

- ◆ Container Labeling Certification
 - All Suppliers will be contacted and certified by Delphi-E&S Label Team with respect to pallet/container labeling and the Packing Slip requirements
 - The *Delphi Global Container Label Requirements Standard* contains detailed information concerning Delphi-E&S label requirements
 - » Refer to the end of this module for information on accessing this *Standard*

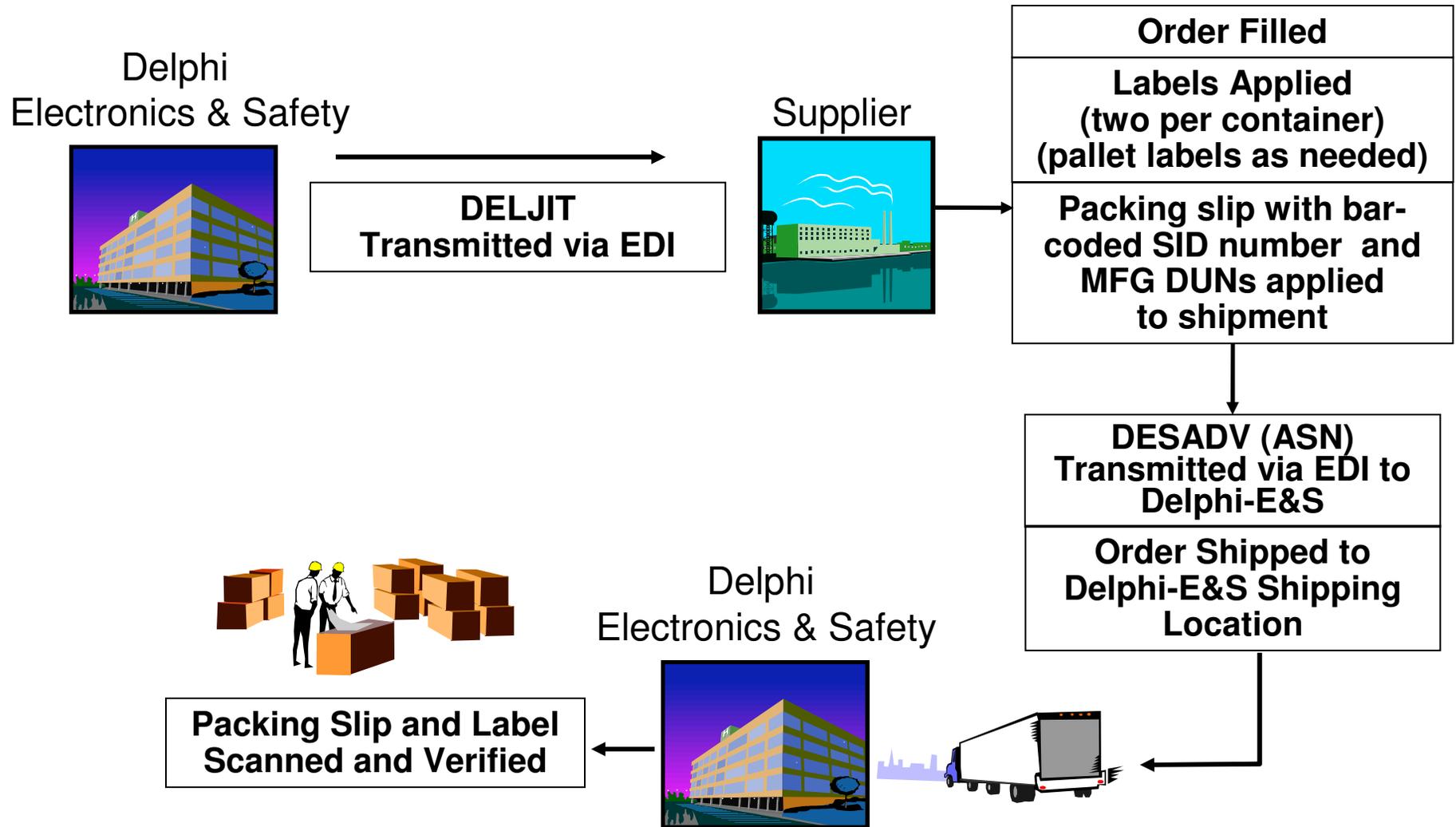


- ◆ EDIFACT Label Certification
 - EDIFACT Certification must start prior to Delphi E&S Label Certification
 - » GXS has been employed by Delphi to certify all Delphi suppliers to our EDIFACT (traditional EDI) specifications
 - Label Certification can begin after the test DELJIT is received
 - Delphi Global American Container Label Standard will give step by step instructions on how to map the DELJIT values to the container label

