



**LABELLING OF  
HOMOGENOUS LOGISTICS UNITS**

V1.08

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## VERSION CONTROL

Version	Date	Description	Author
1.0	12/04/05	First Published Version	Phil O'Brien & Theo Ross
1.01	25/5/05	Minor cosmetic changes	Phil O'Brien & Theo Ross
1.02	27/5/05	Text added re sandwich units and underneath wrap labelling	Phil O'Brien
1.03	13/01/06	Requirement for a transport label for Factory Gate removed Include landscape label example	Phil O'Brien Theo Ross
1.04	9/01/07	Show Min Light Margins for different magnification factors Change reference of EAN to GS1	Theo Ross
1.05	12/02/07	Changed reference from Coles Myer Ltd to Coles Group Changed ASN transmission wording Changed Batch Number status to Conditional	Phil O'Brien & Leng Be
1.06	19/07/07	Changed logistics label placement Information on Page 7	Phil O'Brien & Leng Be
1.07	05/09/08	Changed reference from UCC/EAN to GS1 Changed reference from Item No to Content and Quantity to Count in line with current GS1 standards.	Ashley Bell
1.08	28/05/09	changed Reference from Coles Group to Coles	Leng Be

## Introduction

The Coles Supermarkets & Liquor logistics labelling standards are based on the GS1 standard and were developed to assist in the handling of logistics units into and within Coles distribution centres. This label is appropriate when the logistics unit is not to be broken down to individual carton level ie. to remain as the 'handleable' unit in moving it from supplier production and/or finished goods warehouse to a Coles receipt location.

## Definition – Logistics Label (as per "GS1 Numbering & Bar Coding User Manual" Ver 1 2008)

The purpose of the logistics label is to provide information about the unit to which it is fixed, clearly and concisely. The core information on the label is represented in both machine (bar code) and human readable form. There may be other information which is represented in human readable form only. The GS1 logistics label can be applied to a single unit or a group of several units made up to facilitate the operation of handling, storage and shipping. This can be:

- a pallet
- a group of shrink wrapped units
- any other allowable type of packaging for the purpose of handling, storage and shipping

This label can be applied by the supplier independently before receipt of any purchase orders. The information on this label is generally known at the time of packaging. It conveys product information and the unique Serial Shipping Container Code (SSCC) identification.

The label is based on a "real estate" principal. Every data element that could be required, has been given it's own specific location. The label MUST NOT be reformatted because data elements are absent. The format of the label always remains constant.

## Bar Codes

All bar codes on the label are based on GS1-128 symbology and standard format. All information conveyed in the bar codes is also shown on the label in human readable format (please note that all bar codes in this document are for graphical representation only and will not scan).

# Processing Homogenous Logistics Units

## Definition of “Homogenous Logistics Units” -

- Only 1 GTIN on a unit with one or more homogenous cartons of that GTIN on the unit, with all cartons having a common Use By / Best Before Date and Batch number.
- The whole unit may be viewed as 1 unit of 1 GTIN if there are multiple GTINs in a fixed configuration (i.e. not specific by Store and often referred to as a “Display Unit” for Supermarket end display).
- The dominant logistics unit in operation between supplier and retailer is the wooden pallet.

To ensure the integrity of the label and the associated Advance Ship Notice, the following requirements should be established:-

1. As part of the suppliers production process each unit could be labelled with the **GS1 Logistics Label**. Alternatively, this could occur post production. In any event, the requirement is that the label **MUST** be attached and define **EXACTLY** what is on the unit.
2. Allow the contents of the EDI Purchase Order to be interfaced into your picking / order assembly system.
3. Collect and store data of each unit picked and have processes that guarantee that those units go on the correct outbound vehicle. Scan packing each unit to the outbound vehicle is ideal.
4. Validation of correct order fulfilment needs to occur at 3 levels with appropriate escalation within your business where errors are found
  - The picked product is in line with the product ordered (allowing for stock availability issues).
  - The picked product is exactly in line with pick instructions.
  - The picked product is loaded onto the correct outbound vehicle.

## Processing Homogenous units (Cont.)

5. Compile the ASN (DESADV) as part of the order assembly process. This needs to occur as late as possible in the process to ensure the ASN detail matches the physical shipment EXACTLY.
  
