Serial Number Assignment

Brief Description

These Work Instruction summarizes the most important information needed to design, engrave or print Serial Numbers.
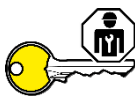
Area of Application, Responsibility

Responsibility for the correct implementation lies with the Evatec assembly employee who is authorized to do so, or with suppliers trained and authorized by Evatec.
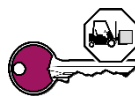
Items Affected

- Art.no.: V306323, Type plate label 100x40
- Art.no.: V305781, Type plate label 100x73
- Art.no.: V307598, Serial number Label 38x17

Scope of authorization

Assembly   Supplier   EAG

Time Target

Not available

Revision History

Revision	Date	Author	Content / Changes
1	05.11.2020	COGR	Initial Revision for PLM; replaces RL 4.1.53 Serialnummernvergabe (BPS)
2	11.12.2020	GOR	Chapter 4: Serial number without Label
3	22.02.2021	COGR	Added reduced option for serial number in section "Assemblies or Parts without a Type Label"
4	16.02.2023	SCVI	• Migration to new Template • Chapter 6: Added additional codes for Construction Year ID after 2023 • Reworked all graphics
5	05.10.2023	RIST	• Chapter 2: exception for OEM • Chapter 8: engraving according to valid contract / order number at time of production
6	19.05.2025	RIST	Chapter 5 and 8: change in Serial Number Structure: new with Supplier-ID

The current version is in PLM. Release date see PLM time stamp.
The original document is written in English. Other language versions of this document are translations.

Table of Contents

1   Purpose, goal

These Work Instruction summarizes the most important information needed to design and engrave or print Serial Numbers.

2   Area of application, responsibility

These Work Instruction is intended to be used by suppliers and assembly employees at Evatec AG or corresponding contractors.

This specialized personnel knows and respects all relevant requirements.

Personnel performing these works are responsible for a proper execution as well as the adherence of these instructions. The employer is responsible as well.

In this context, anyone assigning a job to someone else is an "employer"!

Superior authorities instruct their staff in matters of these instructions, this includes temporary and external personnel.

This work instruction is valid for parts and assemblies designed by Evatec. The serial number does not have to follow the sequence from chapter 5 for OEM parts and assemblies or devices.

3   Further applicable documents

Designation	DMS- / article number
Evatec Technical Directive «Schilder»	DOC-060073
Work Instructions «Drucken Schilder»	DOC-070465

4   Special tools and consumables

Designation	DMS- / article number
None	-

5 Assemblies with a Type Label

The serial number is made up of Supplier-ID (to be found on the Purchase Order, without leading zeros), construction year identification and sequence number. The sequence number has 3 digits, corresponds to the article number, starts with 001 every production year.

The complete serial number has typically a maximum of 12 digits, 13 digits only, if more than 999 pieces of one article are produced in one year.

1234567AA001

Evatec Lieferanten-ID
Evatec Supplier-ID

Baujahrkenner
Construction Year Identification

Laufnummer
Sequential number
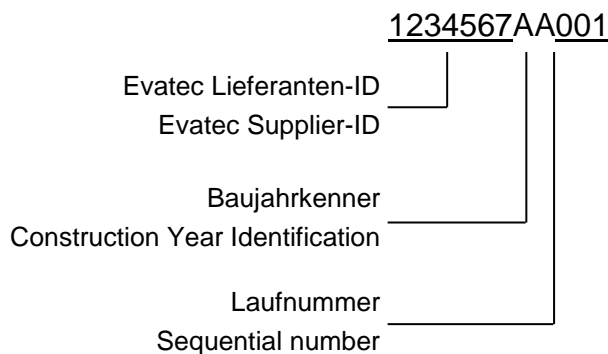
6 Construction Year Identification

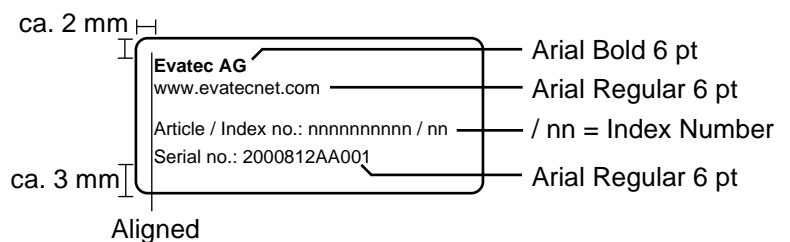| E	F	G	H	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ	AK	AL	AM	AN	AO	AP	AQ	AR	AS	AT	AU
2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045

7 About the Serial Number Type Label

Serial number plates are only used for "relevant" built-in parts. (e.g. for magnet systems)

- Part number and index
- Serial number

Example of a corresponding label:
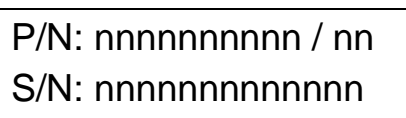
Label size 38 x 17 mm

Evatec AG
www.evatecnet.com

Article / Index no.: nnnnnnnnnn / nn
Serial no.: 2000812AA001

ca. 2 mm

Evatec AG
www.evatecnet.com

Article / Index no.: nnnnnnnnnn / nn
Serial no.: 2000812AA001

ca. 3 mm

Aligned

Arial Bold 6 pt
Arial Regular 6 pt
/ nn = Index Number
Arial Regular 6 pt

ⓘ **For more information refer to DOC-060073 - DE – Schilder. PLM: V307598, Serialnummer Etikette 38x17.**

8 Assemblies or Parts without a Type Label

The composition of the serial number is the same as on the label described in chapter 5. The supplier is responsible for ensuring traceability.

Article / Index no.: nnnnnnnnnn / nn
Serial no.: nnnnnnnnnnnnn
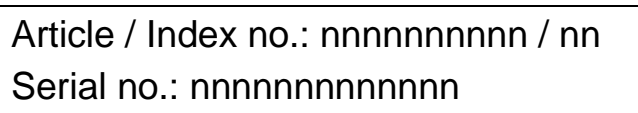
Standard: With enough space

P/N: nnnnnnnnnn / nn
S/N: nnnnnnnnnnnnn

Reduced space: e.g. engraving on a curved part

Considerations:

- Serial Number should be mechanically engraved.
- Preferred font: Arial Narrow
- Font size is defined by Evatec Engineering and is stated on the drawing.
- Preferred: Font size (height): 5.0 mm (approx. 20 pt), Engraving depth: 0.3 mm
- Optional: Font size (height): 3.5 mm (approx. 14 pt), Engraving depth: 0.2 mm
- When the product allows to use a 5.0 mm font size then this size should be used; for a lesser extent of marking space on the product, 3.5 mm font can be used.