

## 01. Preliminary remark

The instructions for the use of the mobile rollforming machine are a component part of the contract and are binding, firmly agreed upon for both parties. At the same time, the instructions also govern demarcation of the performances between the customer and BEMO SYSTEMS GmbH.

## 02. Weight of the mobile panel former

BEMO is using its different machines according to the special conditions and profiles of the order. Information about the rollformer coming into operation at your project and its corresponding weight can be obtained in our office in Ilshofen.

As rough indication you can calculate with the following weight – without guarantee:

Semitrailer motor vehicle (depending on forwarder)	approx.	18.000 kg
Container with built-in panel former (without Coil inside)	approx.	24.000 kg
Total:	approx.	<hr/> 42.000 kg

Please calculate for the weight, at lifting up the rollformer to the roof level, an additional weight for the coil material of approx. 4.000 kg!

In accordance to the total weight the customer has to ensure that the lifting equipment (cranes), transport equipment (truck + trailer), public roads (weight + permissions) and the access road to the building site and the sub-soil of the site are reinforced for road transport. If this is not guaranteed, it is the customer's responsibility to take appropriate measures and to accept the costs for necessary moving or similar.

## 03. Dimensions and space requirements

- Dimensions of the vehicle with container:

height	4,15 m*
width	2,50m*
length	20,00m*
  
- Space required to unload the container:

height	20,00 m*
width	15,00 m*
length	30,00 m*

(min. length of the approach road)

(\*only approximate data)
  
- Required space for rollforming:
  - a) For the rollforming machine (container) inclusive lateral space for charging the coils:

width:	7,50 m
length:	15,00 m
  
  - b) For the profile run-out:

depending on the longest profiles to produce  
(+ 3 m of range)
  
  - c) Required total length:

15,00 m + longest length of profile + 3,00 m

- Additional space requirement for intermediate stock of coil material and produced material:

a) Coil material:

Such a place is needed in a satisfactory largeness, according to the size of the project, not more than 100 m from the rollforming machine.

The road between the stock and the rollforming machine must be passable for a suitable lifter (fork lifter or wheel loader) to put the coils into the rollforming machine.

b) Produced material:

Such a place is needed in a satisfactory largeness, according to the size of the project, not more than 20 m from the profile run-out.

Additionally we want to refer to point 12 of these instructions.



## 05. Safety regulation

- The rollforming machine has for health and safety protection a photocell in front of the rollers.
- The doors of the rollforming machine are able to lock from the inside.
- The machine could be operated (start + stop) from outside of the container, programming of the quantities and length as well as adjustments must be done inside of the container.
- The BEMO staff will be equipped with the standard dress code for site working:
  - Safety boots with steel caps and soles
  - Helmets (without chin holder)
  - Security jackets
  - Working trousers (long)
- In case there are additional local safeties regulations the customer has to inform BEMO at least 12 weeks before leaving of machines and staff from Germany.
- It is the customer's responsibility to take appropriate care and to accept the costs for necessary delay's or similar.

## 06. Staff requirement

- The requisite machine-operator for operating the mobile rollforming machine is placed at disposal by BEMO.
- The equipment may only be operated by a BEMO - machine operator.
- Unless otherwise specified in writing in the BEMO - offer, the customer has to provide assisting workers at his own expense for the removal and storage of the produced panels.
- The necessary number of support-people depends on the length of the panels to be produced (handling) and the material to be processed. The following details are guide values, the definitive quantity is to be settled with the BEMO operator on site:
  - For aluminium profiles with a length over 8 m:  
**each 6 m / 1 helper**
  - For steel, zinc or copper profiles with a length over 6 m:  
**each 3 m / 1 helper**

## 07. Operating time

- The required time depends on the demands of the production process and the extent of the contract and is determined by the machine operator in agreement with the responsible offices.
- Normal working time:  
Monday – Friday: 10 hours per day (incl. 1 hour break)  
Saturday, Sunday and public holidays: 8 hours per day (incl. 1 hour break)
- Saturday working is without additional charges. If time pressure is high, the customer and the supplier can agree upon working on Sunday and public holiday for appropriate additional charges.

## 08. Permissions

- The local required working permissions for the BEMO employees have to be organized by the customer.
- The permissions to enter the construction site and work there have to be organized by the customer for the BEMO employees and their vehicles.
- About local required special safety and health permissions or regulations, the customer has to inform BEMO at least 12 weeks before leaving of machines and staff from Germany. Local actions have to be organized by the customer.
- It is the customer's responsibility to take appropriate care and to accept the costs for necessary delay's or similar.

### 09. **Daily production reports**

- The BEMO - profiles produced by BEMO - operator will be specified in a production list / daily report, stating the number of pieces, length and width.
- The customer has to announce responsible person(s) for signing the daily reports and confirm the quantities, dimensions and quality of the produced panels.
- BEMO is entitled, without any penalties, not to go ahead with the production, if the previous daily report is not signed and stamped by the customer.

### 10. **Site office / Local accessibility**

- The site office could be used free of charge from the BEMO staff.
- The customer will provide free of charge a desk inside their site office for the BEMO Project staff.
- Permanent internet access is free of charge available in the site office.
- Fax machine is free of charge available.
- If the on-site production is longer than 1 week, the customer has to provide for the BEMO operator a mobile internet flat and a local phone number. The costs for the mobile internet flat and local phone number will be separately charged to BEMO as expenses of the number.