6. Transmit the ASN(s) to Coles upon completion of the order assembly process for the entire order (a detailed Electronic Transmission is to occur as soon as possible after completion of order assembly to ensure that the ASN is on hand at the Coles Distribution Centre when the goods arrive".

# Logistics Unit Preparation

## TI/HI

(TI=No of cartons tied together to form a layer, HI=Number of layers of cartons high on the unit)

Units are to be stacked according to the TI/HI arranged with the Coles Inventory Controller for that particular product.

Note that TI and HI are not interchangeable; 6 layers of 8 cartons is not the same as 8 layers of 6 cartons each.

If units arrive with a different TI/HI to what is expected, the driver may have to manually re-stack the load at the receiving dock. If a different TI/HI to the one arranged is required to the one agreed then the Coles Inventory Manager must be contacted prior to delivery of the merchandise.

## Securing a units Load

Cartons must be secured on a unit so that the unit is stable and suitable for transportation.

There are three acceptable methods:

1. Stabilising glues applied consistently, which DO NOT RETAIN TACKINESS and DO NOT TRANSFER FROM CARTON TO CARTON on the unit.
2. Twine/String is acceptable when used to secure the top layer of product on the unit.
3. To enable the product to be identified the Shrinkwrap / Stretch wrap must be clear ie. transparent.

Column stacking is strictly prohibited and will be refused at point of receipt, as it is unstable and unsafe.

## Label Location

The GS1 logistics label should be placed at a height between 400mm and 800mm from the surface on which the logistics unit stands and no closer than 50mm and no further than 80mm from the right hand vertical edge.

Other placement requirements:

- Where the logistics unit is a 2-way entry unit, then a label (or label set) is to be placed on **each** entry side of the unit.
- The label must be placed on the outside of shrink wrap or stretch wrap
- Labels should be applied carefully without wrinkles
- For units less than 400mm in height, bar codes should be placed as high as possible while protecting the barcodes.



## Different Logistics Units & Label Location

As part of the development of the Supermarkets & Liquor supply chain, logistics units other than pallets will be introduced where end-to-end supply chain cost reductions can be achieved.

An example of such a unit is shown below.



The label placement principles as laid down for units apply equally to these units.

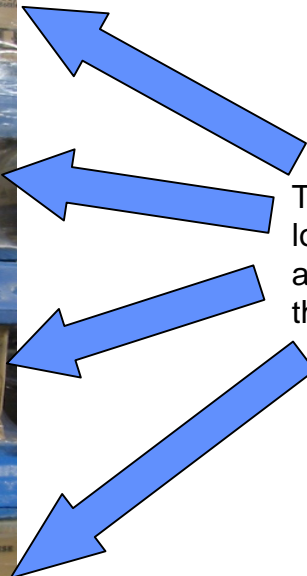
As the units are introduced, Coles Supply Chain will work with participating suppliers to confirm specific placement requirements.



# Sandwich units

It is common practice for homogenous logistics units to be delivered in multiples within a single “footprint”.

A common example is shown below.



The requirement remains for a logistics label (or set of labels) to be applied to each logistics unit within the footprint.

Typically the ‘footprint’ is shrink/stretch wrapped for safety in transport. At the point of receipt, this over wrap is removed for product put away and therefore logistics labels are to be applied to the logistics units underneath the over wrap.

