

Q/BFW

H i k v i s i o n S y s t e m F i l e

Specifications for Transportation of Splicing Screen

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Figure 1

History of Changes

Version No.	*Changing Status	Changes	Reason	Implementation Date	Changed By	Reviewed By	Approved By
2024	A	Newly drafted	Newly drafted	6/4/2024	Lu Changchang	Zhang Hao, Huang Zhenhui	Zhang Hao

*Version code: The version code is in the format of V.R. V indicates big changes, ranging from 01 to 99. R indicates small changes, ranging from 00 to 99. The initial version is 01.00. When a small change happens, the version is R+1, and a big change is V+1.

*Changing Status: A-addition, M-modification, D-deletion

File Name	Specifications for Transportation of Splicing Screen		
Version	01.00	Structure	L1
Drafted by	Lu Changchang		L2
Countersigned by	Zhang Hao, Huang Zhenhui		L3
Reviewed by	Huang Zhenhui		L4
Approved by	Zhang Hao	Process Owner	Packaging Design Manager
Applicable Scope	Hardware Technology Department (Product Information and Packaging Design Group—Packaging Design)	Flow Role	Packaging Engineer

Corresponding Workflow/Standard (Required)

File Name	File Code
Specifications for Transportation of Splicing Screen	

1 Range

This standard applies to 46/49/55/65-inch splicing screen products of the Display and Control Products Business Department.

2 References of Standardization

This document is intended to provide logistics personnel with guidance on the transportation of splicing screen products, establish a standard operating procedure for transportation, and ensure the safety of the products during transportation.

3 Placement Requirements (Illustrations are for reference only. Please refer to actual products.)

Packaging boxes must be placed lengthwise in the direction of travel (or container). Do not lay them flat or sideways.

Correct placement:



Figure 1. Lengthwise in the Driving Direction

Incorrect placement:



Figure 2. Avoid Laying Flat



Figure 3. Avoid Laying Sideways

4 Stacking Requirements (Illustrations are for reference only. Please refer to actual products.)

4.1 Stacking of Identical Products:

Under normal transportation and storage conditions, packaging boxes can be stacked one on another but should not be stacked three or higher.

Correct stacking layers:



Figure 4. Stacking in at Most Two Layers During Transportation

Incorrect stacking layers:



Figure 5. Avoid Stacking Three or Higher During Transportation

4.2 Stacking of Different Products:

In case of mixed stacking during less-than-carload transportation, the weight of the packaging box on top must not exceed 100 kg.

Correct stacking layers:



Figure 6. Maximum Weight Less Than 100 kg During Transportation

Incorrect stacking layers:



Figure 7. Maximum Weight Not More than 100 kg During Transportation

5 Insurance Requirements (Illustrations are for reference only. Please refer to actual products.)

5.1 Requirements for Transporting in Wooden Boxes

- 1) Place two cartons in one wooden box. Each carton contains two screens, as shown in Figure 8 and Figure 9.
- 2) If you want to stack two wooden boxes during transportation, stack one on top of the other neatly.

