

Import Requirements – Amgen Technology (Ireland) UC. (ADL)

1.1 Site Address:	Amgen Technology (Ireland) UC, Pottery Road, Dún Laoghaire, Co. Dublin, Ireland. A96 F2A8 VAT #: IE 6435665J VAT 56B authorization: 90/19258/102021
1.2 Common Commodities:	Bulk biologic drug substance, biologic drug product, API, excipients, GMP components, engineering materials, reagents, reference standards & samples.
1.3 Warehouse Opening Hours:	Monday – Thursday: 08:30 – 16:30. Friday: 08:30 – 15:30.
1.4 ADL Contact List (for escalation purposes only):	<p><u>Transportation & Trade Compliance:</u> John Egan: jegan@amgen.com Adrian Connolly: aconnoll@amgen.com</p> <p><u>Purchasing/Procurement:</u> Alan Geraghty: ageraght@amgen.com</p> <p><u>Warehouse:</u> Michael Greig: mgreig@amgen.com ADL Receiving: ADLDeliveries@amgen.com</p>
1.5 ADL Customs Broker:	<p>Expeditors Ireland Limited. Unit 6, Horizon Logistics Park, Harristown, Swords, Co. Dublin, Ireland. Phone: 00 353 (0) 1 856 8800 Fax: 00 353 (0) 1 856 8811</p> <p>Primary contact: Brigid Maher. brigid.maher@expeditors.com Secondary contact: Gary O’Sullivan. gary.OSullivan@expeditors.com Tertiary general broker contact: dub-brokerage@expeditors.com</p>
1.6 Information required on Import Documentation:	<p>Invoice & Packing List must be supplied, at a minimum, and should indicate:</p> <p>Invoice number; Invoice date; Full name, address, contact & VAT number details for both consignor & consignee; IncoTerm; Currency; PO/STO number/s; Temperature requirements; Purpose of the shipment; Net and Gross weights; Temperature Monitor numbers; Security seal numbers & if relevant Dangerous Goods declarations</p> <p>Detailed description of the goods; Product / Batch codes; CAS number; Unit of measure (UoM); Quantity per UoM; Full valuation per UoM; Volume and concentration per vial/container/drum for drug product, drug substance, chemicals and liquids; Country of origin; EU & Origin HTS codes; Total number of UoM; Total value per material; Dual-use classification if applicable.</p> <p>Please Note:</p> <ol style="list-style-type: none"> 1) One (1) Item/product/material per line on the invoice with full details mentioned above. 2) The invoice must clearly state if the consignment contains animal-origin material <u>or not</u> as the case may be. 3) All shipment documents, <u>INCLUDING SHIPPING CHECKLISTS AND CERTIFICATES OF ANALYSIS OR CONFORMANCE</u>, must be e-mailed by no later than close of business on the day of shipment to ADL Receiving, contact details are listed above in Section 1.4

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1.7 Booking-In Process for delivery to ADL Site:	<p>1. Please e-mail: ADLDeliveries@amgen.com with the following information in order to secure a delivery date slot:</p> <ol style="list-style-type: none">1. Load information (material to be delivered, number of pallets/boxes, any special temperature requirements); <p>2. When a delivery slot has been provided, advance notice must be provided by e-mail to Amgen Security personnel, to include:</p> <ol style="list-style-type: none">1. Driver(s) Name(s); &2. Vehicle registration. <p>Please e-mail: Anna Stryjniak: astryjni@amgen.com Slawomir Jarzynka: jarzynka@amgen.com Patrick Cahill: cahillp@amgen.com (Please note the Site Security Tel. #: 01 2049123)</p> <p>Please note that GMP deliveries may be delivered no more than 3 days earlier than the scheduled receipt date and 0 days late.</p> <p>Deliveries that arrive to site without a delivery booking slot assigned may be refused. Late or unscheduled deliveries may have to queue or be subject to an alternate delivery date/time.</p>
1.8 Unloading Procedure: (For the nominated haulier used to deliver to the site)	<p>On arrival, the driver must report to Security and follow Photo ID check instructions. Drivers must be in possession of the required Personal Protective Equipment including hard hat, hi-viz vest and safety shoes, in addition to any & all PPE stipulated within a Transport Emergency Card (Instructions in Writing) where the load involves dangerous goods.</p> <p>If all is in order, Site Security will direct the driver to the Warehouse where the driver will ring the receiving-dock bell; provide the load documentation to the Material Handler and he/she will be directed to the relevant dock / receiving area for unloading.</p> <p>Delivering vehicles should be safe, secure, clean & free of any damage or strong odours. There should be no uncontained loose deposits of any type of materials, identifiable or otherwise present.</p> <p>Drivers must safeguard the vehicle against accidental movement and handover the keys to the Amgen Material Handler while the vehicle is being unloaded.</p>
1.9 Pallet Requirements:	<p>Deliveries may be made using Heat-treated Wooden pallets or Plastic pallets. For wooden pallets, the pallets must have the appropriate IPPC mark, in accordance with ISPM15.</p> <p>Ideally, pallet heights will not exceed 1.2m. If this height limit is exceeded, please alert Amgen prior to delivery.</p> <p>Pallets must never be double-stacked.</p> <p>Palletised loads must be delivered on a truck which can reverse onto an unloading bay. Tail-lift vehicles may not be used.</p>
1.10 Damage, Theft or Loss:	<p>Please contact ADL Logistics for specific direction.</p>