



29201 Milford Road ■ New Hudson ■ MI ■ 48165

Tel: 248■437■1001

Fax: 248■437■8885

Scrap Receiving Requirements

Receiving Hours:

Continental Aluminum receiving hours are from 7am to 4pm, Monday-Friday by appointment-no holidays. Appointments must be scheduled with the Scheduler at phone number 248-437-1001x5120 or email at cboc@contalum.com. Shipments will not be unloaded without an appointment. If an appointment is missed, another will be scheduled per the following procedures.

Scheduling Procedure:

Appointments must be made at least 7 days prior to delivery. Call or email the Scheduler as indicated above. Transportation companies cannot contact Continental Aluminum for appointments. Shipping information should always be sent with the load. This information should include: the Continental purchase order number, piece count, commodity with gross, tare, and net weights, package description, appointment date and time, and seal number. **If the shipment contains more than one commodity, please include a diagram of the load as it is on the truck.** If a diagram does not accompany the load, the load may be rejected or held to the back of the schedule and unloaded per the receiving department's discretion. If a load takes longer than expected to unload due to not having a diagram of the load or material not being segregated, an unloading fee may be charged to the supplier.

Weights:

Trucks will be weighed heavy prior to unloading and light after unloading on a certified scale at Continental Aluminum. Each commodity, baled or boxed, will also be weighed when unloaded at the receiving dock. **Vendors will be paid using Continental Aluminum scale weights.** Suppliers will be notified if the received weight and the supplier's weight variance is greater than 1%. Suppliers will have 3 choices: 1) Accept Continental's weight verified by scale tickets; 2) Observe the weighing process which will be the settlement weight, or 3) Have the material returned to them at their expense. Continental Aluminum will not be responsible for detention because of this process. **The supplier is responsible for additional costs due to discrepancies, and re-weighing.**

Inspection and Sampling:

Each load will be inspected for compliance with purchase order descriptions of material ordered, chemical composition, safety hazards, metallic and nonmetallic contamination, excessive fines, oil, moisture, and packaging. Inspections and analytical tests will provide sufficient grounds for rejection or if mutually agreed upon by Continental Aluminum and the Supplier, downgrading or repackaging. If gun shells appear in the load and were not purchased, the load will automatically be rejected. The Supplier will be notified and will be liable for costs related to reloading the material. **Continental Aluminum will not be responsible for detention resulting from awaiting confirmation on downgrades or regrades.**



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Downgrades or Regrades:

Material that does not meet the specifications of the purchase order is considered rejected. If the material is acceptable under another grade, the Supplier has the option of accepting the price of this grade of scrap effective on the purchase date or taking back the material. **Continental Aluminum will not be responsible for detention resulting from awaiting confirmation on downgrades or regrades.**

Rejections:

Rejected material must be removed as soon as possible. The maximum allotted time is two (2) business days. If it is not removed within this time, the rejected material will be put on a truck and returned collect to the Supplier or location of his or her choice. **The purchase order shall remain open subject to the original terms and conditions. The supplier will be responsible for a \$350 re-loading fee if a load is rejected.**

Scrap Receiving Inspection Reports:

Reports will be provided to the Supplier in cases of rejection or downgrading; these reports will include weight discrepancies, downgrades, regrades, rejections and repackaging. Continental's disposition of the load will be included in the Inspection Report. Unless contacted by 12:00pm EST, the next business day. Continental Aluminum will release the load for receipt and consumption per this Report.

Receipt of Loads Based on Recovery:

If the Purchase Order indicates that material is purchased based on recovery, payment will be made based on shredded aluminum product recovered. Continental Aluminum will not be responsible for reporting weights associated with shredded residues, dirt, fines, emissions, tramp ferrous materials, wood, paper, plastic or any other particulates removed during processing.

Load and Material Safety:

Continental Aluminum is committed to safety in the workplace and has the same expectations for Suppliers. Bulk heading or brazing will be required to prevent material shifting. Sufficient spacing should be maintained along the sides and roof to facilitate ease of unloading and prevent damage to the trailer. Material packed or wedged in transport will be subject to repackaging. Pallets that are used should be good strong pallets and each pallet should have individual access to fork pockets. Continental Aluminum reserves the right to determine the safe condition of a load. If Receiving personnel determine a load to be unsafe, the material will be rejected or subject to repackaging as determined and mutually agreed between the buyer and the seller.



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Safety Penalty:

If hazardous materials are found while dumping or charging boxes or bales of direct charge material, we will stop and reject the balance of the load or if the material is shreddable, it will be downgraded at a price reduction. Whether the material is rejected or downgraded, a standard safety/handling fee of \$500 will also be charged to the vendor, NO EXCEPTION. This policy includes but is not limited to, closed containers, litho sheet with light ink, and materials listed under Federal Register 40-CFR-261-24.