- ◆ Delphi WebEDI Certification
 - Delphi WebEDI Certification has built in application for container labeling
 - Delphi WebEDI Suppliers will be identified and contacted by a Delphi WebEDI Team that works exclusively with the WebEDI Certification
 - » The Certification Team will help with initial Covisint set up
 - » Delphi-E&S WebEDI Support Team will educate supplier on ASN creation and label print from WebEDI

◆ The Label:

- Container label is considered an extension of the part
- Printed by the Supplier
- Must be attached to containers and pallets as needed
- Information required for mapping to the label is in the EDIFACT DELJIT
 - » Delphi WebEDI has labeling capability built into the application



- ◆ Certification is conducted by the Delphi-E&S Label Certification Team
- ◆ Certification is completed for New Supplier ship-from locations (VN DUNs)
- ◆ Certification assures correct label format is used, data is properly formatted, and barcodes can be interpreted.
- ◆ Supplier must mail sample labels to the Label Certification Team (address in appendix) for verification and approval
 - The Delphi Global Container Label Requirements Standard can be downloaded from the Delphi Portal

- ◆ Three types of labels
 - Container Label
 - » Label used to identify the contents of the container
 - » Follow the Delphi Global Container Label Requirements Standard
 - Master Label
 - » Label used to identify and summarize the total contents of a multiple pack of a single part number (material number) within the same container shipping to a single destination
 - » Used for pallets, skids, etc., holding more than one standard pack of the same part number (material number)
 - Mixed Load Label
 - » Label used to identify the contents of multiple standard packs of different part numbers (material numbers) shipping to a single destination
 - » Used for pallets, skids, etc., holding more than one standard pack of different part numbers (material numbers)

◆ Label Size and Material

- The label medium shall be white in color with black printing
- Label size 4.0 inches (101.6mm) high by 6.0 inches (152.4mm) wide
- Adhesive label medium and assure application is wrinkle free
- Alternative container label is available with approval from Delphi Label Team for suppliers with small containers
 - » Label size: 4.0 inches (101.6mm) high by 2.0 (50.2mm) wide

◆ The Label Team member will verify and review your label per the *Delphi Global Container Label Requirements Standard* and will return results back to Supplier

- Several submissions are often required before approval is granted

◆ Continue shipping while undergoing Label Certification

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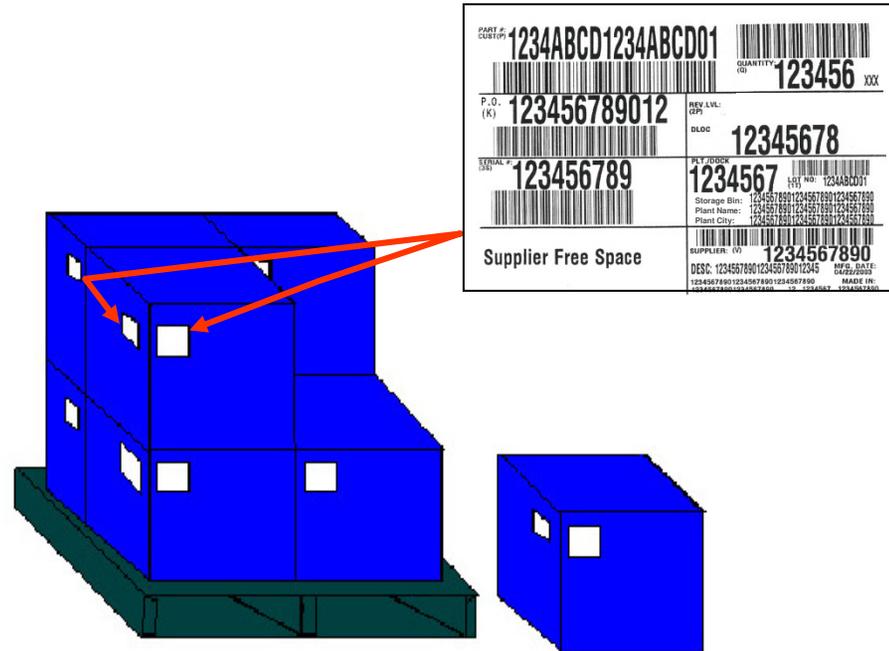
Label Requirements

- ◆ Wide to narrow ratio of bars between 2.8:1 and 3.2:1
- ◆ Quiet zone on each side of barcode should be at least .25 inch (6.35mm)
- ◆ Barcode Symbology: Code 39, except for **Part No.** and **Lot No.** fields, which will be **Code 128**

