

Plant: Tudela

Edition:
1

Date:
26/02/2018

Technical specifications

NII

PROCEDURE

Created:
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Approved:
Angel Ballonga

1.- Purpose:

The purpose of this procedure is to define the label requirements for all suppliers that deliver to SKF Spain (Tudela Factory); required fields in the labels, how many labels must be printed per dispatched pallet, how and where must be placed, etc.

2.- Scope:









All suppliers of SKF Tudela plant that use the SIM system (Supply Integration Management System).

3.- Technical specifications:

3.1.- Label creation:

All the pallets that the suppliers send to SKF must be identified with SIM labels. **It applies to direct shipments to Tudela Factory and shipments to consignment stocks** in external warehouses.

SIM labels are created by the SIM system (Supply Integration Management). These labels have the following fields:

DELIVERY ADDRESS SKF Test (61) 888	1	DOCK/GATE 31 31	2
DISPATCH NOTE (N) 1901 	3	PARTNER Schedule supplier (61)	4
		NET WEIGHT (UOM) 2.50	5
		GROSS WEIGHT (UOM) 2.50	6
		NUMBER OF PALLETS 1	7
DESCRIPTION CJ-TUBE-0140	8		
QUANTITY (Q) 5 	9	STATUS NIL	
		ITEM NO. (P) 407300 	12
PARTNER (V) s61 	10	ORDER (10) K029250.001 	13
PALLET (S) 439 	11	ARRIVAL DATE (D) 082517 	14
Schedule supplier (61)		DATE P8/18/2017	15
		Charge-No (H) 	16
		16N001	

1. Delivery Address: SKF plant where this pallet is going to be received.
2. Dock/Gate: Gate inside the SKF Plant.
3. Dispatch note: SIM dispatch number.
4. Partner: Supplier name.
5. Net weight (UOM): Pallet net weight and unit of measure.
6. Gross weight (UOM): Pallet gross weight and unit of measure.
7. Number of pallets. As it is required one label per pallet, this field always is one.
8. Description: SKF material description.
9. Quantity: Quantity in the pallet.
10. Partner: Supplier number assigned by SKF.

11. Pallet. SIM pallet number: Unique number to identify a specific pallet. Traceability is done based on this field. The supplier must ensure the traceability of their products based on the SIM labels.

12. Item: SKF Item number.

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13. Order:

- a. If the pallet is dispatched to SKF Factory, it must be the SKF Purchase order number. Multiple purchase orders are not allowed for the same pallet number.
- b. If the pallet is dispatched to consignment stock, it must be “.000”.

14. Arrival Date: Estimated arrival date to SKF Plant following the format: MMDDYY.

15. Date: Dispatch date following the format: DDMMYY.

16. Charge-No: Supplier batch (Optional)

Exception to the general rule:

3.1.1.- Label creation when supplier uses full EDI connection:

Suppliers which have implemented a full EDI connection between SIM and their ERP system, can use their own label if it contains the next fields from the SIM label:

- Dispatch note: Dispatch note number that is transmitted to SIM.
- Description: SKF material designation.
- Quantity: Quantity in the pallet.
- Pallet: Pallet number that is transmitted to SIM.
- Item: SKF Item number.

Dispatch note and Pallet number are required in a barcode and text field.

All these fields have to contain the same values than the SIM label. Suppliers that are not able to create labels from their systems with these parameters will use the SIM label printed manually from SIM.

3.2.- General procedure to fix the labels in the physical pallet:

3.2.1.- Required number of labels per pallet:

2 labels must be printed and placed on each pallet.

This is the unique field that is recoded by SKF.

DELIVERY ADDRESS SKF Test (61) 888	DOCK/GATE 31 31
DISPATCH NOTE (N): 1901 	PARTNER Schedule supplier (61)
	NET WEIGHT (UOM): 2.50 GROSS WEIGHT (UOM): 2.50 NUMBER OF PALLETS: 1
DESCRIPTION CJ-TUBE-0140	
QUANTITY (Q): 5 	STATUS: NIL ITEM NO (P): 407300
PARTNER (V): s61 	ORDER (T): K029250.001
PALLET (S): 439 	ARRIVAL DATE (S): 082517 DATE: P8/18/2017
SCHEDULE SUPPLIER (S1) 	CHARGE-NO (S):

SIM label example



SIM labels must be the only ones that are visibly present on the pallets.

Important: SIM labels must be the only ones that are visibly present on the pallets when they are shipped to the SKF Tudela plant. The supplier must ensure the traceability of their products based on the SIM labels.

