

# Honeywell

50027773

## ENGINEERING SPECIFICATION

REV. F

Packaging Requirements  
ECC North America

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Development No.           N/A          

	APPROVAL	DATE
DESIGN (Section I):	L. Whooley	07-May-2013
PROCESS (Section II):		
QUALITY:	N/A	

### REVISION HISTORY

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## 1.0 PURPOSE AND SCOPE

To define packaging engineering standards and logistics guidelines for suppliers to ensure compliance with Honeywell specifications and procedures for preparation and shipment of product destined for the Honeywell Environmental & Combustion Control (ECC) facilities located in:

Golden Valley, Minnesota	Louisville, Kentucky	Muncie, Indiana
San Diego, CA (Tijuana, Mexico)	Murfreesboro, TN	Beggs, OK
Freeport, IL	Richmond, VA	Acton, MA
El Paso, TX (Chihuahua and Juarez, Mexico)	Langhorne, PA	Saint Jean, Quebec

**Note: The supplier should direct any questions regarding the contents of the Engineering Standard to the respective Honeywell Commodity Manager.**

## 2.0 PROCEDURE

### 2.1 HANDLING REQUIREMENTS

- 2.1.1 Pallet dimensions: 40" L x 32" W only. (See Figure 1) **Any deviation in pallet size must be communicated and approved by Honeywell ECC Logistics and Sourcing teams.**

Four-way entry pallets are required.

All wood pallets (shipped both domestically and internationally) must be appropriately heat-treated and marked under the official program developed and overseen by the National Plant Protection Organization (NPPO) in the country of export. This includes meeting the requirements of the current ISPM standards and complying with U.S. regulations on import of wood packing materials per U.S. Department of Agriculture's APHIS requirements.

- 2.1.2 Maximum pallet height including pallet base must not exceed 48" for **domestic** shipments traveling between Canada, Mexico, and the U.S.  
For shipments originating **internationally** outside of North America, the maximum pallet height including base must not exceed 45" (to allow for stacking inside ocean container).  
**ANY DEVIATION MUST BE AUTHORIZED.**

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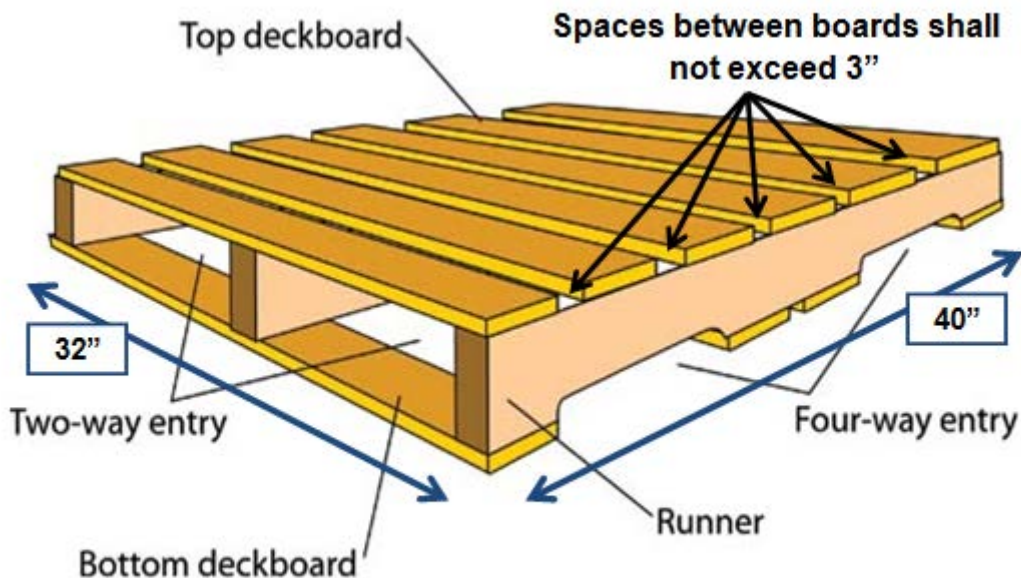