All material will be inspected for contaminants with a health risk to employees and/or the general public, facility equipment, processes or efficiency. Contaminates include but are not limited to: wet or oily material, closed containers, quantities of fines or dust, tanks with chemical or fertilizer residue, aluminum lithium alloys, radioactive materials, materials contaminated with PBCs.

Continental Aluminum policy for closed containers is that the container be cut in half. Materials must be free of PCBs and other contaminants above the level of analytic detection by Continental Aluminum. The Supplier agrees to reimburse Continental Aluminum for any expenses, costs, or liabilities resulting from non-conformance to the above specifications.

Other penalties resulting from unsafe loads; material not meeting specifications or non conforming, or not conforming to the requirements shall include but not be limited to the following:

- Rejection
- Appointment will be postponed and unloaded per receiving departments discretion
- Postponed awaiting approval of downgrade
- If a load will take longer than expected to unload, an unloading fee may accompany the settlement per the discretion of Continental Aluminum Corp.

General Packaging:

Shipment of more than one material type requires a diagram by type, package, and location on the truck. Commodity types should be clearly marked or tagged for identification. **Like commodities MUST be segregated within the load.** Continental Aluminum will not be responsible for detention resulting from poorly marked, mixed or packaged commodities. Material should arrive intact. Material arriving on a flatbed must be banded to pallets which are forklift unloadable from either side. Steel and cardboard drums are not acceptable. Coils must be less than 5,000 lbs banded to a skid with no fiber cores if loaded in a van. Coils arriving on a flatbed can be 7,000lbs including the skid. Coils with a collapsed I.D. and or a wet fiber core will be rejected. All coils must be forklift unloadable.

Loose loads will be accepted in dump trailers (unless otherwise approved). Only one commodity type will be accepted in one delivery. Any damages that occur in unloading will be the responsibility of the shipper.

All material not suitable for baling or boxing, must be banded to pallets and not exceed 6 feet in length. Materials exceeding this dimension shall be subject to approval.



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SHREDDABLE MATERIAL:

Shreddable will be defined as: material less than ¼ inch thick; material that has surface dimensions no greater than an average pallet; material that is not layered, booked, canisters, tanks, structural members such as columns, beams, heavy rod, plate, truck wheels or any other type of wheel; no material that had military application which could contain or have explosive residues; no welding rods or similar material; no extremely soft alloys that are heavily compacted; no sow, pigs, no material that contains volatile chemicals of any kind or material that could, if shredded, entrap or capsule moisture). **Material that is represented as shreddable and does not conform to the above shall be subject to a downgrade or rejection.**

BALES:

The minimum bale size will be 20+x 20+x 40+. The maximum acceptable bale size will be 40+x 52+x 84+. Upstroke or HRB bales are preferred. Where upstroke balers are used, litho, light sheet or siding baler lining will be accepted. Burlap, cardboard or plastic wrapping is not permitted (except when approved prior to delivery and after inspection). Acceptable tying methods include: four to six 5/8+x .020 steel bands, or six to ten #13 gauge steel wires (aluminum bands or wires are acceptable in equivalent strength and numbers). Use of pallets and support sheets are not preferred. All baled material must be shreddable (unless otherwise approved by Continental operations).

OK



NOT OK



Scrap Receiving Requirements

ALL OK BALES



BOXES:

Material boxes should be of sufficient strength, as not to tear or rupture during the unloading process. Boxes that are wet or oil soaked will not be accepted. **Boxes containing oily material and/or turnings should be lined to prevent weakening of the boxes.** All boxes must be securely banded to pallets. A minimum of four 5/8-x .020 thick steel straps should affix the box to the pallet, (two straps to each side of the box). If boxes are stacked on the trailer, the bottom box must be filled to the brim and strong enough so that the top box does not cause the bottom box to collapse. Boxes found not to be securely banded to pallets will be subject to rejection, downgrade or repackaging as is mutually agreed between the shipper and receiver.

UNACCEPTABLE BOXES





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BRIQUETTES:

Briquetted material must be specified. If material is not specified as briquetted it will be subject to a downgrade or rejection. All briquetted material must be of uniform size. Acceptable package dimensions are 41 to 44 inches by 51 to 54 inches by 54 inches by 56 inches (high). Typical briquette dimensions should be 14+x 14+x 18+ (INDIVIDUAL BRIQUETTES SHOULD NOT EXCEED 50 LBS. PER CUBIC FOOT) Briquettes and pallet will weigh no more than 5,000 pounds. Bundles are to be banded with minimum 5/8+x .020 thick steel straps. One vertical band per row is required, with a minimum of two horizontal bands per bundle. If material arrives on pallets, the material will be secured, as above, to the pallets.

