

***Label Specification Direct Shipment to EU location***

***MB ExTra, LLC***

*Version 1.0*

*05/13/2019*

HISTORY OF CHANGES - SEE PAGE 2

# History of Changes

Date	Change
05/13/2019	INITIAL CREATION

# MB ExTra Parts Identification Label

This application standard provides guidelines for the printing and placement of the Parts Identification Labels for direct shipments to Daimler EU locations where the procurement is done by MB ExTra. Basis for the labels are the VDA 4902 guidelines version 4, amended according to MB ExTra requirements in this specification. These labels are designed to improve supplier and customer productivity by allowing effective and efficient warehouse input/output via scanning, capture of data for production counts, warehouse input/output, cycle checking, shipper generation, forwarding, freight transfer control, receiving and other inventory controls.

**IT IS THE RESPONSIBILITY OF THE SUPPLIER TO PROVIDE BAR CODED LABELS THAT MEET THESE SPECIFICATIONS. STRICT ADHERENCE TO THESE SPECIFICATIONS FOR THE PARTS IDENTIFICATION LABELS WILL REDUCE IMPLEMENTATION COSTS AND INCREASE BENEFITS FOR BOTH THE SUPPLIER AND MB EXTRA.**

In this document, the word “**SHALL**” indicates a requirement and the word “**SHOULD**” indicates a recommendation.

All Suppliers **SHALL** have their labels validated by MB ExTra prior to implementation.

Label dimensions **SHALL** be in accordance with the dimensions shown between arrows in Exhibit 1. All other exhibits are for **illustrative purposes** only, and may not be to scale or bar code quality standards.

## DEFINITIONS

### **AIM**

The Automatic Identification Manufacturers Association. See <http://www.aimglobal.org>.

### **Alphanumeric**

Character set that contains alphabetic characters (letters), numeric digits (numbers) and usually other characters such as punctuation marks.

### **ANSI**

American National Standard Institute.

### **Autodiscrimination**

The capability of a reader to automatically recognize and decode multiple bar code symbologies.

### **Bar Code Symbol**

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

### **Carrier**

In a transaction, the party that provides freight transportation services.

### **Character**

In a bar code symbol, the smallest group of elements which represents one or more numbers, letters, punctuation marks, or other information.

**Code 128**

For the purposes of this guideline, Code 128 means the symbology as specified by AIM Uniform Symbology Specification ANSI/AIM BC4-1999, International Symbology Specification – Code 128. See AIM.

**Common Item Pack**

A pack that contains all like items, i.e., same part/item numbers.

**Container**

Receptacle or a flexible covering for shipment of goods such as a box, bag, package or pallet (see also modular pack and also unit load pack).

**Container ID**

Alphanumeric field used by the shipping company to identify the shipment.

**Customer**

In a transaction, the party that receives, buys, or consumes an item or service.

**Customer Part Number**

The part number as defined by the customer (MB ExTra).

**Data Identifier (DI)**

A specified character string that defines the specific data that immediately follows as defined by ANS MH10.8.2, Data Identifier Guideline.

**D-U-N-S®**

Data Universal Number System, assigned by Dun & Bradstreet

**EAN**

International Article Numbering Association (formerly the European Article Numbering Association) - the international organization that administers the manufacturer and item numbering scheme most commonly used for retail bar coding internationally. (See also UCC)

**Electronic Data Interchange (EDI)**

For the purposes of this document, EDI shall mean the computer communication of data between trading partners.

**Highlighting Line**

Horizontal divider line(s) placed above and/or below building block or blocks - Highlighting lines are easily distinguishable from the horizontal separator lines used to separate other building blocks. This visual difference may be the result of using a thicker line chosen by the labeler.

**ID**

Abbreviation for identification.

**Item**

Single part or material purchased, manufactured and/or distributed.

**Label**

A card, strip of paper, etc. marked and attached to an object to convey information.

**Labeler**

Term to identify the organization responsible for the labeling of a Unit Load/Transport Package (UL/TP).

**Like Parts Pack**

Pack which contains all like items, i.e., same part/item number.

**Lines Per Block (LPB)**

Unit of measure defining the height of text characters.

**Manufacturer**

Actual producer or fabricator of an item; not necessarily the supplier in a transaction.

