



SUPPLIER PACKAGING MANUAL FOR FASTENERS & REALTED COMPONENTS

Revised December 2002

Packaging and Supplier Manual

Introduction	I
Objective	2
Supplier Responsibilities	3
NNA Supplier Returnable Check List	4
Returnable Container Standards	5
Supplier Packaging Schedule	6
Non-Compliance Packaging Procedure	7
Returnable Container Program	8
ASN/Label Non-Compliance	9
Summary	10
Acknowledgement Form	11
Label Requirements	12-15
Attachments: PDS Form/Non-Compliance Form	

The Objective

Our objective is to have a successful launch with the most cost-effective package that satisfies NNA in the areas of Material Handling, Production and Transportation. All suppliers must deliver a high quality part on time with high emphasis in Ergonomics and Logistics.

Supplier Responsibilities

The approval of submitted packaging proposals by engineers does not relieve the supplier of responsibility as a shipper for meeting carrier regulation and providing adequate protection for the contents of the packaging. The supplier must insure that the final design package for their product is the approved pack. Any variation in packaging must be approved by the customer. All communication must be submitted directly to the engineer(s). All suppliers must be ready to meet trial for PT-1. If special circumstances are to prevent a supplier from meeting the trial or launch dates, they must contact Nissan Trading materials department.

Returnable Check List

- ✓ Make sure that the packaging you received was what you ordered and supports what is stated in the packaging data sheet.
- ✓ All packaging must be identified with current supplier information on the ID.
- ✓ All packaging components must have the proper ID in a visible area if the pack is full or broken down on not less than two (2) sides.
- ✓ The supplier's proper ID must be visible on all four sides of the returnable pallets and lids.
- ✓ The ID can be either a hot stamp or a label (label must be of permanent nature, attached to the container). The label must be legible for fork truck operators.
- ✓ All palletized loads are required to be stretch wrapped.
- ✓ All palletized loads are required to have two (2) part number labels on adjacent sides over the stretch wrap. Labels must be under the stretch wrap for tray packs.

Returnable Container Standards

1. Hand Held Totes

Hand held containers must be palletized to cube a 48" x 45" pallet.

Stack height can not exceed 50" for trailer cubing. Pallet loads must be stackable for transportation.

<u>Standard Size (inches)</u>	<u>Description</u>	<u>Application</u>
11 X 11 X 7	Nestable	Standard parts
15 X 12 X 9	Stackable/Collapsible	Small parts, expendable or

2. Common Pallet Boxes and Racks

<u>Standard Size (inches)</u>	<u>Description</u>	<u>Application</u>
45 x 48	Pallets	All parts

3. Container Color Codes - Canton Plant (Not applicable to Fasteners)

Green— metal stampings, oily parts (collapsible)
Grey— trim no returnable dunnage (collapsible)
Yellow — returnable dunnage required (stackable)

3. Unique Racks (Not applicable for Fasteners)

Must cube trailers 98" wide. Maximum height of 50" for stacking.
Unique racks must be sequentially numbered.

4. Additional Information

Collapsible totes are preferred for parts with no dunnage or expendable dunnage
One shipping label per container (totes), must face outside of pallet.
Two shipping labels per bulk container required on adjacent corners.
Labels must face door of trailer .
Supplier ID is required on four sides of pallets and lids.

Shipments to LaVergne Center should be labeled as NSH

Shipments to Canton Center should be labeled CAN

Mexico should be labeled MEX , and Brazil BRZ

Supplier Packaging Schedule

Kickoff Meetings														
Review / Approve PDS Data														
Review Concepts/Wood Tooling														
Review Prototypes/Samples					ET									
Modifications														
PT1 (Pka. Lineside Trials)								PT1						
Modifications/ Fleet Build														
PT2 (Final Packaging)											PT2			
Launch														Launch

Packaging Requirements

1. Carryover packaging from previous models should be used where possible.
2. Packaging must meet guidelines established in this manual and in the Packaging Data Form.
3. Questions concerning packaging should be directed to Nitco Materials Analysts.
4. All packaging must meet production trial approval and be available for review at ET.
5. Approved packaging must be used for PT1 and PT2 trials.

