

Assembled Products (AP) Packaging and Labeling Standard (For reference purposes only)

Issue Date 4/15/15

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1.0 Introduction

This standard describes AP's minimum expectations from our supplies to ensure that goods are properly identified; the integrity and quality is guaranteed during shipment.

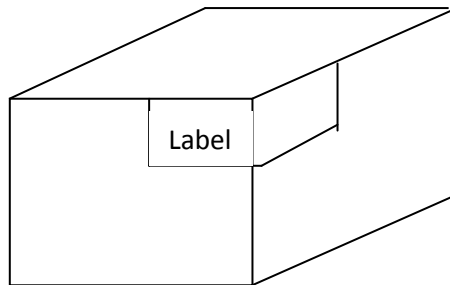
1.1 Identification and Labeling Standard

Assembled Product's bar coding and labeling standard is applicable to all purchased items. It conforms to the Automotive Industry Action Group (AIAG) shipping / parts Identification Label Standard (AIAG-B-3-1984).

Non-conformances to this labeling requirement will be considered a quality incident and the product will be refused or quarantined during the incoming receiving process.

1.2 Labeling

A label is used to identify the contents of each individual shipping container. Each container, whether expendable or returnable, requires at least two labels, on two adjacent corners. When containers are palletized the labels should face outward, wherever feasible



1.3 Label data

Each label will contain the following information:

• Assembled Products part number	Bar code & human readable required
• Suppliers number	Optional
• Suppliers name	Bar code & human readable required
• Product description	Human readable only required
• Product revision level	Bar code & human readable required
• Quantity of container	Bar code & human readable required
• Date shipped	Human readable only required
• Assembled Products purchase order number	Bar code & human readable required
• Serial number of the container	Optional

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The preferred label size is 6 inches long by 4 inches high.

1.4 Product Label Example:

PART NO. 499260 (20054) (P) 	
QUANTITY (Q) 126 	PURCHASE ORDER (K) 5500030798 
SUPPLIER (V) 070293A 	REVISION (2P) F 
SERIAL NO. *S0001* (S)  Assembled Products, Buffalo Grove, IL 60089	DESCRIPTION BRAKE ASSEMBLY DATE 04/10/15

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2.0 Packaging Guidelines and Objectives

These “Packaging Guidelines” have been prepared to assist AP suppliers in meeting our minimum packaging and handling requirements.

The overall objective of all packaging and transportation is to ensure safety, guarantee product quality and to maximize both transportation and production efficiency by the reduction of waste.

2.1 Palletized Material

Where sufficient volume warrants, one full layer of cartons or more, all material must be palletized to permit efficient handling with an industrial trucks. All containers must be secured to pallets. Parts shall be secured by non-metallic strapping (at least two bands lengthwise and two bands widthwise) or by stretch or shrink film

2.2 Pallet Size

Pallet size 48 inches long by 42 inches wide or where prior arrangements have been established and agree upon

2.3 Maximum weight of any pallet load

Pallet loads shall be no more than 3,500 pounds. (Doesn't apply to incoming steel coils)

2.4 Pallets Utilized in conjunction with International Shipments

Must be ISPM 15 certified and stamped

2.5 Cartons / containers

Cartons are not to overhang the pallet.

Containers must be adequately sealed to insure failure does not occur during routine handling.

Maximum gross weight of any carton is not to exceed 35 pounds

2.6 Non-conformance

Non-conformances to these packaging requirements will be consider as a quality incident and the product will be refused or quarantined during the incoming receiving process.

All costs incurred to correct labeling or packaging will be passed through to the supplier

3.0 General, Acceptance

Acceptance of any and all AP purchase orders constitutes acceptance and commitment on behalf of the recipient to comply with the Standard.