**Master Label**

A label used to identify and summarize the contents of a multiple pack of common items (all the same part number).

**Mixed Load Label**

A label used to identify and summarize the contents of a multiple pack of mixed items (more than one part number).

**Modular Pack**

A unit, which provides protection and containment of items, handled by manual means. Examples of modular packs, which are normally disposable, include bags and cartons. Examples of modular packs, which are normally returnable, include molded or corrugated plastic totes and vacuum form trays.

**Multiple Pack or Unit Load Pack**

A pack containing smaller packages (modular packs) of items.

**New Product Delivery Tags**

Additional labels used to identify parts used by Pre-Production Shop (PPS), Engineering Design Liaison Group (EVS), or engineering change (PAF#).

**Part Identification Label**

A label used to identify the contents of a shipping pack (modular or unit load).

**Production Trial Identification Label**

Additional label used to identify engineering and production trial material.

**Quantity**

Indicates the number of parts, items or other units of measure in the container.

**Q-Level**

Quality Level. Assigned by the supplier, this number allows tracking of the quality impact to parts of activities that do not involve a change to the part, such as improvements to or cleaning of tooling.

**Ship-From**

On a transport label, the address of the location where the carrier will return the shipment if the container is undeliverable.

### **Ship-To**

Address of the location where a carrier will deliver the freight.

### **Shipping Pack**

A pack used for shipping items from one facility to another and can be any of the packs described in this document.

### **Standard Quantity Pack**

A pack (modular or unit load) which contains the same quantity of like items.

### **Supplier**

In a transaction, the party that produces, provides, or furnishes a product or service.

### **Supplier Code**

The numeric or alphanumeric data used to identify the supplier.

### **Tag**

Label (card) that is attached to a shipping container.

### **TPL**

Trading Partner Label

### **Trading Partners**

All members within the channels of distribution within an industry (carriers, customers, suppliers, and intermediaries)

### **Two Dimensional (2D) Symbols**

Machine-readable symbols which must be examined both vertically and horizontally to read the entire message - Two-dimensional symbols may be one of two types of machine - readable symbols: matrix symbols and stacked symbols. Two-dimensional symbols have error detection and may include error correction features.

### **UCC**

Uniform Code Council, the standards association of the U.S. retail industry - The UCC sets that standard for U.P.C., the Uniform Product Code used for point of sale scanning in retail. UCC in the U.S. works with EAN internationally (see also EAN).

### **UCC/EAN**

See UCC and EAN.

### **Unique Container Identification**

*Supplier identification* and a container *serial number* that, together, uniquely identify the container to trading partners (sometimes referred to as *license plate*).

### **Unit Load Pack**

A unit, which provides protection and containment of items and multiple packs typically, handled by mechanical means. Examples of unit load packs, which are normally disposable, include cartons on pallets and pallet

boxes. Examples of unit load packs which are normally returnable include bins (with steel or plastic construction), racks (plain or w/special dunnage) and pallets with plastic totes or vacuum form trays.

## **VDA**

Verband der deutschen Automobilindustrie. Definition of EDI messaging standards.

## **X Dimension**

The intended width of the narrow elements required by the application, or symbology specification, or both.

## **ZGS**

Drawing level, indicates changes to a part that should not affect interchangeability.

## **MB ExTra Documents**

All existent forms (Warenbegleitschein, Speditionsauftrag, Derlivrey Note, etc) must be printed. Please notice that all label and forms are shall be printed with sender information “on behalf of MB ExTra”.

## **SIZE AND MATERIALS**

For information regarding the label size, label material and bar code dimension suppliers shall use the VDA 4902 guidelines version 4.

## **Description of Master Label**

The Master Label is used when there is a pallet load of containers **all containing the same part number**. Appendix A explains where the data comes from in EDI. Exhibit 1A illustrates filled-in fields.

