

Appendix 5

Consignment document

Despatch note / Invoice copy

General

This section describes Volvo's recommendations for consignment documentation. The recommendation follows the guidelines issued by the Maintenance Group in Swedish Odette.

Documentation

Each physical delivery shall be accompanied by the documents required for the parties concerned with a consignment, to permit them to perform their part of the consignment task. The parties in most cases are the consignor, transport company, goods terminal, consignee and in cross-border consignments, the Customs & Excise in each importing and exporting country.

The documents which will always be required are:

- despatch note - goods
- way bill

Additionally, for export consignments:

- invoice copy
- and declaration of origin, where appropriate

Consignment

A consignment is the same as a physical transport of a given quantity of goods from ONE consignor on ONE occasion to one consignee.

One or more consignments can be loaded on one and the same transport unit, but no consignment may ever be split between transport units. If a consignment is too large to load onto 1 load carrier, the consignment should be divided up into smaller units and re-defined.

A consignment should always be kept together during transport from the consignor to the final consignee, or to Volvo indicated grouping centre.

Paper documents Vs AVIEXP/DESADV

It is Volvo's ambition to replace paper documents by electronic documents as soon as possible. The Volvo companies are at various stages of their development, and each individual company will therefore make agreements with the suppliers concerned about when paper documents can be discontinued.

We must however point out that we are dependent on other parties, such as transport companies, customs authorities and auditors to reach our goal.

Information in documents

There are many interested parties in the information flow, information needed to ensure a rational flow of material. A more detailed description below about the consignment information requested in the documents:

- despatch note (domestic consignments)
- invoice copy (export/import consignments)

Note:

In the following section, only information on the invoice relating to the invoice as a delivery document is described. The function of the invoice as a payment document is covered in Chapter 6.0 INVOIC.

The requirements for information on way bills will be notified separately by Volvo Transport.

The requirements for packaging despatch advice will also be notified separately by Volvo Transport

Despatch note / Invoice copy

Description	AVIEXP	INVOIC	Field length	Domestic	Exp./ Imp.
CONSIGNOR					
Supplier number	NAD(CZ).C082-3039		an..10	R	R
	NAD(SE)-C082-3039		an..10	D	D
		NAD(SE)-C082-3039	an..10	M	M
Name and address		NAD(SE)-C080-3036	an..10	R	R
		NAD(SE)-C058-3124	am..10	R	R
CONSIGNEE			an..35	M	M
	NAD(CN)-C082-3039	LIN.NAD(CN)-C082-3039	an..10	R	R
	NAD(CN).LOC-C517-3225		an..8	R	R
	CPS.LIN.LOC-C517-3225		an..17	D	D
		NAD(BY)-C082-3039	an..20	R	R
DESPATCH NOTE NR	BGM-1004		an..17	M	M
		LIN.RFF(AAK)-C506-1154	an..7	R	R
Date	DTM(137)-C507-2380		n12	R	R
		LIN.RFF.DTM-C507-2380	n..8	R	R
INVOICE NUMBER	CPS.LIN.RFF(IV)-C506-1154		n..8	N	R
		BGM(380)-1004	an..17	M	M
Date	CPS.LIN.RFF.DTM-C507-2380		n8	N	R
		DTM-C507-2380	n8	M	M
EUR CERTIFICATE NUMBER	CPS.LIN.RFF(AEE)-C506-1154		an..17	N	R
Date	CPS.LIN.RFF.DTM-C507-2380		n8	N	R
ARTICLE NUMBER	CPS.LIN-C212-7140	LIN(IN)-C212-7140	an..35	R	R
DELIVERED QUANTITY	CPS.LIN.QTY(12)-C186-6060	LIN.QTY(12)-C186-6060	n..10	R	R
SORT CODE	CPS.LIN.QTY(12)-C186-6411	LIN.QTY(12)-C186-6411	an..3	D	D
ORDER NUMBER	CPS.LIN.RFF(ON)-C506-1154	LIN.RFF(ON)-C506-1154	an..17	R	R
COUNTRY OF ORIGIN	CPS.LIN.ALI-3239		an..3	R	R
ITEM AMOUNT	CPS.LIN.MOA(40)-C516-5004		n..15	D	R
		LIN.MOA(203)-C516-5004 eller MOA(79)???		R	R
CURRENCY	CPS.LIN.MOA(40)-C516-6345		an..3	D	R
		CUX(4)-6345	an..3	R	R
TYPE OF DUTY REGIME	CPS.LIN.ALI-9213		an..3	D	R
NR OF PACKAGES	CPS.PAC-7224		n..6	R	R
GROSS WEIGHT??					

