

PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Production	SOP No.:
Title: Cleaning & Operation of Barcode Printer	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

1.0 OBJECTIVE:

To lay down a procedure for cleaning and operation of Barcode printer

2.0 SCOPE:

This procedure is applicable for cleaning & operation of Barcode printer in production department.

3.0 RESPONSIBILITY:

Officer and Executive: Cleaning and Operation for Barcode Printer. Manager Production Department: Compliance of these SOP.

4.0 **DEFINITION (S):**

NA

5.0 PROCEDURE:

5.1 CLEANING:

- 5.1.1 Ensure that all the materials of previous batch are removed from the printer.
- 5.1.2 Switch 'OFF' the utility supply before cleaning.
- 5.1.3 Clean the control panel with clean and dry lint free cloth.
- 5.1.4 Clean the top and outer surface of printer with the dry lint free cloth.

5.2 OPERATION:

5.2.1 **Procedure for label creation without ERP on barcode printer.**

- 5.2.1.1 Switch on the mains of printer from front side Open the printer. Double click Nice label Pro icon on Computer screen and create new label.
- 5.2.1.2 Then press next button in computer till label dimension screen appear. Enter the size of the label in label width and label height window then press finish button to create new label.
- 5.2.1.3 To enter text matter on label select Text Button present on left side of the Screen then click on the label.
- 5.2.1.4 Text Object Screen will appear on display put entry in window and click on finish button, Set font as per requirement by changing font size also rotate the object by rotate button present on right side of screen and put it on label as per requirement.
- 5.2.1.5 Repeat the above procedure for every font to be put on label.



PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Production	SOP No.:
Title: Cleaning & Operation of Barcode Printer	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

- 5.2.1.6 For Barcode printing select Barcode option on right side of screen then click on label then Barcode wizard screen will appear click on define button and select GS1 and then GS1-128 option.(Or select Barcode option as per requirement)
- 5.2.1.7 Then press next button on screen then list of application identifier screen will appear for Selection.
- 5.2.1.8 Then select application identifier, which is required click on next button till application value screen appears and enter the value and click finish button.
- 5.2.1.9 If another application required in same line the press add button and enter the value then click finish button.
- 5.2.1.10 Set Barcode as per requirement by changing size also rotate the object by rotate button present on right side of screen and put it on label as per requirement.
- 5.2.1.11Repeat the above procedure for every barcode generation to be put on label.
- 5.2.1.12Generate the Barcode label as per requirement and check the barcode correctness by using barcode reader.
- 5.2.1.13GTIN number shall be entered in system (Refer SOP).
- 5.2.1.14Then click on the print option and take required quantity print also reconcile the label.

5.2.2 Procedure for label printing through ERP system on barcode printer.

5.2.2.1 Generation of serial number for Secondary packing Level for USA.

- 5.2.2.1.1 On connecting to the ERP system, Go to Manufacturing menu option, click Production, click on A. Work Order. Double click on A. Work Order as displayed in Figure 1.
- 5.2.2.1.2 Now select the "Search Option" from upper right side of window and then select "View Data" from upper left side of window.
- 5.2.2.1.3 All the data will be come out of products for which work order no. generated in ERP system. Enter the desired lot number (for which barcode label to be generated) in space given against the "Filter" option at upper right side of the window and click on icon near "Filter".
- 5.2.2.1.4 Desired lot number with product name and other detail will be list out. Right click on the transaction and select "Secondary Number Generate" option as display in figure 1.



PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDURE Department: Production SOP No.: Title: Cleaning & Operation of Barcode Printer Effective Date: Supersedes: Nil Review Date: Issue Date: Page No.:

📴 BaseE12				
File Edit Window Help				
🔁 🗸 🐤 🐇 🗈 🖆 🗶	⑦ Ⅰ → 2 → 3 → 4 → <p4 <="" p="" →=""> 4 → 4 → 4 → 4</p4>	1		
Enterprise Explorer	🟠 Work Order Home 🛛			- 8
(> 🗟 🖻 🎦			G	Add New 🕅 Edit
type filter text			G	Zuit
e Production	Search Options			
🛓 📶 A. Work Order				
A. Work O	List:			
	Tran Id	Filte	er:	
TM C. Work Or	▼ Work Order Bom Code Item Code	Item Sh Descr	Lot No	Ouantity Status
Im D. Workord	09WOI	DONEPEZIL HYDROCHLOR	BDG815A	19166 R
E. Workorc	Edit			
F. Undo Fir	📄 Lot No Issue Change			
G. Work Or	Work Order Parent Change(Internet)			
H. Workord	Allow Zero MRP			
I. Workord	🔚 Secondary Number Generate			
J. Workord				
K. Workord	Barcode Print (WorkOrder) - I			
L. Workord	E Terrtiary Number Generate (I)			
M. Workor				
N. Work Of				
D. Work O				
P. Work Or				
The Rework Order				
B. Work Order				
E Work Order				

Figure 1

5.2.2.1.5 A window would appear with the data populated from the transaction selected above and as displayed in figure. Click on GTIN NO and Enter the GTIN as per packing level (For Details Refer SOP). Click on the 'Generate' button to generate the serial numbers for barcode labels. System shall display message as "Request done successfully".

5.2.2.1.6 After Clicking on Generate, System shall display message as "Request done successfully".

5.2.3 Procedure for printing of Secondary barcode labels through ERP System for USA market.

- 5.2.3.1 Connecting to the ERP system, Go to Manufacturing menu option, click on Production, then click on A. Work Order. Double click on A. Work Order as displayed in Figure 2. Now select the "Search Option" from upper right side of window and then select "View Data" from upper left side of window.
- 5.2.3.2 All the data will be come out of products for which work order no. generated in ERP system.



PRODUCTION DEPARTMENT

Department: Production	SOP No.:
Title: Cleaning & Operation of Barcode Printer	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

- 5.2.3.3 Enter the desired lot number (for which barcode label to be generated) in space given against the "Filter" option at upper right side of the window and click on icon near "Filter".
- 5.2.3.4 Desired lot number with product name and other detail will be list out.
- 5.2.3.5 Right click on the work order transaction and select "Barcode Print (Work order) I" option as display in Figure 2.