Non-Compliance Packaging Procedure

All suppliers that ship parts in containers other than those specified on the approved Packaging Data Sheets must adhere to the following Non-Compliance Packaging Procedure:

1. Suppliers must submit a non-compliance form and contact one of the following Packaging Engineers for approval prior to shipment.
2. All non-compliance packaging must have a special Non-Compliance Authorization Number affixed to the upper right hand corner below both bar code labels. This is a temporary countermeasure only, not a permanent resolution.
3. Your Non-Compliance Authorization Number will prevent a Debit Memo in the amount of \$500.00 per ran number.
4. All non-compliance containers must be recyclable, same dimensions as the approved returnable, same SNP, and meet current label standards.
5. Any deviation from this procedure will be subject to a \$500.00 debit memo per Ran number.
6. Each occurrence must include a permanent resolution as agreed by NNA Production Control Packaging Engineers.
7. Re-occurrences will result in financial penalties.
8. Penalties will also apply to pallet non-conformance

Returnable Container Program

Nissan successfully launched the returnable container program several years ago. The benefits have been great. We are still working on improving our system and process to provide better management of the containers. We also need our suppliers to insure that certain standards are maintained to keep the program successful.

1. Container Cleaning

Depending on the type of product shipped, the cleanliness of the container can affect the part quality. Racks and open containers will accumulate dust in transit and in storage. The containers must be cleaned routinely. Please verify that a cleaning program is in place on a weekly or as required basis. Old labels must be removed on each return shipment. Containers should not be stored outside at any time.

2. Container Identification

Smyrna - currently the method we use to return the container is visual identification by the supplier logo/nameplate. We frequently receive containers with no identification and missing or worn labels. It is the supplier's responsibility to monitor fleet to maintain compliance to NNA's packaging standards. If a supplier's name or shipping point changes, the container nameplates must also be changed.

3. Container Repair

Repairs will become necessary as the container fleet ages. Please advise the personnel that work with the racks to watch for damage. Do not ship containers with missing or broken components. If damaged containers are found at Nissan, the Material Handling Group will tag the container with a defective rack tag. This is a two piece red tag attached by wire. Please train your receiving personnel to look for this tag and remove the container from your fleet until the necessary repairs have been completed.

4. Returnable Dunnage

Any returnable internal / removable dunnage must be identified as such and carry the suppliers' logo with the current return information.

NNA will continue to audit all containers in the fleet. Failure to comply with these items can negatively impact supplier performance ratings.

ASN Non-Compliance

All suppliers are required to provide to Nissan Trading a readable EDI of the ASN in 856 standard format. The ASN must be transmitted on departure of the shipment to Nissan Trading for receipt into our system a minimum of 2 hours in advance of arrival of material. An approved ASN sample is attached to this manual for verification of the desired format and items required with a translation and segment map.

The importance of the ASN is for Nissan Trading to maintain a high level of inventory accuracy to ensure that we are ordering timely and delivering timely to our customers. The most common errors are blank fields in the ASN or inaccurate fields. We expect your company to be in compliance with our ASN needs no later than January 31, 2003 or substantial penalties will be assessed for each error.

Fees:

Administrative Fee of \$250 per ASN occurrence will be assessed to the supplier in addition to any man-hours applied to correct the inventory system or to process the shipment timely.

Labeling Non-Compliance

All suppliers submitting incorrect labels applied to the parts or pallets will be subject to the following fees:

Administrative Fee of \$250 per occurrence plus any quality sorting (man hours charged at \$40/hr/person)

These fees apply to but are not limited to RDR's, Incorrect master/mixed labels and parts with no label.

We will also charge a fee of \$25 to generate a corrected label.