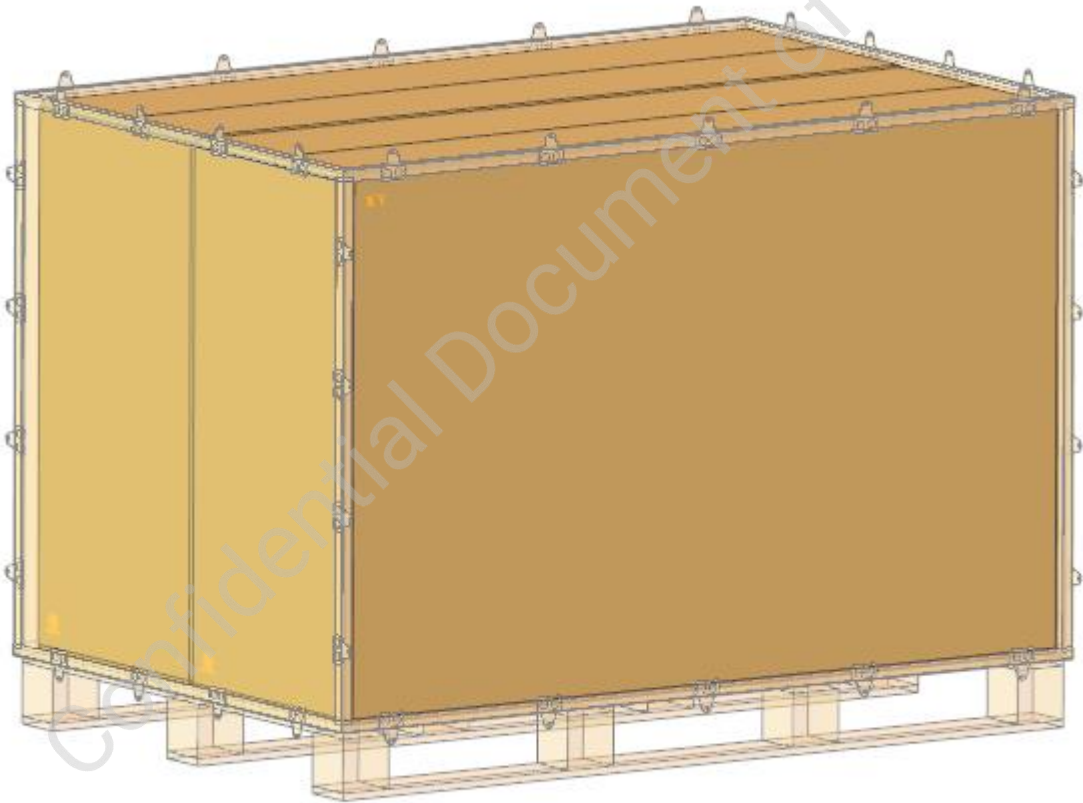


Figure 8. Wooden Box Stacking 1

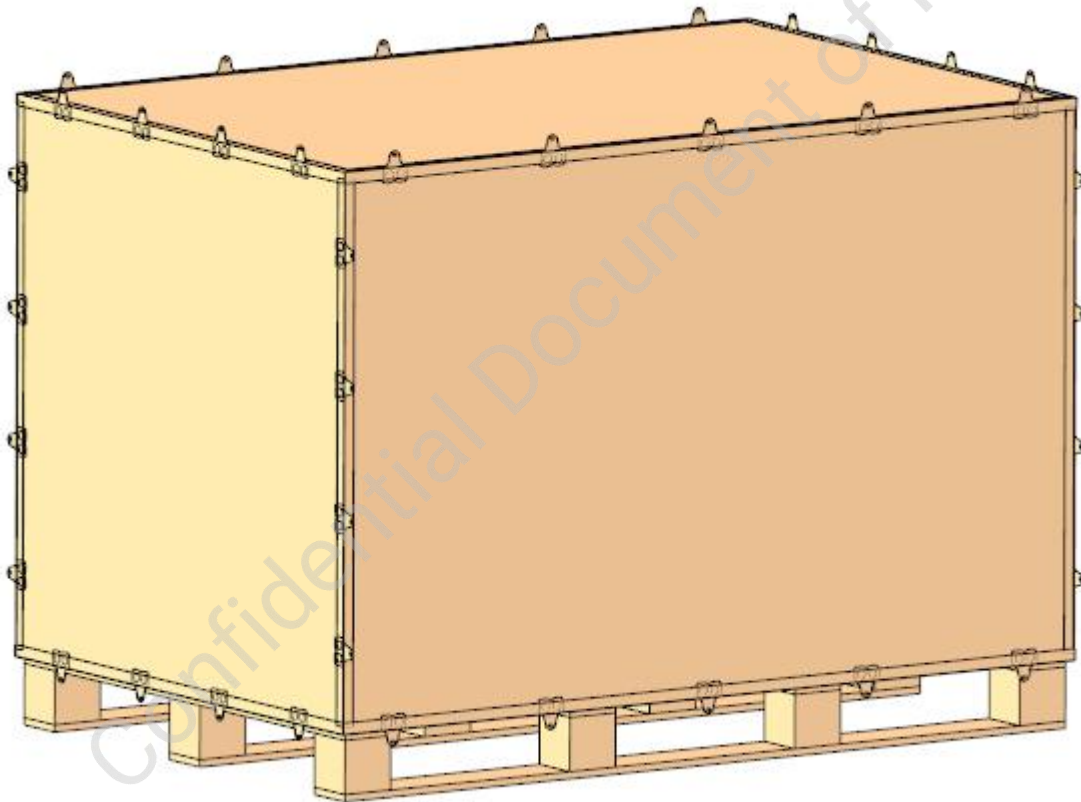


Figure 9. Wooden Box Stacking 2

5.2 Requirements for Securing Wooden Pallets

- 1) For cartons containing 46/49/65-inch splicing screens, place five cartons on a wooden pallet. For cartons containing 55-inch splicing screens, place four cartons on a wooden pallet. Each carton contains one screen. Place cartons neatly on each wooden pallet, and then place a wooden board on top of the cartons. Each wooden pallet has a matching wooden board. Use packing straps to secure the cartons on the wooden pallet, as shown in Figure 10 and Figure 11.
- 2) If you want to stack one wooden pallet on top of the other, stack the two layers of wooden pallets neatly, as shown in Figure 12.

