

Requirements for technical service providers

I. Basics of service

a) Quality regulations

Basics of service are exclusively the quality regulations defined by Agrarfrost GmbH (hereinafter referred to as AGF). If these are not available, the quality of the service is to be determined jointly by AGF and service providers.

The service provider must inform itself about the local conditions.

If deviations from the previously defined regulations appear necessary or expedient to the service provider, or if questions arise, these must be clarified with the responsible AGF contact person. Changes in the quality regulations may only be made after consultation with AGF.

b) Legal regulations

The performance of repair and maintenance work must be made according to the best technical knowledge and the latest state-of-the-art technology. Personnel, product and environment safety are thereby of the utmost importance.

The supplier is responsible for compliance with all editions of all relevant norms and rules valid at the time of implementation, which are related to this service, such as:

- Safety technology regulations
- Accident prevention regulations
- DIN or EN norms
- VDI- and manufacturer's guidelines
- VDE-regulations
- EC machinery directives
- General emission and immission regulations
- Regulations on hazardous working agents, including technical rules

For the use of food contact materials and goods, or consumer goods, all valid German and European food law regulations must be observed, such as:

- Regulation (EC) No 178/2002 laying down the general principles and requirements of food law
- LFGB (German food and feed code)
- Regulation (EC) No 1935/2004 on materials and articles intended to come into contact with food
- Regulation (EC) No 2023/2006 on good manufacturing practice for materials and articles intended to come into contact with food
- The German Consumer Goods Ordinance

II. Documentation

Declaration of compliance for suitability for food contact

For all consumer goods used, unsolicited appropriate declarations of conformity or similar declarations ("clearance certificate") are to be provided to AGF, which

- Confirm that the food law are complied with.
- Comply in terms of scope and structure with the current legal regulations.
- Confirm that the consumer goods are suitable for the intended use.
- Point out possible contaminations and hazards (interactions) for products and consumers.
- Especially for plastics, comply with the requirements of the annexes "Declarations of conformity for plastic consumer goods" and "Annex IV of Regulation (EU) No. 10/2011". The BLL information sheet "The declaration of compliance" additionally serves as support.
- Are not older than 2 years.

Proof of special qualification and suitability of personnel

The service provider shall ensure that each person performing activities for it has the full health and technical skills to complete the work. It must retain the related requisite records as proof thereof, and, where required, provide such records to AGF.

Evidence of special qualification of personnel employed at AGF, such as welder certificates or similar, must first be provided to the responsible AGF contact person of.

III. Provision of service

The service provider must note the following:

- a) When performing repair or maintenance work, ensure that there is no risk to product safety, the environment or human health. Hazardous areas must be clearly marked.
- b) When performing repair or maintenance work in sensitive areas, such as production or warehouse, the personnel are instructed by the AGF contact person in accordance with internal hygiene guidelines. These requirements must be followed.
- c) It must be ensured that only lubricants from AGF are used in the production area. These are provided by AGF. Outside the production area only suitable lubricants should be used; these must be approved by the AGF contact person.
- d) Repairs must be performed in such a way that cleaning and maintenance measures can then be performed effectively. Food contact surfaces must be free of welds and burrs.
- e) Wood and glass are prohibited in the production area. If glass is indispensable in the production area, an agreement must first be made with AGF regarding breakage protection. Outside the production area, the materials wood and glass are permitted.
- f) The following activities require special coordination with the AGF contact person and require on-site instruction, including written approval, by means of form FB BSI 010 (permit for performing dangerous work) from the AGF contact person:
 - Welding, soldering and cutting work with open flames
 - Use or handling of flammable or other hazardous substances
 - Removal of protection devices for the duration of the maintenance and repair work
 - Work on current-carrying systems or facilities
 - Work on containers and pipelines
 - Work on or over product-carrying systems
 - Work on automatically controlled systems
- g) Working alone is to be avoided. If, due to an emergency or exceptional case, dangerous work is performed by only one person, this must be agreed upon in advance with the AGF contact person.
- h) It must be ensured that all working equipment used complies with the relevant accident prevention regulations and is in perfect condition.
- i) The service provider has to provide his employees with the appropriate personal protective equipment and has to pay attention to its use. The work clothes used must be clean and in perfect condition. Depending on the work area, the requirement for personal protective equipment must be clarified with the AGF contact person.

- j) The ladders, steps and scaffolding used must be designed and used in compliance with the relevant rules and regulations of the technology. When working in high-altitude on mobile workplaces, if the work to be performed can not be secured by means of railings or parapets, safety nets or safety harnesses are to be used. Special precautions must be taken when employees at workplaces on transport routes can be endangered by falling objects.
- k) For maintenance and repair work, no changes are to be made in general to machines and systems, controls or pressure equipment for the purposes of the relevant current guidelines. However, if this is unavoidable, the technical AGF director has to be consulted. In this case the service provider commits himself to provide the relevant documentation in regard to the current guidelines at his own expense.
- l) Should you require electricity at one of our locations for your service, you must connect to a "Strom externe Firmen" power point provided for this purpose. You will not be billed for the amount of electricity you use.

IV. Acceptance of the service

- a) After completion of the service a check is to be performed with the AGF contact person.

Ersetzt: SD TE 001/05,
Änderungsgrund: Ergänzung Punkt
l) Strom zur Aktualisierung

Inhaltlich geprüft:
Leiter Technik

Mitgeltendes Dokument: SD Org 060 „Anforderungen an beauftragte Unternehmen“