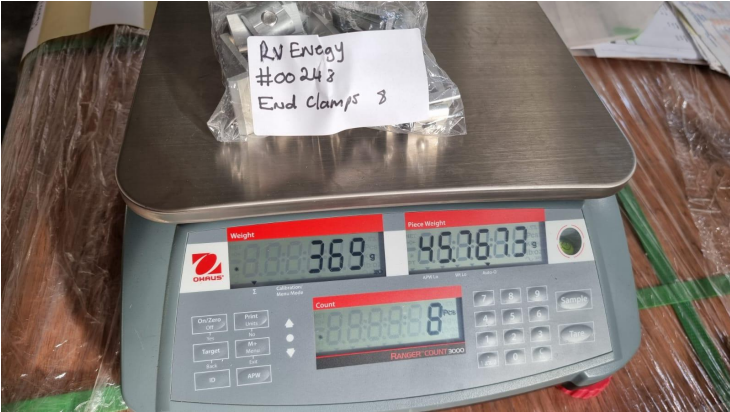




# Packing Process for Solar Panel Mountings

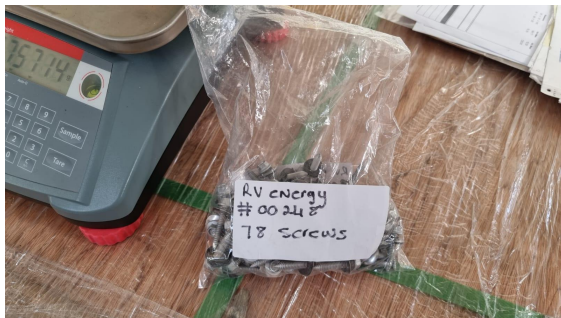
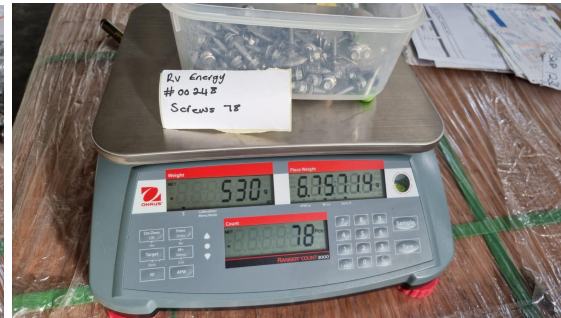
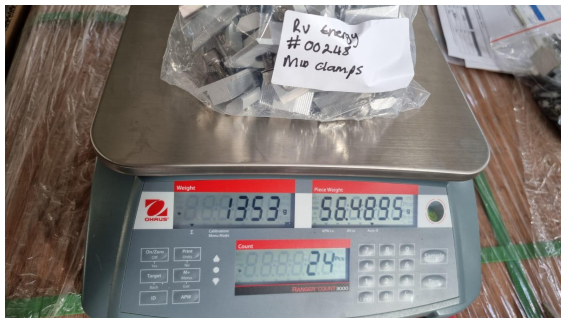
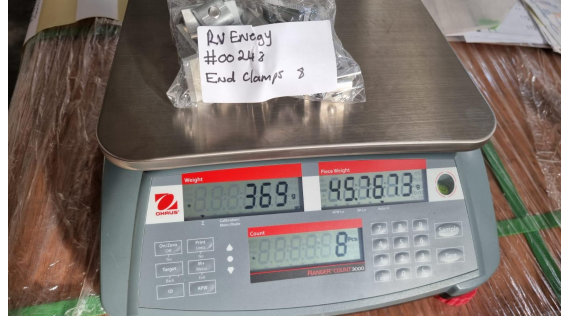
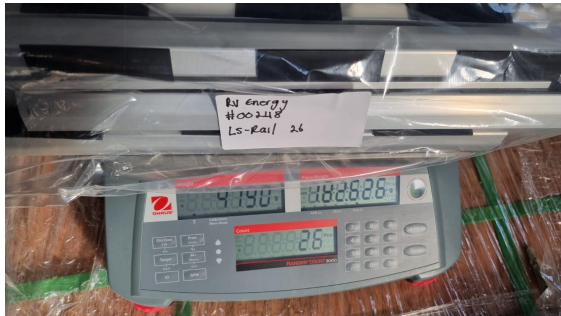
Below is M Solar Power Distributions mounting structure packing process.

- 1. Label
  - Write a label for each component ordered with the order reference number, clients name & quantity of component
  - Place the label on the components package



## 2. Quantity confirmation

- Weigh and confirm by photograph the qty of the each component
- A photo showing each individual component packed
- The label is to be clearly visible in each photograph
- Screws to be weighed in a container first, then packed in a bag. (A image of both steps in the process needs to be taken)



3. Completed order packed with photo taken
  - Each box needs to be clearly labeled with its contents
  - If there are multiple boxes, the boxes need to be labeled 1-total



4. All images to be bundled and loaded to the the company order tracking system

|   |                     |                          |                          |   |
|---|---------------------|--------------------------|--------------------------|---|
| <a href="#">Signed Packing List SO-00248.pdf</a>            | 26/05/2022 16:14:51 | rachel@msolarpower.co.za | <input type="checkbox"/> | × |
| <a href="#">E-mail: Invoice</a>                             | 26/05/2022 16:19:16 | rachel@msolarpower.co.za | <input type="checkbox"/> | × |
| <a href="#">Invoice INV-00114 for RVEnergySolutions.pdf</a> | 30/05/2022 09:02:13 | casey@msolarpower.co.za  | <input type="checkbox"/> | × |
| <a href="#">Packed Screws- RV.jpeg</a>                      | 03/06/2022 09:42:17 | casey@msolarpower.co.za  | <input type="checkbox"/> | × |
| <a href="#">Screws- RV.jpeg</a>                             | 03/06/2022 09:42:18 | casey@msolarpower.co.za  | <input type="checkbox"/> | × |
| <a href="#">End Clamps- RV.jpeg</a>                         | 03/06/2022 09:42:19 | casey@msolarpower.co.za  | <input type="checkbox"/> | × |
| <a href="#">Long Short Rail- RV.jpeg</a>                    | 03/06/2022 09:42:19 | casey@msolarpower.co.za  | <input type="checkbox"/> | × |
| <a href="#">Mid Clamps- RV.jpeg</a>                         | 03/06/2022 09:42:20 | casey@msolarpower.co.za  | <input type="checkbox"/> | × |
| <a href="#">Packed mounting order- RV.jpeg</a>              | 03/06/2022 09:42:20 | casey@msolarpower.co.za  | <input type="checkbox"/> | × |

5. The complete bundle images emailed to client confirming ready for collection or courier