(1) Warenempfänger <b>Block 1</b>	(2) Abladestelle - Lagerort - Verwendungsschlüssel <b>Block 2</b>		
(3) Lieferschein-Nr (N) <b>Block 3</b>	(4) Lieferantenanschrift (Kurzname, Werk, PLZ, Ort) <b>Block 4</b>		
	(5) Gewicht netto <b>Block 5</b>	(6) Gewicht brutto <b>Block 6</b>	(7) Anzahl Packstücke <b>Block 7</b>
(8) Sach-Nr Kunde (P) <b>Block 8</b>			
(9) Fuellmenge (Q) <b>Block 9</b>	(10) Bezeichnung Lieferung, Leistung <b>Block 10</b>		
	(11) Sach-Nr Lieferant (30S) <b>Block 11</b>		
(12) Lieferanten-Nr (V) <b>Block 12</b>	(13) Datum <b>Block 13</b>		(14) Aenderungsstand Konstruktion <b>Block 14</b>
	(15) Packstueck-Nr (M) <b>Block 15</b>		
(17) <b>Block 17</b>	(16) Chargen-Nr (H) <b>Block 16</b>		
	Warenanhaenger VDA 4902, Version 4		

### Goods recipient (Block 1)

Containing name and address of the ship-to location

- Human readable only.

### Unloading Point (Block 2)

Containing the unloading point

- The Unloading Point is set by MB ExTra, as sent in the Release
- Human readable only.

### Delivery Note Number (Block 3)

Containing the delivery note number

### Supplier Name (Block 4)

- Human readable only.



- The supplier name shall be “Mercedes-Benz ExTra LLC c/o ” + goods supplier’s name + “on behalf of” + contract partner name

### Net Weight (Block 5)

- Human readable only.
- Containing the net weight

### Gross Weight (Block 6)

- Human readable only.
- Containing the gross weight

### Number of packing units (Block 7)

- Human readable only.
- Containing the number of packaging units

### Part Number (Block 8)

- Containing the part number of the parts in the container
- The ZGS **SHOULD** indicate the actual engineering change level of the parts in the container.

### Quantity (Block 9)

- Containing the quantity in the container
- For the labels on each shipping container or pack, the quantity shown **SHALL** represent the quantity in each shipping container. Value SHALL not be hardcoded.
- The unit of measure is assumed to be pieces unless otherwise agreed between customer and supplier. When the unit of measure is pieces, no notation of unit of measure is required. When the unit of measure is not pieces, it **SHOULD** be noted in human readable form; in this case the unit of measure transmitted in the EDI830 Release **SHALL** be used. The unit of measure **SHALL NOT** be bar coded. Acceptable Unit of Measure abbreviations are GL (gallons), LB (pounds), and KG (kilograms).

### Part Description (Block 10)

- Human readable only.
- Containing the part description

### **Supplier Part Number (Block 11)**

- Containing the supplier part number

### **Supplier ID (Block 12)**

- Containing the Supplier ID
- The supplier ID is set by MB ExTra and communicated to the supplier. The supplier shall only use the by MB ExTra approved ID.

### **Date (Block 13)**

- Human readable only.
- Date shall contain the shipping or delivery note date

### **Q- Level (Block 14)**

- The ZGS **SHOULD** indicate the actual engineering change level of the parts in the container.
- The ZGS is communicated by the MB ExTra Quality department to the supplier

### **Packaging Unit Number (Block 15)**

- Containing the number of the packaging material

### **Charge Number (Block 16)**

- Containing the charge number
- Human readable only.

### **Supplier Name and Address (Block 17)**

- Human readable only.
- The supplier name shall be “**Mercedes-Benz ExTra LLC c/o**” + **goods supplier’s name** + “**on behalf of**” + **contract partner name** + **goods supplier’s address**

# Description of the Label

The Label is used on every container. Exhibit 1B illustrates filled-in fields.

<small>(1) Warenempfänger-Kurzadresse</small> <b>Block 1</b>	<small>(2) Abladestelle - Lagerort - Verwendungschiessel</small> <b>Block 2</b>	<small>(3) Lieferschein-Nr. (N)</small> <b>Block 3</b>
<small>(8) Sach-Nr. Kunde (P)</small> <b>Block 8</b>		
<small>(9) Fuellmenge (Q)</small> <b>Block 9</b>	<small>(10) Bezeichnung Lieferung, Leistung</small> <b>Block 10</b>	
<small>(12) Lieferanten-NR. (V)</small> <b>Block 12</b>	<small>(11) Sach-Nr. Lieferant (30S)</small> <b>Block 11</b>	
	<small>(13) Datum</small> <b>Block 13</b>	<small>(14) Aenderungsstand Konstruktion</small> <b>Block 14</b>
<small>(15) Packstueck-Nr (S)</small> <b>Block 15</b>	<small>(16) Chargen-Nr. (H)</small> <b>Block 16</b>	

## Goods recipient (Block 1)

Containing name and address of the ship-to location

- Human readable only.

