

RING STANDARD PRODUCT REQUIREMENTS



Please check the requirements below have been met before handover & shipping (pre shipment inspection/ checking-list)

1 BATCH CODE

A batch code consisting of WW/YY must be applied to the product, retail carton and the outer carton of all products

2 UKCA Marking

There should be UKCA mark on product and UKCA mark on Colour box. minimum size of UKCA mark on product and colour box is 5mm



Correct UKCA Mark

3 OUTER CARTON SHIPPING LABEL

An outer carton shipping label with the information shown in the example on the right hand side must be applied to ends and sides of any shipping cartons.

Expiry date - only required for the following products:

- Products that include batteries
- First aid kits
- Tyre sealants
- Products containing liquids

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Order No.: _____	Item Code:
Deliver To: Ring Automotive Ltd	Description:
Batch Code: _____	Qty Units:
Carton No.: ___ of ___	Measurement:
Expiry Date:	Gross Weight: ____ KG
	Net Weight: _____ KG
	

3 OUTER CARTON SHIPPING LABEL (continued)

In addition to the previous label, please also include the following label which is relevant following our migration to SAP and the use of IC codes



Label size 102mm x 102mm

1. I.C CODE WITHOUT THE (93) SO IT SCANS AS THE PRODUCT.
2. DESCRIPTION + PART NUMBER.
3. LEAST NUMBER OF SALEABLE UNITS.
4. EAN10-(ART NUMBER).
5. OUTER BOX QUANTITY THEN IN BRACKETS HOW MANY INSIDE, I.E 2X(5X1) IF TWO BOXES OF 5 INSIDE A BOX OF 10.
6. EAN40 BARCODE.
7. EAN10-MUST HAVE THE (02)EAN10(37)THEN OUTER BOX QUANTITY WHICH IS 6 ZERO'S WITH THE LAST DIGITS BEEN THE OUTER BOX QUANTITY.
8. I.C CODE WITH (93) AT THE FRONT.
9. COUNTRY OF ORIGIN PLUS I.C CODE

4 2023/988/EU GENERAL PRODUCT SAFETY REQUIREMENTS

In order to comply with the new **2023/988/EU General Product Safety Requirements**, please kindly ensure the actual product is marked with the information below. If there is insufficient space on the product, then please contact your Project Manager. Please note this new requirement is in addition to the markings required for compliance.

Trade name or logo (see below)

Address (see below)

Email address (see below)

Batch code

For example, Ring Branded product should display the following:

[Manufacture - Ring Automotive Ltd, Volvox House, Gelderd Rd, Leeds LS12 6NA, UK Email : autosales@ringautomotive.com](#)

For OSRAM branded product, the following should be indicated:

[Manufacture - OSRAM GmbH, Nonnendammallee 44 13626, Berlin, Germany Email : automotive-service@osram.com](#)

