



Scrap Receiving Specification Uhrichsville

Location(s)	Department / Machine Center / Work Center	Document and Rev #		Rev Date
Novelis North America Offices : Atlanta, Uhrichsville	Procurement : Management System : Metal Procurement : Specifications	PRO-06192	1	Jan 26, 2024

1.0 Purpose

Novelis is positioned as a strategic supplier in the metal industry and committed to providing the best aluminum solution in North America. A major factor in our ability to meet these requirements is the quality of the raw material we purchase, with scrap representing a large percentage of our raw material mix. The purpose of this document is to clearly communicate the high standards that Novelis holds its suppliers to, and to continuously improve the quality and safety of materials delivered.

2.0 Health, Safety, and Environmental Guidelines

Material suppliers must be aware that Novelis and its operating divisions are very conscious of the health and safety of our employees, and the impact that the company’s operations may have on the environment. In order to help prevent health, safety and environmental problems that may result from contaminated raw materials, Novelis has implemented a rigorous inspection program at all facilities.

This program will consist of, in part, the following measures.

2.1 Visual Inspection of all material received.

2.2 Monitoring of all loads for radioactivity.

2.3 Periodic sampling to determine whether contamination is present and analysis to determine chemistry.

2.4 Results recorded upon receipt to ensure compliance with the requirements specified by the facility purchase specification.

2.5 Direct communication with all suppliers of material to Novelis facilities reminding them that delivery of contaminated materials to any facility is a violation of agreements under which such material is purchased by Novelis.

All shipments will be inspected for the following unacceptable conditions. Discovery of any of the following may result in either load rejection, material downgrading or claims for damages to compensate for losses incurred. Please note, this list is not inclusive of all conditions that could result in rejection.

2.6 Excessive moisture, including condensation, in all forms (ice, snow, liquid), on the surface or internal to the raw material.

2.7 Fertilizers (ammonium nitrate for example), dry fire extinguisher powder, chemicals such as nitrates and sulfates and all “oxidizing materials”. Oxidizing materials are those which readily release oxygen in contact with molten aluminum such as nitrates, chlorates, perchlorates, permanganates, chromates, and phosphates.

2.8 Wood, rocks, glass, welding Rods

2.9 aluminum from military applications, **2.10** excessive nonmetallic contaminants,

2.10 Close containers, pinched pipe, fuel tanks, uncut cylinders



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Fuel Tank in Scrap Bale



- 2.11** Material with excessive corrosion and/or oxidation.
- 2.12** Hazardous or toxic material such as PCB's lead, cadmium, selenium, radioactive materials, batteries, mercury, hexavalent chrome, arsenic, asbestos, or antimony.
- 2.13** Aluminum-lithium alloys, aluminum composite materials or aluminum powder metallurgy materials.
- 2.14** Hypodermic needles, medical waste contamination or material with medical waste warnings.
- 2.15** Excessive hydrocarbons (oil, flammable liquids, grease, etc.) and other volatile substance. Visible evidence of pooled or dripping hydrocarbons on or under package are not acceptable and will cause for rejection.
- 2.16** Material with food residue present.
- 2.17** Aluminum and other metallic fines.

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Steel Contamination in Scrap



3.0 Packaging Requirements

Novelis takes pride in its commitment to safety in the workplace. We have high expectations of ourselves and want to safely deliver products to our customers. With this commitment in mind, Novelis has the same expectations from shippers. Novelis reserves the right to determine the safe condition of a load. If receiving personnel determine that a potentially unsafe condition exists, the material will be rejected or subject to repackaging as determined and mutually agreed upon between the buyer and the seller.

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Limit is three items per delivery. Different lots in any truck must be segregated to avoid commingling and must be tagged or clearly marked in indelible ink to assure proper identification and unloading.

All Material should be loaded for Safe Forklift Entry and Unloading.

3.1 Bales

Uhrichsville, OH: Max 3,000 lbs. per bale. No plastic or burlap wrapping.
Maximum size 36" x 40" x 72".

Old painted siding, old sheet, and painted MLC must be shreddable two ram (HRB) bales. High density briquettes and logger bales are NOT acceptable for these grades. NO coils, stacked sheets, heavy gauge, or solids should be in bales. material less than 1/4 inch thick; surface dimensions no greater than the average pallet; material that is not layered, booked, and does not contain canisters, tanks, structural members such as columns, beams, heavy rod, plate, wheels; no extremely soft alloys that are heavily compacted; no material that contains volatile chemicals of any kind or material that could, if shredded, entrap or capsule moisture.