# GS1 Logistics Label

**WIDGETS AUSTRALIA**

**SSCC**

**393123450000000013**

Baked Beans 12 x 410g

**CONTENT**

**COUNT**

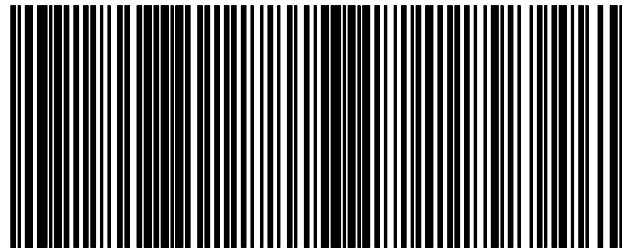
**09312345000005 20**

**BEST BEFORE (ddmmyy)**

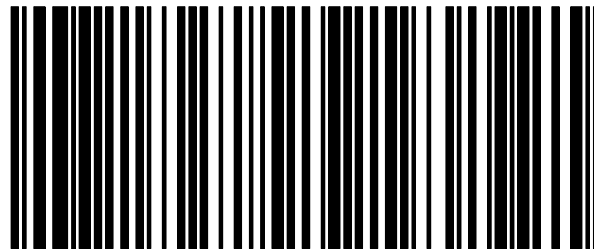
**BATCH**

**01.12.05**

**246813**



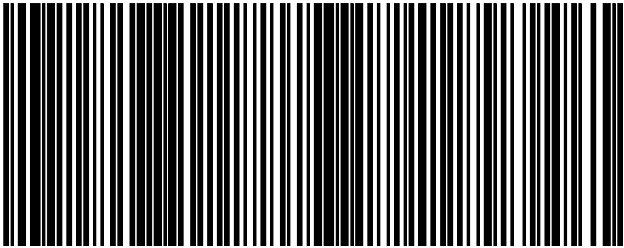
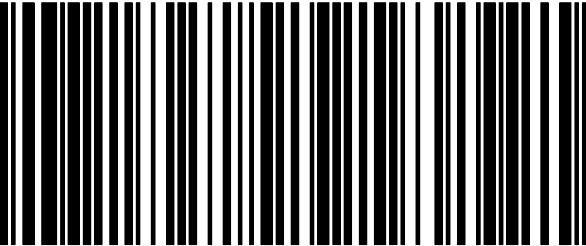
(02)09312345000005(37)20 (15)051201(10)246813



(00)393123450000000013

# GS1 Logistics Label Technical Specification

Label Size  
A 6  
105mm x 148mm  
or nearest equivalent

<b>WIDGETS AUSTRALIA</b>	
<b>SSCC</b>	<b>393123450000000013</b>
<b>Product Description:</b>	<b>Baked Beans 12 x 410g</b>
<b>CONTENT</b>	<b>COUNT</b>
<b>09312345000005</b>	<b>20</b>
<b>BEST BEFORE (ddmmyy)</b>	<b>BATCH</b>
<b>01.12.05</b>	<b>246813</b>
	
(02)09312345000005(37)20 (15)051201(10)246813	
	
(00)393123450000000013	

Human Translation of bar-coded information should be **7mm** or above in height  
All other fields and headings to be no less than **3mm** in height

SSCC:  
Mandatory

Product Description:  
Mandatory

GTIN:  
Mandatory

Best Before Date or  
Use By Date:  
If both dates available then  
Best Before Date has highest priority  
Leave as blank if not applicable  
Conditional

SSCC  
Mandatory  
Format: GS1-128  
Height: 32 mm  
Width: Min 78 mm  
Magnification Factor: 50 -100%  
Light Margin: Min 10.2 mm @ 100%  
5.1 mm @ 50%  
Bar code text: Min 3 mm  
Technical Guidelines: Refer GS1 Australia

No of Cartons on the unit:  
Mandatory

Batch No: Conditional  
If available and required  
for product traceability

Concatenated Bar Code:  
AI02(GTIN)  
AI37(Quantity)  
AI15(Best Before date) or A17(Use By Date)  
AI10(Batch No)

Mandatory  
Format: GS1-128  
Height: 32 mm  
Magnification Factor: 25-100%  
Light Margin: Min 10.2 mm @ 100%  
5.1 mm @ 50%  
2.6 mm @ 25%

Bar code text: Min 3 mm  
Technical Guidelines: Refer GS1 Australia

**GS1 Logistics Label  
Landscape Alternative**

<p><b>WIDGETS AUSTRALIA</b></p>	 <p>(02)09312345000005(37)20 (15)051201(10)246813</p>  <p>(00)39312345000000013</p>
<p><b>SSCC</b> <b>393123450000000013</b></p>	
<p><b>Baked Beans 12 x 410g</b></p>	
<p><b>CONTENT</b></p>	<p><b>COUNT</b></p>
<p><b>09312345000005</b></p>	<p><b>20</b></p>
<p><b>BEST BEFORE (ddmmyy)</b></p>	<p><b>BATCH</b></p>
<p><b>01.12.05</b></p>	<p><b>246813</b></p>