

Lear 2D Code Label Specifications

EXPLANATION FOR EACH LABEL



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2D Code Labeling

1.0) Scope and Purpose:

This document defines how to use the 2D Code Label. For positioning on a container, roll or pallet, see the Lear website, www.lear.com under Supplier's section select Web Guides, Supply Chain Requirements for Suppliers, and then Supplier Packaging Requirements & Guidelines. Also, see Lear Global Label Requirements for more in-depth analysis and examples of requirements.

2.0) Responsibility:

It is the responsibility of a Lear supplier to adhere to the requirements listed in this document and Lear Corporate purchase order terms and conditions. If an inconsistency between this document and the purchase order terms and conditions exists, the purchase order terms and conditions shall supersede this document.

3.0) Definitions:

- 3.1) **2D Code** – A type of two-dimensional (2D) barcode representation of multiple data elements, that can be read with an image reader or a cell phone with a camera.
- 3.2) **1D Barcode** – An optical, machine-readable representation of data.
- 3.3) **Data Matrix** – Code consisting of black and white “cells” or modules arranged in either a square or rectangular pattern, also known as a matrix.
- 3.4) **AIAG** – Automotive Industry Action Group.
- 3.5) **Odette** – Pan European Collaboration and Services.
- 3.6) **Container Label** – A label that is attached to a returnable or expendable shipping container, or a roll of material that identifies the contents of the container or roll.
- 3.7) **Bundle Label** – A label that is attached to a bundle of material that may or may not reside within a shipping container; usually used in Bulk Shipments.
- 3.8) **Pizza Box Label** – A label that is attached to a shipping container that resembles a pizza box shape, and requires the 2D Code label to be attached to the narrow side of the box for accessibility.
- 3.9) **Master Label** – A label attached to a pallet of material which contains all the same part number.
- 3.10) **Mixed Load Label** – A label attached to a pallet of material which contains multiple part numbers.
- 3.11) **Data Separator** – A character or characters used to divide data elements within the 2D Code.
- 3.12) **Data Identifier** – A character or characters, immediately following the data identifier that defines the data element.
- 3.13) **Human Readable** – Characters that can be read by a human being.

4.0) Container Label:

The Container Label is a label that identifies material contained within a standard container, a roll, or a liquid container. Every container within a shipment must have a container label attached to it as specified by the Supplier Packaging Requirements & Guidelines. The following data elements are contained within the 2D Code and or the label itself as Human Readable Characters. **All data cell titles and data identifiers as shown in the 2D Barcode Global Guidelines are to be followed.**

- 4.1) **Supplier** – Lear defined supplier code – 2D Code and Human Readable
- 4.2) **Part Number** – Lear defined part number – 2D Code and Human Readable
- 4.3) **Supplier Part Number** – Supplier part number if used – 2D Code and Human Readable
- 4.4) **Description** – Lear defined part description – 2D Code and Human Readable
- 4.5) **Quantity** – Quantity of material contained within the container or roll – 2D Code and Human Readable
- 4.6) **Unit of Measure (UOM)** – Unit of Measure as it appears in the Lear Purchase Order – Human Readable
- 4.7) **Serial Number** – A unique number or alpha numeric identifier that never repeats – 2D Code and Human Readable
- 4.8) **Lot Number** – If used in a supplier’s manufacturing process – 2D Code and Human Readable
- 4.9) **Location** – Lear Plant defined storage location; can appear in electronic communications such as schedule releases – 2D Code and Human Readable
- 4.10) **Ship From** – Supplier’s address for the supplier shipping location – 2D Code and Human Readable
- 4.11) **Ship To** – Lear Plant address that shipment is destined to arrive; can appear in electronic communications such as schedule releases – 2D Code and Human Readable
- 4.12) **Free Form** – Any additional data that the supplier or Lear plant deems necessary to help identify the material – Human Readable

5.0) Bundle Label:

The Label that is attached to bundles of material, that may or may not be shipped inside a shipping container. Used mainly in bulk shipments. Format and data elements are identical to the Container Label requirements, with one exception:

- 5.1) **Serial Number** – The serial number on a bundle label must have a relationship with the Container Label so it is easily connected to the correct Container Label. Example: Container Serial Number = 123456 - Bundle Serial Numbers = 123456A - 123456B - etc.

