Barcode Specifications

MUVIQ USA, LLC

North America OE Division

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Change Control

Version ID	Date of Update	Updated By:	Description of Version and Change
2001801	03/28/18	Evelyn Herrick	Initial Deployment of this document.
2001802	09/19/18	Evan Meyer	Lot# Size maximum updated from 9 to 15 to match Epicor CMS.
2001803	6/10/20	Kevin Lindstrom	Lot # and Serial # updated to set number of characters.
2001804	11/6/2024	Justin Phoumsengkeo	Updated document to be MUVIQ controlled

Shipping/parts Identification Label

Specifications

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1: Introduction:

These specifications provide guidelines for shipping/parts identification labels for Suppliers shipping to MUVIQ USA. The labels are designed to improve productivity by allowing for the effective and efficient capture of data.

2: Requirements:

- Labels shall be white in color with black printing. Labels size shall be standard 4 inches high by 6 inches wide.

- Font shall be upper case Arial Narrow or equivalent, there should be clear differentiation between the letter O and the number 0 (as with a dot or a line in the number 0).

- Bar code symbology shall be code 3 of 9

3: Definitions:

Barcode symbol

An array of rectangular bars and spaces that are arranged in a predetermined pattern following specific rules to represent elements of data that are referred to as characters; A bar code symbol typically contains a leading quiet zone, start character, data character(s) stop character and trailing quiet zone.

Code39

Code 39 also known as Code 3 of 9 shall be the symbology as specified by ANSI

Container

A receptacle for shipping goods, ie boxes, totes, trays and racks

Data Identifier

The first character of a barcode (see appendix A for standard identifier codes)

Element

A single bar or space in a linear symbol

Element width

The thickness of an element measured from the leading edge of an element to the trailing edge of the same element

Linear Symbol

A one-dimensional bar code symbol (code 3 of 9). A bar code symbol typically contains a leading quiet zone, a start character, data characters a stop character and a trailing quiet zone.

Lines per Block (LPB)

Unit of measure defining the height of text characters (see appendix B for conversion table)

Serial Number

The serial number should consist of the prefix of the type of serial number (S,M,G) followed by the suppliers 6-digit supplier code followed by a 10 digit unique number generated by the supplier. This character string shall not be repeated within 365 days.

The prefix used is "S" for the container label, "M" for the master label, and "G" for mixed load label.

Data Area Characteristics

1: Data areas and
titles:

Separate each data area by thin lines, the title of each area should be placed in the upper left corner. The titles should be approximately .08 inches high

2: Part number, quantity, serial number area:

The human readable part number, quantity and serial number should be a minimum of .25 inches tall and bolded.

3: Lot number:

Supplier generated lot number made up of 15 alpha numeric characters, no symbols.

For quality purposes, it the is responsibility of the supplier to maintain the relationship

between this lot number and the corresponding ASN and Serial Numbers that it belongs to.

4: Barcoded Serial Number:

The barcode font for the serial number should be code 3 of

9. A quiet zone must be maintained around the barcode.

The barcoded serial number should be placed below the human readable serial number and be a minimum of .5 inches high.

The serial number should not be repeated with in a calendar year.

5: Barcoded Part Number:

The barcode font for the barcoded Part Number should be code 3 of 9, The prefix used is

"P". A quiet zone must be maintained around the barcode.

The barcoded Part Number should be placed to the right of the human readable Part Number and be a minimum of .5 inches high.

6: Barcoded quantity:

The barcode font for the barcoded quantity should be code 3 of 9, The prefix used is "Q". A quiet zone must be maintained around the barcode.

The barcoded quantity should be placed to the right of the human readable quantity and be a minimum of .5 inches high.
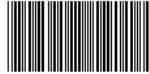
7: Barcoded Lot number:

The barcode font for the barcoded lot number should be code 3 of 9, The prefix used is "E". A quiet zone must be maintained around the barcode.

8: PPAP label:

PPAP label to be an orange label with "PPAP PARTS" in upper case Arial Narrow, character size 72 or equivalent. PPAP label to be placed on the container next to, not covering up, the container label.

Not to scale – for illustration purposes only

Example of Container Label

PART NUMBER (P)	DAYCO PART NUMBER	
QUANTITY (Q) 250	EC LEVEL (2P) AA	
PO NUMBER (K) 123456	VENDOR NUMBER (V) 123456	
SERIAL # (S) S123456987654	SUPPLIER NAME SUPPLIER ADDRESS SUPPLIER CITY, STATE, ZIP	
LOT # (E) 98765432	PART DESCRIPTION DAYCO WIDGET	

Example of Master Label

PART NUMBER (P)	DAYCO PART NUMBER		MASTER LABEL

QUANTITY (Q)	250	EC LEVEL (2P)	AA

PO NUMBER (K)	123456	VENDOR NUMBER (V)	123456

SERIAL # (M)	M123456987654	SUPPLIER NAME SUPPLIER ADDRESS SUPPLIER CITY, STATE, ZIP

LOT # (E)	98765432	PART DESCRIPTION DAYCO WIDGET

Example of Mixed
Label

MIXED LOAD

SERIAL NUMBER (G)