PART #: CUST(P) 1234ABCD1234ABCD01	
	QUANTITY: (Q) 123456 XXX
P.O. (K) 123456789012	REV.LVL: (2P)
	DLOC 12345678
SERIAL #: (3S) 123456789	PLT./DOCK 1234567
	LOT NO: 1234ABCD01 (1T)
Supplier Free Space	Storage Bin: 123456789012345678901234567890 Plant Name: 123456789012345678901234567890 Plant City: 123456789012345678901234567890
	SUPPLIER: (N) 1234567890
	DESC: 1234567890123456789012345 MFG. DATE: 04/22/2003 123456789012345678901234567890 MADE IN: 12345678901234567890 12 1234567 1234567890

Barcode 128

- ◆ Two labels per container are required
- ◆ Container labels must be affixed to two adjacent sides of each container



Memo Item: Returnable Totes must have container labels placed at each end of tote

Refer to Section J of the *Delphi Global Container Label Requirements Standard*

1 Delphi Material Number (Part Number)

Field Identifier:

PART #
CUST

Data Identifier:

(P)

Maximum characters:

18 (not including data identifier)

Barcode Symbology:

Code 128

PART #: CUST(P) 1234ABCD1234ABCD01 1 		 QUANTITY: (Q) 123456 XXX
P.O. (K) 123456789012 	REV.LVL: (2P) DLOC 12345678	PLT./DOCK 1234567  LOT NO: 1234ABCD01 Storage Bin: 123456789012345678901234567890 Plant Name: 123456789012345678901234567890 Plant City: 123456789012345678901234567890
SERIAL #: (3S) 123456789 	Supplier Free Space SUPPLIER: (V) 1234567890 DESC: 1234567890123456789012345 MFG. DATE: 04/22/2003 123456789012345678901234567890 MADE IN: 12345678901234567890 12 1234567 1234567890	

This information is obtained from the LIN segment in the DELJIT

2 Purchase Order – Assigned by Delphi-E&S

Also called:
Scheduling Agreement

Field Identifier:
P.O.

Data Identifier:
(K)

Maximum characters:
12 (not including data
identifier)

PART #: CUST(P) 1234ABCD1234ABCD01		
		QUANTITY: (Q) 123456 XXX
P.O. (K) 2 123456789012		REV.LVL: (2P)
SERIAL #: (3S) 123456789		DLOC 12345678
		PLT./DOCK 1234567
Supplier Free Space		LOT NO: 1234ABCD01 Storage Bin: 123456789012345678901234567890 Plant Name: 123456789012345678901234567890 Plant City: 123456789012345678901234567890
		SUPPLIER: (V) 1234567890
		DESC: 1234567890123456789012345 MFG. DATE: 04/22/2003 123456789012345678901234567890 MADE IN: 12345678901234567890 12 1234567 1234567890

This information is obtained from the
RFF+AAN segment in the DELJIT

3 Serial Number – Assigned by Supplier

Field Identifier:
SERIAL #

Data Identifier:
(3S)

Maximum characters:
9 (not including data
identifier)

PART #: CUST(P) 1234ABCD1234ABCD01		
		QUANTITY: (Q) 123456 XXX
P.O. (K) 123456789012		REV.LVL: (2P)
		DLOC 12345678
SERIAL #: (3S) 123456789		PLT./DOCK 1234567
		LOT NO: 1234ABCD01 (1T)
		Storage Bin: 123456789012345678901234567890
		Plant Name: 123456789012345678901234567890
		Plant City: 123456789012345678901234567890
Supplier Free Space		
		SUPPLIER: (V) 1234567890
		DESC: 1234567890123456789012345 MFG. DATE: 04/22/2003
		123456789012345678901234567890 MADE IN: 12345678901234567890 12 1234567 1234567890

This number is a unique number assigned by the Supplier. The number cannot be reused within a 12-month timeframe

4 Supplier Free Space

Supplier can populate this area as desired

PART #: CUST(P) 1234ABCD1234ABCD01		
		QUANTITY: (Q) 123456 XXX
P.O. (K) 123456789012	REV.LVL: (2P)	DLOC 12345678
	SERIAL #: (3S) 123456789	PLT./DOCK 1234567
		LOT NO: 1234ABCD01 Storage Bin: 123456789012345678901234567890 Plant Name: 123456789012345678901234567890 Plant City: 123456789012345678901234567890
Supplier Free Space 4		
		SUPPLIER: (V) 1234567890 DESC: 1234567890123456789012345 MFG. DATE: 04/22/2003 12345678901234567890 MADE IN: 1234567890 12 1234567 1234567890

5 Quantity

Field Identifier:
QUANTITY

Data Identifier:
(Q)

Maximum characters:
6 (not including data
identifier)

