

Routing guide for HUBER+SUHNER plants

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1 General

Suppliers providing goods under CIP, CPT or DAP terms to Switzerland please refer to section 7 – General brokerage.

Suppliers providing goods under freight paid by HUBER+SUHNER terms (FCA, EXW), please follow the “procedure” below.

Any shipping instructions given explicitly in the purchase order by HUBER+SUHNER, have priority over these general instructions, e.g. you might be advised to use “airfreight” or “express” in the purchase order.

Procedure:

1. Choose the Inbound section (2 CH, 3 PL, 4 TN, 5 DE) depending on the destination country.
2. Find service and provider according to the line defined by weight **and** volume of your shipment. If weight and volume point to different lines, the slower service is to be used. Mind the plan transit time given in **working days** to meet the requested delivery date.
3. Find forwarder contact information and account numbers to be used in section 6.

Insurance: Never request shipment specific insurance in any transport orders to carriers. HUBER+SUHNER transports are covered by a global insurance policy.

Transport advise: Please make sure the transport advise includes Pick up address, contact name&phone, loading times, number/weight/dimension of packages, invoice, packlist

Shippers regions: EUROPE – AMERICAS (North + South) – ROW (Rest of world)
If country specific instructions are given, they have priority over regions.

2 Switzerland (CH) inbound

Note country specific instructions for: China (2.1), Taiwan (2.1), India (2.1), USA (2.2), Switzerland (2.3)

Express Provider: DHL Express

2.1 CH inbound from China, Taiwan, India

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 100	≤ 0.6	Economy	TNT	8 days
> 100 ≤ 500	> 0.6 ≤ 3.0	Air freight	DSV	10 days
> 500	> 3	Sea freight	DHL global forwarding	9 weeks

2.2 CH inbound from USA

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 100	≤ 0.5	Express	DHL Express	3 days
> 100 ≤ 500	> 0.5 ≤ 3.0	Air freight	DSV	10 days
> 500	> 3	Sea freight	DHL global forwarding	7 weeks

2.3 CH inbound from Switzerland

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 30	≤ 0.15	Parcel	Post	1 day
> 30	> 0.15	Truck	Gebr. Weiss	2 days

2.4 CH inbound from EUROPE

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 50	≤ 0.25	Express	DHL Express	2 days
> 50 ≤ 150	> 0.25 ≤ 0.6	Economy	TNT	4 days
> 150	> 0.6	Truck	Rhenus	7 days

2.5 CH inbound from Americas

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 100	≤ 0.5	Express	DHL Express	3 days
> 100 ≤ 500	> 0.5 ≤ 3	Air freight	DSV	10 days
> 500	> 3	Sea freight	DHL global forwarding	7 weeks

2.6 CH inbound from ROW

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 100	≤ 0.5	Express	DHL Express	3 days
> 100 ≤ 500	> 0.5 ≤ 3	Air freight	DSV	9 days
> 500	> 3	Sea freight	DHL global forwarding	9 weeks

3 Poland (PL) inbound

Note country specific instructions for: Switzerland (3.1), USA (3.2)

Express Provider: TNT Express (exceptions: FEDEX for China, DHL Express for US)

3.1 PL inbound from Switzerland

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 200	≤ 0.8	Economy	TNT	3 days
> 200	> 0.8	Truck	Gebrüder Weiss	3 days

3.2 PL inbound from USA

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 70	≤ 0.28	Express, WPX	DHL Express	3 days
> 70 ≤ 500	> 0.28 ≤ 3	Air freight	DSV	10 days
> 500	> 3	Sea freight	DHL global forwarding	7 weeks

If Express is requested use DHL Express also >70kg

3.3 PL inbound from EUROPE

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 500	≤ 2.0	Economy	TNT	4 days
> 500	> 2.0	Truck	H+S Poland	7 days

3.4 PL inbound from Americas

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 70	≤ 0.28	Economy	TNT	5 days
> 70 ≤ 500	> 0.28 ≤ 3	Air freight	DSV	10 days
> 500	> 3	Sea freight	DHL global forwarding	7 weeks

3.5 PL inbound from ROW

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 70	≤ 0.28	Economy	TNT	6 days
≥ 70 ≤ 500	≥ 0.28 ≤ 3	Air freight	DSV	9 days
≥ 500	≥ 3	Sea freight	DHL global forwarding	9 weeks

4 Tunisia (TN) inbound

Note country specific instructions for: China (4.1)

Express Provider: DHL Express >31kg, TNT Express ≤ 31kg

4.1 TN inbound from China

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 200	≤ 0.8	Economy	TNT	5 days
> 200 - ≤500	> 0.8 - ≤3	Air freight	DSV	10 days
≥ 500	≥ 3	Sea freight	DHL global forwarding	10 weeks

4.2 TN inbound from EUROPE

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 200	≤ 0.8	Economy	TNT	4 days
> 200	> 0.8	Truck	Dachser	8 days