6.0) Pizza Box Label:

The Pizza Box Label is a label used on containers that are similar to the pizza box shape, with a narrow side where the label needs to be positioned for visibility and access. This type of container can be used for shipments such as leather die cut sets. The following data elements are contained within the 2D Code and or the label itself as Human Readable Characters. **All data cell titles and data identifiers as shown in the 2D Barcode Global Guidelines are to be followed.**

- 6.1) **Supplier** – Lear defined supplier code – 2D Code and Human Readable
- 6.2) **Part Number** – Lear defined part number – 2D Code and Human Readable
- 6.3) **Supplier Part Number** – Supplier part number if used – 2D Code and Human Readable
- 6.4) **Description** – Lear defined part description – 2D Code and Human Readable
- 6.5) **Quantity** – Quantity of material contained within the container or roll – 2D Code and Human Readable
- 6.6) **Unit of Measure (UOM)** – Unit of Measure as it appears in the Lear Purchase Order – Human Readable
- 6.7) **Serial Number** – A unique number or alpha numeric identifier that never repeats – 2D Code and Human Readable
- 6.8) **Lot Number** – If used in a supplier’s manufacturing process – 2D Code and Human Readable
- 6.9) **Date** – Date the part was manufactured – two date formats available based upon Lear plant discretion, US Format “MM/DD/YYYY” and European Format “DD/MM/YYYY” – 2D Code and Human Readable
- 6.10) **Engineering Revision** – Engineering change revision level for the material inside the container
- 6.11) **Ship From** – Supplier’s address for the supplier shipping location – 2D Code and Human Readable
- 6.12) **Ship To** – Lear Plant address that the shipment is destined to arrive; can appear in electronic communications such as schedule releases – 2D Code and Human Readable
- 6.13) **Free Form** – Any additional data that the supplier or Lear plant deems necessary to help identify the material – Human Readable

7.0) Hide Label:

The Hide Label is a label attached to an individual finished leather hide, that identifies the hide. The following data elements are contained within the 2D Code and or the label itself as Human Readable Characters. **All data cell titles and data identifiers as shown in the 2D Barcode Global Guidelines are to be followed.**

- 7.1) **Supplier** – Lear defined supplier code – 2D Code and Human Readable
- 7.2) **Part Number** – Lear defined part number – 2D Code and Human Readable

- 7.3) **Description** – Lear defined part description – 2D Code and Human Readable
- 7.4) **Quantity** – Quantity of material contained within the container or roll – 2D Code and Human Readable
- 7.5) **Unit of Measure (UOM)** – Unit of Measure as it appears in the Lear Purchase Order – Human Readable
- 7.6) **Serial Number** – A unique number or alpha numeric identifier that never repeats – 2D Code and Human Readable
- 7.7) **Lot Number** – If used in a supplier’s manufacturing process – 2D Code and Human Readable
- 7.8) **Date** – Date the part was manufactured – two date formats available based upon Lear plant discretion, US Format “MM/DD/YYYY” and European Format “DD/MM/YYYY” – 2D Code and Human Readable

8.0) Master Label:

The Master Label is a label attached to a pallet that identifies containers within or on the pallet, where all containers hold the same part number with container labels attached to each. For some data elements within the Master Label, there are unique Data Identifiers used. The data identifiers are to define the difference between data on the Master Label and similar data contained on a Container Label that is on the pallet. A maximum of 18 different containers with the same part number can be contained in a Master Label. The reason for this restriction is the amount of available data in a 2D Code; as data content increases the code becomes too large for the Master Label. Elements such as part number digits, serial number digits, and address digits all impact size of the 2D code. If data used is small in digit length, there may be an opportunity to have additional containers included in the label; however, the 2D Code must fit within the space provided on the label. If data elements have a high number of digits, less than 18 containers of the same part number may only fit into the 2D Code. The following data elements are contained within the 2D Code and or the label itself as Human Readable Characters. **All data cell titles and data identifiers as shown in the 2D Barcode Global Guidelines are to be followed.**