Baled/Briquetted Turnings:

Baled/Briquetted turnings must be specified. If material is not specified as baled/briquetted turnings it will be subject to a downgrade or rejection. All bales/briquettes must be of uniform size. Acceptable package dimensions are 41 to 44 inches by 51 to 54 inches by 54 inches by 56 inches (high). Typical briquette dimensions should be 14+x 14+x 18+ Bales/Briquettes and pallet will weigh no more than 5,000 pounds. Bundles are to be banded with minimum 5/8+x .020 thick steel straps. One vertical band per row is required, with a minimum of two horizontal bands per bundle. Material must be palletized and shrink-wrapped to prevent bales from breaking and oil/moisture from leaking during transport and unloading. Bales/Briquettes will be weighed per Continental Aluminum In-Plant receiving scale.

IF YOU HAVE ANY DOUBTS OR QUESTIONS PLEASE FEEL FREE TO CALL THE PLANT/BUYER @ 248-437-1001 X 5106.



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SCRAP SPECIFICATION:

Scrap Item	Description
Old Sheet Aluminum	Obsolete (used) painted or unpainted aluminum products, such as pots & pans, lawn chairs, painted siding, tubing, road signs, aluminum radiators, aluminum wire, trays, venetian blinds, foil scrap, fin stock scrap, can contain limited amount of used beverage cans, cut fire extinguishers, etc... Scrap can have attached iron, plastic, rubber, and other non metallics. Iron contamination should not exceed 10%. Material gauge is clip gauge or lighter able to be run through a shredder operation for removal of iron.
Mill Scrap Old Sheet (Also called Nichols Grade or DOSA)	Obsolete (used) painted or unpainted products. Material can have up to 1% small iron attachments on some of the aluminum scrap. Package not to contain, large amounts of plastic, rubber, wood or other non metallic contamination. Aluminum Bumpers, aluminum radiators, aircraft scrap(2000 or 7000 alloys) are not accepted in this package. Old foil and screen wire also should not be present in bale.
Mixed Low Copper Clip (Secondary) (also described as Dealer Clip)	Obsolete (used) aluminum scrap predominately unpainted. Allowed up to 15% painted scrap or clip. Clip Minimum Gauge material 1/8" thick. No plastic, rubber, wood or iron contamination allowed. Material should be free of excess oil and grease
Mill Grade MLC's (Mixed Low Copper Clip)	Obsolete or New production clip. All scrap in this package is bare, unpainted and free of grease, oil and iron. Gauge of material no less than 1/8". Thin gauge scrap or small tiny punchings are not classified as Mixed Low copper. All alloys are low in copper which consist of 6000, 5000, 1100 and 3000. If material contains 2000 alloy or 7000 alloy such as aluminum bumpers the product is not considered a MLC. Also Tab scrap from can tops are not considered mixed low copper clip (due to the gauge of material)
Mixed Aluminum Clip	Obsolete or New production Clip. All scrap is bare unpainted and free of grease, oil and iron. The difference in this material from Mill Grade MLC's is the alloy is unknown. Material could contain 2000 alloy, which is high in copper. Generally 7000 alloy such as aircraft scrap or bumpers is not included in this package. Buyer needs to be notified if 7000 alloy is found in this package. Generally Tab scrap from can tops and thin gauge or tiny punchings are purchased under this category



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**Aluminum
Extrusions
w/iron**

Old or new extrusions with attached iron. There will be some zinc corners attached to the extrusions. Felt and rubber contamination should not exceed 1%. Also no glass should be attached to any scrap. Full screen doors with chain and or zinc handles are not accepted in this package. If this type material is seen in any bale, the particular bale needs to be classified as Old Sheet. Also material is generally unpainted however painted extrusions are acceptable in package

**Painted
Aluminum Siding**

Old Aluminum painted siding (painted on one side)-free of all non metallic and iron contamination

MURF UBC's

This scrap comes from a Municipal Recycling Facility MU (stands for Municipal) R (stands for Recycling) F (stands for Facility) It contains predominately Used Beverage Cans but also will have high percentage of plastic mixed in bale. Material needs to be shredded then melted in rotary furnace.

**Aluminum
Turnings**

Scrap is produced by machining parts on lathe or drill press. Scrap has a percentage of moisture included due to cutting fluid used to machine product. Some turnings are centrifuged to capture and re-use or contain cutting fluid for environmental purposes. There are different grades of turnings based on the analytical properties of this material. The three categories we buy are High Grade, Mixed, or 6000 Turnings

High Grade Turnings- Al should be 95% Aluminum or higher and all other chemistries should not exceed 1.5%.

Mixed Turnings- Same as high grade however allowing a greater tolerance in the analysis

6000 Turnings- Analysis shows Si max .75% Cu .75 Max Zn .50 Max.....A premium is paid for this material due to a higher aluminum content with analysis