

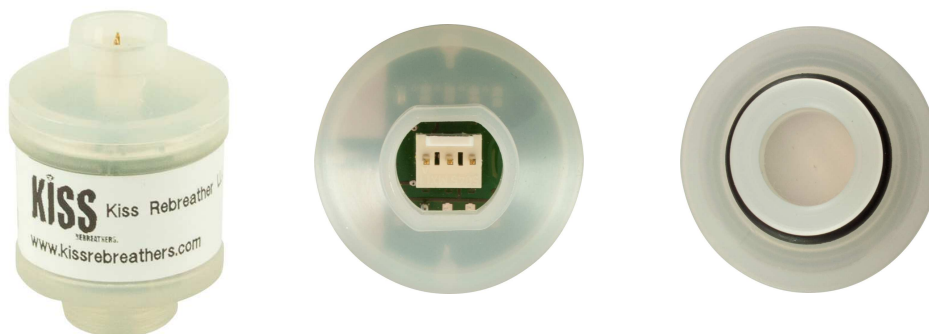
Goods In Procedure
8010014
K-22D Oxygen Sensor



v1.0
14th May 2014

1. Verify sensor model

Using the images below verify that the sensors are the correct model, in terms of casing, connector.



2. Verify labelling

Using the images below verify that the sensor and oxygen sensor bag labels are correct.

- Check that the serial numbers follow on from the last batch.
- Serial number format: K1xxxxx
- Check date format and that it is current and valid: Year-Month, e.g. 2012-10
NOTE: we may have stipulated a 'manufactured' month required on the purchase order.

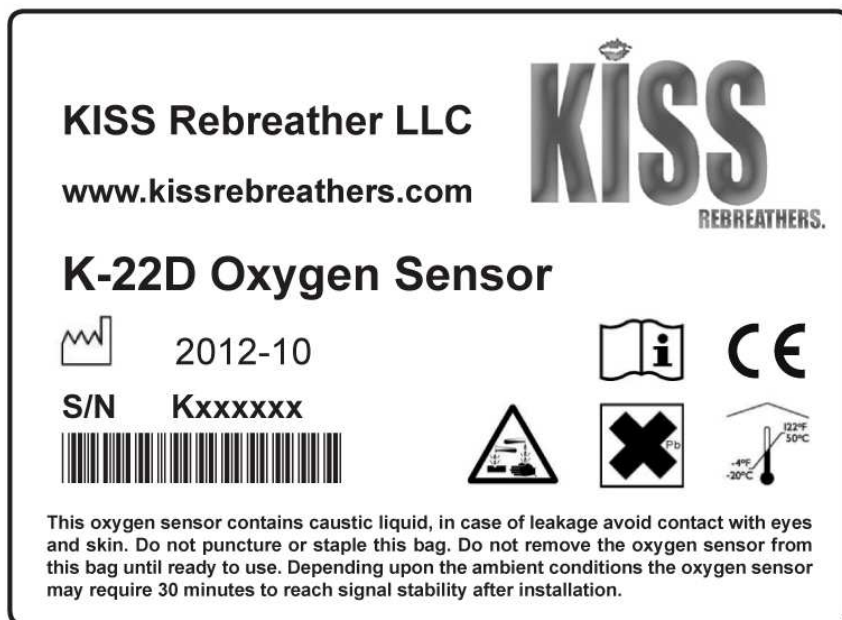
Oxygen sensor label 90.0mm x 15.0mm

White vinyl label, text & graphics - black



Gas barrier bag label 63.5mm x 46.6mm

White label, text & graphics – black



NOTE: Check that there is a 'breathing hole' through the label and bag.

3. Sensor test results

Ensure that the factory production test results have been received in spreadsheet format and save a copy in Z drive, within the folder: **VST Sensor Test Results Sheets**.

4. Processing of the Purchase Order

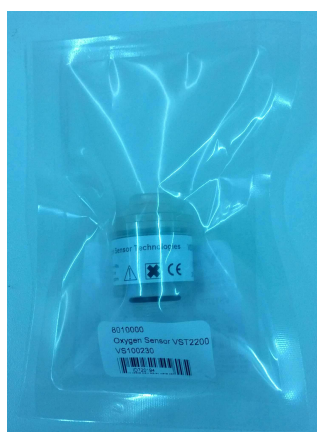
Check the received paperwork against the purchase order and process in Opera following standard procedures.

5. Book-in sensors into Intrastats

- Check serial number run and input into Intrastats.
- Print off bar code vinyl labels.
- Print off A4 sheet/s with bar code labels.

6. Sealing and bar code label

- Check that the single line heat seal is intact. Using the heat seal machine (with wide security seal band), re-seal the bag over the existing single line seal, see image below.
- Affix the associated vinyl bar code label to the rear of the bag, see image below.
NOTE: Centrally affix the label ensuring that the lower edge is aligned with the lower edge of the front label.



Generic pictures for illustration purposes only.

7. Packing

- Together with the A4 sheets printed with bar code labels, scan to and store sensors (in serial number order) in a labelled large plastic storage bin in the VST stock area.
- Assemble packing box/es. **(Instructions & images to be inserted)**
- Affix packing box labels.
- Pack the sensors into the packing box **(instructions & images to be inserted)**
- Insert the A4 sheet's with bar code labels into the top of the packing box.
- Insert Declaration of Conformity Certificate (if applicable, need to state for each sensor).
- Loosely seal the packing box and then scan to store in the VST stock area.

8. Shipping

- As appropriate, scan the sensors to the order using the A4 sheet/s with the bar code labels. Then discard the A4 sheets/s.
- Insert a copy of the invoice (if applicable).
- Depending upon sensor quantities, multiple boxes may need to be packed into a large cut down box, depends upon each customer usual or requested quantities.
- Affix UPS shipping labels.

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