



We create chemistry

BASF COATINGS NORTH AMERICA

Raw Material Label

March 2024
Label Requirements
Version 1.0

SCOPE

Labels for Raw Materials received during the goods receipt process in the BASF Coatings North American plants of Greenville (Ohio, USA), Windsor (Canada) and Tultitlan (Mexico).

LABEL REQUIREMENTS AND SPECIFICATIONS

Label template to be used by supplier for raw materials being sent to the BASF Coatings sites of Greenville (Ohio, USA), Windsor (Canada) and Tultitlan (Mexico).

Label Size

6x4 inches (152.4 x 101.6 mm)

Information fields displayed on the label and their headers:

1. First field (no header) → BASF Material name (Legacy code)
2. Material → BASF material number defined for the article (8 characters, ex: 50255907)
3. Batch → Vendor Batch number
 - a. 10 characters maximum, alpha numeric
 - b. If lot number is numeric and less than 10 characters long the lot number must be padded out to 10 characters with leading zeroes
4. Expiration Date → Expiration date in the format DDMMMYYYY, where the month is displayed using the three-letter format and, day and year are numeric. For example: 01MAR2023.
5. Manufacturing Date → Manufacturing date in the format DDMMMYYYY, where the month is displayed using the three-letter format and, day and year are numeric. For example: 12JUN2023.
6. Vendor → Vendor details: name, address, and telephone number.
7. Quantity + UOM
 - UOM must match ordering format on BASF purchase order – example: if purchase order states lbs(pounds), then UOM must be in lbs(pounds)
8. PO Number → Purchase Order number defined in SAP.

Barcodes displayed on the label:

- Datamatrix containing the information from 2., 7. & 3. Above with their corresponding identifiers.
- Linear barcode with human readable text below containing the information from 2., 7. & 3. above with their corresponding identifiers.
- The values in parenthesis are GS1 application Identifiers.
<https://www.gs1.org/standards/barcodes/application-identifiers>



*All headers are in Arial font size 13 pts.

**Material name is in Arial which font size varies between 22 to 28 pts.

***All the texts displayed that are not headers are in Arial which font size varies between 16 and 20 pts except the Vendor information that varies between 6 and 14 pts.

****Linear barcode is centered with human readable text below with font size 12 pts.

IMPORTANT: To ensure the best possible design, all the measures are approximated and these may change due to space limitation during the label creation.