## Unloading Point (Block 2)

Containing the unloading point

- The Unloading Point is set by MB ExTra, as sent in the Release
- Human readable only.

## Delivery Note Number (Block 3)

Containing the delivery note number

## Part Number (Block 8)

- Containing the part number of the parts in the container
- The ZGS **SHOULD** indicate the actual engineering change level of the parts in the container.

## Quantity (Block 9)

- Containing the quantity in the container
- For the labels on each shipping container or pack, the quantity shown **SHALL** represent the quantity in each shipping container. Value SHALL not be hardcoded.
- The unit of measure is assumed to be pieces unless otherwise agreed between customer and supplier. When the unit of measure is pieces, no notation of unit of measure is required. When the unit of measure is not pieces, it **SHOULD** be noted in human readable form; in this case the unit of measure transmitted in the EDI830 Release **SHALL** be used. The unit of measure **SHALL NOT** be bar coded. Acceptable Unit of Measure abbreviations are GL (gallons), LB (pounds), and KG (kilograms).

### **Part Description (Block 10)**

- Human readable only.
- Containing the part description

### **Supplier Part Number (Block 11)**

- Containing the part description

### **Supplier ID (Block 12)**

- Containing the Supplier ID
- The supplier ID is set by MB ExTra and communicated to the supplier. The supplier shall only use the by MB ExTra approved ID.

### **Date (Block 13)**

- Human readable only.
- Date shall contain the shipping or delivery note date

### **Q- Level (Block 14)**

- The ZGS **SHOULD** indicate the actual engineering change level of the parts in the container.
- The ZGS is communicated by the MB ExTra Quality department to the supplier

### **Packaging Unit Number (Block 15)**

- Containing the number of the packaging material

## Charge Number (Block 16)

- Containing the charge number
- Human readable only
- Currently not used

## **LABEL LOCATION AND PROTECTION**

### **Label Location**

Illustrations of the most common shipping packs and recommended label locations are shown in Exhibits 2A, 2B, and 2C. In most cases two labels are specified. The bottom edge of the label **SHOULD** be parallel to the base of the package/container. Strapping and taping **SHALL NOT** obstruct the label. If the specified label cannot be affixed to the package/container because of container size or design, special arrangements will be required.

### **Label Protection**

Label protection against moisture, weathering, abrasion, etc., may be required in harsh environments and is encouraged wherever practical. Laminates, sprays, window envelopes, and clear plastic pouches are examples of possible protection methods. In choosing any protection method, care **SHALL** be taken to assure the protected labels meet reflectivity and contrast requirements and must be scannable with contact and non-contact devices.

## QUALITY ASSURANCE REQUIREMENTS

An important aspect of any bar code system is that of quality. When labels cannot be decoded fast and accurately, the advantages of bar coding are lost.

Suppliers have a responsibility to provide bar coded labels that meet customer and industry standards. Bar code labeling is an important part of the manufacturing process. Consequently, customers have a responsibility to alert suppliers of any persistent label non-conformance.

Auditing is an excellent technique to control quality. Performing audits of the print quality and the physical placement of labels will help assure success at MB ExTra.

Equipment is available to verify that bar code symbols meet AIM requirements. Verification equipment may determine print quality as follows:

1. Analysis based upon AIAG B-1 traditional print measurement specifications and tolerances or,
2. Analysis utilizing AIAG B-1, section 4.4, alternate (preferred) print quality grade determination (as adopted from American National Standards Institute parameters).

The Print Quality Guideline in AIAG B-1, section 4.4, specifies the supplier **SHALL** be responsible for providing a minimum shipping label symbol grade of 1.5 at the customer location and a 2.5 (or higher) **SHOULD** be maintained at the time of printing. It is recommended that verification audits be used in conjunction with statistical process control to assure shipping label quality. Label print quality is considered as part of MB ExTra Supplier Quality Ratings.

