



## Instructions for handling, transportation, storage and use of FORTEM AAC blocks

### A. Handling

- Pallet handling is done with ISCIR compliant equipment: forklifts, self-elevating platforms, forklift trucks, cranes or lifting devices with suction cups/clamps.
- Handling with inclined cables or direct attachment to the protective foil is prohibited.
- In the absence of mechanized equipment, blocks can only be manually handled individually, observing the rules regarding mass handling and personal protective equipment.
- Overturning, slamming or rolling blocks is prohibited - risk of internal cracking.
- It is mandatory to lift the pallet completely - do not drag, do not push on the ground.
- Shocks, vibrations or movements on uneven surfaces are not allowed.

### B. Transport

- Vehicles with a flat, clean and continuous loading platform are used (without holes, sharp edges, bumps or obstacles that can damage the pallets and packaging).
- Avoid accelerations/sudden jerks – these can cause invisible cracks or unbalance of the stack.
- Drivers are only allowed to enter the premises with minimum PPE, helmet, safety boots and reflective vest. If the driver does not have PPE, visitor PPE can be provided, according to the occupational health and safety rules of the site.
- The load is secured according to the load securing rules, depending on the vehicle configuration and the load. The vehicle must have adequate anchoring means: 12 straps with appropriate capacity and 24 angle brackets as protective elements. If the minimum anchoring conditions cannot be ensured, the vehicle is refused for loading.
- Upon exiting the scale, the corners are positioned correctly, the straps are anchored and tensioned, and the cargo securing is checked before departure.
- For the customer's vehicles, own transport, if non-conformities are found regarding the anchoring means, the Transport Department is notified and loading is carried out only after remediation. The observations are recorded in the transport document in the section intended for Reserves and observations and, where applicable, in the internal loading report - "Goods loaded with the customer's agreement and responsibility regarding the anchoring method".
- The driver presents the applicable transport document, CMR (waybill) for international transport, respectively note, invoice or order, as applicable, for internal transport, for completion and registration for billing.
- Before the truck leaves the factory, it is checked by the gate staff. Photos can be taken for traceability and proof of delivery and complaints, managed according to GDPR rules, purpose, controlled access and defined retention period.
- The MATM (Maximum Authorized Total Mass) of 40 Ton and the maximum permissible axle load, according to the registration certificate and applicable road legislation, are not exceeded. The weight is checked on the scale before departure.





### C. Storage

- Storage is done on flat, hard, dry platforms, preferably concrete or with a layer of compacted crushed stone.
- Do not place directly on the ground.
- A maximum of 2 pallets can be stacked, if perfect stability is ensured.
- AAC blocks are kept in the original packaging until use. After removing the foil, protect the blocks with a waterproof but ventilated tarpaulin.
- Blocks are stored in areas protected from humidity, mud, traffic or contact with other materials.
- It is prohibited to store wet products or other materials on top of AAC blocks.

### D. Use

- The blocks are installed only in accordance with the current regulations for masonry.
- Special adhesive mortars for AAC are used, not classic cement mortars.
- Damaged blocks (cracks, broken corners) are removed from the installation.
- Fire reaction class: A1 (non-combustible, does not support combustion, does not emit toxic gases).

#### ATTENTION:

Strict compliance with these instructions is mandatory to maintain and ensure structural quality during execution.

The undersigned TOMA ALEXANDRA-NICOLETA, certified interpreter and translator for the foreign language English, within the meaning of authorization no. 38050 as of January 22<sup>nd</sup>, 2016, issued by the Ministry of Justice of Romania, certify the accuracy of the translation from ROMANIAN into ENGLISH, that the presented text was fully translated, without omissions, and that, by the translation, the content and the meaning of the document have not been distorted.

SWORN INTERPRETER AND TRANSLATOR

