 48 hrs. via a Classic EDI connection or via Bosch EDI platform SupplyOn (www.supplyon.com).

Purchase orders issued by Bosch Security Systems via email or any other medium have to be confirmed by email to corresponding buyer's email within 48 hrs. including an attachment of an official order confirmation.

In case of supplier having issues to give a binding or need to give a deviating confirmation date according versus contractually agreed lead times, supplier immediately (latest 48 hrs. after order receipt) contacts the corresponding buyer's email and informs about reason for delay, measures to correct as well as expected solution date.

Delays of order confirmations as well as insufficient communication in the event of delays are recorded via logistical supplier complaints LOG-PLKZ and get included into Bosch- logistics -supplier -performance- rating.

4.2 Advanced Shipping Notification


Upon shipping, supplier sends immediately an Advanced Shipping Notification (ASN). The given standard via EDI or Bosch EDI platform SupplyOn (www.supplyon.com) has to be ensured and supported from supplier side.

Note:

In case of an exception that no EDI connection exists (temporary issues like system based problems, new set up, etc.), supplier send copies of all shipping (bill of lading, shipping notification, tracking information, invoice) documents to the corresponding buyer and inbound-address by e-mail.

Delays of order confirmations as well as insufficient communication in the event of delays are recorded via logistical supplier complaints LOG-PLKZ and get included into Bosch logistics supplier performance rating.

4.2.1 AB / LA ASN creation

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To create the correct estimated time of arrival (ETA) in the order confirmation it is absolutely necessary to collect **all relevant times** in the confirmation - either via classic EDI or Bosch EDI platform SupplyOn, to ensure a door-to-door time information.

- Pre-Carriage Time (from place of origin to Hub, Harbor, Airport, etc.)
- Transportation time (depending on chosen shipping mode based on forwarder information)
- On-Carriage time (from Hub, Harbor, Airport, Train station, etc. to final destination)

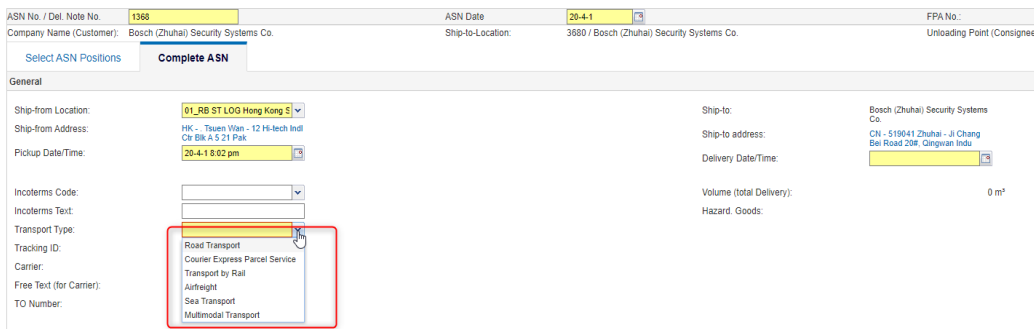
Note: The On-Carriage time can deviate for below locations.


mode of transportation	Tilburg	Greer	Singapore	Straubing	Zhuhai	Ovar	Hermosillo
Sea FCL	7	4	2	9	-	-	-
Sea LCL	8	9	3	10	-	-	-
Air Pallet	2	3	1	5	-	-	-
Train - FCL	-	n/a	n/a	n/a	-	-	-
Train - LCL	-	n/a	n/a	n/a	-	-	-

4.2.2 Mandatory Fields for ASN creation via Bosch EDI platform SupplyOn

To ensure a high data quality in SAP it is mandatory for external supplier to enter valid information in the ASN message. All yellow marked fields are mandatory.

- ASN NO/ Del Note NO: is by default filled, supplier is encouraged to replace this number by own reference (invoice number, packing list number, etc.)
- ASN Date: ASN creation date (automatically created on stage of creation)
- Ship from Location: selection has to be done by vendor to choose the right location
- Pick up Date, time: important field to document start of transportation time
- Delivery / Date Time: expected delivery date based on the calculated total door-to-door days.
- Quantity: ensure the correct quantity is mentioned in the ASN
- Part number: ensure the correct material number is mentioned in the ASN



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5 Billing of Orders/Invoicing

Depending on legal entity, please send your original invoice via Email to the listed attention that is on the purchase order as bill-to address.