PART #: CUST(P) 1234ABCD1234ABCD01 		
P.O. (K) 123456789012 		REV. LVL: (2P) DLOC 12345678
SERIAL #: (3S) 123456789 	PLT./DOCK 1234567 LOT NO: (1T) 1234ABCD01 Storage Bin: 123456789012345678901234567890 Plant Name: 123456789012345678901234567890 Plant City: 123456789012345678901234567890	QUANTITY: (Q) 123456 5 XXX
Supplier Free Space		SUPPLIER: (V) 1234567890 DESC: 1234567890123456789012345 MFG. DATE: 04/22/2003 12345678901234567890 MADE IN: 12345678901234567890 12 1234567 1234567890

Unit of measure is assumed PCE. Any other unit of measure must appear in human readable text with a maximum of 3 characters

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Container Label Fields

6

REV LVL (not used)

DLOC

Field Identifier:

DLOC
(Delivery Location)

— EDIFACT DELJIT
PCI...11Z segment

Maximum
characters:
8

PART #: CUST(P) 1234ABCD1234ABCD01		QUANTITY: (Q) 123456 XXX	
P.O. (K) 123456789012		REV.LVL: (2P)	
SERIAL #: (3S) 123456789		DLOC 12345678 6	
Supplier Free Space		PLT/DOCK 1234567 LOT NO: 1234ABCD01 Storage Bin: 123456789012345678901234567890 Plant Name: 123456789012345678901234567890 Plant City: 123456789012345678901234567890	
		SUPPLIER: (V) 1234567890 DESC: 1234567890123456789012345 MFG. DATE: 04/22/2003 123456789012345678901234567890 MADE IN: 12345678901234567890 12 1234567 1234567890	

7 PLT./DOCK / LOT NO.

Field Identifier:
PLT./DOCK

Data Identifier:
N/A

Maximum characters:
7

Field Identifier:
LOT NO.

Data Identifier:
(1T)

Maximum characters:
10 (not including data identifier)

Barcode Symbology:
Code 128

PART #: CUST(P) 1234ABCD1234ABCD01 		QUANTITY: (Q) 123456 XXX
P.O. (K) 123456789012 	REV.LVL: (2P) DLOC 12345678	
SERIAL #: (3S) 123456789 	PLT./DOCK 1234567 7 LOT NO: (1T) 1234ABCD01 Storage Bin: 123456789012345678901234567890 Plant Name: 123456789012345678901234567890 Plant City: 123456789012345678901234567890	
Supplier Free Space		SUPPLIER: (V) 1234567890 DESC: 1234567890123456789012345 MFG. DATE: 04/22/2003 12345678901234567890 MADE IN: 12345678901234567890 12 1234567 1234567890

PLT./DOCK will be mapped from the LOC+11 segment from the DELJIT. The rest of the information in this block will be mapped from the PCI...13-15Z segments from the DELJIT

8 Part and Supplier Information

Field Identifier:
SUPPLIER

Data Identifier:
(V)

Maximum characters:
12 (not including
identifier)

Field Identifier:
DESC

Maximum characters:
25

Field Identifier:
MFG. DATE

Barcode Symbology:
Code 39

PART #: CUST(P) 1234ABCD1234ABCD01		
		QUANTITY: (Q) 123456 XXX
P.O. (K) 123456789012		REV.LVL: (2P)
SERIAL #: (3S) 123456789		DLOC 12345678
Supplier Free Space		PLT./DOCK 1234567
		LOT NO: 1234ABCD01 Storage Bin: 123456789012345678901234567890 Plant Name: 123456789012345678901234567890 Plant City: 123456789012345678901234567890
		
		SUPPLIER: (V) 1234567890
		DESC: 1234567890123456789012345 MFG. DATE: 04/22/2003 123456789012345678901234567890 MADE IN: 12345678901234567890 12 1234567 1234567890

8

MASTER LOAD	
PART # CUST(P) 1234ABCD1234ABCD01 	 QUANTITY: (Q) 123456 XXX
SUPPLIER: (V) 123456789012 	DLOC 12345678
SERIAL # (4S) 123456789 	PLT./DOCK 1234567 Storage Bin: 123456789012345678901234567890 Plant Name: 123456789012345678901234567890 Plant City: 123456789012345678901234567890
Supplier Free Space	SHIP DATE: 07/26/2002 DESC: 1234567890123456789012345 123456789012345678901234567890 MADE IN: 12345678901234567890 12 1234567 1234567890