Acceptable shreddable bale package for old sheet, painted Mixed Load Copper (MLC), painted siding, and HRB



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Non Shreddable Bale, , which is not permitted for old sheet, painted siding, painted MLC



Other aluminum grades, (excluding painted siding, painted MLC, old sheet) are not required to be shreddable and high-density bales are acceptable.

3.2 Boxes

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Boxes that are wet or oil soaked are not accepted. No box charge. Boxes must be secured with Pallet. Maximum 20 boxes per load.



3.3 Briquette:

Max 5,000 lbs. per skid. Must be banded to skids.

3.4 Coils:

Max 5,000 lbs. per coil/skid. Must be banded to skids and fiber cores are not accepted unless pre-approved.

3.5 Bundle or Palletize

Must be banded to skids. 5' x 4' max piece sizes. Max 4,000 lbs. per skid.



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Acceptable Bundle or Palletize



3.6 Loose:

4' X 2' Max Size. Self-unloading equipment only. Loose should be free from dirt, moisture, contaminants and oil. Loose shipment must be pre-approved.



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Acceptable sized Loose Scrap



3.7 Drums:

No Drums will be accepted.

3.8 Super-Sacks:

Material in super sacks must be pre-approved and/or qualified prior to Shipment.

4. Banding Specification:

4.1 Preferred Banding in order: 1. Aluminum 2. Plastic banding 3. Plastic cable 4. Steel wire 5. Steel bands

4.2 Bales require a maximum of six 5/8" X .020" bands or a maximum of six 13-gauge aluminum, plastic or steel wires are required. Insufficient, additional, or embedded banding can be subject to extra unloading fees and or rejection. Banding should be sufficiently tightened in order to secure the material but not so tight that it could produce a safety hazard from a springing action when cut or removed. Acceptable tying materials in order of preference are: aluminum, plastic, and steel.

4.3 Excessive wire beyond the pigtail twist or banding beyond the clamp are not acceptable as they pose a safety risk to employees upon manually removing.



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4.4 Acceptable tying materials in order of preference are: aluminum, plastic, and steel. One vertical band per column required and a minimum of two horizontal bands per bundle.

4.5 Briquettes straps must be a minimum of 5/8" wide x 0.020" thick.

4.6 Sheet Stock must be strapped with two 3/4" wide x 0.250" thick plastic or steel straps located parallel with skid runners.

5. Dunnage Deduction:

Wire and banding weight will automatically be deducted from the received weights based on piece count. A 2.5 pound per bale deduction will be taken for banding, and a 7 pound per bundle deduction will be taken for densified briquettes.

6.0 Delivery Requirements

A delivery appointment is required for all deliveries. Any shipment arriving without prior notification and approval will not be accepted.

6.1 Roll offs, dump trucks, and ocean containers are not acceptable except by prior arrangement at the time of contract and coordination with the Scheduling Department.

a) Novelis Dump Load Policy at All Facilities.

- Material must slide out of the truck on its own, and Novelis employees are not allowed to assist in removing material from dump loads.
- If the load is not stable, the driver will be requested to leave the property.
- If the load becomes stuck, the appropriate Novelis personnel will be contacted.
- If the driver walks under the truck or is not at the controls of the load the driver will be requested to leave the property.
- After scaling in, the driver must pull to the designated staging area and await further instruction.
- The driver must stay clear of the line of fire. Keep out of the way when opening the back door to allow scrap to fall to the ground.
- The driver must remain in the cab while the load is in the air.
- Novelis personnel may stop the process and require additional safety precautions as they see fit.

6.2 Shipper should make sure that all trucks and/or trailers are clean and in good condition free of holes and other damage. Any truck/trailer damage which could jeopardize unloading operations, cause spillage or damage equipment is subject to rejection.

6.3 Shipper is responsible for all loads that may have shifted during transit.

6.4 Wet material is subject to rejection or weight reduction. Including moisture from condensation. All shippers must take adequate measures to guard against water reaching the scrap. All flatbeds or open top trucks must be tarped when arriving at the receiving dock. Tarps must be free of holes and leaks.

6.5 No railcar shipments without prior approval.

6.6 Each load will be thoroughly inspected, and samples taken when deemed necessary by Novelis.

6.7 Safety and Welfare – Truck Drivers

- a) Safety glasses, high visibility vests, and closed toed shoes are required at the receiving docks.
- b) Novelis is a smoke-free workplace and smoking is only allowed in designated areas.
- c) Personal facilities are limited. Truck drivers should attend to their personal needs prior to entering the plant.
- d) Cell phone use only in designated areas.