Note: In Germany, the physical invoice has to be sent to the listed postal address on the order or sent via E-invoice, provided via SupplyOn

Find all details in the [Location Overview Matrix](#).

6 Transportation / Shipping

6.1 Default Shipping Method

If not contractually or with your logistic partner agreed differently, the following default shipping methods apply:


General statement:

- Avoid Airfreight as much as possible!
- If Airfreight is inevitable, an approval prior to uplift is required!

Expedite shipping or other special considerations require authorization by Bosch buyer on individual basis.

6.2 Booking Reservation

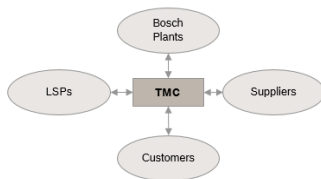
It is the supplier's responsibility to contact corresponding forwarder or agent one week prior, or as agreed with the forwarder or agent to shipment being ready; contact the corresponding forwarder or agent for full instructions to start the pre-booking process and to have a pick up scheduled within 48 hours of the requested pick up date.

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6.3 Shipments via Bosch Transport Management Centre TMC

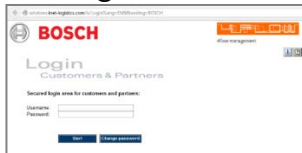
All relations, booked and organized with/via TMC, there will be a reversal of all lanes. As long as the reversal is not coordinated finalized with the individual supplier side, following procedure has to be followed.

For certain relations Bosch is using TMC to organize shipments.



If the Supplier is connected and set on TMC, the pre-booking process has to be done via **Transport Management System (TMS)**. All time relevant actions are not deviating from other procedures, see also **5.2 Booking reservation**.

TMS login:

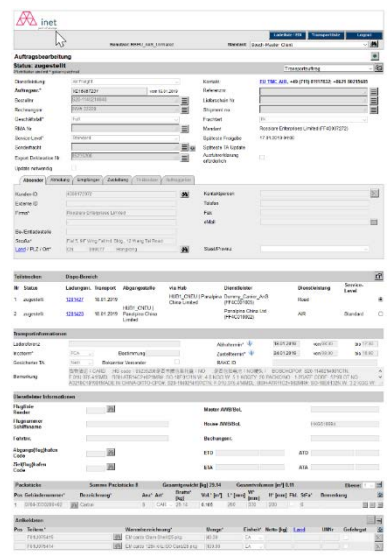



<https://solutions.inet-logistics.com/ls/Login?Lang=EN&Branding=BOSCH&SystemLoginId=INETIDP>

6.3.1 TMS process steps

One day prior to the shipment:

1. Entering all mandatory data in TMS
2. Clarify pick up details via email
3. Preparation pick up
4. Pick up +1day



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6.4 Forwarder Selection

BT is using for the majority of all shipments global, available contracts, which are agreed between our global service team GS/PUI and the Forwarder side.

In addition, there are some BT individual contracts available for defined relations or routes.

6.4.1 Global Forwarder Contact Window Matrix

Most of the logistic service provider (LSP) do have regional contact windows. Select the forwarder and you can find all regional contacts to declare the freight.

If you need details, as external supplier, please ask for support from your BT contact window.


Forwarder Contact Window Matrix

Forwarder	Region
AACC SINBAD GROUP	Africa
B.A.S.LTD	Asia Pacific
CEVA Logistics	Europe/Middle East
DB Schenker	Global
DHL Forwarding	North America
DHL Logistics	South America
DSV	(Leer)
Expeditors	
F.C. (Flying Cargo) Int'l T...	
Fedex	
GEODIS	
Kuehne + Nagel	
Nippon Express	
Senator International	
time-matters GmbH	
LPS	
(Leer)	

6.4.2 Forwarder Selection Matrix

Please always check if you downloaded the most actual forwarder selection matrix from the supplier info portal (find the link in 7.1) - all main relations are mention with the actual contracted Forwarder for the different shipping modes. Depending on the freight, the supplier has to go in contact with the mentioned LSP.