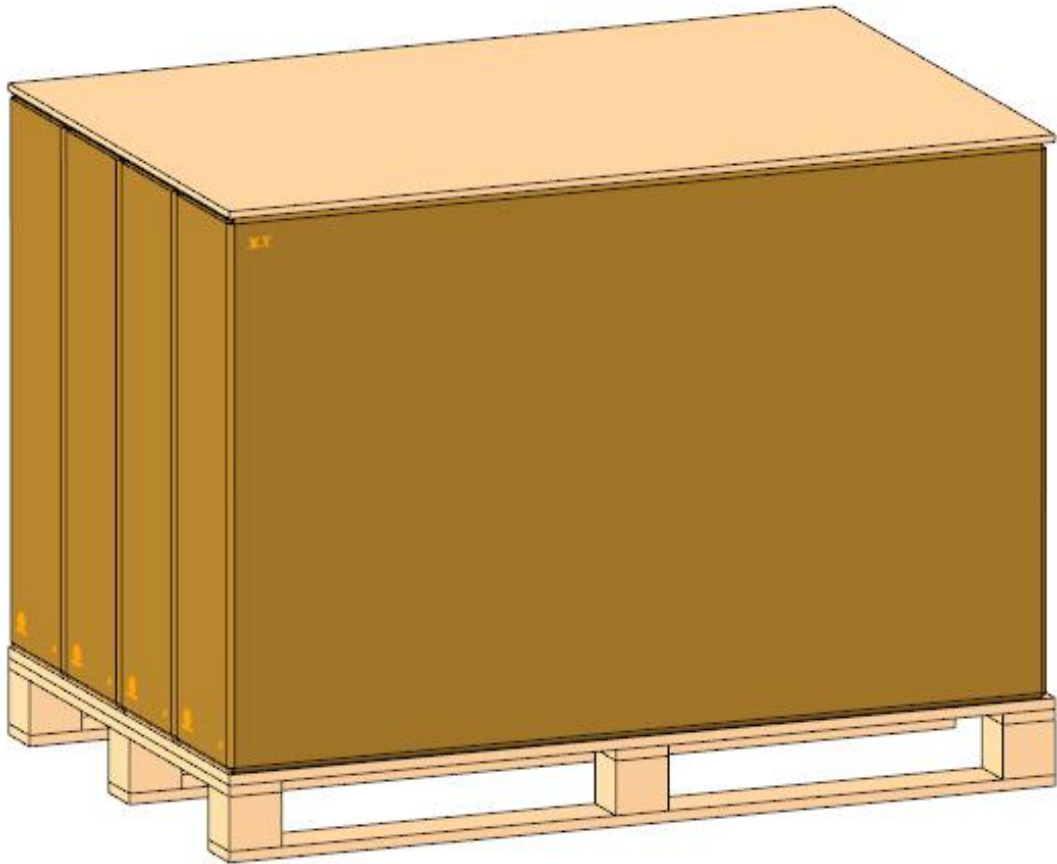


Figure 10. Four Cartons on One Wooden Pallet



Figure 11. Four Cartons on One Wooden Pallet Secured by Films and Packing Straps



Figure 12. Stack One Wooden Pallet on Top of Another, Two-Layer Stacking

6 Requirements for Loading and Unloading

Please note that the products in each container need to be secured (with straps or mesh) when loading and all gaps filled to prevent the products from shaking and toppling over.

When loading and unloading, do not:

- 1) Throw the packaging box;



Figure 13. Do Not Throw

- 2) Do not tilt the packaging box or place it upside down;



Figure 14. Do Not Tilt or Place the Packing Box Upside Down

- 3) Do not stand on the packaging box for work;



Figure 15. Do Not Stand on the Packaging Box

- 4) Do not push the packaging box from a vehicle or above;

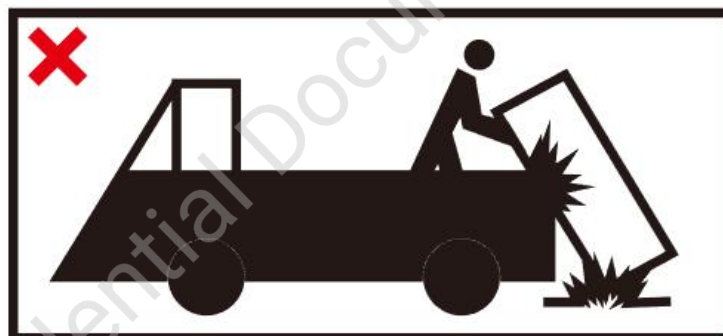


Figure 16. Do Not Push Down from a Vehicle or Above

7 Handling Requirements

7.1 Without Wooden Pallets or Wooden Boxes

Two workers hold the handle hole on their sides to lift and lower the packaging box simultaneously. Do not push or pull the box alone.

