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Change history

Date	Name	Remark
2020/05/27	Geise	First edition
2020/09/30	Geise	Supplement to 1.2
2021/01/07	Geise	Expansion: Additional measure for sheet metal and small parts
2022/11/15	Geise	Paragraph 2.3 Positions added on the drawing

1. Purpose and scope of validity:

This document defines the specifications for the physical labeling and identification of components based on drawings. It is used both for the external contracting of production parts and in-house at GARANT.

2. Specifications**2.1. Design requirements**

The position for the labeling must be specified on each component drawing. In doing so, the following points must be observed:

- Function and surface properties of the component must not be negatively influenced.
- In-particular, no labeling may take place on running and contact surfaces.
- The visibility of the labeling must be selected appropriately according to the application. For example, labeling of guards, safety devices or panes must not be visible from outside. On the other hand, on wear parts, for example, numbers should be able to found as quickly as possible.
- Whenever possible, the labeling should always be applied to level and easily accessible surfaces.
- The position must be selected such that the labeling is protected against mechanical damage.
- Labeling on contact edges or contact surfaces must be avoided.
- For guards and safety devices, it must be ensured that the article number can be read the correct way around when mounted.

2.2. Production requirements

All components based on drawings must be marked with the GARANT item number according to the respective drawing specification. For better traceability, the company stamp or supplier abbreviation of the component manufacturer must also be applied in front of the number. Moreover, the current drawing index must be specified after the item number.

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Important: Component manufacturers may also be sub-suppliers of our contractor, for example. A new supplier abbreviation (e.g. for sub-suppliers) must be agreed with GARANT. For this, please contact our Quality Management department.

Example: LK Y3040130 / 1

Abbreviation Item no. Index

Notice: Machine-readable labeling, such as QR codes or Data Matrix codes, could follow in the future.

The following table contains a list of the approved labeling procedure:

No.	Procedure	Note
1.	Laser	machine-performed, e.g. laser engraving
2.	CNC engraving	machine-performed, e.g. graver
3.	Embossing	machine-performed, e.g. needle embossing, scribing
4.	Etching	e.g. electrochemical etching

In doing so, the following points should be observed:

- Engravings carried out free-hand are no longer permitted.
- The standard font size is 12 pt or 3 mm font height. Where possible, there should be no deviation from this. In exceptional cases, the font size can be adapted appropriately. (For example, if this is not permitted by the component geometry)
- Important: It must be ensured that the labeling is permanently and flawlessly legible, even after surface treatment.
- Labeling procedures that are not listed in the table require written approval from GARANT.

Additional measure for sheet metal and small parts:

If the legibility cannot be maintained by work steps such as powder coating, the component must also be marked by a sticker.

If no marking is possible according to the procedure specified above due to the geometry or size of the component, a packaging must be used (e.g. a plastic bag) which has a sticker attached to it. For quantities exceeding 10 items, up to 5 small parts may be packaged together. Deviating packaging on request.

Sticker: Avery Zweckform type plate labels L6009
 Use the GARANT print template (laser print)


The use of deviating stickers may only take place after consultation and approval by GARANT!

2.3. Positions on the drawing

Depending on the age of the drawing, the data to be provided can be found at different points. Therefore, this is described in the following paragraph (next page).

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Drawings created as of 1/2/2023:

Tolerierung Size ISO 14405 (E)		Werkstoff S235JR+C																						
Allgemeintoleranzen DIN ISO 2768-2(K) (E)		Benennung																						
Allgemeintoleranzen DIN ISO 2768-1(M) (E)		Flachstahl																						
<table style="font-size: small;"> <tr><td>0.5 bis</td><td>6</td><td>+0.1</td></tr> <tr><td>über 6 bis</td><td>30</td><td>+0.2</td></tr> <tr><td>über 30 bis</td><td>120</td><td>+0.3</td></tr> <tr><td>über 120 bis</td><td>400</td><td>+0.5</td></tr> <tr><td>über 400 bis</td><td>1000</td><td>+0.8</td></tr> <tr><td>über 1000 bis</td><td>2000</td><td>+1.2</td></tr> <tr><td>über 2000 bis</td><td>4000</td><td>+2.0</td></tr> </table>		0.5 bis	6	+0.1	über 6 bis	30	+0.2	über 30 bis	120	+0.3	über 120 bis	400	+0.5	über 400 bis	1000	+0.8	über 1000 bis	2000	+1.2	über 2000 bis	4000	+2.0	flat steel bar	
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A	00000010	19.07.2022																						
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Änderungen nur per PLM/NX		Masch 3540	Maßstab 1:1																					
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- 1: Internal Windchill number
- 2: Article number to be provided on the component (ERP no. Garant)
- 3: Article number in the W&H ERP system
- 4: Index → in the example: A

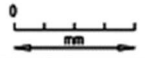


On drawings created as of 1/2/23, the index is no longer provided as a number, but rather as a letter. The subsequent number is only an internal Windchill number in this case.

Note: 0 = A / 1 = B / 2 = C etc.

