Packaging and Inbound Labels

Supplier will properly pack, mark, and ship Products according to the requirements of JCI, the involved carriers, and the country of destination. Standard packaging guidelines are available from JCI. Shipment packaging and labelling should be approved by JCI as part of the PPAP/PAPSO process utilizing JCI's Supplier Packaging Container Qualification Form or equivalent.

All labels affixed to a container must be a barcoded, scannable and contain the following information:

- **General Information**
    - All blocks contain human readable data as indicated below in Figure 1.
    - Barcodes are required in Blocks as indicated below in Figure 1
    - 1D codes are required to be Code 39 symbology.
    - Bar Codes should be minimum 10mm in height unless otherwise specified.
    - The acceptable label size is 4.0 inches (101.6mm) high by 6.0 inches (152.4mm) wide

- **Block A1-**
    - From: Supplier Address, human readable, 3 lines
    - International Build Statement country of origin (e.g., Made in USA)

- **Block A2-**
    - To: JCI plant address, human readable, 3 lines

- **Block A3 -**
    - Part Revision Level (human readable only)

- **Block B1-**
    - JCI Part Number, human readable,10mm tall (minimum)
    - JCI Part Number, barcoded, Code39,12mm tall (minimum)

- **Block B2-**
    - Manufacturing Lot #, human readable, 7mm tall (minimum)
    - Manufacturing Lot #, barcoded, Code39, 7mm tall (minimum)
    - Manufacturing Date, human readable, 7mm tall (minimum)

- **Block C1–**
    - Quantity, human readable,10mm tall (minimum)
    - Quantity, barcoded, Code39,12mm tall (minimum)
    - UoM: (Unit of Measure), human readable,10mm tall (minimum)

- **Block C2-**
    - Serial Number (if applicable), human readable, 7mm tall (minimum)
    - Serial Number (if applicable), barcoded, Code39, 7mm tall (minimum)

- **Block D1-**
    - PO#: (Purchase Order number), human readable,8mm tall (minimum)
    - PO#: (Purchase Order number), barcoded, Code39,10mm tall (minimum)

- **Block D2 –**
    - Blank (Reserved for future use)

Figure 1 illustrates a Container Label Standard Example and placement.

Block A1	Block A2	Block A3
Block B1		Block B2
Block C1		Block C2
Block D1		Block D2

FROM: SUPPLIER Street Address City State, Zip Country of Origin	TO: JCI – Plant Street Address City State, Zip	REV LEVEL: XXX
JCI PART NUMBER: **XXXXXXXX** ‖‖‖‖‖‖‖‖‖‖		Lot #: XXXXXXXXX ‖‖‖‖‖‖‖‖‖‖ Mfg Date: MM/DD/YYYY
QUANTITY: UoM: **###,###** **PCS** ‖‖‖‖‖‖‖‖‖‖		SERIAL #: XXXXXXXXX ‖‖‖‖‖‖‖‖‖‖
PO #: ###### ‖‖‖‖‖‖‖‖‖‖		

Figure 2 illustrates a Pack List Sample

Qty	UOM	Part Number	Description	Sales Order#	Purchase Order#
50	pcs	WSB24°	24 x 24 x 24 RSC 200# C-Flute Kft Pin (SB: 24x24x24) Rev A	W182211	4000010555

XYZ XYZ INDUSTRIES CORPORATION
1234 Main Street/ Oklahoma City, OK 73129
Office (999)999-9999 / Fax: (555/555-5555)

Packing List W197923

Ship Date 08/18/23
Freight PPD
FOB Destination
Ship VIA TRUCK
Sales Order# W182211
Purchase Order# 4000010555
RMA Number

Customer # 210
York International
Ship Name York International
Ship Add. 5005 Interstate Dr. North
City/State/Zip Norman OK 73069
Phone
Fax

Required Packing Slip Details

1. Packing Slip number
2. Purchase order number. One PO per packing slip is the cleanest match if multiple POs the PO# must be on each line
3. Customer Name and Address
4. Quantity must be equal to our less than PO quantities or PO must be increased. Contact purchasing Agent to increase PO quantity PRIOR to shipment if needed
5. Unit of measure must match the negotiated unit of measure
6. JCI Part Number must match negotiated part number
7. Description must match negotiated description
8. PO Line #(s) included on packing slip
9. Barcodes for all key items (Pack list, PO, Qty, and Part Number, ASN#)
10. Packed Date and Load ID#
11. Invoice Number
12. User ID responsible for Pack Slip
13. Carrier/Customer Signature Area