# Exhibit 1A

(1) Warenempfänger <b>Daimler AG</b> Werk 050 Benzstrasse 71059 Sindelfingen	(2) Abladestelle - Lagerort - Verwendungsschlüssel <b>480T</b>		
(3) Lieferschein-Nr (N) <b>10003211</b> 	(4) Lieferantenanschrift (Kurzname, Werk, PLZ, Ort) <b>Mercedes-Benz ExTra LLC c/o SupplierXYZ on behalf of SupplierXYY</b>		
(8) Sach-Nr Kunde (P) <b>N000000004039</b> 	(5) Gewicht netto <b>343</b>	(6) Gewicht brutto <b>485</b>	(7) Anzahl Packstuecke <b>40</b>
(9) Fuellmenge (Q) <b>600</b> <span style="float: right;">ST</span> 			
(12) Lieferanten-Nr (V) <b>18802587A</b> 		(10) Bezeichnung Lieferung, Leistung <b>Akkumulator PE 12V 1,2AH</b>	
(15) Packstueck-Nr (M) <b>29609113</b> 		(11) Sach-Nr Lieferant (30S) <b>MB 12345</b> 	
(17) Mercedes-Benz ExTra LLC c/o SupplierXYZ on behalf of SupplierXYY Musterstr. 12 78945 Musterstadt		(13) Datum <b>D 18.03.19</b>	(14) Aenderungsstand Konstruktion <b>Z001Q003</b>
		(16) Chargen-Nr (H)	
		Warenhaenger VDA 4902, Version 4	



# Exhibit 1B

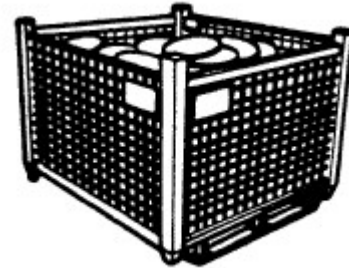
(1) Warempfaenger-Kurzadresse <b>Daimler AG Werk 050 Tor 5 , Benzstrasse, 71059 Sindl</b>	(2) Abladestelle - Lagerort - Verwendungschiessel <b>480T</b>	(3) Lieferschein-Nr. (N) <b>10003211</b> 
(8) Sach-Nr. Kunde (P) <b>N000000004039</b> 		
(9) Fuellmenge (Q) <b>15</b> 	<b>ST</b>	(10) Bezeichnung Lieferung, Leistung <b>Akkumulator PE 12V 1.2AH</b>
(12) Lieferanten-Nr. (V) <b>18802587A</b> 	(11) Sach-Nr. Lieferant (30S) <b>MB 12345</b> 	
(15) Packstueck-Nr (S) <b>29609075</b> 	(13) Datum <b>D 18.03.19</b>	(14) Aenderungstand Konstruktion <b>Z001Q003</b>
(16) Chargen-Nr. (H)		

# Exhibit 2A

## Label Locations on Various Shipping Packs

### BASKET, WIRE MESH CONTAINER

Identical labels **SHALL** be located on two adjacent sides.  
Identical labels **SHALL** be located on all four sides in order to provide greater efficiency for Material Handlers.



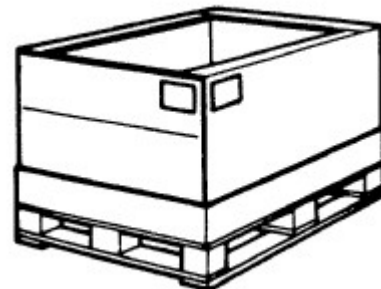
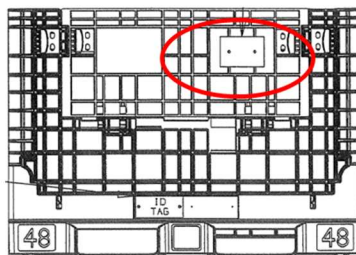
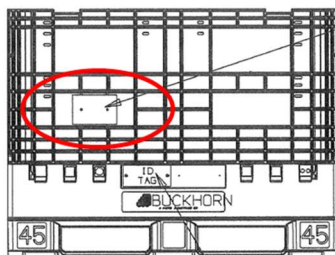
### METAL BIN OR TUB

Tag one visible piece near top, or use a minimum of two label holders on adjacent sides.  
All four sides would provide greater efficiency for Material Handlers.