5 Gold Seal Process - First Production Run Only

GOLD SEAL CHECKLIST

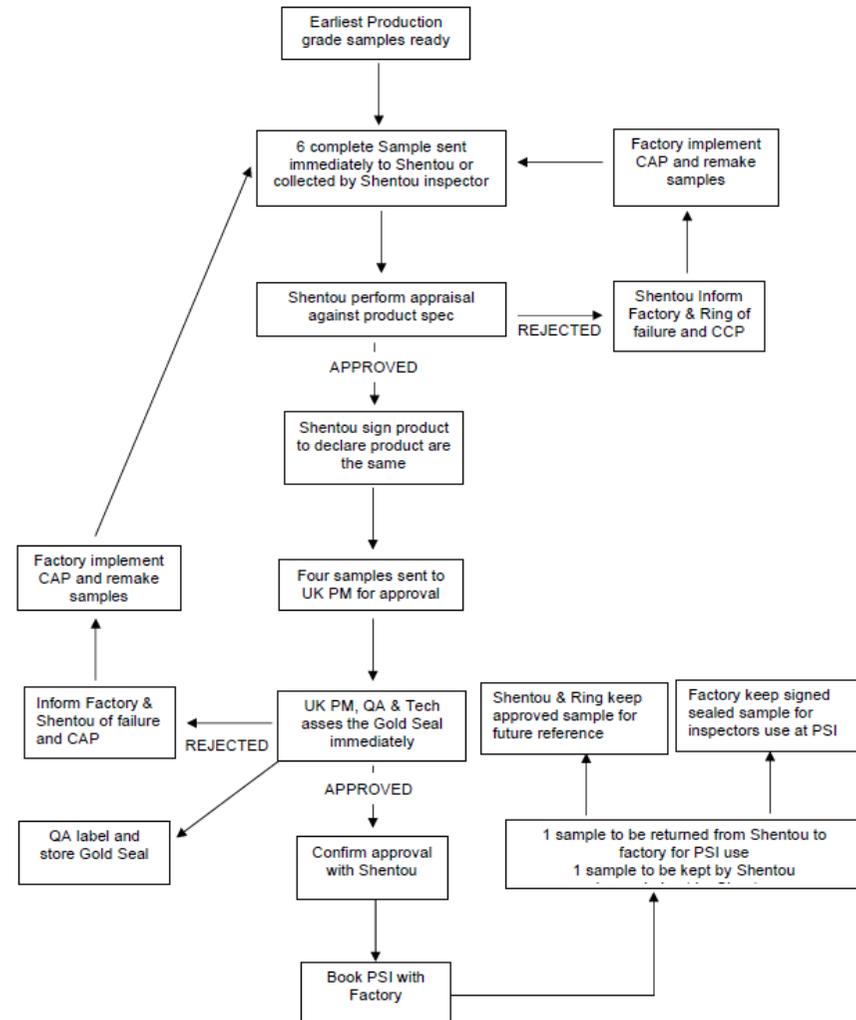


Check list for Gold Seal Sample Selection

FOUR GOLD SEAL SAMPLES REQUIRED

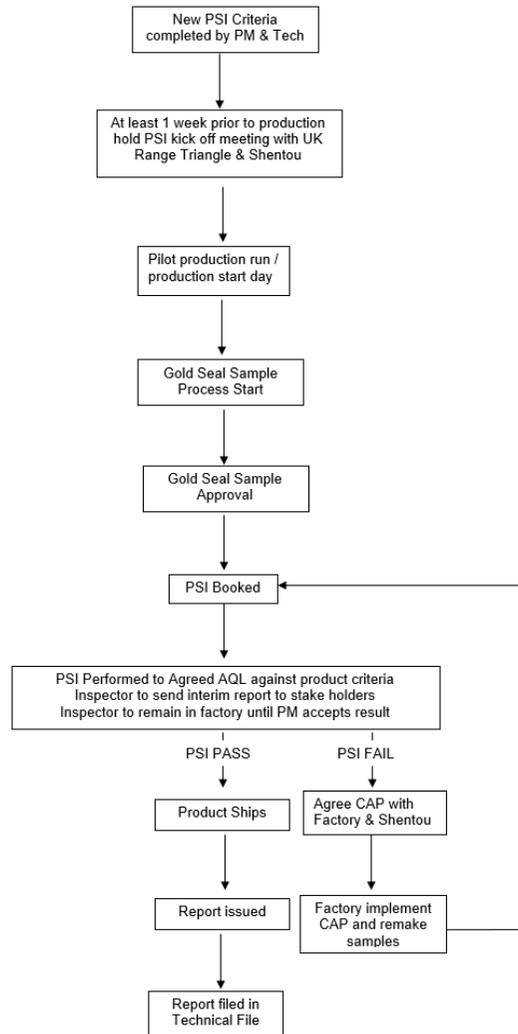
- Gold seal samples are required to be taken as early as possible from either the main production or pilot production to help reduce the overall gold seal approval process time. Samples are ideally selected by Shentou Inspector.
- The Gold Seals should fully represent production quality and be the same as would be shipped.
- The following points should be checked when selecting the 6 samples.
 - The product is the same as the PO.
 - The product is the same as is being manufactured.
 - The outer packaging is not damaged
 - All internal packaging is the same as would be used in production.
 - Instructions are present where required.
 - All accessories/components are present.
 - The product is fully functional (just basic on off test)
 - Perform a quick visual assessment for no obvious cosmetic defects
- Once 5 samples have been selected, transported immediately to Shentou.
- Sign and date on the inside of each of the gold seal samples to show they are the same.
- Send three sample to the UK for assessment, before sending confirm with Technologist who to send the UK sample to.
- Send tracking number to Technologist & PM.
- On Gold Seal Sample approval from UK, UK will retain the samples in the UK, Shentou retains their sample and the last sample is used in the factory for reference and inspector use.