If you need details, as external supplier, please ask for support from your BT contact window.

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The actual version is always available as download directly on the Supplier Platform or on Bosch Connect – below overview is only an example.

Inbound Forwarder Selection: Sea / Air

approval for airfreight prior to uplift is mandatory.

Relation			Sea	Air		
from	to		FCL / LCL	Standard	Parcel	
Departure Country / Region	Dest. Country	Dest. City	Sea FCL / LCL	68 kg>150 lbs	kg< 149	contact window
AL, AT, BA, BE, BG, BY, CH, CY, CZ, DE, DK, EE, ES, FI, FR, GB, GR, HR, HU, IE, IS, IT, LI, LT, LU, LV, MC, MD, ME, MK, MT, NL, NO, PL, PT, RO, RS, RU, SE, SI, SK, UA, TR	RU	CSO Russia	DSV (PT, TR)	Schenker DHL (US)	UPS	https://www.ups.com/returns/UPS_GFF_Global%20Director%20a.pdf
AE, BR, IL, MX, TN, US, CA, ZA, AU, CN, HK, ID, JP, KR, MY, PH, SG, TH, TW, VN	IN	CSO, India	Expeditors (incl. CA, ZA) CEVA (AU, CN, HK, ID, JP, KR, MY, PH, SG, TH, TW, VN)	Expeditors (only AE, BR, CA, IL, MX, TN, US, ZA) CEVA (AU, CN, HK, JP, KR, MY, PH, SG, TH)	UPS TNT	https://www.ups.com/returns/UPS_GFF_Global%20Director%20a.pdf https://www.tnt.com
FR, AT, BR, CN, DE, ES, GB, JP, KR, MY, NL, SE, TH, TW, IT, BG, PT, AU, CH, IN, VN, ZA, HU, ID, NZ, SG, US, CA, HK, NO, CZ, SI, MX, TR, PL, SK, BE, IE, AR, UK, IL, RO, AE, RS	AU, ZA	CSO, Australia, South Africa	Schenker (MX, TR, PL, SK, BE, IE, AR, UK, IL, RO, AE, RS only to ZA)	Schenker	UPS TNT (AU, KR, TW, JP)	https://www.ups.com/returns/UPS_GFF_Global%20Director%20a.pdf https://www.tnt.com

6.5 Container Standards


If not contractually or with your logistic contact agreed something different, full container ocean deliveries per default should be utilized as good as possible to fill 40ft containers. 20ft containers require approval from Bosch buyer.

6.6 Special Carrier Shipping Instructions (Courier, Express, Parcel (CEP-service provider))

6.6.1 BT Carrier, Express, Parcel (CEP) Account Overview

With our CEP-Service Provider, Bosch is using account numbers to ensure the compliance of the agreements and rates. On location level, there are account numbers available for the contracted relations, countries, or regions. Shipments via CEP service provider without using an account number are strict prohibited. Extra costs incurred will be charged to the supplier side.

The actual version is available on the Supplier Info Platform and Bosch Connect.

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- Do not use pre-paid or add freight charges
- Do not insure, declare value unless approved by Bosch
-
- https://www.ups-scs.com/returns/UPS_GFF_Global%20Directory.pdf
- UPS Economy saver needs to be used, unless approved differently
-
- https://www.ups-scs.com/returns/UPS_GFF_Global%20Directory.pdf
- Reference the Protean "L #" on the Bill of Lading. It will be provided when the shipment is scheduled
- Indicate the purchase order number in the reference field and Thirst Party Billing with the following address:
Send Freight Charges To:
Bosch Security
c/o Cass Information Systems
P.O. Box 17669
Saint Louis, MO 63178
-
- <https://www.tnt.com>
-
- <https://www.dhl.com/en.html>


6.7 Mat Label

The MAT-Label contains all data, which are of fundamental importance for traceability in the industry and logistic supply chain.

The MAT-Label has to be applied onto the smallest package unit of material, including electronic and mechanic components as well as printed circuit boards and consumables. The traceability for material at Bosch is based on the MAT-ID. The MAT-ID consists of the fixed Vendor Code (Supplier- ID) and a unique Package-ID.