### PALLET BOX

Identical labels **SHALL** be located on a minimum of two adjacent sides.  
On Placard if returnable and on visible portion of expendable box with and without lid.  
Identical labels **SHALL** be located on Placards all four sides in order to provide greater efficiency for Material Handlers.

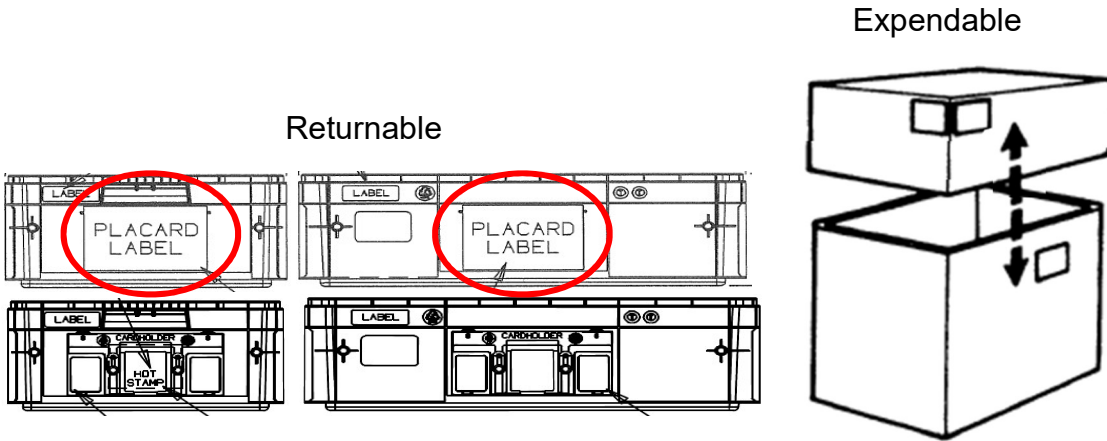


# Exhibit 2B

## Label Locations on Various Shipping Packs

### TELESCOPIC OR SET-UP CONTAINERS

Identical labels **SHALL** be located on two adjacent sides of the outer box.  
On Placard Label if returnable and on visible portion of expendable box with and without lid.  
Some applications may also require identification of the inner box.



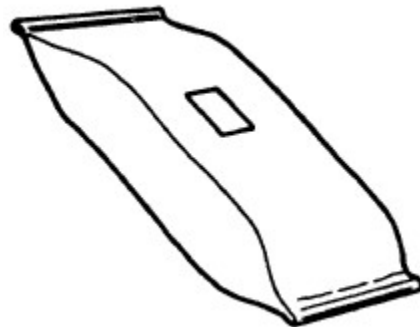
### BUNDLE

Identical tags **SHALL** be located at each end.



### BAG

Place one label at the center of the face.

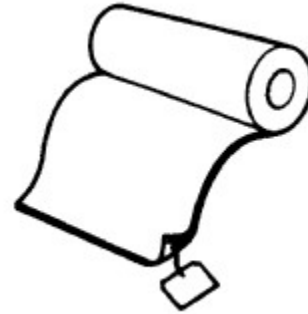


# Exhibit 2C

## Label Locations on Various Shipping Packs

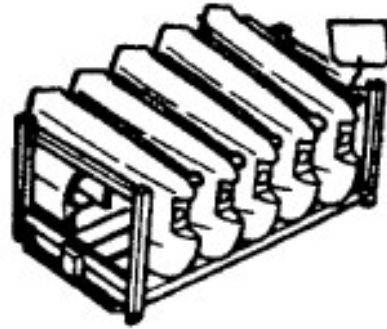
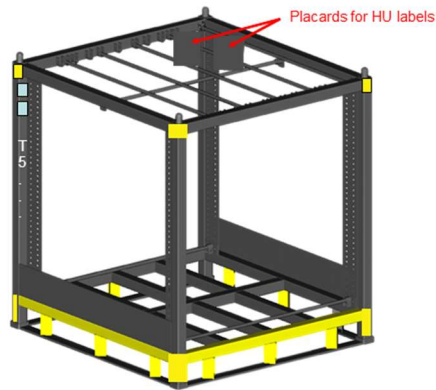
### ROLL

Hang one tag 2.0 in. (51mm) from end of material



### RACK

Two label holders on adjacent sides, unless approved by the Packaging Engineer/Specialist.