Correct handling:



Figure 17. Two Workers Lifting and Lowering a Package Box Simultaneously

Incorrect handling:

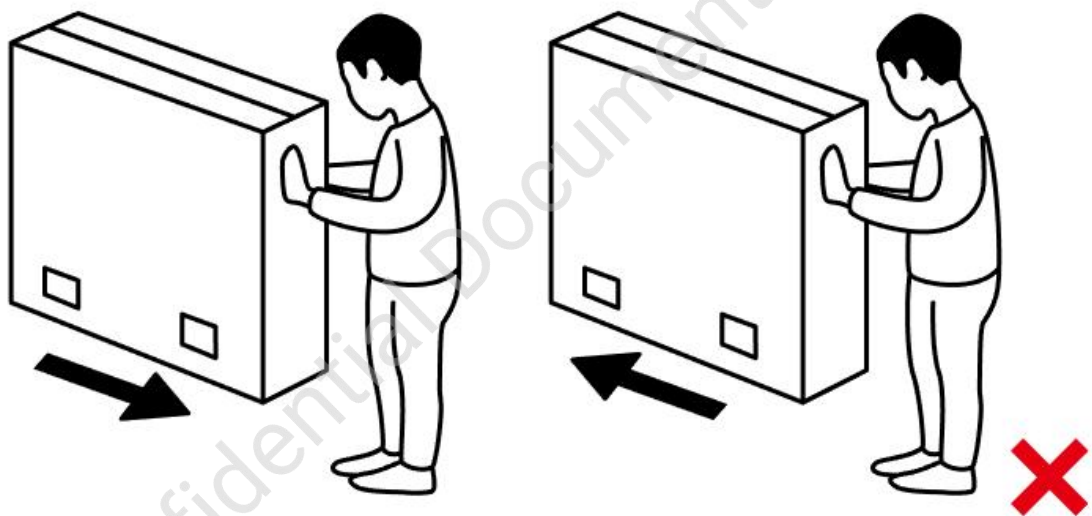


Figure 18. Do Not Push or Pull the Packaging Box

7.2 With Wooden Pallets or Wooden Boxes

Loading and unloading by manual hydraulic truck are recommended (for improved safety). Electric forklifts can more easily cause damage to wooden pallets and wooden boxes (if an electric hydraulic forklift is required for handling, exercise extreme caution to protect products from damage caused by collision).

When inserting the forks to load a wooden pallet or box, the forklift operator should lift the load slowly first to check that it is balanced (to prevent an unstable load from falling off). If necessary, shift to stabilize the load then lift and drive smoothly to prevent toppling.



Figure 19. Electric and Manual Hydraulic Forklifts

8 Acceptance Criteria

In the absence of serious damage to the cartons or problems with the appearance and performance of the products, they can be accepted as normal and then undergo a power-on check within 5 days.

9 Storage Criteria (Illustrations are for reference only. Please refer to actual products.)

9.1 Stacking Layout

Do not place any material directly on the ground. If necessary, stack the materials neatly on two layers.

9.2 Number of Stacking Layers

Loads cannot be stacked in more than two layers. In mixed stacking, the weight of each packaging box on the upper layer must not exceed 100 kg.

Correct stacking layers:



Figure 20. Stacking in at Most Two Layers During Storage

Incorrect stacking layers:



Figure 21. Avoid Stacking Three or Higher During Storage



Figure 22. Maximum Weight Not More than 100 kg During Storage

9.3 Requirements of the Storage Environment

1) Do not place any material directly on the ground. Place the materials neatly to better protect, identify, and count them. If you stack materials for long term storage, ensure that the bottom layer is

no less than 100 mm from the ground.

- 2) The total height of stacked materials in the storage area shall not exceed 2 m.
- 3) Avoid direct sunlight, high temperatures, and long-term exposure to humidity. Maintain appropriate temperatures, humidity, and ventilation in the storage warehouse. The recommended storage temperature range is 0-40°C, with a humidity range of 30% to 90%.
- 4) Protect the materials from fire, theft, insects, water, oxidation, and damage.
- 5) Store the same types of materials following the rule of first-in first-out (not applicable to special cases).

10 Related Records

No.	Name	Handed Over From (Person)	Stored By (Person)	Stored In	Archiving Date	Stored For	When Expired