File Edit Window Help File Edit Window Help Secondary Lawrence Change Work Order Home C Secondary Lawrence Change Work Order Filese (GB) Secondary Lawrence Change Work Order Change Work Order Change Work Order Change Build Change Build C	📆 BaseE12													- 0 - X
	File Edit Window	Help												
Specifiker text type fiker text Type fiker text Im Production Im A Work Order Im B Work Order<	📫 🖉 👳 🛃	🗈 🍙 🗶 🛛 😨 🗮 👻	2 -	🖓 🔹 🌾	QD 👷 🗶 🍫	🔄 📝 📭								
type filter text	📆 Enterprise Explore	r (~ ~) @ 🖻 🔭 🗖	₿ w	/ork Order Home	23									-
Production If Production If A Work Order Fimplan If Low Grand Fimplan (Grand Close (Rem) If Undorsman Fimplan (Grand Close (Rem) If Workorder Close (Rem)	type filter text												Add Now	R 540
	m Produ	iction 🔺											- Add New	Z CUIL
If A. Work Order If B. Work Offer If B. Work Offer <t< td=""><td>im A.</td><td>Work Order</td><td>➤ Se</td><td>earch Options</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></t<>	im A.	Work Order	➤ Se	earch Options										
	in	A. Work Order	_											
Image: Construction of Constructing Construction of Construction of Constructi	, Tri	B. Undo Firm Plan Work O	List	1										
	In	C. Work Order Close		Tran Id					Filter:					
Workorder Kreisese Work Order Dam Work O Status Uste Work Order Close (GB) Work Order Close (GB) Workorder Firmplan (GT Work Order Deset Barcode Print (WorkOrder) -1 Barcode Print (WorkOrder) -1 Extrast Number Generate (I)	l in	D. Workorder Firmplan			D C 1		1. CL D			0	C 1.1	6 . D.	0.10.1	0.01
Im P. Undo Him Plan Work Org 09W0(G3803 BOM439118 F012990 RIZATRIPTA (PALAGASE) 20833 R 06/10/18 07/11/18 Im R. Workorder Firmplan (G) Im R. Workorder Firmplan (G) Im R. Workorder Release (GB) Im R. Workorder Release (CP)	in	E. Workorder Release		Work Order	Bom Code	Item Code	Item Sh Descr		LOT NO	Quantity	Status	Status Date	Kel Date	Due Date
III. University of Close (cop) III. University of Close (cop) III. H. Workorder Riebase (CP) Extra Susse Change III. Workorder Riebase (CP) Allow Zero MRP III. L. Workorder Riebase (CP) Secondary Number Generate III. Work Order Dose (Rem E Barcode Print (WorkOrder) - I III. Own Korder Close (Rem E Territary Number Generate (I)	in	F. Undo Firm Plan Work O	l	09WOIG3803	BOM439118	FG012990	RIZATRIPTA	Edi	4 DD10174	20833	R	08/10/18	08/10/18	07/11/18
In Pr. Violotore Primpian (a) In Pr. Violotore Primpian (a) In Violotore Relates (GB) In Violotore Relates (CP) In Violotore Relates (CP) In Violotore Relates (CF) In Violotore Relates In Violotore Relates In Violotore Relates In Violo		G. Work Order Close (GB)						<u> </u>	it.					
Avokader Arease (so) Avokader Arease (so) Avokader Arease (so) Avokader Arease (SP) Avokader Arease (SP) Avokader Arease (SP) Avokader Arease (ST) Avokader Arease	1	H. Workorder Firmpian (GP)						🗄 Lot	t No Issue Change					
K Workorder Firmplan (D) K Work Order Patent Change K Work Order Dealecate K Work Order Dealecate Firmplan (D)	10	L Workorder Firmplan (CP						= We	ork Order Parent Change(Internet)	L				
L Workorder Firmplan (ST L Workorder Firmplan (ST M. Workorder Retease (ST) Work Order Parent Change Work Order Parent Change Barcode Print (WorkOrder) - 1 D. Work Order Deallocate Privatk Order Close (Rem E Tertiany Number Generate (I)	in the second	K. Workorder Release (CP)					1		ow Zero MRP	L				
M. Workorder Release (STL Control Contro	in in	L. Workorder Firmplan (ST						- Ser	condary Number Generate	-				
N. Work Order Close (Rem E Work Order arean: Change III O. Work Order Deallocate E Barcode Pinit (WorkOrder) - I III P. Work Order Close (Rem E Territary Number Generate (I)	in in	M. Workorder Release (STI							ade Orden Desent Changes	-				
O. Work Order Deallocate O. Work Order Close (Rem Order Clo	in	N. Work Order Close (Rem						- wo	ork Order Parent Change					
m P. Work Order Close (Rem	in	O. Work Order Deallocate						Bar	rcode Print (WorkOrder) - I					
	in	P. Work Order Close (Rem						Ter	rrtiary Number Generate (I)					
Tim O. Work Order Receint RAI	in	O. Work Order Receint BAI								-				

Figure 2

5.2.3.6 A window would appear with the data populated from the transaction selected and shall be displayed as in Figure 3. For Secondary barcode label, User shall select the label type as 'Secondary'. Storage and Manufactured For option shall be remain blank in Label Print.



PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDUREDepartment: ProductionSOP No.:Title: Cleaning & Operation of Barcode PrinterEffective Date:Supersedes: NilReview Date:Issue Date:Page No.:

					-
		Label Print			
TRAN ID:		GTIN:			
ITEM:				10000/	
BAICH NO.	1	EXPIRY DATE: 31/06/202 Onty/Secondary: 24	PRINT FORMAT:	-Select	
Storage:		Manufactured	Luber Type.	-Select	
Manufactured		For:		Territiary Secondary Inner	
By: For Market: Select V					
		OFT DATA			
		GET DATA			
Select Printer		T			
Destinable			Eur Farriet	_	
		<u> </u>			
Label to print		•			
		la : loan	10000		
SH.N Item Name	Lot Number	Expiry GTIN	SSEE col	6	
<				Þ	
4		_		X	
4		-	_	>	

Figure 3

5.2.3.7 Click on the 'Get Data' option to displays the serial numbers for barcode labels. Click on the 'Print' button to print the secondary barcode labels. Refer Figure 4.



PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDUREDepartment: ProductionSOP No.:Title: Cleaning & Operation of Barcode PrinterEffective Date:Supersedes: NilReview Date:Issue Date:Page No.:



Figure 4

- 5.2.3.8 If any improper overprinting observed on label; Reprint Provision is given to over print the subjected label.
- 5.2.3.9 Standard Format for Secondary packing label shall be as Figure 5

Product Name	MONTELUKAST SODIUM CHEWABLE TABLETS 5 MG USA
Lot:	
Exp.:	Aug-2020
GTIN:	
SN:	
	Contents Made in INDIA

PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Production	SOP No.:
Title: Cleaning & Operation of Barcode Printer	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

5.2.3.10 Standard label Secondary packing label Contains the following Contents:

- 1. 2D Code (Data Matrix Code) having application identifier as (01) (21) (17) (10).
- 2. Liner Barcode Contains application identifier as (17) (10) (30) on first barcode.
- 3. Liner Barcode Contains application identifier as (01) (21) on Second barcode.
- 5.2.4 Procedure for generation of Tertiary packing serial number through ERP for USA and ROW market.
- 5.2.4.1 On connecting to the ERP system, Go to manufacturing menu option, click Production, click on A. Work Order. Double click on A. Work Order as displayed in Figure 5. Now select the "Search Option" from upper right side of window and then select "View Data" from upper left side of window.
- 5.2.4.2 All the data will be come out of products for which work order no. generated in ERP system.
- 5.2.4.3 Enter the desired batch no. (for which barcode label to be generated) in space given against the "Filter" option at upper right side of the window and click on icon near "Filter".
- 5.2.4.4 Desired Lot number with product name and other detail will be list out.
- 5.2.4.5 Right click on the transaction and select "Tertiary Number Generate" option as display in figure 7.

52 BaseE12							_ 0 >
File Edit Window Help							
] 📬 🛹 🌭 🍕 🗈 👘 🗶 😨] 💆	2 •] ₂ - २ -].	🍤] 💷 💡 🗴	s 🍫 🤕 💽 🎙	ŀ			
Enterprise Explorer	🟠 Work Order Home 🛚 🕅	3					- 8
(> 🔕 🚍 🎦							
type filter text						- Add New	Z Edit
Production	Search Options						
A. Work Order							
A. Work Order	List:]
B. Undo Firm Plan W	Tran Id				Filter:		
C. Work Order Close	Work Order	Rom Code	I tem Code	Item Sh Descr		Liot No	Ouantity S
D. Workorder Firmpl		Boin Code	Ttem code			BDG815A	19166 E
E. Workorder Releas	Edit			DONEI EZIE MIDICOCI	LOIC	DEGOISH	19100
F. Undo Firm Plan W	Lot No Iss	sue Change					
G. Work Order Close	Work Ord	er Parent Change(Ir	nternet)				
H. Workorder Firmpl	Allow Zero	o MRP					
	Secondar	y Number Generate					
J. Workorder Firmpla	Work Ord	er Parent Change					
K. Workorder Releas	🕞 Barcode P	rint (WorkOrder) - I					
L. Workorder Firmpla	Terrtiary	Number Generate (I)				
M. Workorder Relea							
N. Work Order Close							
O. Work Order Deal							
P. Work Order Close							
Q. Work Order Rece							
B. Work Order Route							
B. C. Work Order Bill							
D. Request For Material							

Figure 6



PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDURE

Department: Production	SOP No.:
Title: Cleaning & Operation of Barcode Printer	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

- 5.2.4.6 A window would appear with the data populated from the transaction selected above and as displayed.
- 5.2.4.7 Click on the 'Generate' option from button to generate serial numbers for tertiary labels. System shall display message as "Request done successfully".

