



WORKMANSHIP STANDARD: L-3 GCS PACKAGING REQUIREMENTS

1.0 PACKING MATERIAL:

If applicable, dunnage will be required to prevent part movement within the carton. However, the use of newsprint and loose-fill (packing peanuts) is not allowed. Interior corrugate, polyethylene and/ or polystyrene inserts may be used to support the part and minimize part movement. Corrugated partitions or dividers may be required to provide cells for fragile items.

1.1 UNDESIRED PACKAGING MATERIALS:

Do not use newsprint, styrene “chips”, “peanuts,” “popcorn” or shredded paper for wrapping or cushioning. Suppliers shall not use metal staples to close fiberboard/cardboard containers.

2.0 SEALING A BOX:

Suppliers shall not use staples to secure top or bottom of boxes. These large industrial staples have proven to be a safety hazard. Pressure sensitive clear 2” wide PVC or reinforced gummed tape is preferred. Paper sealing tape is not acceptable. All tape must extend a minimum of 2” beyond the width of the flaps for sealing onto the carton sides. While clear sealing tape is preferred, the weight of the part inside may require the carton be sealed with reinforced gum tape.

2.1 SEALING A BAG - SHIPPED IN CORRUGATED BOX:

Zip type bags, Heat Sealing and Tape are acceptable on plastic bags. Stapling is NOT. Do not use labels or barcodes to seal bags.

Do not place un-cured or partially cured finished material in a plastic bag.

3.0 HARDWARE & HEAVY ITEMS:

Package (O-rings, fasteners, washers, etc.) in identified sealed bags in quantities of 25, 50 or 100 per bag, depending upon the size of the parts and P.O. requirements. When shipping small, heavy, hardware-type and heavy require use of appropriate packaging material and containers to protect the material and prevent distortion and splitting of carton sides. Whenever multiple pieces make up one part (Connector, washer, nut & dust cap), package assembly into one bag/carton. If the quantity is less than 25 accumulate into one bag / box identified with quantity and part number.

**4.0 CARTON CONSOLIDATION:**

Carton consolidation is acceptable per the following guidelines:

Multiple boxes may be consolidated into one box as long as proper the correct part number and quantities are on the box. Again care is to be taken to prevent distortion and splitting of carton sides.

Consolidating multiple P.O. line items into one box is acceptable but each P.O. line item must be properly packaged (Not overloaded or overweight) and identified with quantities and part numbers in its own carton. There may be multiple parts per carton but all parts must be of the same P.O. and properly packaged / protected and identified.

5.0 MATERIAL REVIEW BOARD (MRB / RMA) ITEMS:

Supplier needs to mark / identify all containers identified as an MRB item as follows:

RMA#

N/C#

Box No. _____ of _____

Part#

6.0 BAR CODE:

Barcodes are required on all packaging where possible. Barcodes should include part numbers and serial numbers where applicable. Refer to GCS SPEC 1000-0901-01 <http://globalcoms.com/quality/>

7.0 ELECTROSTATIC DISCHARGE (ESD) SENSITIVE – ITEMS:

Package electronic hardware, which is sensitive to ESD, so as to protect sensitive items during shipment and storage. Suppliers shall individually package each item. Cover external connectors on equipment containing ESD sensitive hardware with conductive caps. The caps shall be black and have a maximum surface resistivity of 10E5 OHMS per square. Metal caps are also acceptable. Seller shall mark part number and serial number (Barcode) on the outside of each package.

All Electrostatic Sensitive Devices, need to be packaged accordingly and identified with proper ESD labels on interior and exterior containers and packaging.

Additional information on ESD can be found in the Electrostatic Discharge Association website <http://www.esda.org>.



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For clarification and additional on L-3 GCS requirements and standards please refer to below standards or contact your L-3 Buyer or Supplier Quality Representative.

<http://globalcoms.com/quality/>

Commercial Packaging: ASTM D3951-10 – Standard Practice for Commercial Packaging

Corrugated: ASTM D4727/D4727M-12 – Standard Specification for Corrugated and Solid Fiberboard Sheet

Cushioning: PPP-B-1672 – Boxes, Shipping, Reusable with Cushioning