Shipping Labels
All service-packaged materials shipped to FCSD facilities must be identified with a Master (Shipping) Label displaying the "Ship To" location, the quantity, and the service part number.

- To facilitate identification, affix the shipping label to the upper left hand corner of the short (42") side of the standard (1660B) pallet where the main fork openings are adjacent to the stringer side of the pallet. However, on extended length pallets (>52") place the label in the upper left hand corner on the long side of the pallet. Refer to Material Specification L1907. Only one (1) shipping label is required on the shipping container (pallet, tube, basket, rack, etc).

**Note:** It is very important for PDC Operations that the shipping label be affixed to a face of the load that also displays unit container labels. So always affix the shipping label to the load face on the short (42") side of the pallet that displays at least one unit container label. PDC receiving and stock keeping personnel must be able to see both the shipping label and a unit container label on the same load face that is over the main fork openings of the pallet.

- To be sure of quick and positive identification, part nomenclature information and shipping destination must be of uniform quality and must be easy to read. Handwritten identification, markovers or changes to printing with crayon, ink markers or any other device are not permitted.

- Master shipping labels must always be adhered to the outside of the pallet stretch wrap to facilitate reading and barcode scanning.

- Master shipping labels must never be placed over a unit container’s part nomenclature label.

Phytosanitary Wood Products
Effective October 1, 2001 the European Union (EU) is enforcing new phytosanitary regulations for the importation of Non-Manufactured Coniferous Wood Packaging materials (NMWP). Hardwoods are exempt. The purpose of this regulation is to prevent the importation of the pinewood nematode, a microscopic eelworm that has caused extensive mortality in pines elsewhere in the world.

The EU allows three treatment options for coniferous NMWP: heat-treated/kiln dried, fumigation, or chemical pressure impregnation. Treated wood must bear a mark indicating the organization that treated the NMWP and the location of that organization, or must be accompanied by a phytosanitary certificate issued by the exporting country.

The following are special requirements for shipments known to be destined for Exporting:

- Suppliers must assure that any wood materials that are used to package service parts meet the above requirements whenever the supplier is shipping those parts directly into the EU, bypassing the FCSD Distribution System.

- Export shipments of parts that are stocked in FCSD Parts Distribution Centers (PDC) will be the responsibility of the shipping PDC or Export Operations facilities to ensure that pallets and/or other packaging materials are heat-treated.

North American Regulations for Solid Wood Packaging Materials (SWPM)

**International Standards for Phytosanitary Measures.**

- Suppliers must assure whenever shipping parts directly into North America that any wood packaging, such as pallets and wood crating that are used to package and ship production and service parts must meet the ISPM – 15 requirements.
Regulation
On January 2, 2004, the United States, Canada and Mexico began enforcement of new restrictions on Solid Wood Packing Materials (SWPM) arriving in their respective countries in order to protect against insect infestation in packaging material. All suppliers must be in full compliance with these regulations. Both coniferous and non-coniferous unprocessed raw SWPM such as pallets, crates, dunnage, packing blocks, drums, cases, load boards, pallet collars and skids are required to be treated and marked under an official program developed and overseen by the National Plant Protection Organization (NPPO) in the country of export. Non-compliant or infested material will be refused entry.

• Ford requires adherence to SWPM for all shipments into North America. Suppliers not in conformance will incur all associated charges for (i.e. fumigation, additional transportation, repacking, expedited shipping, etc).

Further Information:

• Program details at the USDA website:

• Canadian Food and Inspection Agency:

Reference sites for informational purposes only:

  http://www.nelma.org/inspection-programs/wood-packaging-inspection/

European Export Consolidator
Bulk packaging from various European Material suppliers that are shipped to the Export Consolidator for consolidation into sea containers destined for Packagers in the United States must be palletized to facilitate receiving operations at the Packager’s facility. Simply placing loose cartons into the sea container is prohibited.