



General Material Labeling Standard

1. Introduction

Being required to achieve the correct identification of supplies and materials received in our production or logistics centers

2 object

Establish the responsibilities of the supplier and each of the Areas involved in the issuance of Purchase Orders or Framework Contracts, the reception and storage of supplies and materials.

Define the identification characteristics that the packaging corresponding to all the materials that enter the Group's Logistics Centers must meet.

3 Scope

All suppliers of materials and supplies that deliver to the different locations of the Mirgor Group.

4 Development

All cataloged materials or not, have to comply with the technical characteristics of the information that makes the presentation of the product and its packaging.

These instructions must be sent to the supplier together with the Order, Master Agreement and/or Specifications.

4.1 Definitions

4.1.1 Minimum Traceable Unit (UTM):

This is the unit of measure for the system. It is the smallest container or container, to which a barcode label will be placed and it constitutes the minimum quantity to be dispatched through the warehouse.

Examples: a phone, a bag of screws.

4.1.2 First Order Traceable Unit (UT1):

It is a container that contains minimum traceable units (UTMs). Also called master boxes or master box.

Examples: a box with 10 phones, a box with 50 bags of screws.

4.1.3 Second Order Traceable Unit (UT2):

It is a package that contains traceable minimum units of the first order.

In some cases, there may be boxes that contain smaller ones that in turn contain UTMs.

Example: a box containing 20 boxes of 10 telephones each.

4.1.4 Dispatch Traceable Unit (UTD):

It is a package that contains traceable minimum units of first or second order.

It is the unit or means of packaging with which dispatch, freight and storage movements are expected to be carried out. In general, it is a pallet or a support fulfilling said function.

4.1.5 Quantity of Minimum Traceable Units (CUTM):

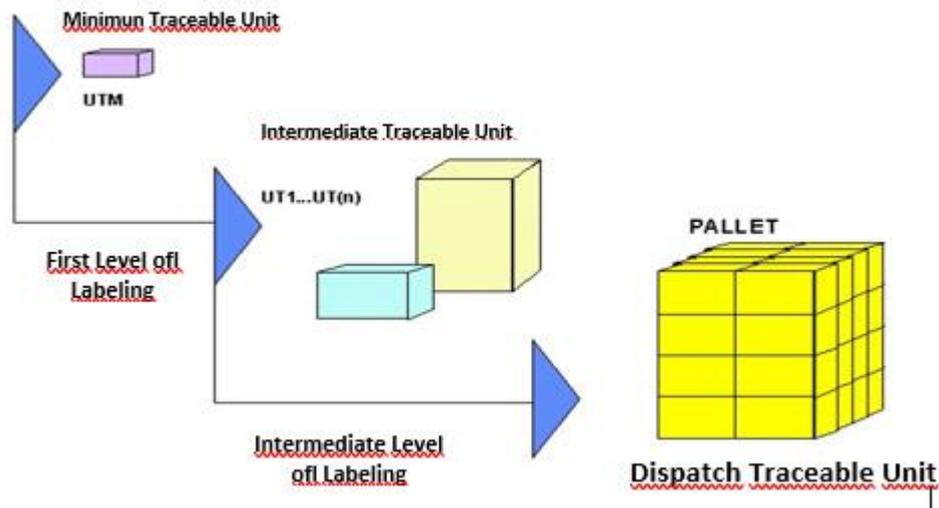
It is the number of minimum traceable units, within any continent. Examples: a box with 1 telephone, a box with 10 telephones, a pallet with 320 telephones, thus we will have 1, 10 and 320 UTMs respectively.

4.1.6 Quantity of material in a UTM (C/UTM):

It is the amount of material packed within a UTM.

In many cases, due to the intrinsic value of the material (eg, nails) or its nature (eg, cable), they do not allow the application of an identification label on each unit (nail) or on each unit of measure (meter). cable), here the concept of quantity per UTM (C/UTM) is born, which is the quantity of measurement units contained in a UTM.

Examples: a bag with 50 screws, a roll of 100 meters of cable or a ream of 100 sheets of paper.



4.2 Physical characteristics of the labels

4.2.1 Material:

It will be self-adhesive white paper or pasted on your body.

4.2.2 For stored materials:

They must be resistant to possible manipulations.

4.2.3 For materials stored outdoors:

They will be resistant to possible manipulations and prolonged stay (6 months) outdoors.

4.2.4 Printing:

In black on a white background and resistant to erasing or running of the ink by rubbing (photocopies will not be accepted).

The print should not have smudges, light spots, spider legs on the edges, or print bleeding.