If the supplier prefers not to remove its labels for internal use before shipping, although it is the most recommended option, the option of placing the SIM labels above these is allowed. In this way only the SIM labels will be visible as the norm.



3.2.2.- Placement of the labels on the pallet:

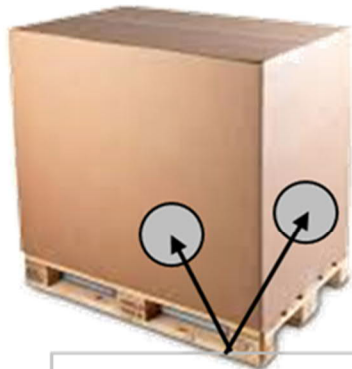
The first label will be placed on the front of the pallet.

The second label will be placed on the left side of the pallet, taking as reference the label placed on the front of the first place.

Note: It will be considered as the front of a pallet the area by which it must be taken to be transported.

Important: Both labels must be the same, that is, have the same information. Do not mix labels of different pallets.

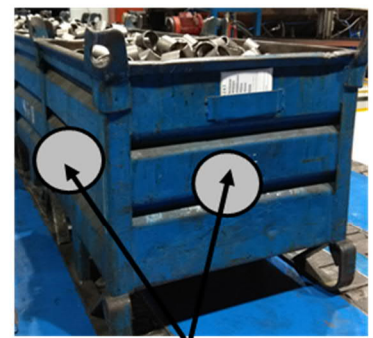
Examples of placement of labels on pallets:



Label placement on pallet of 1200x800 mm.



Label placement on pallet of 800x600 mm.



Label placement on metal container of 800x600 mm.

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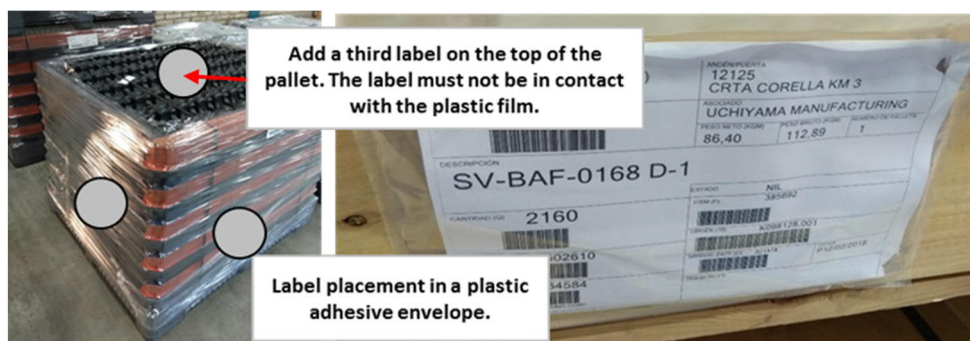
3.2.3.- Method of attaching labels:

As a general rule, the labels must be stapled with 4 staples on each label corner.



Exceptions to the general rule:

3.2.3.1.- Pallets wrapped with plastic film:



The labels will not be placed stapled on the pallets wrapped with plastic film but must be placed in a plastic adhesive envelope. In this way, when the wrapping is removed the labels can be maintained.

Important: The labels on the envelope must be visible.

In addition, in this type of pallets with plastic film, a third label will be on the top of the pallet. The label must not be in contact with the plastic film. In this way, when the plastic film is removed it will not affect this third label.

3.1.3.2.- Pallets without external container (single or set of boxes on pallets):



The labels will not be placed stapled on this type of pallets but will be placed in a plastic adhesive envelope. In this way, when the boxes are removed the labels can be maintained.

Important: The labels on the envelope must be visible.

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Angel Ballonga**3.1.3.3.- Metal containers:**

The labels will not be placed stapled on this type of containers but will be placed in a plastic adhesive envelope.

Important: The labels on the envelope must be visible.

Annex 1: Packaging of abrasive wheels.

In the cases of abrasive wheels, the pallet will not be considered as the packing unit. The cardboard boxes inside the pallet will be considered as the packing unit (see image).

Therefore, the SIM label should be placed on these cardboard boxes:

Required number of labels: One per cardboard box.

Placement of the labels: On the lid of the cardboard box.

Method of attaching labels: It will depend on the size of the cardboard box (labels with tape, adhesive labels, labels inside an adhesive envelope, etc.). The system that best suits the size of the cardboard box and that allows the traceability of the label should be used.

Important: The label must be visible from the outside.

