



INDIA INTERNATIONAL HOUSE LTD.

Factory : A-6, 1&2, SITE - IV, SAHIBABAD, U.P

TEL: 0120-4294363

ISO 9001: 2015

Fax: 0120-3058145, E mail: a6@skggroup.com

SHIPMENT RELEASE POLICY

We at India International House Ltd are committed to supply the good quality products with accurate quantities with all security measures to our customers. The company will strictly follow the shipment release procedure as given under. The aim of our organization is to make highest degree of delivery and lower rejection rate.

Authority to release the shipment : Factory Manager and Dispatch Manager

Procedure: The authority will ensure that the following actions have been completed.

- A. Pre-Shipment dispatch Inspection Report
- B. Third party inspection approval (If required)
- C. Invoice with correct rates, Packaging list with correct quantity and weights
- D. Shipment Challan
- E. Pallet check & 7-Points Vehicle check with photographs.
- F. Challan should have number of pallets, weights, vehicle number and description.

Note: The format made has to be dully checked, verified & signed by the authority people mentioned above before actual dispatch of goods.

Date : 5/12/2017

For India International House Ltd.

India International House Ltd

Jar

[Signature]

Managing Director

A-6