GOLD SEAL APPROVAL PROCESS



6 PSI PROCESS - FIRST PRODUCTION RUN ONLY

PRE -SHIPMENT INSPECTION PROCESS



7 PSI CHECKLIST - ALL ORDERS THAT DO NOT HAVE A PRE SHIPMENT INSPECTION

To be completed and emailed to Nick Jewitt prior to shipment of any order that does not have a PSI performed.
Shipments not to be released until email confirmation is received back



Ring Automotive PRE-SHIPMENT CHECK LIST

FACTORY		PRODUCTION DATE	
PRODUCT DESCRIPTION		PO NUMBER	
PRODUCT CODE		SHIP DATE	
BATCH CODE			

Checklist :

	Checked Y/N	Checked By	Date
Transit Packaging			
Markings checked against spec			
Batch code			
UKCA Mark if applicable			
Dimensions correct			
Weight Correct			
Material checked against spec			
Construction checked against spec			
Primary Packaging			
Dimensions correct			
Weight Correct			
Material checked against spec			
Construction checked against spec			
Artwork checked against gold seal			
Colour printing checked			
Batch code			
Instructions			
Instructions checked against gold seal			
Material checked against spec			
Batch code			
Product			
Function checked against gold seal			
Colour printing checked			
CE, UKCA, Wheelie bin on product			
Batch code			

[Pre Shipment](#) Check list
Date: 2ND May 2022
Authorised by: NICK JEWITT
Version: 1.0

Compliance	Components used are same as product compliance tested			
	Product complies with version of Reach applicable on date of shipping			
	Product listed on BOM check			
	Internal PSI conducted to AQL General Inspection Level II 0.0 Critical 1.5 Major 2.5 Minor			
Shipping	UN38 Testing performed to correct product being shipped			
	Dangerous goods mark on shipping carton if required			
	Container Loading guidelines followed			

Pictures:

Product	Packaging	Instructions	Shipping Carton	Batch Code	Loaded container

[Pre Shipment](#) Check list
Date: 2ND May 2022
Authorised by: NICK JEWITT
Version: 1.0

8 CONTAINER LOADING INSTRUCTIONS



Gelderd Road
Leeds LS12 6NA
United Kingdom

CONTAINER LOADING - INSTRUCTIONS

While you have the freedom and flexibility to pack and load the cargo as you see fit, you should be aware of proper loading practices. Improper loading of cargo can lead to damage of goods. Should damage occur as a result of improper loading then you will be held responsible. Additionally, customs may examine the container if an x-ray shows improper and unprofessional loading as it may be a sign of concealing unusual items. This will cause an intensive examination of the shipment which may cause additional delays and significant expenses.

Key factors to consider when loading a container include:

1. Weight Distribution
2. Space Utilization
3. Cargo Variation & Compatibility

Important Notes:

1. Careful planning should be done before the time comes to load the cargo into a container. Container loading planning software is available online to assist.
2. There are special laws and regulations that you are responsible for knowing and being in compliance with for the shipping of hazardous materials.