G123456987654
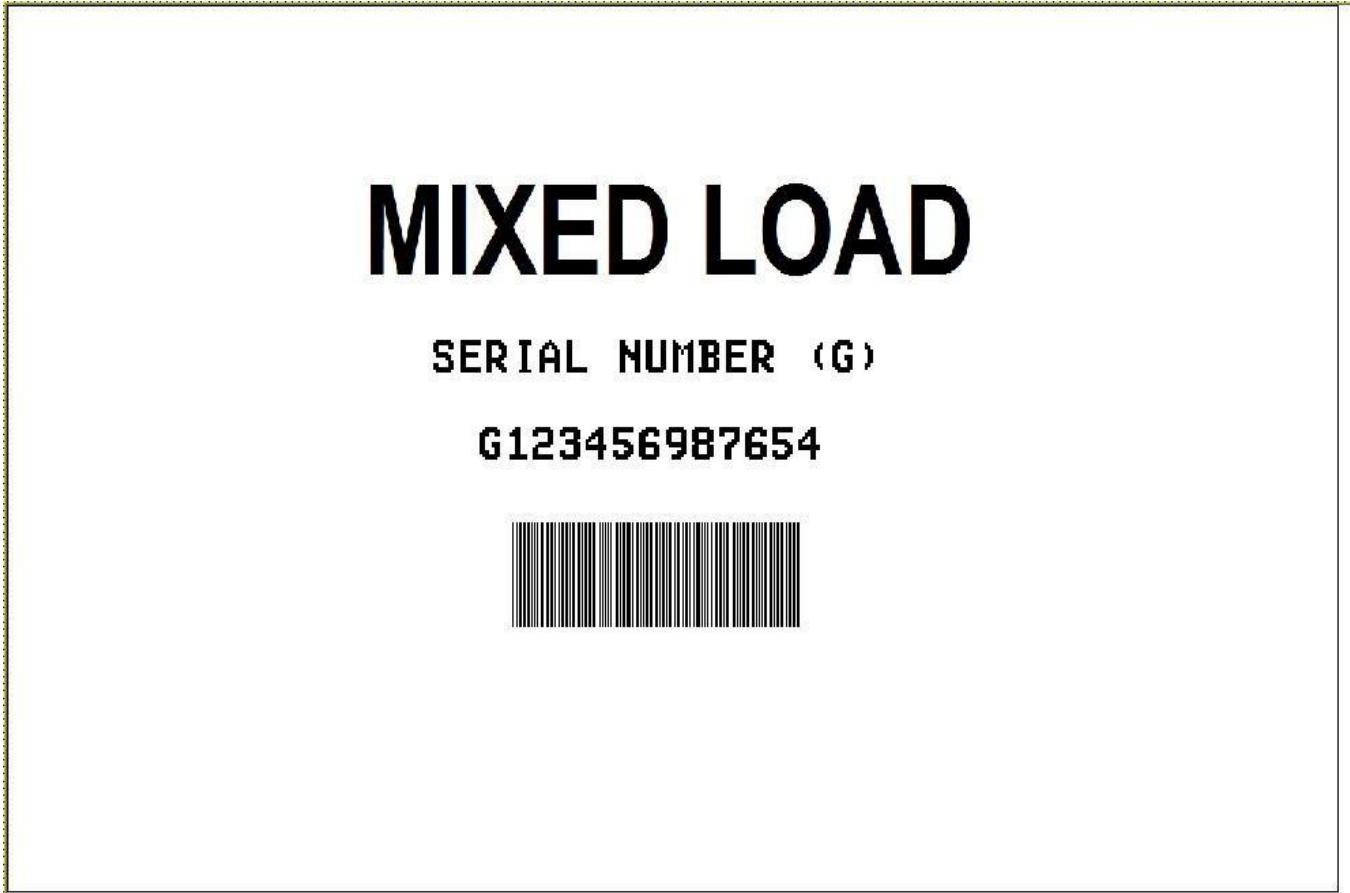
Appendix A

Data identifier codes

P	Part Number, Prefix and Base
Q	Quantity
V	Supplier Number
S	Unique Serial Number – Shipping / Parts Identification Label
M	Master serial number
G	Mixed serial number
E	Lot number
2P	Engineering Change level
K	Purchase order number

Appendix B

Suggested LPB Character Parameters

LINES PER BLOCK	MAXIMUM CHARACTERS PER LINE	APPROXIMATE POINT HEIGHT	APPROXIMATE HEIGHT IN INCHES	APPROXIMATE HEIGHT IN MILLIMENTERS
1 LPB	8	64	0.90	22.0
2 LPB	18	32	0.40	11.0
3 LPB	28	20	0.25	7.0
4 LPB	34	16	0.20	5.0
5 LPB	42	12	0.15	4.0
6 LPB	48	10	0.12	3.0
7 LPB	59	8	0.10	2.0
8 LPB	68	6	0.08	1.5

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