## 11. Services to be provided by the customer at the project site

- Unloading and safe storage of the raw material (maximum weight of a double coil incl. pallet approx. 4,0 to) must be organized and paid by the customer.
- Suitable offloading equipment for the rollforming machine (40' container, weight on request) for loading and unloading the rollforming machine off and onto the transporting vehicle.
- Providing a stacker truck suitable for ground on site (3,0 to) or another suitable hoist to unload and transport the coils to the hydraulic lifting gear of the rollforming machine.
- Providing a sufficient quantity of square-shaped timber or boards to place under the produced profiles (intermediate storage).
- Suitable lifting gear (e.g. straps etc.) as well as lifting beams for the maximum profile length (maximum profile length less approx. 2,5 m left & right) for lifting the BEMO - profiles onto the roof.
- The customer is to ensure appropriate cordoning off of the production area, especially in the region of the panel run-out, in accordance with the general safety regulations and the instructions of the machine operator.
- The costs for the distribution and supply of power respectively fuel for the aggregate (for rollforming machine and curving machine production and if necessary the site containers on site) are the responsibility of the customer.
- The disposal of the supplier's manufacturing waste or packaging material declared as such by the supplier.
- Securing and insuring the supplier's machines, coils and accessory items against theft and damage.

## 12. Intermediate storage

- For the intermediate storage of raw material (coils) the client is responsible for seeing that
  - the stockyard is clean and has a level surface
  - the coils are stored on a wooden base
  - not more than 2 coils are stacked on top of each other
  - the coils are protected against rain and moisture
- Produced profiles are to be stored temporarily on square-shaped timber or boards on clean subsoil. It is essential that the panels are stored with a slight downward slope in longitudinal direction.

## 13. Please note additional criteria at rollforming straight onto the roof

- Crane to lift the rollforming machine onto the roof must be provided by the customer at his own expense for the duration of production.
- The customer must ensure that the access road to building site and the subsoil of the site are reinforced for road transport (weight rollforming machine with coils on request + weight of crane).
- If the crane will not slew the lifted load (rollforming machine) but has to move from one spot to another, which means the crane is directly under the lifted load (rollforming machine) or rather directly under production field, a 160 ton crane is sufficient (under reserve).
- If the crane stays on the same spot and has to slew the lifted load (rollforming machine) to various productions fields, a 330 ton crane is required (under reserve).
- The needed crane capacity according to the local circumstances has to be clarified with a specialist of a crane company by the customer himself.
- On both sides of the rollforming machine on the roof a barricade in form of a net of minimum 3,0 m is to be provided and installed by the customer.
- The BEMO - machine operator must have the facility to attach the rope of his fall prevention on the roof according to DIN 795 (German Standards Institution).
- The area below the lifted-up rollforming machine has to be closed off spacious by the customer.

### 14. Passing of risk

- The transfer of perils (from the producer to the customer) for damages to the BEMO - panels takes place after the panels leave the rollforming machine. For the period of temporary storage of coil material, from point of time of delivery until end of production respectively collection of remaining coil material, the risk and liability is at our customer.
- Panels which get damaged during handling or during the uplifting onto the roof and have to be produced once again must be paid separately.
- The customer is obliged to check the panels' quality and dimensions immediately after handover of the BEMO - panels, later complaints can no longer be invoked.
- Claims after moving the panels on the building site or installation on the roof can no longer be invoked (e.g. scratches, deformations, surface damage etc.).

15. **General remarks**

- The customer is liable for any accidents. The customer also has to prepare the building site according to the local safety regulations and to instruct the machine operator as well as support-persons in an adequate way. The customer has to pay all costs therefore.
- Delays which are not caused by the machine operator are charged to the customer and will be invoiced at 2.000 € / day.
- If moving of the rollforming machine is necessary, due to demand of the customer or a third party, the resulting costs will be charged to our customer.
- Our operating staff is not authorised to accept and carry out any changes to the contract. If required, these are to be agreed with BEMO Project or rather with our co-ordination office

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- Profiling at an outdoor temperature less than 5 degrees Celsius is only possible if the coils had been stored tempered at minimum 10 degrees Celsius and are free of frost and ice.
- Folding the panels at temperatures below 5 degrees Celsius can lead to problems (e. g. material breakage).

## Instructions for the use of the mobile Rollforming Machine on site



- An evaluation of the production area regarding the suitability or facility for panel forming on site can be made by BEMO, together with the responsible authorities. A date must be fixed beforehand and original costs will be charged.
- The free use of the existing site facilities (washrooms, changing rooms and rest rooms, phone, fax and e-mail for the machine operator) is to be made available to the BEMO - working staff.
- In case of interruption of production due to bad weather the BEMO – working staff is allowed to leave the building site after a waiting-time of 3 hours and continue production on the next day or when the weather has improved.

**16. CHECKLIST / CONFIRMATION OF DATES:**

Our order number: \_\_\_\_\_

Your order number: \_\_\_\_\_

Construction project: \_\_\_\_\_

Start of production: \_\_\_\_ . \_\_\_\_ . \_\_\_\_

Time: \_\_\_\_ : \_\_\_\_ a.m. / p.m.

End of production: \_\_\_\_ . \_\_\_\_ . \_\_\_\_

1. Access road for vehicles guaranteed according to the rollforming conditions  Yes  No
2. Appropriate crane available for loading and unloading the rollforming machine  Yes  No
3. Required space available for unloading and production and intermediate storage  Yes  No
4. Electrical supply for the rollforming machine available  Yes  No
5. Sufficient manpower who are instructed accordingly before production starts  Yes  No