- 8.1) **Supplier** – Lear defined supplier code – 2D Code and Human Readable
- 8.2) **Part Number** – Lear defined part number – 2D Code and Human Readable
- 8.3) **Supplier Part Number** – Supplier part number if used – 2D Code and Human Readable
- 8.4) **Description** – Lear defined part description – 2D Code and Human Readable
- 8.5) **Quantity** – Quantity of material contained within the container or roll – 2D Code and Human Readable
- 8.6) **Unit of Measure (UOM)** – Unit of Measure as it appears in the Lear Purchase Order – Human Readable
- 8.7) **License Plate Number** – A unique number or alpha numeric identifier that never repeats – 2D Code and Human Readable

- 8.8) **Location** – Lear Plant defined storage location; can appear in electronic communications such as schedule releases – 2D Code and Human Readable
- 8.9) **Pallet Container Count** – The number of the containers on the pallet with the same part number – 2D Code
- 8.10) **Container Serial Numbers** – All container label serial numbers contained on the pallet for the same part number – 2D Code
- 8.11) **Ship From** – Supplier’s address for the supplier shipping location – 2D Code and Human Readable
- 8.12) **Ship To** – Lear Plant address that the shipment is destined; can appear in electronic communications such as schedule releases – 2D Code and Human Readable
- 8.13) **Free Form** – Any additional data that the supplier or Lear plant deems necessary to help identify the material – Human Readable

9.0) **Mixed Load Label:**

The Mixed Load label is a label that identifies pallets that contain more than one part number. For some data elements within the Mixed Load Label, there are unique Data Identifiers used. The data identifiers are used to define the difference between data on the Mixed Load Label and similar data contained on a Container Label that is on the pallet. A maximum of 12 different part numbers can be contained in a Mixed Load Label. The reason for this restriction is the amount of available data in a 2D Code; as data content increases the code becomes too large for the Mixed Load Label. Elements such as part number digits, serial number digits, and address digits, all impact size of the 2D code. A maximum of 32 different part number and serial number combinations can be used in the 2D Code. The following data elements are contained within the 2D Code and/or the label itself as Human Readable Characters. **All data cell titles and data identifiers as shown in the 2D Barcode Global Guidelines are to be followed.**

- 9.1) **Supplier** – Lear defined supplier code – 2D Code and Human Readable
- 9.2) **License Plate Number** – A unique number or alpha numeric identifier that never repeats – 2D Code and Human Readable
- 9.3) **Pallet Container Count** – The number of the containers on the pallet. – 2D Code
- 9.4) **Ship From** – Supplier’s address for the supplier shipping location – 2D Code and Human Readable
- 9.5) **Ship To** – Lear Plant address that the shipment is destined; can appear in electronic communications such as schedule releases – 2D Code and Human Readable
- 9.6) **Free Form** – Any additional data that the supplier or Lear plant deems necessary to help identify the material – Human Readable

10.0) Additional Information:

- 10.1) Label Size** – AIAG or Odette label dimensions are acceptable for the Container, Bundle, Master and Mixed Load labels. Pizza Box label dimensions must be followed as in the Lear 2D Label Global Guidelines.
- 10.2) 2D Code Data** – Only the data listed in the Lear 2D Label Global Guidelines is to be contained in the 2D Code.
- 10.3) 2D Code Data Sequence** – Data is to appear in the 2D Code as listed in the Lear 2D Label Global Guidelines.
- 10.4) Data Placeholders** – No placeholders are to be used within the 2D Code; if there is no data for a data element, nothing shall appear in the 2D Code.
- 10.5) Data Separator** – Data Separators contained within the 2D Code are bracket characters facing away from each other] [. This is a Lear symbol for separating data elements.
- 10.6) Data Identifier** – Data Identifiers listed in the Lear 2D Label Global Guidelines is to be used.
- 10.7) Language:** Language used on labels is controlled by assigned Lear Plant. Any translations must represent what is listed in English.