

 KAYDON MATERIAL SPECIFICATION		KBM 015
		DATE 12-13-2001
PREPARED BY C. Stewart	SUBJECT PACKAGING, SHIPPING AND MATERIAL IDENTIFICATION	REVISION N
APPROVED BY P. VanGennep		PAGE 1 of 3
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1. SCOPE

1.1. This specification outlines the acceptable packaging, shipping and material identification procedures for forgings, tubing and bar for all Kaydon Bearings Division locations.

2. PACKAGING

2.1. FORGINGS:

- 2.1.1. Rings shall be shipped on pallets or in wooden crates
- 2.1.2. The rings must be secured in a manner that will prevent the load from shifting or separating from the pallet during transit
- 2.1.3. Load only one part number or heat per pallet unless there is a physical barrier separating part numbers and/or heats
 - 1.1.1. For rings too large or heavy for pallets and/or crates, rings may be individually blocked
 - 1.1.2. Blocked rings must be fastened in some manner to prevent damage to the ring and shifting during transit

1.2. TUBING

- 1.2.1. Maximum bundle weight is 1500 pounds, unless otherwise specified by each plant location
- 1.2.2. Maximum tube length is per the industry standard
- 1.2.3. All bundles to be securely banded with a minimum of six 1 inch straps
- 1.2.4. Only one part number and one steel heat per bundle
- 1.2.5. Coat tubes with light oil to prevent rust

1.3. BAR

- 1.3.1. Maximum gross bundle weight is 1500 pounds, unless otherwise specified by each plant location
- 1.3.2. No maximum bundle circumference
- 1.3.3. Maximum bar length is per the industry standard
- 1.3.4. All bundles are to be securely banded and stacked no higher than four feet
- 1.3.5. Load only one part number and one heat per bundle
- 1.3.6. Centerless ground bars under ¼ inch outer diameter are to be boxed



2. SHIPPING

2.1. FORGINGS

- 2.1.1. Machined or as rolled rings that are small enough shall be shipped in an enclosed trailer
- 2.1.2. Machined or as rolled rings too large to fit in an enclosed trailer shall be shipped on a flat bed trailer
- 2.1.3. Rings must lay flat except when using an "A" frame
- 2.1.4. Rings must be secured to prevent movement during transit, securing method must not damage the rings

2.2. TUBING AND BAR

- 2.2.1. Use a flat bed or open side trailer, closed top trailers by permission only
- 2.2.2. Each bundle must be blocked
- 2.2.3. Bundles shall be tarped when shipped via flat bed trailer
- 2.2.4. When using flat bed or open side trailers, bundles shall be arranged to allow unloading from the side of the trailer

3. IDENTIFICATION: FORGINGS, TUBE AND BAR

- 3.1. Each individual forging, tube or bar must have the Kaydon purchased part number and raw material heat number. Bar and tube less than the industry standard may be tagged as a bundle
- 3.2. Identification of each unit can be achieved by painting or tagging with a durable waterproof tag
- 3.3. Each skid or bundle shall be tagged with the following information:
 - 3.3.1. Kaydon PO number
 - 3.3.2. Kaydon KBM number
 - 3.3.3. Weight and number of pieces
 - 3.3.4. Kaydon part number
 - 3.3.5. Raw material heat number
 - 3.3.6. Vendor Identification

4. STRAIGHTNESS TOLERANCES

- 4.1. Straightness must be sufficient to prevent manufacturing issues
- 4.2. Departure from straightness is measured by placing the bar on a level table so that the arc, or departure from straightness, is horizontal, and the depth of the arc is measured with a feeler gage and a straight edge
- 4.3. The maximum curvature for bar and tubing shall not exceed 0.045 inch depth of arc in any three foot length unless otherwise noted on the drawing



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5. SHIPMENT PAPERWORK

5.1. As a minimum documents supplied with each shipment shall include the following:

- 5.1.1. Bill of lading
- 5.1.2. Packing list
- 5.1.3. Raw material mill certificates
- 5.1.4. Certificate of compliance

5.2. Additional documents or certificates as required by KBM material specifications, purchase order, drawings, or quality assurance procurement clauses shall accompany each shipment

5.3. Packing list including the following:

- 5.3.1. Vendor
- 5.3.2. Kaydon PO number
- 5.3.3. Kaydon part number
- 5.3.4. Quantity (pieces and weights)
- 5.3.5. Heat number
- 5.3.6. Kaydon KBM number (if Applicable)
- 5.3.7. Skid/bundle numbers

5.4. Shipments which do not comply with the requirements of this specification are subject to rejection and return at the Vendor's expense

5.5. No invoice will be paid unless correct paperwork is received with the shipment