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Appropriate PPE for Truck Driver



7.0

Shipping Documentation

- a) Packing list must be submitted to scale house upon drivers' arrival. The packing list must include the Vendor Name, the piece count, gross/tare/net weights, and a valid PO and SRA No.
- b) In the event it's a brokered load / blind shipment the supplier has the option to email a copy of the packing slip the day BEFORE the load is delivered.
 - The emails should be sent to the suppliers Novelis representative.
 - The email must include, in the subject line, Vendor Name, PO#, and SRA No.
 - The attached paperwork must include a detailed packing list, BOL, PO#, SRA no., and Vendor Name.

Failure to supply correct shipping documentation may result in the load being rescheduled to the next available appointment.

8.0 Major Material Specification

- 8.1 **Clean Alloy Scrap** – 1XXX, 3XXX series (not mixed). Scrap must be clean, without coatings or other materials, free of iron. Minimal oil is acceptable (less than 0.10% of the weight).



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- 8.2 Decorated Alloy Scrap** – 1XXX, 3XXX alloys series (not mixed). Decorated or lacquered. Minimal oil is acceptable (less than 0.10% of the weight). The load must be free of iron. Black poly is not acceptable.
- 8.3 Mixed Low Copper** - Must meet ISRI specification: Shall consist of new, clean, uncoated, and unpainted low copper aluminum scrap of two or more alloys with a minimum thickness of 0.015 inches and to be free of 2XXX and 7XXX series, hair wire, wire screen, punching less than ½ inch in diameter, dirt, and other non-metallic items. Grease and oil not to total more than 1%. Coated material in this class must be previously agreed upon by the buyer. Material must be free of iron, lead, and other non-aluminum metals. **For painted MLC, briquetted, high density, and “logger bale” material is not acceptable.**



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MLC



8.4 Painted Siding - Shall consist of clean, low copper aluminum siding scrap, painted on one or two sides, free of plastic coating, iron, venetian blinds, vinyl or plastic, dirt, corrosion, fiber, foam, or fiberglass backing, or other contaminates. Iron(Fe) allowance is one-half of one percent(0.50%) of the total load weight of painted siding, as determined by the actual weight of magnetically separated material after shredding. All weight of magnetic material separated will be deducted from total painted scrap load weight if in excess of 0.50%

Determination and reporting of magnetic content will be accomplished within ten(10) days from delivery date. Reporting shall be by a “ Revised Settlement Report” indicating the deductible magnetic weights, sent to the contract supplier via regular mail.

Briquetted, high density, and “logger bale” material is not acceptable for painted siding.



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8.5 Litho – Shall consists of alloys 1100 and/or 3003 only. Must be free of excessive inks and/or residues and any other contamination. Lithographic stock in coil form may be acceptable, but subject to inquiry. Baled, loose in gaylord boxes on skids and briquettes are acceptable. **Boxed litho is not acceptable.**



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Litho Scrap



8.6

Aluminum Turnings: Aluminum Turnings may be acceptable, but subject to special inquiry.

- 8.7 Old Radiators:** Shall consist of old aluminum radiators and/or condensers. Should be free of all other types of radiators. All contaminants including iron, plastic, and foam do not exceed 1% of weight. Any deviation to this specification, including oxidation and aluminum content, to be negotiated between buyer and seller.



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8.8 Old Sheet: Shall consist of bare old sheet aluminum scrap of two or more low copper alloys with a maximum ten percent(10.00%) painted scrap allowed, otherwise specified at the time of contract. Must not contain any 2000,4000,7000 or 8000 series alloys. Iron (Fe) allowance is five percent (5.00%) of the total old sheet scrap weight. Determination and reporting of magnetic content will be the same as for Painted Siding Scrap, indicated in the previous section. Old Sheet Aluminum Scrap must not contain any venetian blinds, castings, litho, automobile bumpers, hair wire, radiators, screen, food or beverage containers, pie plated, can stock, fin-stock, tanks, sealed or closed containers, stainless, plastic, vinyl, dirt, Teflon coatings or other foreign materials. Oil grease and solvents must not exceed one percent (1.0%) be weight, unless otherwise specified at the time of contract. **Briquetted, high density, and “logger bale” material is not acceptable for old sheet.**



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Old Painted Siding



- 8.9 **UBC:** UBC's shall be comply with the Novelis UBC specification.
- 8.10 **RSI:** RSI shall comply with the Novelis RSI specification.
- 8.11 **Prime:** Prime shall comply with the Novelis Prime specification.
- 8.12 **Class Material Defined:** Please refer Novelis Class Scrap Specification
- 8.13 **Automotive Scrap.** Uhrichsville does not accept any grade of automotive aluminum scrap.