

附件

作品包裝注意事項

為了保護作品免受損壞，需使用木箱包裝作品。包裝不當造成的作品受損將由藝術家負責。

一、 附屬文件

- (一) 狀況報告書 (Condition Report) / 照片記錄作品狀態。
- (二) 開箱、裝箱與組裝說明書，若作品為組合式或拆裝式。

二、防損與防雨

作品將在運輸過程中經歷反覆裝卸，不可避免會有搖晃與碰撞。因此，必須採取必要的防損及防雨措施。

三、木箱的使用

包裝作品之木箱必須足夠堅固，並以合適之包裝材料並輔以緩衝材料妥善包裝、固定於箱內。裝箱與包裝需可承受國際海運運輸過程中裝卸、搖晃與碰撞，避免作品在運輸和拆包裝過程中損壞。

四、木質包裝貨物／箱的燻蒸要求

根據台灣主管機關頒布的《進口貨物木質包裝檢疫要求》，所有木質包裝材料 (WPM) 在運往台灣前，必須於原產地進行燻蒸處理。包括木箱／板條箱、木托盤、木框、木桶、墊木及枕木等。未持有合格證書或標記的木質包裝材料，將被銷毀或拒絕入境，並被強制轉口，不得入境。詳情請見七、行政院農業委員會（今農業部）《輸入貨品使用之木質包裝材料檢疫條件》

五、箱體標識

請在外箱上清楚標示「重心」，「正面和背面」，「吊掛點」。對於易碎品和直立物品，也請相應地標註或標記。

每個箱體的兩個相對側面必須噴塗以下標識、淨重（公斤）、毛重（公斤）、尺寸（長 x 寬 x 高）= 立方公尺

六、運輸箱製作建議

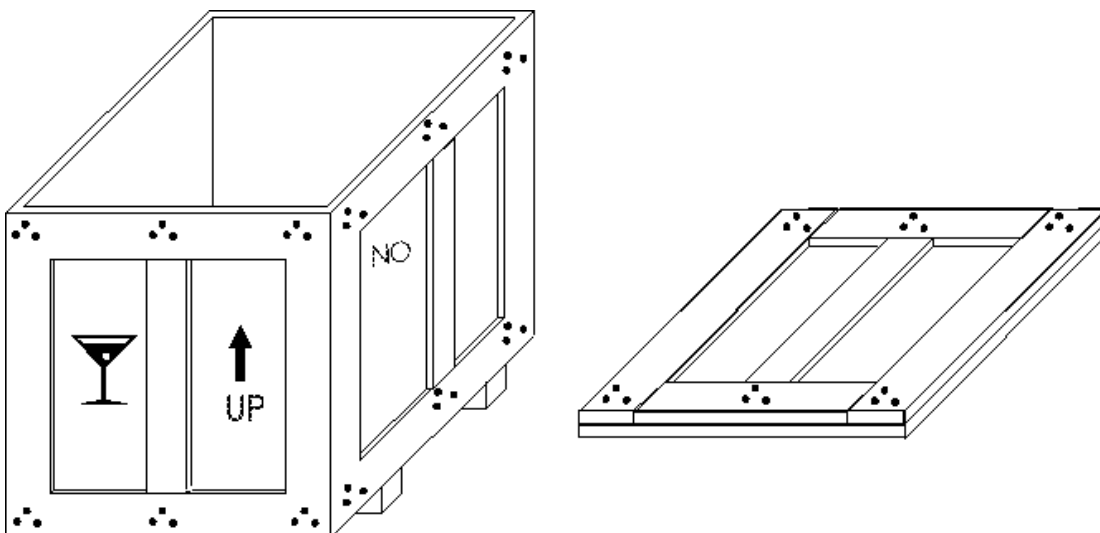
- (一) 材料

- 五分合板（或經熱處理原本板）
- 實心木質板條(厚度2.5cm 以上；寬度10以上)，刨光處理。
- 防水紙
- EPE 發泡材料（2-4cm 依實際需要使用。2cm 以上板材需以熱貼合方式黏合）
- 防震海綿