Lettering example: LK Y1234567 / A

Drawings created before 1/2/2023:

Tolerierung Size ISO 14405 (E)		Werkstoff S235JR+C																						
Allgemeintoleranzen DIN ISO 2768-2(K) (E)		Benennung																						
Allgemeintoleranzen DIN ISO 2768-1(M) (E)		Greiferhalter																						
<table style="font-size: small;"> <tr><td>0.5 bis</td><td>6</td><td>+0.1</td></tr> <tr><td>über 6 bis</td><td>30</td><td>+0.2</td></tr> <tr><td>über 30 bis</td><td>120</td><td>+0.3</td></tr> <tr><td>über 120 bis</td><td>400</td><td>+0.5</td></tr> <tr><td>über 400 bis</td><td>1000</td><td>+0.8</td></tr> <tr><td>über 1000 bis</td><td>2000</td><td>+1.2</td></tr> <tr><td>über 2000 bis</td><td>4000</td><td>+2.0</td></tr> </table>		0.5 bis	6	+0.1	über 6 bis	30	+0.2	über 30 bis	120	+0.3	über 120 bis	400	+0.5	über 400 bis	1000	+0.8	über 1000 bis	2000	+1.2	über 2000 bis	4000	+2.0		
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		ERP-Nr. Garant	Blatt																					
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Änderungen nur per CAD / NX		Masch 3507	Maßstab 11																					
		Modell-Nr																						

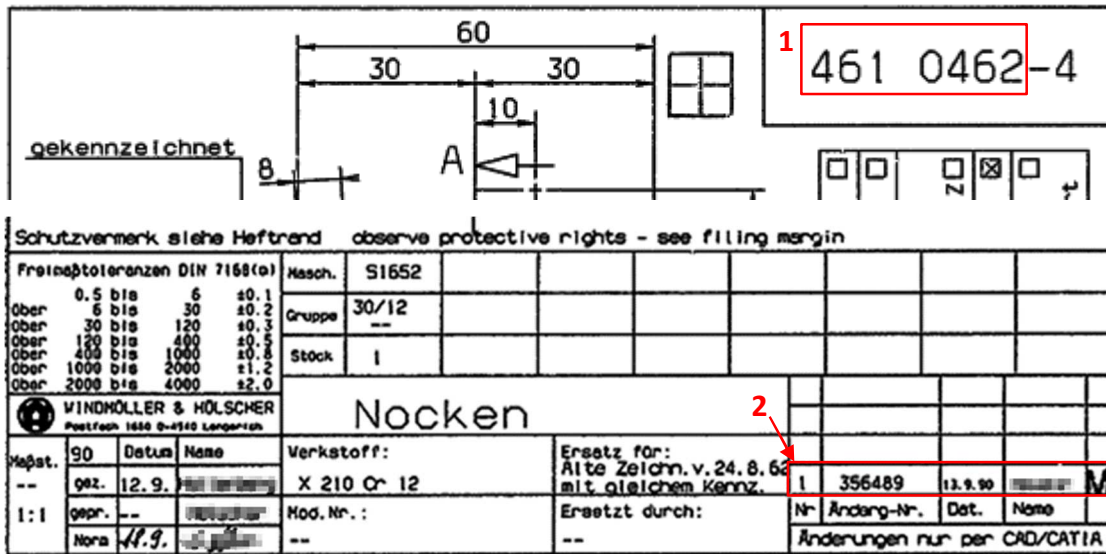
	ISO Methode E European projection		Maßstab Scale 1:1
Benennung			
Vorzugkörper Polyurethan BS			
Designation			
<i>draw body operator side</i>			
		Datum	Name
		1	2
		Zeichnungs-Nr./Drawing No.	Änd./Rev.
		Y1320109	1
		ERP-Nr.	Blatt
		1	1
		Auftrags-Nr.	Blätter
		1	1
		 Garant Maschinen Postfach 1228 49512 Lengerich	
Änderungen nur per CAD/Unigraphics		Auftragsposition	
Changes by CAD/Unigraphics only		Order-Position	

- 1: Article number to be provided on the component (ERP no. Garant)
 - 2: Index (number) → in the example above: 3, in the example below: 1
- Lettering example above: LK Y4470327 / 3
- Lettering example below: LK Y1320109 / 1

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Old drawings (in some instances drawn by hand):



1: Article number to be provided on the component (ERP no. Garant)

Attention: On old drawings with the article number at the top, there is another number after the article number, which is separated by a dash. This is not the index!

2: Index (number) → in the example: 1, is written at the bottom on the drawing.

Lettering example: LK 4610462 / 1

2.4. Procedure with deviating / missing drawing specifications

If the necessary drawing specification is missing, the position must be determined by the supplier themselves according to the specification under Point 2.1. Then the GARANT design department must be informed about the missing specification in the drawing.

If another labeling procedure is specified in the drawing than listed in the table under 2.2 (e.g. electric marker), the details in the drawing are invalid.

3. Applicable documents:

- Component drawing of the respective component
- GARANT supplier abbreviation list (internal)
- GARANT template, print template item sticker Avery L6009