Dangerous Goods Code.

1. **Weight Distribution** – The weight of the cargo should be evenly spread over the entire area of the container's floor. If the weight of the cargo is densely concentrated, distribute its weight. You may not exceed the maximum mass/weight capacity of a container (Payload) with the cargo you load into it.

Rating – Tare = Payload

(See Glossary for more details)

2. **Space Utilization** – Use the whole space of the container, wall to wall, filling empty spaces. Packing a container tightly will help keep cargo secured in place so it does not move around and become damaged. Straps may also be used to secure cargo.

Example: Do not stack cargo all the way to the top in the back half of a container, but load over the entire area of the floor in the bottom half of the container.

Important Note: Do not put direct pressure on container doors. Utilize a proper fence or gate if needed.

3. **Cargo Variation & Compatibility** – Careful attention must be paid to the stowage of varying items in a shipping container. Weight, size, density, and properties such as solid or liquid, are factors to be considered when loading the cargo into a container.

Even dense "hard to damage" commodities can be damaged if loaded improperly. Heavier items should never be loaded above items of lesser weight for risk of crushing. High-density packages loaded next to low-density packages also create risks of crushing or otherwise damaging cargo.

Note: When stacking, cargo tiers should be made level.



FM 50462

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Glossary

FEU - forty-foot equivalent unit. Method of measuring vessel load or capacity, in units of forty-foot long containers.

Payload - the maximum permitted mass or weight of cargo for a container, including the dunnage and cargo securement arrangements that are not associated with the container in its normal operating condition; equivalent to Tare subtracted from Rating.

Rating - the maximum gross mass or weight of a container plus its contents. For TEU (20' dry container), the rating is 24,000 kgs or 52,900 lbs. For FEU (40' dry container) the rating is 30,480 kgs or 67,200 lbs.

Tare - the mass or weight of empty container; also called: Tare Mass and Tare Weight. A 20' dry cargo container may weigh 1,800 kgs - 2,400 kgs; a 40' dry cargo container may weigh 2,800 kgs - 4,000 kgs, and a 40' high cube dry cargo container may weigh 3,900 kgs. to 4,200 kgs.

TEU - twenty-foot equivalent unit. Method of measuring vessel load or capacity, in units of containers that are twenty feet long. A 40' long container measures



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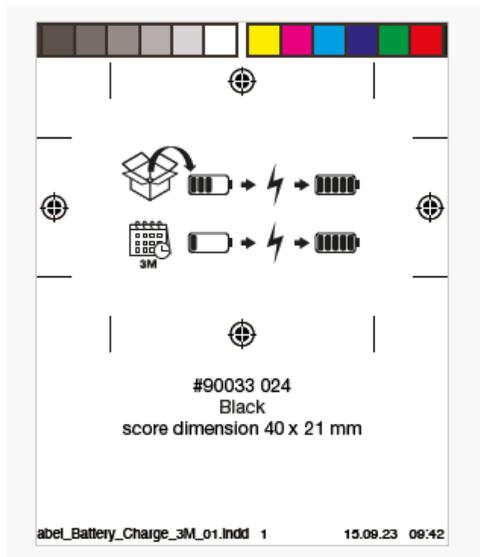
9 TECHNICAL FILE

Technical File needs to be completed and sent to QA for each product before first shipment

Request copy from Product Manager, Technologist or QA

10 PRODUCTS CONTAINING LITHIUM BATTERIES

It is necessary to add either the following low-tac label, or the blue wrap label, to all products containing rechargeable lithium batteries. Note the dimensions on the blue wrap label are illustrative only.



The label must be low tac, leaving no residue on the product, and must be attached to the product in a location which is clearly visible to the consumer when the product carton is opened.

Please address any questions to the Product Manager or Purchasing Buyer.

The low-tac label should be >50% recycled or PEFC or FSC certified with non-harmful inks.

Please address any questions to the Product Manager or Purchasing Buyer.

