



CANADIAN FORCES SPECIFICATIONS

**DEPARTMENT OF NATIONAL DEFENCE MINIMUM
REQUIREMENTS FOR MANUFACTURER'S STANDARD PACK**

(ENGLISH)

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Canada



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods. Disclosure notices and handling instructions originally received with the document shall continue to apply.

AVIS

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Insert latest changed pages; dispose of superseded pages in accordance with applicable orders.

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Dates of issue for original and changed pages are:

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Zero in Change No. column indicates an original page. The use of the letter E or F indicates the change is in English or French only. Total number of pages in this publication is 10 consisting of the following:

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NOTES TO USERS

LAWS / REGULATIONS OF CANADA

1. Laws and regulations pertaining to packaging, safe handling and shipment of products, established by the various levels of government (federal, provincial and municipal), must be adhered to.

DEVIATION FROM SPECIFICATION

2. If the contractor wishes to suggest other proposals or otherwise depart from the current issue of this specification, they must forward their proposals immediately, to the Contracting Authority for approval.

INQUIRIES

3. Any questions relating to this specification will be referred to [DSCO 3-4-3](#) via the Contracting Authority.

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SCOPE

Purpose

1. This specification states the circumstances under which commercial packaging can be used to fulfill the Department of National Defence (DND) / Canadian Armed Forces (CAF) requirement for cleaning, drying, preservation, packaging, packing and marking. Commercial packaging is defined as the methods and materials employed by the supplier to satisfy the requirements of that supplier's distribution system.
2. Where individual instructions for specific items have been included in the contract, those instructions must take precedence, e.g. type of preservation material to be applied specified in contract would precede [paragraph 9](#).
3. Where the commodity specification for an item includes packaging instructions, the commodity specification must take precedence. Where the commodity specification contains more than one level of packaging and the required level is not specified in the document, packaging must be to the lowest level of protection established in the commodity specification.

General Requirements

4. Packaging must provide adequate protection against deterioration and damage during handling and shipment. Packaging and marking must be suitable for distribution to retail outlets. Previously used corrugated fibreboard boxes **are not acceptable** containers and are *not* to be used under any circumstances.
5. Bulk preservation, packaging, packing and marking used in interplant and intraplant shipments, and for shipment to jobbers for repackaging and to part distribution outlets for re-preservation and packing, **are not acceptable**. Examples include tote-boxes, open baskets, and boxes without lids.
6. Cleaning, drying, preservation, packaging, packing and marking furnished by the supplier must meet or exceed the minimum requirements detailed in [paragraphs 8](#) through [27](#).
7. Wherever possible, environmentally responsible (recyclable, reusable, and or returnable) packaging materials are to be utilized provided they meet the requirements of this specification.

Cleaning

8. Items must be free from dirt or contaminants which would contribute to deterioration of the item or which would require cleaning by the customer prior to use. Coatings of preservatives applied to the item for protection are not considered contaminants.

Preservation

9. Items susceptible to corrosion or deterioration must be protected by the use of preservative coatings, volatile corrosion inhibitors or desiccated packs.

Wrapping / Cushioning

10. Items that are fragile in nature and items requiring surface protection from physical and mechanical damage, must be protected by wrapping, cushioning, or other means to distribute shock and vibration during handling and shipment.

Interior Containers

11. Interior containers are classified as unit packs and intermediate packs. The container's size and packaged content quantity must be uniform for the duration of the contract.

Unit Pack

12. A unit pack is the first stage at which the item or quantity of items is enclosed in a container (bag, envelope, box, etc.). A unit pack must be designed and constructed so that it will contain and prevent damage to the contents during shipment and storage in the shipping container, and will allow subsequent handling (see [paragraph 17](#)).
13. Unit packs are a mandatory requirement and are limited to the parameters specified at [paragraph 14](#). In extraordinary circumstances, the Contracting Authority may authorize exceptions to these limits due to weight or size, e.g. sheet metal, bar stock, etc.

14. **UNIT PACK** (Mandatory Requirements)

- a. Single items weighing more than 4.5 kg (10 lb) must be individually packaged.
- b. Unless otherwise specified in the contract:
The unit (and intermediate) pack
 - i. must not exceed 100 pieces, and
 - ii. must not weigh more than 11.3 kg (25 lb).

NOTE

Individual items weighting more than 23 kg (50 lbs) must be supplied with the appropriate materials handling aid, e.g. a pallet (see [paragraph 30](#)) or a crate manufactured in accordance with ASTM D6039 or ASTM D6256. These items must not be consolidated into a shipping container.

Intermediate Pack

15. An intermediate pack is a number of unit packs placed in a larger container for ease of handling, counting, and marking to the requirements of [paragraph 23](#). Intermediate packs are not mandatory – the supplier may employ them or not at their discretion.

Shipping Containers

16. Unit or intermediate packs, which conform to the definition in [paragraph 17](#), are not required to be enclosed in a shipping container. However, materials handling aids may be required (see [paragraphs 29, 30](#)).

17. A shipping container is a container that is acceptable to the common carrier for safe delivery to consignee at the lowest applicable rate e.g. boxes / crates (corrugated fibreboard, wood, plywood), barrels, shipping drums.

18. The use of containers that have been used previously for the shipment or storage of other items is permissible (except for previously used corrugated fibreboard containers).