Only one MAT-Label per smallest package unit is allowed The Package-ID on each MAT-Label must be unique over all delivering plants of a supplier and must not be repeated. The responsibility of the uniqueness lies with the supplier.

A link to the MAT-Label-Guide is available on SupplyOn

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6.8 Dangerous Goods (DG)

6.8.1 Definition dangerous Goods

Dangerous goods are understood to mean substances and objects which, due to their nature, their characteristics or their condition in connection with transport, may pose risks to humans, animals, the environment and public safety or order.

Based on DG classification on stage of product introduction, supplier is aware of the individual product indication. Related to the UN dangerous goods number it is defined how to pack, mark and transfer the dangerous goods. This must be decided for each shipment separate, as it depends on mode of transport and quantity/weight DG of the shipment.

6.8.2 Magnets

In principle, magnets are dangerous goods that can only be shipped by air freight under certain circumstances. For the correct classification, precise measurements are necessary. In case of doubt, the recommendation is to refrain from shipping by air freight.

6.8.3 Lithium Batteries

Since 2009, lithium batteries have been officially classified as Class 9 hazardous goods (various hazardous substances and objects).


A facilitation has been created for small lithium batteries (100Wh) via the special regulation 188 in the ADR, for example power banks, mobile phones or laptop batteries.

UN dangerous goods list

http://www.unece.org/unrec/rev18/English/Rev18_Volume1_Part3andApp.pdf

Note:

- DG has to be declared with special indication and documentation added to the shipping paperwork
 - Safety data sheet for each DG product
 - 38.3 Test report for Lithium Batteries
- On the delivery note as well as the invoice, the information about DG is mandatory
- Air freight: A 24h Emergency call number has to be provided when it's required in the IATA Dangerous goods regulations for some countries and items on the shipper's declaration
- For each DG-shipment, a specific clarification with the service provider is necessary (volume, weight, quantity, etc.) to ensure a shipment in time.
- Train freight: CN-> EU the currently applicable restrictions have to be clarified in advance – there are changes possible
- Handling only from trained people

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6.8.4 Dangerous Goods Experts within BT for internal use

Our BT Dangerous Goods Experts are trained on a regular basis and can give information about the actual standards, requirement as well as rules; and they can support if there are questions to be clarified.

[Overview Dangerous Goods Contacts within BT](#)

6.9 Style Guides


BT-Style-Guides related to packaging, transportation or labeling in its current and actual version needs to be followed for all shipments.

All Style Guides are available on the Supplier Info Portal of Bosch BT
Find the Links in Chapter 6.

7 Links and Documentations

7.1 Available on the BT Supplier Info Portal, or publicly accessible

Link	Description
SupplyOn Info Portal	Supplier Info Portal
Location overview	Relevant information for shipping and invoicing
Forwarder selection	Relation based forwarder to be used
Account No Overview	Overview available BT Account No UPS, TNT, DHL, FedEx, etc.)
Packaging Style Guide Raw Material	BT Packaging Requirements
Packaging Style Guide Trade Good	BT Packaging Requirements
Packaging Specification Form	Tool to specify the packaging
MAT-Label	Traceability Information for Industry and Supply Chain
Transportation Style Guide	Transportation Requirements for standard shipment
Label Style Guide	BT Label Requirements
TMS	Transport Management System
Global Vendor Routing Guide	Overall Document with all information

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7.2 Internal available Links and Documents

Link	Description
Location overview	Relevant information for shipping and invoicing
Forwarder selection	Relation based forwarder to be used
Forwarder Contact Window Matrix	Global contact information for internal use
Account No overview (UPS, TNT, DHL)	Overview about all available BT Account No

8 Support Team

Independent on mentioned topics in a chapter in the routing guide or in any style guide - or if there are any other issues or questions - supplier can contact the global **BT support team**, which is reachable via following email address.

Transportation-Shipping.BT-Support@de.bosch.com

9 Change History

Version	Date	Description	Author / Editor
1.0	16.10.2020	Global Supplier Routing Guide	Karr Elke (BT/LOG)
1.1	20.05.2021	Actualization	Karr Elke (BT/LOG)

BT/LOG-Karr