5.2.5 **Procedure for printing of Tertiary barcode labels through ERP for USA and ROW market:**

- 5.2.5.1 On connecting to the ERP system, Go to manufacturing menu option, click Production, click on A. Work Order. Double click on A. Work Order as displayed in Figure 7. Now select the "Search Option" from upper right side of window and then select "View Data" from upper left side of window.
- 5.2.5.2 All the data will be come out of products for which work order no. generated in ERP system.
- 5.2.5.3 Enter the desired lot number (for which barcode label to be generated) in space given against the "Filter" option at upper right side of the window and click on icon near "Filter".
- 5.2.5.4 Desired lot number with product name and other detail will be list out.
- 5.2.5.5 Right click on the work order transaction and select "Barcode Print (Work Order)" option as display in Figure 7.

BaseE12										- 0 - X
File Edit Window Help										
📑 🛷 👒 😽 🗎 👘 🗶 😨 🗑 🕶 🖗 -	- 🖓 👻 🌾 🛛	Qa 🔮 🗙 🍫	49 📝 👫							
🛃 Enterprise Explorer 🛛 🗇 🖗 🚍 🍖 🗖 🚺 🟠 V	Vork Order Home	×								-
type filter text									A did blow	
Production A									- Add New	Edit
A. Work Order 🕨 🕨 Se	earch Options									
A. Work Order										
📊 B. Undo Firm Plan Work O	t:									
C. Work Order Close	Tran Id				Filter					
D. Workorder Firmplan	Tanta									
E. Workorder Release	 Work Order 	Bom Code	Item Code	Item Sh Descr	Lot No	Quantity	Status	Status Date	Rel Date	Due Date
F. Undo Firm Plan Work O	09WOIG3803	BOM439118	FG012990	RIZATRIPTA		20833	R	08/10/18	08/10/18	07/11/18
G. Work Order Close (GB)					Edit					
H. Workorder Firmplan (Gl				E	Lot No Issue Change					
I. Workorder Release (GB) =					Work Order Parent Change(Internet)					
J. Workorder Firmplan (CP										
K. Workorder Kelease (CP)					Allow Zero MKP					
L. Workorder Firmpian (SI				8	Secondary Number Generate					
W. Workorder Release (STE				8	Work Order Parent Change					
N. Work Order Close (Kem				8	Barcode Print (WorkOrder) - I					
D. Work Order Close (Rem				P	Terrtiary Number Generate (I)					
0 Work Order Beceint BAL					2					
B Work Order Route										
C. Work Order Bill										
D. Request For Material (Auto)										

Figure 8

5.2.5.6 A window would appear with the data populated from the transaction selected above and as displayed in Figure 8.



PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDUREDepartment: ProductionSOP No.:Title: Cleaning & Operation of Barcode PrinterEffective Date:Supersedes: NilReview Date:Issue Date:Page No.:

TRAN ID: GTIN: ITEM: GTIN: BATCH No. EXPIRY DATE: BATCH No. GNty/Secondary: 24 Label Type: Select Storage: Manufactured For Select Manufactured Select By: Select For Market: -Select Select Printer HP Lasedet Pro MFP M125-M126 PCLmS Reprint No Image: ExpFormat Label to print Image: ExpFormat				Label Print					
TEM: AATCH No. AATCH NO. AATC	RAN ID:			GTIN:					
ATCH No. EXPIRY DATE: 31/08/2021 PRINT FORMAT: MMM-YYYY Inty/Shipper: 96 Qnty/Secondary: 24 Label Type: Select Manufactured For: Select Printer HP LaserJet Pro MFP M125-M126 PCLmS Reprint No Label to print ExpFormat ExpFormat	TEM:								
Inty/Shipper: 96 Onty/Secondary: 24 Label Type: Select Itanufactured For: Select Territary Itanufactured For: Secondary Inn Select Image: Select Select Printer HP Lasedet Pro MFP M125-M126 PCLmS Reprint No Label to print ExpFormat	ATCH No.			EXPIRY DATE:	31/08/2021]	PRINT FORMAT:	MMM-YYYY	(
Anufactured Select tanufactured For: tanufactured Territary torm Market: -Select Select Printer HP Lasedet Pro MFP M125-M126 PCLmS Reprint No Image: Cert Data Label to print Image: Cert Data	nty/Shipper: 96			Qnty/Secondary:	24	I	Label Type:	-Select	
tanufactured by: Secondary Inn Select Printer HP Lased et Pro MFP M125-M126 PCLmS Reprint No Label to print ExpFormat	torage:			Manufactured				-Select	
CET DATA Select Printer HP LaserJet Pro MFP M125-M126 PCLmS Reprint No Label to print	lanufactured							Secondary	Inne
CET DATA Select Printer HP Lasedet Pro MFP M125-M126 PCLmS Reprint No Label to print	y:								
GET DATA Select Printer HP LaserJet Pro MFP M125-M126 PCLmS Reprint No Label to print	Manulanta Color								
Select Printer HP LaserJet Pro MFP M125-M126 PCLmS Reprint No Label to print	or Market: -Selec	ct 🔽							
Select Printer HP LaserJet Pro MFP M125-M126 PCLmS Reprint No Label to print	or Market: -Selec	ct 🔽		GET DATA					
Reprint No ExpFormat Label to print	or Market: -Selec	ct 🔽		GET DATA					
Label to print	for Market: -Select	HP LaserJet Pro	o MFP M125-M126 Pi	GET DATA	_				
Label to print	or Market: -Select Select Printer [HP LaserJet Pro	o MFP M125-M126 Pi	GET DATA	T ExoF	ormat [-	
	or Market: -Select Select Printer Reprint No	HP LaserJet Pro	o MFP M125-M126 Pi	CET DATA	ExpF	ormat			
	or Market: -Select Select Printer [Reprint No [Label to print [HP LaserJet Pro	o MFP M125-M126 Pi	CET DATA	ExpF	ormat			

Figure 9

- 5.2.5.7 Select the label type as Tertiary Label form Label type.
- 5.2.5.8 Fill the blank details in Label Print Display (Like: Storage, Manufactured For, Manufactured By and For Market USA/ROW etc.).
- 5.2.5.9 For USA market select the Market as "USA". For Rest of world product, select market as 'ROW'.
- 5.2.5.10 Then Click on the 'Get Data' option to displays the serial numbers for barcode labels.Refer Figure 11 for USA Market and Figure 12 For ROW.



PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDUREDepartment: ProductionSOP No.:Title: Cleaning & Operation of Barcode PrinterEffective Date:Supersedes: NilReview Date:Issue Date:Page No.:

							Lab	el Print								
TR	AN ID:						GTIN:									
ITI	EM:															
BA	TCH No.			7			EXPIRY	DATE:	31/08/20	21	PR	INT FORMAT:	MMM-	YYYY		
Qn	ty/Shipper:	96				_	Qnty/Se Manufac	condary:	24		La	bel Type:	Terrr	tiary	\checkmark	
Sto	orage:	STORE	BETWEEN 2	5°C AND 5	5°C		For:	lureu	MANUFA	ACTURED FOR	२					
Ma By	anufactured ':															
Fo	r Market:	USA	~													
							GE	T DATA								
	Reprint No Label to print 1 2 3 4 5 6 7	1 Name	DUSA	_	Lo	t Number	r JExp	piry (STIN	ExpFormat SS	MM CC	M-YYYY 000				
			Prir	•												