19. All wood packaging materials must comply with the International Standards for Phytosanitary Measures 15 (ISPM 15), Regulation of Wood Packaging Material in International Trade. Any deviation requires the prior approval of the Contracting Authority.

Application of Markings

20. All markings must be legible and durable. Depending upon the nature of the material and the type of surface conditions of the container or wrapping material, marking will be either by affixing printed labels or tags or by printing or stencilling directly onto containers or wrappings. The ink used in applying markings or writing on labels must be waterproof and fade resistant. Positioning of markings must be located as to allow the markings to be easily read when stored on shelves or stacked.

Required Markings

21. Besides markings that are required to effect delivery of material ([paragraph 25](#)), certain additional markings are required on shipping containers ([paragraph 24, 26, 27](#)) and, in some instances, on interior containers ([paragraph 22, 23](#)).

Interior Container Markings

22. The following marking requirements relate to multiple unit and/or intermediate packs consolidated into a single shipping container.

- a. When the contents of a shipping container comprise only one DND stock number (regardless of quantity), the interior containers need not be marked.

- b. When the shipping container consolidates more than one DND stock number, the interior containers must be marked as per [paragraph 23](#).
- (1) If intermediate packs are employed within a shipping container, they must be marked, but the unit packs need *not*.
- (2) If intermediate packs are not employed, each unit pack must be marked.

23. Markings of Unit or Intermediate Packs in Consolidated Shipping Containers (see [paragraph 22.b.](#))

The required markings for interior containers are as follow:

- | | |
|---------------------|--------------------------------|
| a. DND Stock Number | as shown on the contract. |
| b. Description | noun or noun phrase. |
| c. Quantity | as determined by the supplier. |

Shipping Container Markings

24. Each shipping container ([paragraphs 16, 17](#)) must bear the following markings on one face of the container (preferably the end or smaller face):

- | | |
|---------------------|--|
| a. DND Stock Number | as shown on the contract. |
| b. Description | noun or noun phrase, as shown on the contract. |
| c. Quantity | as determined by the supplier. |
| d. Gross weight | packed weight of the container. |
| e. Contract data | contract number and Purchase Order number (if applicable), as shown on the contract. |

25. One contrasting face of the container (preferably the larger face) must bear the following shipping instructions:

- | | |
|---------------------|---|
| a. Consignee | as shown on the contract. |
| b. Consignor | Supplier's name or symbol. |
| c. Container number | relation of the container within the shipment (e.g. case 1 of 1). |

NOTE

The last shipment container must have affixed to its face an envelope containing the contract documents, e.g. supply voucher, release note, packing list, etc. This envelope, which must be water resistant, must be prominently marked "Packing Slip Enclosed" and securely affixed to the outside wall of the container.

Unusual Marking Circumstances

Tags

26. The above marking instructions mainly concern boxes and it is realized, that in some instances, the shipping container may be a bag, sack, bale, pail or loose item. In these circumstances, the markings quoted in [paragraphs 24](#) and [25](#) are still required but it will be permissible to apply the markings to firmly attached tags. The DND stock number, description, quantity, contract serial number must be shown on one tag or on one side of a tag and the consignee, consignor, container number and packing slip enclosed must be shown on the opposite side of the same tag, or on a second tag.

Unique Item Identifier (UII) Labels

27. Where the contract specifies the requirement for a Unique Identification (UID) be assigned to an item, a Unique Item Identifier (UII) label is required on the item's first level of packaging (e.g. engine container). The International Organization for Standardization / International Electrotechnical Commission 15438 (ISO/IEC 15438) compliant PDF417 barcode symbol can either be incorporated into the package contents label or on a separate label adhered adjacent to the package contents label. The contract or Contracting Authority must identify the mandatory data elements of the PDF417 barcode symbol.

Quality Assurance Provisions

28. Quality assurance provisions must be as specified in the contract.

Preparation for Delivery

29. The shipment must be prepared with the appropriate materials handling aid to facilitate off-loading of material from transport vehicles at destination. The use of consolidation shipping containers, pallets or other similar materials handling aids, as appropriate for the commodity being shipped, is required. If necessary, goods loaded on pallets must be encased by stretch wrap to ensure stability of the load.

Palletization

30. For all shipments exceeding 0.566 m³ or 15.88 kg (20 ft³ or 35 lbs), except for those shipped by courier, the following applies:

- a. The Contractor must strap, and if necessary wrap, shipments on standard 1.22 m x 1.02 m (48 in. x 40 in.) four-way forklift entry, ISPM 15 certified wood pallets. The pallet must be supplied at no charge to Department of National Defence. Total height, including pallet, must not exceed 1.19 m (47 in.). The pallet load must not extend further than 2.54 cm (1 in.) from any edge of the pallet.
- b. The Contractor must group items by DND stock number (on the same pallet) within consolidated shipments. Pallet loads composed of more than one DND stock number must be marked as "**Mixed Items**".
- c. Individual items exceeding 1.22 m (48 in.) in length or 453.6 kg (1000 lbs) must be secured to larger pallets or must have 10.16 cm x 10.16 cm (4 in. x 4 in.) skids securely fastened to the bottom of the item. Skids must be separated by a minimum of 71.12 cm (28 in.).

NOTE

Any deviation requires the prior approval of the Contracting Authority.