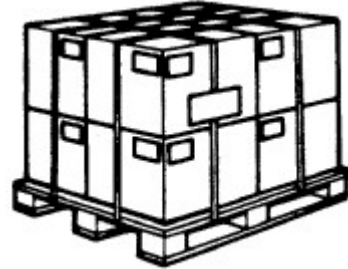


## Exhibit 2D

## Label Locations on Various Shipping Packs

### TOTES OR CARTONS ON PALLETS

Each tote or carton **SHALL** be individually labeled as described above.  
One Master Label may be used as described in “Description of the Master Label” above (see p. 16),  
or one Mixed Load Label as described in “Description of the Mixed Label” above (see p. 20).



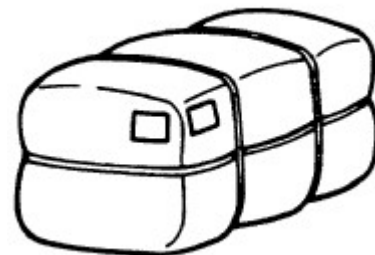
### DRUMS, BARRELS OR CYLINDRICAL CONTAINERS

Identical labels **SHALL** be located on the top and near the center of the side.



### BALES

Identical labels **SHALL** be located at the upper corner of an end and the adjacent side.



## **APPENDIX A – DATA SOURCES**

All the data shown on all labels, tags and Master Labels comes from EDI data. Most of the fields are sent to the supplier by MB ExTra (see material release, EDI 830), and a few are determined by the vendor and sent to MB ExTra (in the ASN, i.e., the EDI856). The following table lists, for each block, which EDI transmission, and segment within it, contains the data. Refer also to EDI Supplier Implementation Guide.

<b>Label Block</b>	<b>EDI Source</b>	<b>Segment</b>	<b>Content</b>
1	830	N102 for N101=ST and underlying N401-N404	Goods recipient
2	830	REF02 (REF = DK)	Unloading point
3	N/A	set by supplier	Delivery Note number ( 8 digits)
4	N/A	set by supplier	Mercedes-Benz ExTra LLC & „c/o“ & Goods supplier name & “on behalf of” & contract partner name
5	N/A	set by supplier	Net weight
6	N/A	set by supplier	Gross weight
7	N/A	set by supplier	No. Packaging units
8	830	LIN03	Part Number
9	N/A	set by supplier	Shipping quantity
10	830	PID05	Part description
11	N/A	set by supplier	Part No. Supplier
12	N/A	GS02	MB ExTra representation of Supplier/Vendor location no.
13	N/A	set by supplier	(Shipping - / Delivery Note) Date
14	N/A	Set by supplier, as communicated with MB ExTra quality department	Q-Level of shipped part
15	N/A	set by supplier	Packaging unit no.
16	N/A	set by supplier	Charge No. (currently not used)
17	N/A		Mercedes-Benz ExTra LLC & „c/o“ & Goods supplier name & “on behalf of” & contract partner name & goods supplier address

# **APPENDIX B – NORMATIVE REFERENCES**

## **AIAG Documents**

Automotive Industry Action Group  
26200 Lahser Road, Suite 200  
Southfield, MI 48034  
Customer Service: (248) 358-3003  
Internet: <http://www.aiag.org>

## **ANSI and ISO Documents**

American National Standards Institute  
Attn: Customer Service  
11 West 2<sup>nd</sup> Street  
New York, NY 10036  
Phone (313) 642-4980  
Internet: <http://www.ansi.org>

## **AIM Documents**

AIM Inc.  
634 Alpha Drive  
Pittsburgh, PA 15238  
Phone (412) 963-8009  
Internet: <http://www.aimglobal.org>

## **DUNS Documents**

Dun & Bradstreet  
One Diamond Hill Road  
Murray Hill, NJ 07974  
Phone (908) 665-5000  
Internet: <http://www.dnb.com>

**END OF DOCUMENT**