

# REEL LABELING SPECIFICATION

1. THIS DOCUMENT DEFINES THE REQUIREMENTS FOR LABELS THAT APPEAR ON REELS FOR HIGH VOLUME PRODUCTION ORDERS.
2. THE STANDARD LABEL SHALL CONSIST OF **Z-COMMUNICATIONS P/N** (PART NUMBER), **DATE CODE**, **QUANTITY**, **CUSTOMER** AND **CUSTOMER PO** (PURCHASE ORDER) WHERE:

**Z-COMMUNICATIONS P/N** IS AN ALPHANUMERIC CODE (8 CHARACTERS IN LENGTH) ASSIGNED TO EACH PRODUCT MANUFACTURED BY THE COMPANY.

**DATE CODE** IS A NUMERIC CODE (4 CHARACTERS IN LENGTH AND DENOTED AS "WWYY" WHERE "WW REPRESENTS THE MANUFACTURING WORK WEEK WHOSE VALUE LIES BETWEEN 01-52 AND "YY" REPRESENTS THE LAST TWO DIGITS OF THE MANUFACTURING WORK YEAR) INDICATING THE TIME THE PRODUCTS WERE MANUFACTURED.

**QUANTITY** IS A NUMERIC CODE REPRESENTING THE TOTAL NUMBER OF COMPONENTS PRESENT ON THE PARTICULAR REEL IN UNITS.

**CUSTOMER** IS AN ALPHANUMERIC CODE (UP TO 6 CHARACTERS IN LENGTH) THAT REPRESENTS THE CUSTOMER'S NAME.

**CUSTOMER PO** (PURCHASE ORDER) IS AN ALPHANUMERIC CODE (UP TO 10 CHARACTERS IN LENGTH) THAT DENOTES THE CUSTOMER'S PURCHASE ORDER NUMBER.


3. THE STANDARD LABEL, IN ADDITION TO THE HUMAN READABLE INFORMATION CITED ABOVE SHALL ALSO INCLUDE BAR CODE LABELLING FOR THE ABOVE DATA FOR AUTOMATED READABILITY. THE CODING SCHEME USED SHALL BE DESIGNATED AS "CODE 39" AS DEFINED BY PUBLIC INDUSTRIAL MARKING STANDARDS AS OF JUNE, 1997.

4. THE LABEL USED SHALL NOT EXCEED 4" X 2.75" IN DIMENSION AND SHALL INCLUDE THE COMPANY'S CORPORATE CONTACT INFORMATION. PREFERRED LABEL IS AVERY K-5522.

5. ALL INFORMATION CITED IN PARAGRAPHS 1-4 SHALL APPEAR IN SIMILAR FASHION TO THE LABEL REPRESENTED BELOW:



REFERENCE DOCUMENTS: 416-0001 AND 416-0002

<b>REVIEWED:</b> - - -	 <b>Z-Communications</b> 14118 STOWE DR. STE B POWAY, CALIFORNIA 92064 www.zcomm.com sales@zcomm.com			
	<b>PART NAME: REEL LABELING SPECIFICATION</b>			
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