Refer to Section F of the *North America Container Label Requirements Standard*

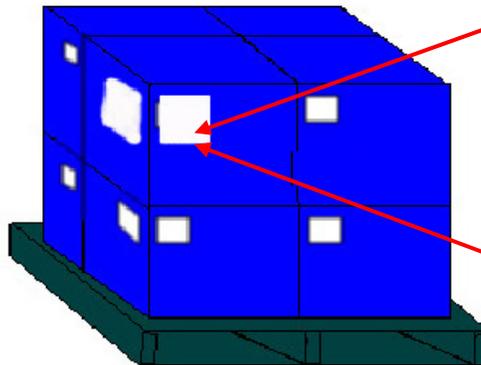
MIXED LOAD	
SUPPLIER: (V) 123456789012 	SHIP TO: 1234567890123456789012345 1234567890123456789012345 12345678901234567890 12 1234567
SERIAL #: (5S) 123456789 	PLT./DOCK 1234567 Storage Bin: 123456789012345678901234567890 Plant Name: 123456789012345678901234567890 Plant City: 123456789012345678901234567890
Supplier Free Space	SHIP DATE: 07/26/2002 123456789012345678901234567890 12345678901234567890 12 1234567

Refer to Section G of the *NorthAmerica Container Label Requirements Standard*

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Master/Mixed Load Label Placement

- ◆ Master Label or Mixed Load Label must be affixed to outer area of the total package and will identify the part configuration of the skid or pallet
- ◆ Two labels per pallet



MASTER LOAD	
PART # CUST(P) 1234ABCD1234ABCD01	QUANTITY: (G) 123456 XXX
SUPPLIER (V) 123456789012	DLOC 12345678
SERIAL # (4S) 123456789	PLT./DOCK 1234567
Supplier Free Space	SHIP DATE: 07/26/2002 DESC: 1234567890123456789012345 123456789012345678901234567890 MADE IN: 12345678901234567890 12 1234567 1234567890

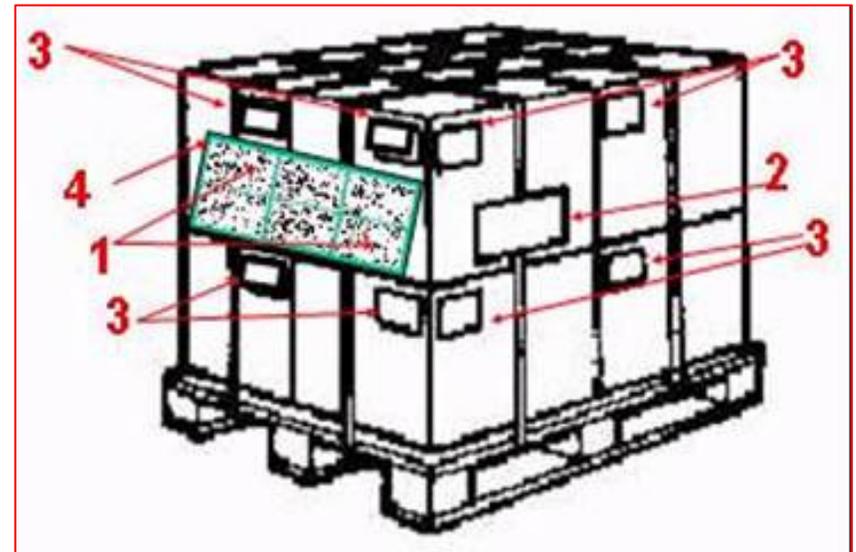
MIXED LOAD	
SUPPLIER (V) 123456789012	SHIP TO: 1234567890123456789012345 1234567890123456789012345 12345678901234567890 12 1234567
SERIAL #: (5S) 123456789	PLT./DOCK 1234567
Supplier Free Space	SHIP DATE: 07/26/2002 123456789012345678901234567890 12345678901234567890 12 1234567

Mixed Load Label Requirements

◆ Additional labeling required for Mixed load shipments

- Suppliers shipping Mixed Load skid/pallets are required to place a Master Load label per part number on the outer most area of the shipment next to the Mixed Load Label

- ◆ 1. Individual Master Load Label
- ◆ 2. Mixed Load Label
- ◆ 3. Container Label
- ◆ 4. In this example:
 - Cardboard placard to hold Master Load Label
 - Labels can also be applied directly to shrink wrap



◆ Labels

- Edge Determination
 - » Ensure correct amount of elements by checking that print heads are not damaged
- Decodability
 - » Ensure clear decodability and print clarity by
 - ◆ Use of ink gain, jagged edges, etc. contribute to poor "Decodability".
 - ◆ Can be corrected by altering temperature of printer Quiet Zones
- Ensure minimum .25 inch (6.35 mm) of Quiet Zone on either side of barcode

- ◆ Electronic Data Integrity of Label
 - Ensure correct label for correct part is properly affixed on container or pallet
 - All processes should be tied together electronically to ensure data is correct
- ◆ If manual data entry required for printing labels, second party verification should be used
- ◆ Operator work instructions for all labeling activities should be complete, documented, and accessible
- ◆ Training is defined, established, documented, and verified for operators and supervisors

