

## Specific Business Requirements EIA Portfolio

### 5. AMC Lotcode System

(AMC - Amway Manufacturing Code System)

The type of AMC lotcode required will be discussed during the product selection process and will be specified in the provisionally selected product Specification which is issued by R&D.

#### **Non-Formulated Products**

You will be advised if your product requires an 8-digit AMC lotcode, the requirement varies by product type.

#### **Formulated Products**

All formulated products will always require an AMC lotcode or with agreement a suppliers lotcode.

#### **Lotcode requirements**

All individual units and master cartons must be identified with an assigned AMC lotcode as follows:-

- i) Primary Packaging (units and unit cartons)
  - Should be identified with a **8-digit** AMC
  - Providing there is also secondary packaging then with QA agreement, a 3-, 4- or 5-digit AMC can be used.
- ii) Secondary Packaging (cases and master cartons/shippers)
  - Should be identified with a **8-digit** AMC

NOTE: If there is no secondary packaging then an 8- digit AMC must always be used on the primary packaging.

- iii) Individual date coding and Expiry date

Where required and specified by Access Business Group – Technical and Regulatory Department, the individual date coding and expiry date will be added onto the individual unit and master carton.
- iv) List of Assigned AMC Lotcodes

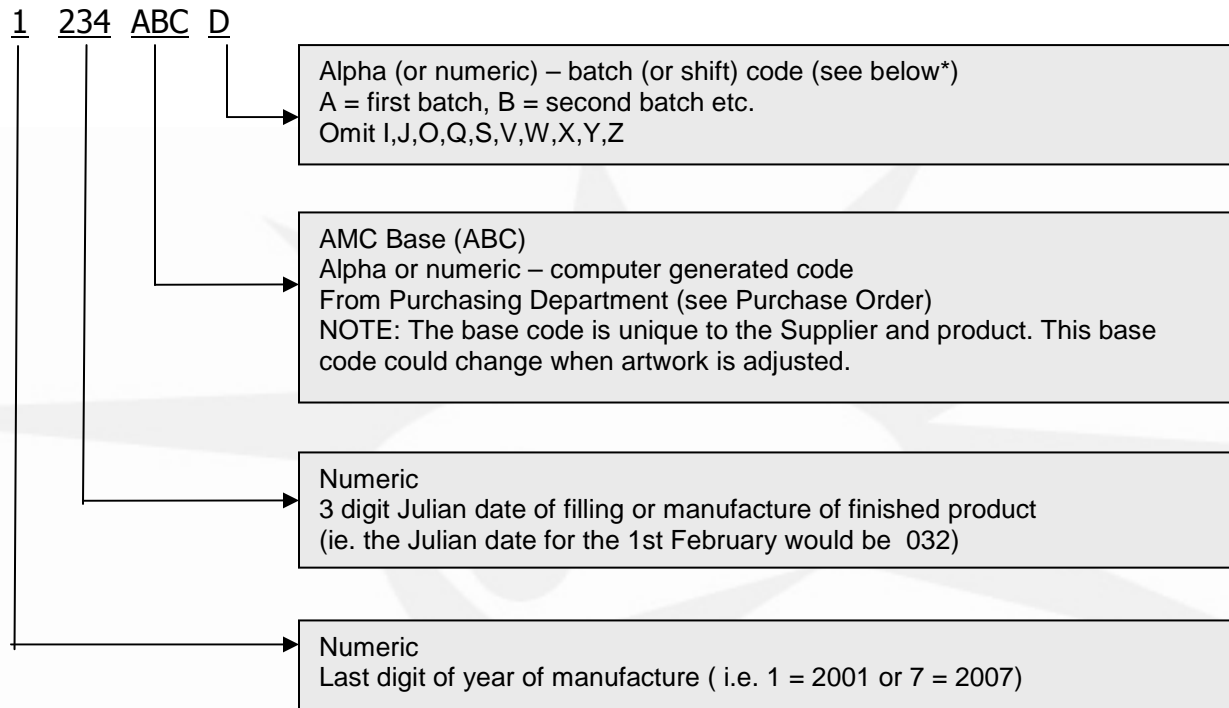
A list of assigned lotcodes must be included with each pallet. Please use the 'Pallet Label Form' and attach to each pallet. If a pallet includes individual product with different lotcodes, please complete the form with appropriate quantities. A blank 'Pallet Label' form can be found on 'European Portfolio' home page.