Special Requirements for NLC

All suppliers that submit parts for the NLC account (Mexico/Brazil/China, Etc.) must submit to the NLC requirements as stated in the NLC Packaging Manual which is provided to you by Nissan Trading. Non-conformance fees will be charged for any RER received at NLC on pass-through parts as well as any labeling, pallet or RDR issues found at Nissan Trading Corp., USA during the cross-dock process of your materials.

Summary

It is not the intention of Nissan Trading to levy penalties and spend time issuing debit memos.

We would rather spend our time in activities that would increase our business opportunities

and reduce costs to our customers. Please make every effort to become a world class supplier

so that together we can all be profitable and enjoy continued growth.

Acknowledgement of Receipt

As a representative of _____, I hereby
acknowledge receipt of the NISSAN TRADING CORP., USA Supplier Packaging Manual
and have read and understand the contents and agree to comply with the specifications
therein.

Name: _____

Title: _____

Date: _____

**PLEASE RETURN THIS SHEET TO NISSAN TRADING CORP., USA WITHIN 5
BUSINESS DAYS. FAILURE TO RETURN THIS FORM DOES NOT GRANT ANY
RELIEF FROM THE REQUIREMENTS HEREIN.**

Nissan Trading Corp., USA
Shipping/Parts Identification Label Standard

Description characters shall be a minimum of 0.2 inches (5mm) high. Use of a .01 inch character width should allow descriptions up to 30 characters.

RAN human readable characters shall be a minimum of 0.2 inches (5mm) high. The bar code symbol for the RAN shall be directly below the human readable characters and shall be a minimum of 0.5 inches (13mm) high. The bar codes and human readable characters for RAN should be printed left justified with no trailing blanks.

The bar code and human readable characters for Part Number, Supplier and Serial Number should be printed left justified with no trailing blanks. The part number also requires a blank space between the fifth and sixth position for bar code and human readable characters. The bar codes and human readable characters for Quantity should be printed left justified with no leading zeros and no trailing blanks.

AIAG Data Identifier Dictionary Standard (AIAG B-6) more precisely defines use of code "A" as a "Order Number assigned by Customer to identify a Purchasing Transaction". Nmmc views our Receipt Authorization Number (RAN) as meeting this definition and will thus use data identifier code "A" for RAN data identification.

NNA will utilize the Special Data Area for the printing of Description, Receipt Authorization Number (RAN), Special Marking, Date Manufactured, and NEDS Indicator (i.e. Noise, Emissions, Durability, or Safety Indicator). Each sub-division of the Special Data Area shall be separated by thin lines and shall contain its title (with the exception of NEDS Indicator) in the upper left hand corner, as shown in NNA Exhibit N1.

Titles should be printed in 0.06 inch (1.5mm) minimum high letters. The titles are: DESC, RAN, SPECIAL MARKING, and DATE MFG.

Nissan Trading Corp., USA adopts the Automotive Industry Action Group (AIAG) Shipping/Parts Identification Label Standard (AIAG-B-3) with the Following AIAG approved additions and /or modifications:

Unless specifically modified, all provisions of the AIAG Shipping/Parts Identification Label Standard shall apply.

Date manufactured characters (MM/DD/YY) shall be a minimum of 0.2 inches (5mm) high.

Exhibit N1

Note: This exhibit is intended only as an example of basic NNA label format. It has been reproduced using a process producing copies that are not dimensionally true and which may cause the bar coding to be out-of-spec. You are cautioned to use this exhibit only for its intended purpose. Special Marking data will consist of 20 characters which will be provided as part of our material release EDI transmission (MAN)Segment) or as otherwise agreed. The first 8 characters shall be printed in the upper portion of the Special Marking area and the last 12 characters shall be printed in the lower portion of the Special marking area. The first 8 characters shall be a minimum of .05 inches (13mm) high and the last 12 characters shall be a minimum of 0.3 inches (8mm) high.

Special notice should be given to the supplier's responsibility for quality labels.