For materials stored outdoors, the ink must resist environmental agents.

4.2.5 Size of the labels.

Minimum size according to the unit to be respected. In all cases, portrait or landscape orientation is not required. It is at the Provider's discretion.

1 UTM: 30mm x 100mm.

2 UT1 / UT2 (UTN): 60mm x 100mm.

3 UTD: 150mm x 100mm.

4.3 Identification and traceability of materials by barcode

The barcodes will be used to identify the materials managed by the Logistics areas, calculate and update the stocks of the system, establish the expiration dates and keep track of all the materials in their different traceable packaging units.

4.4 General Requirements

All labels must meet the following minimum requirements:

LABELING REQUIREMENTS	Minimum Traceable Unit	Intermediate Traceable Unit	Dispatch Traceable Unit
Material Part Nbr (EAN o SKU) Numeric / Alpha numeric	X	X	X
Bar Code o QR (EAN-SKU)	X	X	X
Product Description.	X	X	O
Total Quantities.	X	X	X
Bar Code o QR (Total Quantities)	X	X	X
Batch Code or Serial Nbr	S	S	S
Expiration Date	S	S	S
Supplier Name	O	O	X
Country of Origin	-	-	X
Consignee	-	-	X
Destination Country	-	-	X
Reference: Purchase Order Nbr.	S	S	X
Bar Code o QR (Purchase Order Nbr)	S	S	X
UTM or UTN Quantities	-	O	O
Gross Weight	O	O	X
Label Dimension (Minimum milimeters)	30x100	60x100	150x100

X: Mandatory

O: Optional

S: If required

4.5 Type of code

CODE 128 will be used as the barcode following the recommendations of the UCC-EAN standards.

Barcode printing.

The physical and optical characteristics of the bar codes are those specified in the UCC/EAN standards.

For the UTM, a minimum size of 7 millimeters will be used.

The print size of the expiration date, when applicable, must be a minimum of 15 millimeters.

4.6 Information needed for the barcode structure

a) Structure of the additional barcode for serial materials:

Materials identified with a serial number must have an additional barcode, which may be printed on the same label or placed separately. There should not be another CB on the same reading line in order to facilitate quick reading.

b) Structure of the QR code (or spot code)

A spot code must be added to the container box labels containing all the serial numbers of the devices packed inside the box, these series will have a column type format and without other data, in order to facilitate with a single reading all the series contained within the box.

The supplier must certify that the CB of the external labels correspond unequivocally to those that are inside the same box.

c) Structure of the additional QR code for materials with a MAC number

Materials that require a MAC number (modems, On Video equipment), must have the MAC number in QR format (in addition to Code 128 format) attached to the back cover of the equipment.

On the other hand, each UT1, UT2, etc., must have the labels with the bar codes of each serial number it contains attached to its external part.

4.7 Additional labels Hazardous Products.

Any other additional labeling for dangerous goods will be governed by the corresponding regulations for said products.

4.8 Label Location

Labels of the Minimum and Intermediate Traceable Units (boxes or bags): they will be located in an easy-to-read place at the supplier's discretion.

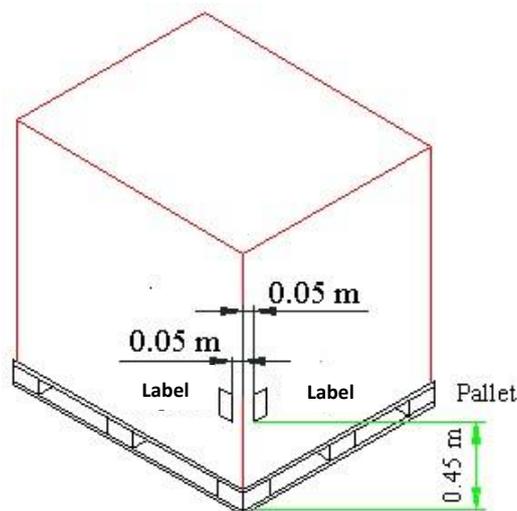
The serial number barcode labels must be placed on the outside of each UTM, UT1, UT2 (UTN) in a way that is always visible so that they can be collected without removing packaging units, in addition, the labels must be affixed in such a way that when opening an intermediate box, the series of boxes it contains can be collected without the need to turn them over.

UTD labels: on pallets: at least two labels will be placed on continuous, non-opposite faces. The labels can be on the internal or external side of the film.

In all cases they must be easy to read without specifications. In case of external ones, they must have an external plastic coating.

As shown in figure 2, they must be placed on two sides of the pallet that form a corner.