4.3 TN inbound from Americas

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 100	≤ 0.5	Express	DHL Express	5 days
> 100 - ≤500	> 0.5 - ≤3	Air freight	DSV	10 days
≥ 500	≥ 3	Sea freight	DHL global forwarding	7 weeks

4.4 TN inbound from ROW

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 100	≤ 0.4	Economy	TNT	6 days
> 100 - ≤500	> 0.4 - ≤3	Air freight	DSV	10 days
≥ 500	≥ 3	Sea freight	DHL global forwarding	10 weeks

5 Germany (DE) inbound – for plant 6125 Dreieich

Express Provider: DHL Express

5.1 DE inbound from EUROPE

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 100	≤ 0.5	Economy	TNT	4 days
> 100	> 0.5	Truck	DHL Freight	4 days

5.2 DE inbound from Americas

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 100	≤ 0.5	Express	DHL Express	3 days
> 100	> 0.5	Air freight	DHL GF	10 days

5.3 DE inbound from ROW

Weight (kg)	Volume (m ³)	Service	Provider	Plan transit time
≤ 100	≤ 0.5	Express	DHL Express	3 days
> 100	> 0.5	Air freight	DHL GF	9 days

6 Contacts

6.1 DSV (air freight)

Find the next office/contact for your location: <https://www.dsv.com/en/support/find-dsv>

6.2 DHL Global Forwarding

Find the next office/contact for your location: <https://www.dhl.com/global-en/home/contact-us.html>

Alternatively inquire with: Helmuth.Meyer@dhl.com

6.3 DHL Freight (for hub 6125)

Advise transport to: dsc.de.crm.hubersuhner@dhl.com

Shipments advised prior to 10:00 CET will be picked up the next day *as a rule* (exceptions due to geography, traffic situation may occur).

6.4 DHL Express

[DHL Express](#) is to be used for **Express** to Switzerland, Tunisia, Germany (DHL Solutions) and from USA to Poland.

Mind correct account per ship-to country!

Ship-to CH	Ship-to DE	Ship-to TN >31kg	Ship-to PL
960236172	952044910	950483894	956526212

6.5 TNT Express

[TNT Express](#) is to be used for Express service to PL or for **Economy service** to CH, DE, PL, TN.

Mind correct account per ship-to country!

Ship-to CH	Ship-to DE	Ship-to PL	Ship-to TN
486321 Economy only	35001871 Economy only	30012825 Economy + Express	1951 TNT Expr. only ≤31kg

6.6 FEDEX Express

[FEDEX](#) is to be used only for Express from China to Poland. Use service "FEDEX International Priority"

Ship-to PL
318265895

6.7 Rhenus

Rhenus provides trucking service within Europe to Switzerland.

Please advise your transports 2 days prior to pick up if possible.

Email : oplog-husu.sh@ch.rhenus.com

Ms. Dominique Gyr, phone: +41 52 569 36 09 Mr. Claudio Geyer, phone: +41 52 569 36 94

6.8 Gebrüder Weiss

Trucking service from Switzerland to Poland.

Email: kundencenter.schweiz@gw-world.com

Mr. Markus Salzer, phone: +41 58 458 5454

Trucking service from Switzerland to Switzerland.

Email: 31vtinland@gw-world.com Mrs. Nicole Tagliavini, phone: +41 58 458 5455

6.9 H+S Poland

For shipments >500kg HUBER+SUHNER Poland will provide instructions to you depending on location/volume/urgency

Mr. Jurek Karbowski (jerzy.karbowski@hubersuhner.com), phone: +48 58 782 51 16, mobile: +48 609 344 32

Deputy: Mr. Patryk Klimaczewski (patryk.klimaczewski@hubersuhner.com), phone +48 58 782 51 83

6.10 Dachser

Dachser is providing truck services inbound/outbound Tunisia.

Email: daniela.baertle@dachser.com Mrs. Daniela Bärtle, phone +49 8393 9435 262

7 General brokerage Switzerland

In order to ensure the flow of information and to harmonize the process of customs clearance we nominated Rhenus Logistics as our general customs broker for shipments consigned to Switzerland. Shipments with delivery condition DDP and those made by courier or parcel service are excluded from this regulation.

When submitting the transport order to your nominated forwarder, would you please in addition instruct your forwarder to cede clearance to Rhenus Logistics and notify our customs broker as follows:

Contact

Rhenus Logistics AG

Grenzstr. 84

CH-8240 Thayngen

Hs.brokerage@ch.rhenus.com

Phone +41 52 645 0900

Required documents

- Commercial or Customs invoice
- EUR1 or Rex declaration
- Packing list
- Waybill

Please note that it will not be necessary for your nominated carrier to cross the border at Thayngen, they can use any border crossing of their choice and Rhenus will supply the entry documents to the respective local agent or office. The session will not incur any costs to you or your nominated forwarder but will ensure clearance at agreed processes and cost for HUBER+SUHNER.