- ◆ Label content and quality verified
- ◆ Printed label content and quality verified after any changes are made to printing equipment. Should include:
 - Checking barcode quality using a barcode verifier
 - » If supplier does not have proper equipment to verify bar code ask Delphi E&S Label Team to assist
 - Checking format of label to label specification or template sample
 - Checking legibility of human readable information
 - If new system has been installed a re-certification must be completed by the Delphi E&S Label Team

- ❑ Print and use the most current version of the Delphi North American Container Labeling Standard
- ❑ Work with Delphi Electronics & Safety (E&S) Label Team to certify required labeling for incoming shipments to Delphi E&S
- ❑ Suppliers must certify a container, master and mixed load label
- ❑ Supplier will received approval and certification from Delphi E&S Label Team

◆ Shipment ID (SID) Barcode

- SHALL be in upper right corner of the supplier Packing Slip
- Will be directly above SID human readable
- Supplier to use current packing slip format with barcode modification
- Code 39 – Bar Code Symbology

**Human readable information:
Minimum of 10 point font**

(2S) Data Identifier: Required

**SID is the number transmitted in
the BGM segment of the
DESADV. Cannot be repeated
within a 12-month timeframe**

**Barcode contains SID preceded
by (2S) Data Identifier. Max of 10
characters
Example: 2S1234567890**

**Manufacturing DUNs Number is
required**

Packing Slip		
 SID (2S) # 1234567890		
Ship To: Delphi 5820 Delphi Drive Troy, MI 48098		
Ship From: Vendor X 123 One Street Troy, MI 48098		
Part Number Xyz	Manufacturing DUNs Number 793255852	Qty 100 EA

- ◆ Each packing slip MUST have unique number called a SID (Shipment IDentification number) barcode
 - Assigned by Supplier
 - Does not need to be in sequential order
 - The barcode SID on the packing slip links the ASN sent by supplier for receiving purposes
 - SHALL NOT be repeated on another packing slip within twelve-month period
 - SHALL be exact same number as sent in ASN transaction. (Example, if ASN SID Number is 1234567890, then the barcoded Packing Slip SID Number SHALL read 2S1234567890 (2S data identifier is part of the bar code but not included in the BGM segment of the DESADV))

Packing Slip Requirements Checklist

- ❑ Is not part of the North American Container Labeling Standard
 - ❑ Documentation for the SID bar code requirement located on the Delphi E&S Supplier Training Webpage
https://www.delphisuppliers.com/vendor_documents/delphi-d/Vega2/index.html
- ❑ Must be included with every shipment
- ❑ Must be on the outermost surface of shipment
- ❑ Preferably in a sleeve marked “Packing Slip Enclosed”
- ❑ Must include a unique Shipment Identification Number (SID) that is barcoded
- ❑ Must clearly indicate the material numbers (part numbers), total quantity shipped, unit of measure, and Manufacturing DUNs number per material number

- ◆ *This practice will allow all Delphi E & S Receiving sites to be common*
 - *Provides Supplier History*
 - » 1st time offenders
 - » Repetitive Occurrences
 - » Enable follow up & resolution

Delphi – Electronics & Safety
Notification of EDI / Receiving Problems

REQUIRES YOUR IMMEDIATE ACTION

Failures to send accurate and timely ASN's may impact supplier payments, result in PR&R, and impact your future business opportunities with Delphi.

Location notifying you of the problem:

Delphi Contact person:

Supplier guidelines link: http://www.delphisuppliers.com/vendor_documents/delphi-d/veza2/index.html

Contact phone:

Plant contact:

Today's date:

Vendor name:

Supplier SAP Vendor

Part #

Shipped to:

ASNs and type of problem:

ASN#	Date Matl Received	Problem Type (1-9)	Field in error	Incorrect Data	Corrected Data

Problem types:

How to Correct:

1	No SID or SID barcode on packing slip	All future packing slip must have SID barcodes
2	SID# Bar-coded incorrectly	To resolve technical issues: Help Desk 1-877-733-5744 International: +1(915)774-6599 -prompt 4, prompt 4
3	Packing slip info doesn't match ASN data	Verify the packing slip matches the ASN before making shipments
4	No Packing slip with the shipment	Please fax a packing slip ASAP to (area code) + Phone # of Plant Receiving Manager
5	ASN not received from Supplier	All Delphi Shipments require ASN's
6	ASN received late	ASN should be sent when materials leave your dock
7	ASN has IDOC format errors	To resolve technical issues: Help Desk 1-877-733-5744 International: +1(915)774-6599 -prompt 4, prompt 4
8	Label Problems: missing, non-scannable, damaged, etc.	Verify all shipping labels before making shipments
9	Other (any Receiving error not previously listed above)	To be defined by Delphi

Other Problems / Comments:

