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| BASF Antwerpen N.V.  Scheldelaan 600 – Haven 725  2040 Antwerpen |
|  |
| September 20, 2021 |

**Subject**: Communication methods for ECD or PPL

Dear carriers,

With this communication we would like to inform you that due to the go-live of our new slotplanning-tool Leogistics, we will no longer support the option to attach certain documents (as ECD/PPL) in the booked loading slot itself. As a consequence, we will implement a change in communication methods for ECD- or PPL-documents, this valid as from loading date 11/10/2021.

Following this change, the Eclic-system will become the most preferred method to communicate ECD’s or PPL’s, this as it can be fully integrated in both our planning tools and will support future improvements in this field. For any questions regarding the Eclic-platform, you can contact [dries.vanden-bussche@basf.com](mailto:dries.vanden-bussche@basf.com)

Communication methods

In daily practice, the only allowed communication methods to provide us the necessary ECD or PPL will be as following:

* **Eclic** => fully integrated electronical communication, being the highly preferred option!

* **Printed version** via the driver => your driver can hand-over the original printed version during loading

* **Mail** => in case of emergency and only if above scenario’s are not possible, we exceptionally allow you to send the document in advance towards [loketpoort15@basf.com](mailto:loketpoort15@basf.com) . Your driver can request this document at our desk at gate 6, this before proceeding with the check-in process. Do note we will monitor this closely in order to rule out any misuse!   
  Please make sure to use following title in the respective mail towards us:
  + Document type: ‘ECD’ or ‘PPL’
  + Shipment number
  + Product name
  + Carrier name

Overall process

Shortly after go-live of above mentioned process we will also implement this change within our check-in program at our gate, this following below described process:

IN EXCEPTION

Please make sure your planning departments are informed of this and will implement the necessary changes.

Yours sincerely,

**BASF Antwerpen N.V.**

Logistics Operations

Nicholas Gibbs

Manager Surface Distribution