A Master Label for multiple packs and a Mixed Load label for mixed item loads shall be used. A Master Label, of the form shown in AIAG Exhibit 5 (but, including NNA Special Data), shall be used for multiple, common item packs. Each subpak of the multiple pack shall be identified with a Shipping/Parts Identification Label. The Master Label should be located in a noticeable location which will allow bar code scanning without removal of strapping or packaging materials (e.g. plastic wrap). The attachment of a bar code label of standard size as foreground to a blank pre-printed master label is recommended as a technique for producing the completed label.

Mixed item loads shall have a label with the words "Mixed Load" in bold 1.0 inch (25.4mm) letters attached in a noticeable location. Label design shall be either of the design of AIAG Exhibit 6B or of the same basic design format as that of a Master Label. This NNA allowable alternative design will permit NNA's standard label format (with data printed only in the supplier and serial number data fields) to be superimposed on the mixed load label and thus avoid the need for an additional format. If the NNA allowable alternative design is selected, then the attachment of a bar code label of standard size as foreground to a blank pre-printed mixed load label is recommended as a technique for producing the completed label.

NITCO - SHIPPING/PARTS IDENTIFICATION LABEL STANDARD

Exhibit N1

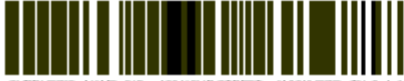
THIS EXHIBIT IS INTENDED ONLY AS AN EXAMPLE OF BASIC NNA LABEL FORMAT. IT HAS BEEN REPRODUCED USING A PROCESS PRODUCING COPIES THAT ARE NOT DIMENSIONALLY TRUE AND WHICH MAY CAUSE THE BAR CODING TO BE OUT OF SPEC. YOU ARE CAUTIONED TO USE THIS EXHIBIT ONLY FOR ITS INTENDED PURPOSE.

PART NO. (P)	
QUANTITY (Q)	DESC.
	RAI (A)
SUPPLIER (V)	SPECIAL MARKING NITCO WILL COVER THIS AREA UNLESS YOU ARE SHIPPING NLC PARTS FOR MEXICO!
SERIAL (S)	
MFG. DATE	
SUPPLIER'S NAME INC. 123 YOUR STREET, ANYWHERE, TN 36106	

PART NO. (P) 79708 S3900	
	
QUANTITY (Q) 90	DESC. IV COV./ELEMNT ASM W/ATS
	RAI (A) RY28311
SUPPLIER (V) RY28311	SPECIAL MARKING AA54 G04 F308 PIT
SERIAL (S) 000809106	
MFG. DATE	
10/31/00	
SUPPLIER'S NAME INC. 123 YOUR STREET, ANYWHERE, TN 36106	

NISSAN BAR CODE LABEL STANDARDS Exhibit N2

DIMENSIONS: 6.5 INCHES X 4 INCHES

PART NO. (P) 16526 4E850 	
QUANTITY (Q) 90 	DESC. IV COV./ELEM ASM W/ATS RAN (A) RY28311 
SUPPLIER (V) RY28311 	SPECIAL MARKING AA54 G04 AA54 U55
SERIAL (S) 000809106 	MFG. DATE
SUPPLIER'S NAME INC. 123 YOUR STREET, ANYWHERE, TN 35156	

PART NUMBER

Preceded By A "P"

Left Justified (No Trailing Blanks)

10 Characters Space Between The 5th & 6th Character

QUANTITY

Preceded By A "Q"

Left Justified (No Trailing Blanks)

SUPPLIER

Preceded By A "V"

Left Justified (No Trailing Blanks)

7 Characters

SERIAL NUMBER

Preceded By A "S"

Left Justified (No Trailing Blanks)

DESCRIPTION

Description Of The Part

RAN NUMBER

Preceded By A "A"

Required On All Labels

SPECIAL MARKINGS (REQUIRED)

NISSAN In-House Delivery Location

Location On Your Release

12 Characters

1st * Characters Should Be 0.5 (13mm) High

Last 12 Characters Should Be 0.3 (8mm) High

DATE MANUFACTURED

PART NO (P) SUPPLIER (V)

QUANTITY(Q) RAN(R)