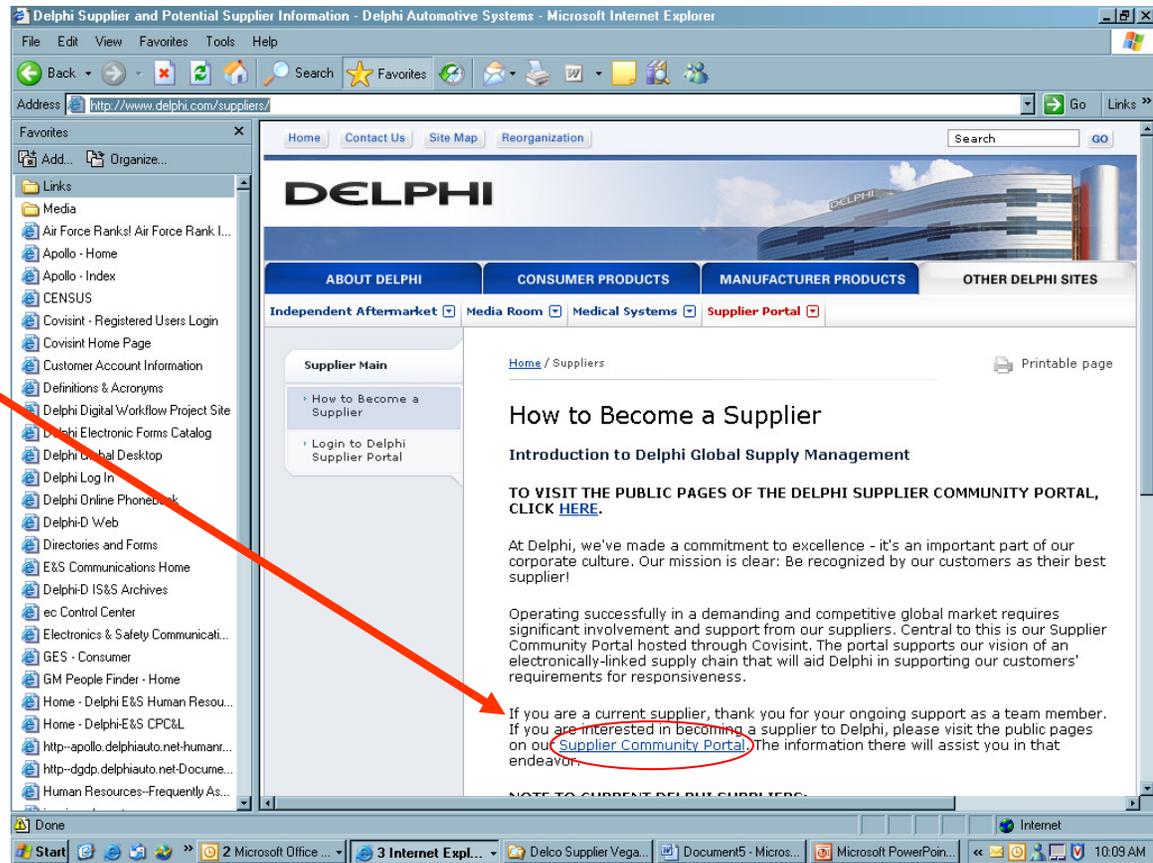
Respond within 48 hours to avoid PR&R issues and potential cost recovery charges. If you need assistance please contact the Delphi Help Desk 1-877-733-5744 (Option 4), (Option 4) for International suppliers: +1(915)774-6599 (Option 4), (Option 4) for SAP PTP team help. First occurrence generates a non-conformance notification. Second occurrence generates a PRR.

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Accessing the Label Requirements Standard