Figure 1

- 2.1.3 Pallet loads must not exceed 2,000-lbs. gross weight per pallet. The supplier is responsible to ensure the pallets used are durable for all modes of transportation and can withstand the weight loaded on it.
- 2.1.4 Product must be palletized in accordance with Honeywell packaging specifications with the model number facing outward when feasible.
- 2.1.5 Pallet must be placed in carrier's equipment so that the load does not shift in transit. This may require the use of load blocks or other blocking and bracing materials.
- 2.1.6 Mixed pallet loads are not objectionable providing the pallet is identified as a **"MIXED PALLET LOAD."** Mixed pallet loads with the same model numbers across multiple pallet shipments are **unacceptable**.
- 2.1.7 Accompanying each shipment should be at least two copies of the packing list and commercial invoice if applicable. One copy should be secured to the first pallet or corrugated case of the shipment, and the other to the bill of lading. The pallet that contains the packing slip must be marked in a conspicuous way.

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- 2.1.8 All shipments of regulated Dangerous Goods (hazardous) materials MUST be shipped in accordance with 49 CFR, IATA/ICAO, and IMDG regulatory requirements and properly marked and labeled.
- 2.1.9 **For all INTERNATIONAL shipments specifically,**
- Shipment documentation must meet all requirements stated in the **U.S. Customs Invoice Requirements document** provided by Honeywell.
  - All suppliers who ship ocean to ECC are responsible for complying with ISF data requirements detailed in the **Honeywell ACS 10+2 ISF Supplier Communication 9-1-09** and **ISF Data Collection Sheet** documents.  
The commercial invoice accompanying international shipments must indicate the total price paid or payable for the goods shipped. If any previous payments have been made or future payments will be made by Honeywell ECC for the goods, or if assists such as equipment, raw materials, components or foreign design work have been provided to you free or charge or at less than fair market value by Honeywell ECC, those prices and values must also be detailed on the commercial invoice covering the first importation of such goods.

### 3.1 CARTONS, PALLETS, AND OVERPACKS

- 3.1.1 **All packaging/products must pass “ASTM D4169, Standard Practice for Performance Testing of Shipping Containers and Systems”** developed by ASTM International. Testing must be completed to Assurance level I or II.  
**OR**  
**All packaging/products must pass ISTA 3A Testing for Packaged-Products for Parcel Delivery System Shipment 70kg (150lb) or Less Testing.**

Test reports must be available upon request.

- 3.1.2 Supplier is responsible to ensure the unit and carton packaging is appropriate for the weight of the product and for all modes of transportation. Standard carton quantities must be utilized.
- 3.1.3 Cases should be constructed to pass a compression test with a safety factor of 3. This means the bottom case on a pallet will support the weight of all case above on two pallets plus the pallets themselves times 3. Example – 1 case weighs 10 lbs., 5 layers per pallet, and the pallet weighs 55 lbs. Each case will need to pass a compression test of 630 lbs. ( $10 \times 5 + 55 = 105$ ,  $105 \times 2 \text{pallets high} \times \text{safety factor of } 3 = 630$ ). Please note that carton and pallet configuration must allow for double-stacking of two pallets without damage to cartons.
- 3.1.4 Pallets should not have product overhang and are to be within Honeywell specifications outlined for the product.

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- 3.1.5 Pallets must be stretch-wrapped or banded to unitize on a pallet and prevent packaging/products from shifting. Banding must be used when product does not allow for stretch wrap.  
International shipments should have corner protectors and appropriate packaging protection.

## 3.2 TRANSPORTATION ROUTING

- 3.2.1 For **domestic** transportation charged to Honeywell, shippers must contact Schneider Logistics (SLI) at [SLIHoneywellACS@schneider.com](mailto:SLIHoneywellACS@schneider.com) or 1-800-558-1148 to receive transportation routing instructions for orders booked to Honeywell Environmental and Combustion Controls (ECC)
- 3.2.2 All **international origin** shipments must be routed in accordance with instructions per current ECC NA Routing Guide as posted on our website <http://eccsuppliers.honeywell.com/ECC-Shipping-Information/Pages/default.aspx>.
- 3.2.3 **Suppliers that do not follow Honeywell routing instructions will be directed to work with the non-approved carrier to change terms to prepay against their account. They may also be charged for any additional transportation and handling costs incurred due to misrouting.**

## 3.3 PRODUCT LABELING

- 3.3.1 **General Label Requirements:**
- UPC and SCS numbers are assigned and provided by Honeywell for barcode label creation by supplier.
  - Minimum barcode label size is 3"x 3".
  - Quiet zone needs to be minimum of .25 inches at each end of barcode.
- 3.3.2 Barcodes requirements by pack type:
- 3.3.2.1 **Unit Pack** = Salable unit of quantity 1. The Unit Pack can contain multiple components or devices within the unit (ie. Kit, YPack). The UPC Code is required on the unit pack. See example of a Unit Pack label/package.