（二）結構

1. 木箱以整片五分板製作，六面均需以板條接邊補強。箱面隔60-80公分須加補強板條。板條上隔30公分一個固定點。
2. 木箱須以能穩固獨立站立為原則。依情況加防傾腳架。
3. 木箱枕木距地面8cm 以上，方便插板車作業為原則。
4. 木箱外面窄邊立面上，須裝置/製作木條或金屬扶把。方便木箱在移動時，人員隨時扶護導引，避免木箱碰撞摔跌，甚至傷及作品。
5. 木箱內面貼以積層鋁箔包裝膜密封(以無酸雙面膠、熱封或釘槍方式固定)；視天候與作品安全必要，適時於木箱外面覆加聚乙烯棧板膜包覆。
6. 木箱內面須以 **EPE** 材料鋪底做為緩衝。**EPE** 之厚度須依作品大小重量作適當處理。依實際情況調整密度及方向，務使作品安全穩定牢固為原則。
7. 箱蓋以螺絲或專用扣具接合，約每30公分一固定點。不得以敲槌的方法及材料封蓋。
8. 外箱面需貼示/漆示木箱出貨單位及收貨單位、箱號（尤其同出貨點有1個以上木箱時）。
9. 依直立方向註記警示符號如 **FRAGILE**，**UP** 等等。

圖例：



七、行政院農業委員會（今農業部）《輸入貨品使用之木質包裝材料檢疫條件》

輸入貨品使用之木質包裝材料檢疫條件

97 年 6 月 2 日行政院農業委員會農防字第 0971490263 號公告

99 年 8 月 3 日行政院農業委員會農防字第 0991490659 號公告修正

100 年 3 月 31 日行政院農業委員會農防字第 1001490513 號公告修正

一、本檢疫條件所稱輸入貨品使用之木質包裝材料（以下簡稱木質包裝材），指使用於承載、包裝、鋪墊、支撐或固定貨物之木質材料，如木板箱、木條箱、木質棧板、木質拖盤、木框、木桶、木軸、木楔、墊木、枕木及襯木等。但有下列情事之一者，不在此限：

（一）厚度未超過六公厘。

（二）經高溫加壓方式膠合。

（三）經油漆、染色劑處理。

（四）經木焦油或其他防腐處理。

（五）已盛裝酒類之木質容器。

（六）已盛裝菸酒或其他商品之木製禮盒。

（七）永久固定於船機具及貨櫃之木質材料。

（八）木質包裝材承載之貨品為零下 17.8℃ 以下，且貨品及木質包裝材輸入時仍維持零下 17.8℃ 以下狀態。

二、木質包裝材輸出前應在輸出國政府檢疫機關監督下，依國際植物保護公約所發布之國際植物防疫檢疫措施標準第十五號規定之下列檢疫處理方式之一進行處理：

（一）溴化甲烷(Methyl bromide，CH₃Br)燻蒸：最低溫度不得低於 10℃，燻蒸時間最少應為 24 小時。

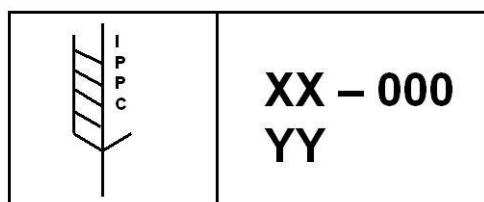
溫度	24 小時濃度時間積CT(g // h/ m ³)	處理 24 小時後最低濃度(g/m ³)
21℃ 以上	650	24
16℃ 以上，未達 21℃	800	28
10℃ 以上，未達 16℃	900	32

符合上表之燻蒸劑量範例如下：

溫度	劑量 (g/ m ³)	最低濃度(g/m ³)			
		2 小時	4 小時	12 小時	24 小時
21°C以上	48	36	31	28	24
16°C以上，未達 21°C	56	42	36	32	28
10°C以上，未達 16°C	64	48	42	36	32

(二) 熱處理(Heat treatment)：木質包裝材中心溫度達到 56°C，處理三十分鐘以上。

三、木質包裝材進行檢疫處理後，輸出前應蓋有符合國際植物保護公約所發布之國際植物防疫檢疫措施標準第十五號規定章戳，其樣式範例說明如下：



標記說明：

1. IPPC：《國際植物保護公約》的英文縮寫符號
2. X：國際標準化組織(ISO)規定的 2 個字母國家編號
3. 000：輸出國官方植物檢疫機構批准的木質包裝生產者的獨特數位編號
4. YY：國際植物保護公約所採用的批准措施，如溴化甲烷燻蒸—MB；熱處理—HT

四、未符合本檢疫條件之木質包裝材，輸入人得選擇依第二點規定進行檢疫處理、銷燬或併同輸入貨品退運。有下列情形之一者，植物檢疫機關得要求併同輸入貨品退運處理：

(一) 因體積龐大或其他因素，現有檢疫處理設施無法處理。

(二) 木質包裝材與輸入貨品無法分離，且輸入人不同意貨品和木質包裝材併同進行處理。

五、木質包裝材經修補、重組及再製，重複使用前應再經核可方式處理並蓋上合格章戳。

APPENDIX

Precautions for packaging of works

To protect artworks from damage, wooden crate packaging is required. Please note that you (the artist) are solely responsible for the consequences of improper packing.