Figure 10



PRODUCTION DEPARTMENT

STANDARD OPERATING PROCEDUREDepartment: ProductionSOP No.:Title: Cleaning & Operation of Barcode PrinterEffective Date:Supersedes: NilReview Date:Issue Date:Page No.:

	<u>'</u>						
		Labe	l Print				
TRAN ID:		GTIN:					
ITEM:							
BATCH No.		EXPIRY D	ATE: 30/09/2	020	PRINT FORMAT:	MMM-YYYYY	
Qnty/Shipper: 30		Qnty/Sec	ondary: 1		Label Type:	Terrrtiary	\sim
Storage: STORE BET	WEN 25°C AND 55°C	Manufact For:	ured MANUE	ACTURED FOR			
Manufactured		101.					
By: Ees Market: ROW Y							
TOT Market. Non -							
		GET	DATA				
Select Printer	aserJet Pro MFP M125-M12	26 PCLmS	-				
Reprint No			-	ExpFormat	MMM-YYYY	1	
					1		
Label to print			-				
lon ulu u			CTIN			7	
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	L	ot Number Exp		551		-	
2						-	
3							
4							
6							
7					<u>_</u>	-	
					F		
	Print						
	- mix						

Figure 11

5.2.5.11 Click on the 'Print' button to print the Tertiary barcode labels. Standard Format for Tertiary shipper label shall be as Figure 11 for USA market and Figure 14 for ROW market.

PRODUCTION DEPARTMENT



STANDARD OPERATING PROCEDURE

Department: Production	SOP No.:
Title: Cleaning & Operation of Barcode Printer	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

Manufactured for : MANUF	ACTURED FOR		
Manufactured by :			
Storage Condition: STORE	BETWEEN 25 °C AND 55 °C		
NDC No:	Shipper No:2	Gross Weight	Kg.
Expiry: Aug-2021	Lot No:	Quantity: 96	

Figure 12 (For USA Market)

Product Name :			
Manufactured for : MA	ANUFACTURED FOR		
Manufactured by :			
Storage Condition:ST	ORE BETWEN 25 °C AND 55 °C		
	Shipper No:5	Gross Weight	Kg.
Expiry:	Lot No:	Quantity: 30	
	Contents Made in I	NDIA	

Figure 13 (For ROW Market)

- 5.2.5.12 Contents of Standard Tertiary packing label for USA market :
 - 2D Code (Data Matrix Code) having application identifier as (01) (21) (17) (10).
 - 2. Liner Barcode Contains application identifier as (17) (10) (30) on first barcode.
 - 3. Liner Barcode Contains application identifier as (01) (21) on Second barcode.

PRODUCTION DEPARTMENT



STANDARD OPERATING PROCEDURE

Department: Production	SOP No.:
Title: Cleaning & Operation of Barcode Printer	Effective Date:
Supersedes: Nil	Review Date:
Issue Date:	Page No.:

5.2.5.13 Contents of Standard Tertiary packing label for ROW market:

- 2D Code (Data Matrix Code) having application identifier as (01) (21) (17)(10).
- 5. Liner Barcode Contains application identifier as (17) (10) (30) on first barcode.
- 6. Liner Barcode Contains application identifier as (01) (00) (21) on Second barcode.

5.3 Precaution

- 5.3.1 If contents of label are appearing with red color it indicates the object is out of the margin then readjust it.
- 5.3.2 Expiry date format must be as YYMMDD.
- 5.3.3 During overprinting if any improper overprinting observed then subjected label to be reprint.
- 5.3.4 Never run machine without ribbon or label in the printer

6.0 ABBREVIATION (S):

SOP: Standard Operating Procedure YYMMDD: YY for Year, MM for Month and DD for Date.

7.0 **REFERENCES** (S):

Generation of GTIN number.

Generation of Secondary and Tertiary packing label in ERP.

Procedure of creating of barcode and Selection of GTIN No for Different packing Levels

8.0 ANNEXURE (S):

NA

9.0 **DISTRIBUTION:**

Master Copy: Quality AssuranceControlled copy (S): Production department, Quality AssuranceReference copy (S): Production department