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The UPC Code uses UPC-A barcode symbology minimum 80% magnification, digets 0-9 only, no spaces in barcode, spaces are acceptable in human readable number.



3.3.2.2 **Overpack/Bulkpack** box = multiple Unit Packs within a container. Honeywell will specify the Pack Quantity. If no Honeywell Pack Quantity is specified, default to 1. An Overpack is considered to be a Unit pack when Pack Quantity = 1. The SCS Barcode is required on the label. The SCS code uses ITF-14 (aka interleaved 2 of 5) barcode symbology, minimum 62.5% magnification (55% if space is limited) bearer bars top and bottom only, digets 0-9 only no spaces in barcode, spaces are acceptable in human readable number.

3.3.2.3

SCS Code



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- 3.3.2.4 **Master Pack** = multiple Overpack boxes within a container. The Master Pack is not a Honeywell requirement. If the Master Pack is utilized, the label shall include the Honeywell Part number or O.S. Number, the Part Number barcode, and the Quantity of units contained in the Master pack. The SCS code uses ITF-14 (aka interleaved 2 of 5) barcode symbology, minimum 62.5% magnification (55% if space is limited) bearer bars top and bottom only, digets 0-9 only no spaces in barcode, spaces are acceptable in human readable number.



### 3.3.3 Date Code Labeling

- 3.3.3.1 The purpose of a date code is to clearly transmit the date of completion of manufacture of a product to the consumer. It therefore must be legible and properly displayed.

The date code shall consist of four equally spaced digits. The first two digits shall be the year. The second two digits shall be the week of the year. The digits shall not be hyphenated. Week 01 will be the week containing the first Thursday in January.

#### EXAMPLE:

1st two digits  
2009 = 09  
2010 = 10  
June 4, 2009 = 0923

2nd two digits  
1st week of year = 01  
52nd week of year = 52

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- 3.3.3.2 If bar coding the date code is a requirement, the recommended symbology is Code-128.  
Code 3 of 9 is an acceptable alternate.

**9412*****DATE CODE***

#### 3.3.4 Date Code Labeling onto Device

- 3.3.4.1 Date Code Labeling location should be in accordance to the SDR documents.
- 3.3.4.2 The date code shall agree with the calendar week the device is complete and ready to be packed and shall not be older than three weeks. Normally only one date code shall appear on a device.

#### 3.3.5 Date Code Labeling onto Package

- 3.3.5.1 Individual devices enclosed by a non-shippable container (e.g. unit pack) shall be labeled with a date code label.
- 3.3.5.2 The date code shall agree with the calendar week the device is complete and ready to be packed and shall not be older than four weeks. Normally only one date code shall appear on a unit package.

#### 3.3.6 Date Code Labeling on Shipping Containers

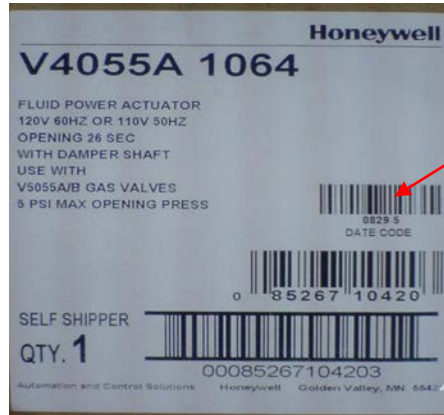
- 3.3.6.1 Each shipping container shall be labeled with a date code via individual label or within shipping label.
- 3.3.6.2 Each shipping container shall display a date code (**Error!** ref. height) which identifies the date of packing and may include the day of the week, which is optional, in numbers two spaces following the date code.
- 3.3.6.3 Monday shall always be the 1st day of the week.

**EXAMPLE:** Third day of the second week  
January 2008 = 0802 3



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Example of Shipping Label with Date Code included

- 3.3.6.4 This pack date code shall agree with the device date code within four weeks.

**Note – Any exceptions need to be approved by Honeywell Logistics; this can be worked with the buyer or commodity manager for approval process.**