1. Accompanying Documents

(1) Condition Report / photographic documentation of artwork condition.

(2) Unpacking and assembly instructions, if the artwork is modular or requires disassembly.

2. Damage and Rain Protection

As the works are repeatedly loaded and unloaded during transportation, shaking and bumping is inevitable. Therefore, you must take necessary precautions against damage and rain.

3. The Use of Wooden Crates

The wooden crates used for packaging artworks must be sufficiently sturdy to prevent damage during transportation and unpacking. Artworks should be properly packaged with appropriate materials and cushioning materials, and securely fixed within the crate.

4. Fumigation Requirements for Wooden Packaging Materials/Crates

According to the "Quarantine Requirements for Wood Packaging Material used in Imported Commodity" issued by Taiwan (ROC)'s competent authorities, all wooden packaging materials (WPM) must undergo fumigation treatment at the country of origin before shipment to Taiwan. This includes wooden crates/boxes, wooden pallets, wooden frames, wooden barrels, dunnage, and sleepers. Wooden packaging materials without valid certificates or markings will be destroyed or refused entry and subject to mandatory re-export. For details, please refer to article 7. Council of Agriculture (COA) today Ministry of Agriculture (MOA) " Quarantine Requirements for Wood Packaging Material used in Imported Commodity."

5. Crate Markings

Please clearly mark "Center of Gravity", "Front Side and Back Side", and "Lifting Point" on the outside case. For Fragile and Up-Right Position items, please also label or mark accordingly.

The following marking must be painted on two opposite sides of each case:

Shipper's name:

Booth no.:

Net Wt. Kgs

Gross Wt. Kgs

Dimensions L x W x H = CBM

6. Shipping Box Construction Recommendations

(1) Materials

- Five-ply plywood (or heat-treated wood)
- Solid wood slats (thickness 2.5cm or more, width 10cm or more), planed.
- Waterproof paper
- EPE foam (2-4cm thickness, depending on actual needs. Boards thicker than 2cm must be heat-bonded)
- Shock-absorbing sponge

(2) Structure

(A) The wooden box should be constructed from a single piece of five-ply plywood. All six sides should be reinforced with slats. Reinforcement slats should be added every 60-80cm. The slats should be fixed every 30cm.

(B) The wooden box should be stable and freestanding. Anti-tilt legs may be added as needed.

(C) The wooden sleepers should be at least 8cm above the ground to facilitate pallet truck operation.

(D) Wooden slats or metal handles should be installed/fabricated on the narrow sides of the wooden box. When moving wooden crates, personnel should be on hand to assist and guide them at all times to prevent them from colliding, falling, or even damaging the artwork.

(E) The inside of the crate should be sealed with laminated aluminum foil (secured with acid-free double-sided tape, heat-sealed, or stapled). Polyethylene pallet wrap may be applied to the outside of the crate as needed, depending on weather conditions and the safety of the artwork.

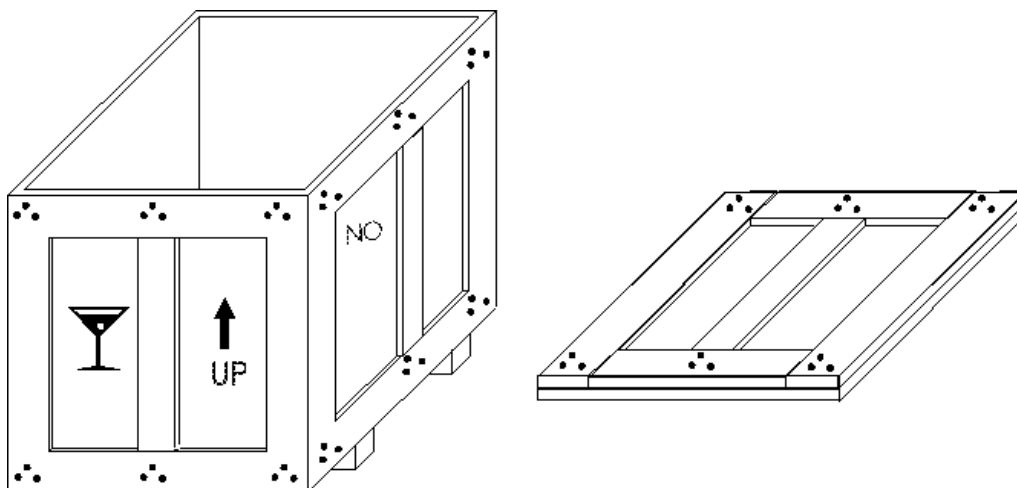
(F) The inside of the crate must be lined with EPE material for cushioning. The thickness of the EPE should be adjusted according to the size and weight of the artwork. The density and orientation should be adjusted as needed to ensure the artwork is secure and stable.

