

Management System Procedure

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**BARCODE LABEL REQUIREMENTS**



**1.0 Policy**

**1.1 Purpose:**

This application standard provides guidelines for the printing of Bar Code Identification Labels. These labels are designed to improve supplier-customer productivity by allowing effective and efficient capture of data for production counts, receiving, warehouse input/output, and traceability.

**1.2 Scope:**

Applies to all production intent material received at Special Devices, Inc. (SDI); Special Devices, Thailand (SDT); and Daicel Safety Systems America Arizona, Inc. (DSSA, AZ).

**1.3 Responsibility:**

It is the responsibility of the supplier to provide barcoded labels that meet these specifications.

**1.4 References:**

AIAG B-10 “Trading Partners Labels Implementation Guide”  
4.06-30-004      Supplier Quality Assurance Manual

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**BARCODE LABEL REQUIREMENTS**

**2.0 Procedure**

It is the responsibility of the supplier to provide barcoded labels that meet these specifications:

- Labels must comply with requirements in Supplier Quality Assurance Manual (4.06-30-004).
- Label size dimensions shall be 4" X 6".
- Labels shall be printed with black characters on white background.
- Barcode symbology shall be code 3 of 9.
- The purchase order number, customer part number, quantity, delivery note number and supplier lot number shall be included on each label in the designated areas and shall be displayed in both human readable and bar code symbols.
- For materials with shelf life, provide both production date and expiration date. Both items shall be human readable (bar code symbol not required).

NOTE: Customer Part Number MUST include embedded revision.

SDI Example

Part Number and Revision 190120 Rev. NC7	Embedded Revision 190120NC	Major (alpha) portion of revision only appended to number
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DSSA-AZ Example

Part Number and Revision DXX7000102-3 Rev. 4	Embedded Revision DXX7000102-3.4	Append number with "." and revision
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- Labels shall be verified as legible by the supplier per AIAG B-10.
- Deviations may be allowed only by written approval by SDI/Daicel SDE.

Data Identifiers MUST be shown as below:

DI	Suggested Short Title	Maximum Data Length	Description
K	PURCHASE ORDER	SDI/DSSA-AZ assigned	Purchase order number
P	PART NO + REV	SDI/DSSA-AZ assigned	Part number with embedded revision (see above)
Q	QUANTITY	12	Quantity (must specify units separately if not EA)
2K	DELIVERY NOTE NO	20	Packing slip number
1T	LOT #	10	Supplier lot number assigned to a unique batch or group of items
V	SUPPLIER CODE	SDI/DSSA-AZ assigned	Supplier code as assigned by SDI/DSSA-AZ ( <b>NOT</b> DUNS)

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**3.0 Example**

To: Special Devices, Inc 3431 North Reseda Circle Mesa, AZ 85215 U.S.A.	SUPPLIER The Supplier 123 Main Street AnyCity, AZ, 12345 USA
PURCHASE ORDER (K) 501234 	DELIVERY NOTE NO (2K) AB123Z456 
PART NUMBER (P) CUSTPART 	QUANTITY (Q) 2500 
LOT NUMBER (1T) SUPPLIERLOT 	
DESCRIPTION STOCKDESCRIPTION	Supplier's Part Number SUPPLIER PARTNUM