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**SUPPLIER ITEM SERIZATION REQUIREMENTS**

**REVISION HISTORY**

Initial Revision

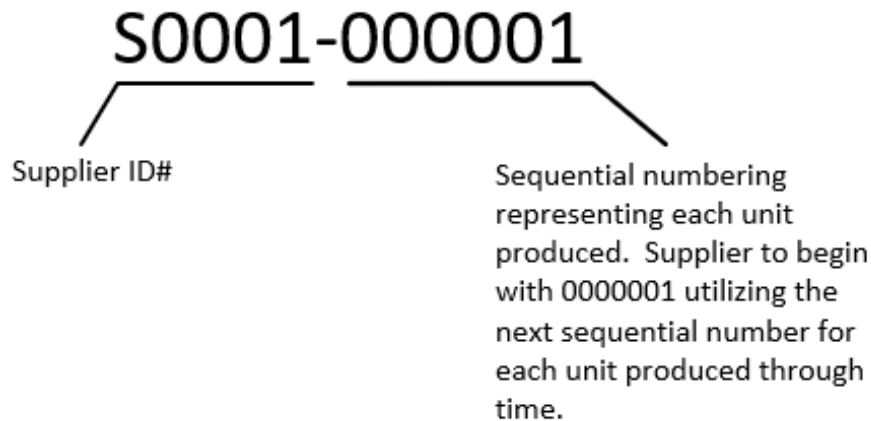
**SCOPE**

Outsourced manufactured items with serialization requirements

**REQUIREMENTS**

- 1.0: To prevent duplicate serial numbers of serialized items manufactured across multiple suppliers and purchase orders (PO), ESAero has set in place a standard nomenclature for contracted suppliers to conform with.
- 2.0: If item serialization is required per the item’s technical drawing, PO, or other written communication provided by the Buyer, the Seller shall serialize the item using the format described herein.
  - 2.1

**Nomenclature for serialized items**



**Supplier ID**

Supplier ID will be provided by ESAero. To obtain your ID, Send a request to [purchasing@esaero.com](mailto:purchasing@esaero.com) .

- 2.2:Supplier ID#: Four (4) digit number, prefixed by the letter “S”, indicating the supplier’s unique identification number.

**Supplier ID**

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2.2.1: The supplier ID is available on the PO (true?) or at Seller's request by contacting the Buyer or [purchasing@esaero.com](mailto:purchasing@esaero.com) in writing.

2.3 Sequential Number: Six (6) digit number starting with "000001" utilizing the next sequential number for each unit produced through time and across multiple purchase orders, if applicable.

2.3.1: Buyer may communicate an alternate starting serial number in writing to the Seller.

3.0: Buyer may communicate an alternate serialization format to the Seller in writing.

5.0: Requests to deviate from the prescribed serialization format shall be communicated to the Buyer in written format.

6.0: All documentation associated with the PO where serial numbers may be present, such as the packing list and the certificate of conformance, shall utilize the serial numbers of the items as they exist on the item including any approved deviations from the required format.