(G) The lid should be secured with screws or special fasteners approximately every 30 cm. Hammering should not be used to seal the lid.

(H) The shipping and receiving units, as well as the crate number, must be labeled or painted on the outside of the crate (especially if more than one crate is shipped from the same location).

(I) Warning symbols such as FRAGILE and UP should be marked in an upright position.

Example:



7. Council of Agriculture (COA) today Ministry of Agriculture (MOA) "Quarantine Requirements for Wood Packaging Material used in Imported Commodity"

Quarantine Requirements for

Wood Packaging Material used in Imported Commodity

Promulgated by COA on June 2, 2008 ; Amended by COA on August 3, 2010 and March 31, 2011.

1. Wood packaging material (WPM) shall include wood cases, crates, skids, pallets, wooden trays, wooden frames, drums, wood axle, wood cleat, dunnage, sleepers and packing blocks which are used in loading, packing, mating, supporting or fixing the commodity. The following articles are exempted from the requirements:
 - (1) wood packaging material made entirely from thin wood (6 mm or less in thickness).
 - (2) wood packaging made wholly of processed wood material, such as plywood, particle board, oriented strand board or veneer that has been created using glue, heat or pressure, or a combination thereof.
 - (3) painted or stained.
 - (4) treated by tar or other preservatives.

(5) barrels contain liquor.

(6) gift boxes for wine, cigars and other commodities made from wood that has been processed and/or manufactured in a way that renders it free of pests.

(7) wood components permanently attached to freight vehicles and containers.

(8) carrying deep frozen commodities (below -17.8°C or 0°F) and remain under the temperature condition until arrival.

2. WPM shall be treated prior to export by one of the following methods in accordance with International Standards for Phytosanitary Measures No. 15 (ISPM 15) under the supervision of the plant quarantine authority of the exporting country.

2.1 Methyl bromide (MB) fumigation: The minimum standard for methyl bromide fumigation treatment is as follows:

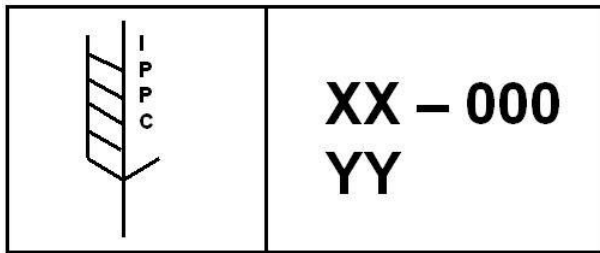
Temperature	CT($\text{g} \cdot \text{h} / \text{m}^3$) over 24 h	Minimum final concentration (g/m^3) after 24 h
21°C or above	650	24
16°C or above	800	28
10°C or above	900	32

CT: concentration-time product. The minimum temperature of the wood and its surrounding atmosphere must be not less than 10°C and the minimum exposure time must be not less than 24 hours.

Example of a treatment schedule that achieves the minimum required CT: Temperature	Dosage (g/m^3)	Minimum concentration (g/m^3) at:			
		2 h	4 h	12 h	24h
21°C or above	48	36	31	28	24
16°C or above	56	42	36	32	28
10°C or above	64	48	42	36	32

2.2 Heat treatment (HT): WPM should be heated to achieve a minimum wood core temperature of 56°C for a minimum of 30 minutes.

3. WPM treated by the approved measures should be marked in accordance with ISPM 15. Example



of the specified mark is shown below:

The mark should include:

- IPPC symbol
- XX: ISO two letter country code
- 000: unique number assigned by the NPPO to the producer of the WPM.
- YY: the approved measure used (MB: methyl bromide fumigation; HT: heat treatment)

4. WPM which does not comply with the quarantine requirements as described above shall be treated by methods described in Article 2 or destroyed or reshipped with the imported commodity on importer's request.

4.1 The treatment cannot be carried out in current treatment facilities due to the size of the WPM or other reasons.

4.2 The WPM cannot be separated from the commodity and importer disagrees the commodity to be treated together with WPM.

5. WPMs that undergone process of repairing, reconstruction or remanufacturing shall be re-treated by methods described in Article 2 and marked properly as Article 3.