1 Access the Delphi Supplier web site → <http://www.delphi.com/suppliers/>

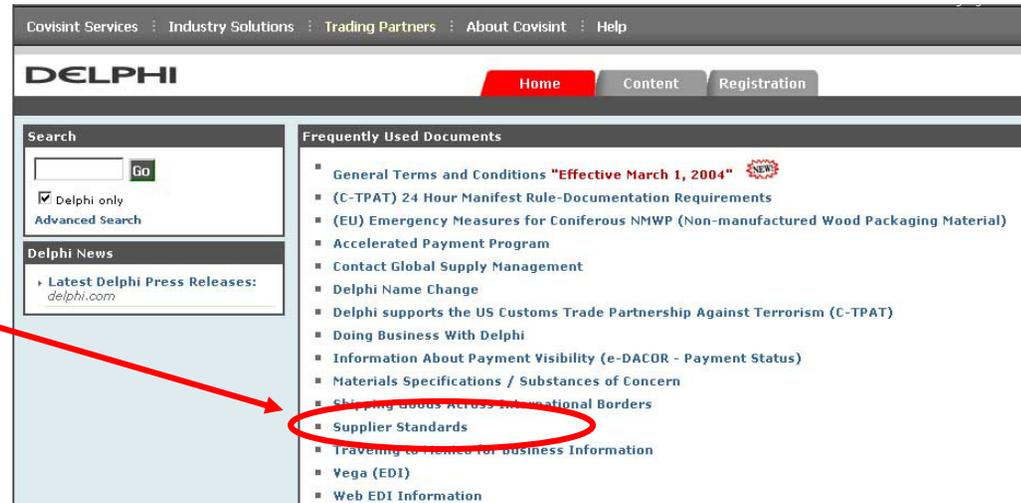
2 Click on Supplier Community Portal



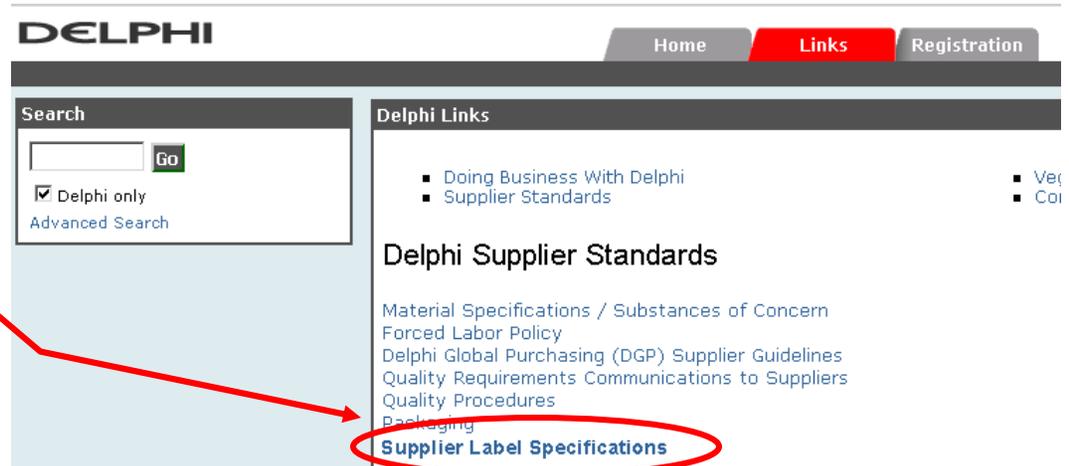
DELPHI

Accessing the Label Requirements Standard

3 Click on **Supplier Standards** in the *Frequently Used Documents* section



4 Click on **Supplier Label Specifications**

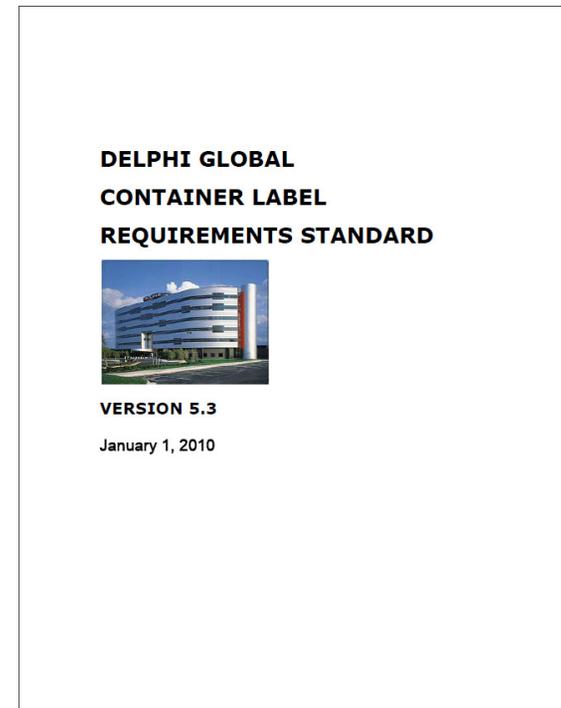


- 5 To download the Standard, click on the icon (must have Adobe® Acrobat® Reader)

- 6 To view on screen, click **Supplier Label Specifications – North America Only**

SUPPLIER LABEL SPECIFICATIONS				
	Supplier Label Specifications - North America Only These specifications are to be used for shipments to North American plants only .	 pdf	Nov 1, 2007	2.8 MB
	Supplier Label Specifications - Europe Only These specifications are to be used for shipments to European plants only .	 link	Nov 27, 2001	0 KB

- 7 The *NorthAmerica Container Label Requirements Standard* will display
- ◆ If you have any questions or problems accessing the *Standard*, contact information is included in the *Appendix* section



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Questions and Answers

If you have additional questions regarding VEGA 2 after the training session, please contact the Delphi Electronics & Safety VEGA Support Team:
delco.vega.support.kokomo@delphi.com

