



Return

PACKAGING PROGRAM

**Returnable
Packaging
Program
Guidelines**

Returnable Packaging Program Guidelines

- ➔ The Returnable Packaging Program is a mutually beneficial program intended to lower the cost of goods to Magnum Magnetics and the Customer by reusing and recycling packaging materials.
- ➔ The Customer is responsible for assembling the various returnable materials as they are unloaded to be shipped to Magnum Magnetics for reuse on future orders.
- ➔ In most cases, involvement in the program will entail the return of any PVC cores, side plates, crates, racks, plugs, and skids.
 - Customer should contact their Magnum Magnetics account manager with questions.
 - Customers save on the disposal cost by returning other items including but are not limited to:
 - Plain and Vinyl-laminated 'Scrap.'
 - End Caps
 - Plugs
 - 'Like' returnable packaging items should be packaged together (i.e., same-size side plates, skids, and cores should be packaged together—separate skids for separate sizes).
- ➔ The Customer should notify Magnum when it has accumulated a considerable amount of returnable material.
 - Customer is responsible for supplying weights of all skids for which Magnum Magnetics will arrange freight.
- ➔ Magnum will arrange and cover the cost to ship this material back to its facilities.
- ➔ Customers should send returnable material so that it is easily counted when it arrives at Magnum.
 - If it can not be shipped in a countable manner, the Customer must provide an itemized list on the BOL/Packing list, which includes accurate counts of each part to assure precise receiving.
- ➔ Customers should inform Magnum Magnetics if returnable packaging is damaged, destroyed, or lost so Magnum can obtain additional packaging to maintain customer lead times.
 - In some cases, additional charges may be applied for damaged/lost returnable packaging.

Step-by-Step Returnable Packaging Standard Work

- 1.** Customer receives product packaged with returnable material and begins to use the material.
- 2.** As the operator removes the material from the packaging, returnable packaging is stacked with 'like' items.
 - a. Different parts should be stacked on separate skids. Side plates are color-coded, and the Customer should ship returnable packaging on returnable skids when available.
 - b. No more than ten skids per stack.
 - c. No more than 30 side-plates per stack and no more than six total stacks per skid.
 - d. Cores should be sent eye-to-the-sky or in a Gaylord or similar bin to prevent tumbling in transit.
 - e. Magnum can provide bins at no cost upon request to be shipped with a subsequent order.
- 3.** Customer should band, strap, and shrink-wrap returnable material to secure the freight for transit.
 - a. Assure shrink-wrap is applied thoroughly around the skid as well as the material to prevent sliding.
 - b. Banding in conjunction with shrink-wrapping may be necessary to tie down taller stacks of 15 or more side-plates as they tend to slide more easily due to a smooth contact surface between plates.
- 4.** Once the threshold for shipment is met, the Customer should contact Magnum Magnetics to schedule pick-up.
- 5.** Magnum Magnetics will create an RMA (Return Material Authorization) to initiate the return.
 - a. Weight and piece count (if feasible) of each skid must be communicated to the Magnum Magnetics.
- 6.** Magnum shipping will arrange for freight and schedule pick-up.
- 7.** Truck will arrive, pick up, transport, and deliver returnable packaging to Magnum facility.
- 8.** Counts and weights will be verified upon receipt.

Examples of Acceptable Packaging