Más información sobre este texto de origenPara obtener más información sobre la traducción, se necesita el texto de origen



5 Responsibilities

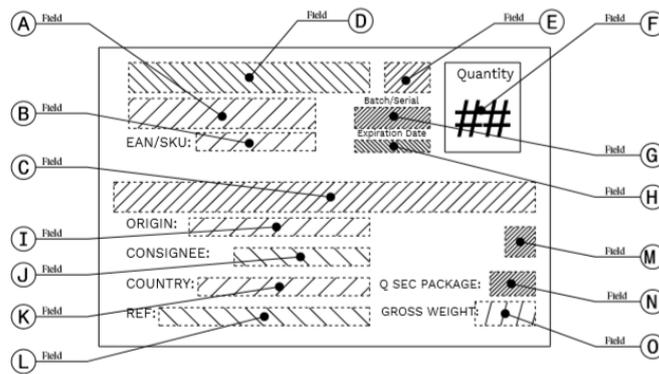
The supplier will be responsible for adequately conditioning the material in accordance with the provisions of this Standard. The lack or omission of any of the specified points will prevent the entry of the material.

Important: In the event that for reasons beyond the control of the Mirgor Group, the material is received with an identification and/or packaging other than that requested in the award, the Supplier (or its representative in Argentina) must withdraw and recondition the merchandise. In the event that the supplier does not have the means to carry out this operation, it may be carried out by Grupo Mirgor, attributing to the supplier the costs related to this task.

Warehouses and logistics centers are responsible for maintaining and updating this Standard, and have the power to reject the entry of materials if the packaging does not meet one or more of the requirements mentioned in this Standard.

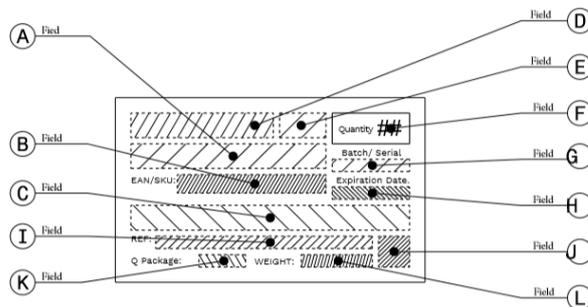
Annex N°1 – Example Material Identification Labels

Imported UTD pallet label



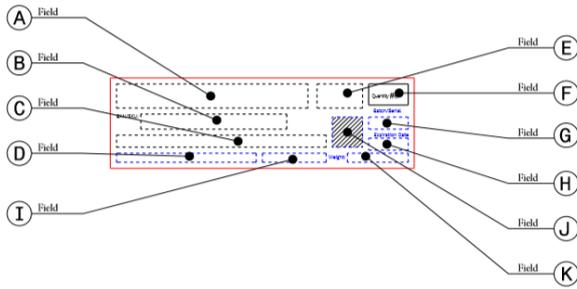
Field	Description
A	Part Number (EAN o SKU) Numeric / Alphanumeric
B	Barcode o QR (EAN / SKU)
C	Product Description or Commercial Name
D	Supplier Name
E	Barcode o QR (Total Quantities)
F	Total Quantities
G	Batch Nbr o Serial Nbr
H	Expiration Date
I	Country of Origin
J	Consignee (Company Name)
K	Country of Destination
L	Reference: Purchase Order /
M	Barcode o QR (Purchase Order)
N	Secondary Package Quantities
O	Gross Weight

Intermediate box label UT1 or UT2



Field	Description
A	Material Code (EAN o SKU) Numeric / Alphanumeric
B	Barcode or QR (EAN / SKU)
C	Material description or Commercial Name
D	Supplier Name
E	Barcode or QR (Quantities)
F	Total Quantities
G	Batch or Serial Nbr
H	Expiration Date
I	Reference: Purchase Order
J	Barcode or QR (Purchase Order)
K	Secondary Packages Quantities
L	Gross Weight

Label for individual box UTM



Field	Description
A	Material Code(EAN o SKU) Numeric / Alphanumeric
B	Barcode QR (EAN / SKU)
C	Product Description or Commercial Name.
D	Supplier Name
E	Barcode or QR (Quantities)
F	Total Quantities
G	Batch or Serial Nbr.
H	Expiration Date
I	Reference: Purchase Order
J	Barcode or QR (Purchase Order)
K	Gross Weight

6 Annex N°3 – Example UTM Units

Packaging: Unit box

Minimum quantity to order: 1u

Order requirement: if possible, a complete box, although it is not a requirement.