#### **AMC Lotcode Examples**

Following are examples of the different types of AMC lotcodes, the 8-digit is the standard lotcode requirement, however as detailed in (i) with prior QA agreement a 3-, 4- or 5-digit AMC can be used.

### **Example of 8-digit AMC lotcode**

*An example of 1234 ABC D has been used for this explanation.*



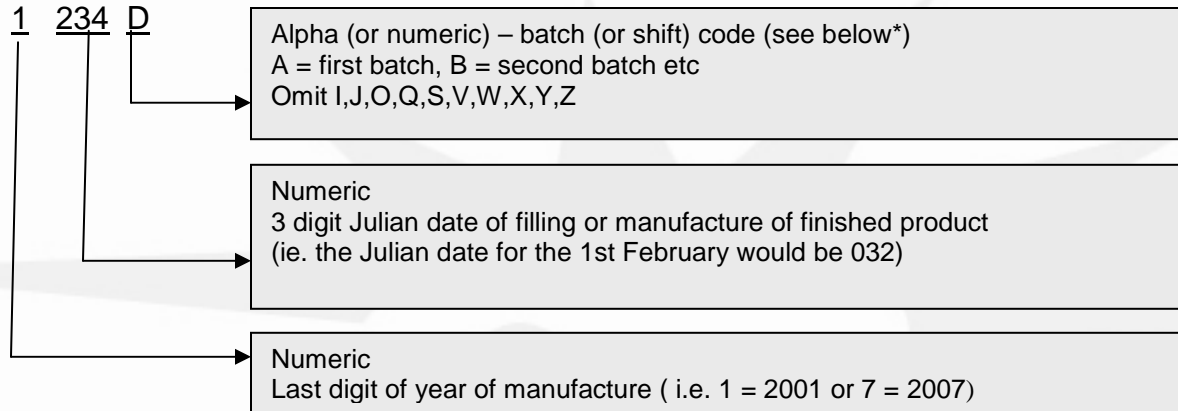
### **\*Batch Code**

- Last digit of the AMC 1 234 ABC (D)
- 
- Identification of batch code, shift code, line number or plant code (to be determined by supplier)
- Alpha coding preferred, but also numeric allowed
- Alpha sequential coding starting with A per order
- Maintain a sequential alphabet for EACH product
- If on different packaging components more than one AMC format is used, the Batch Code remains the same on all packaging components (unit, case, MS, pallet letter).

The following examples of 3-, 4- and 5-digit AMC lotcodes, as detailed under Primary Packaging on the previous page, can only be used with QA agreement

**Example of 5-digit AMC lotcode**

This code only be used with QA agreement  
 An example of 1234 D has been used for this explanation.

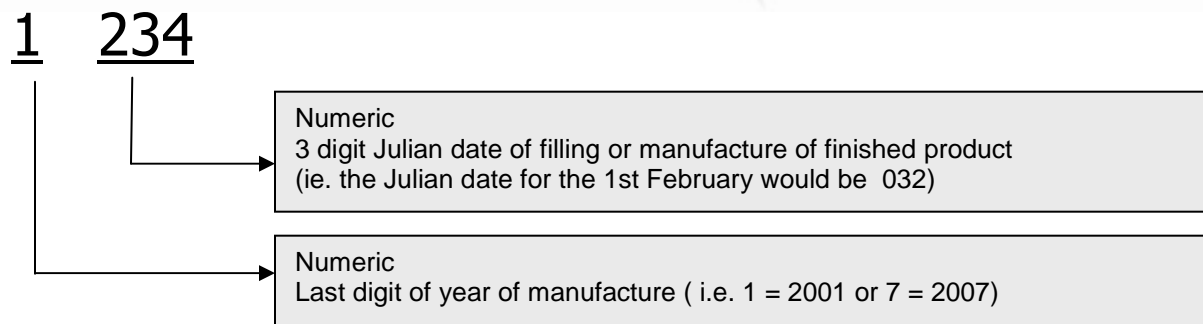


**\*Batch Code**

- Last digit of the AMC 1 234 D
- Identification of batch code, shift code, line number or plant code (to be determined by supplier)
- Alpha coding preferred, but also numeric allowed
- Alpha sequential coding starting with A per order
- Maintain a sequential alphabet for EACH product
- If on different packaging components more than one AMC format is used, the Batch Code remains the same on all packaging components (unit, case, MS, pallet letter).

**Example of 4-digit AMC lotcode**

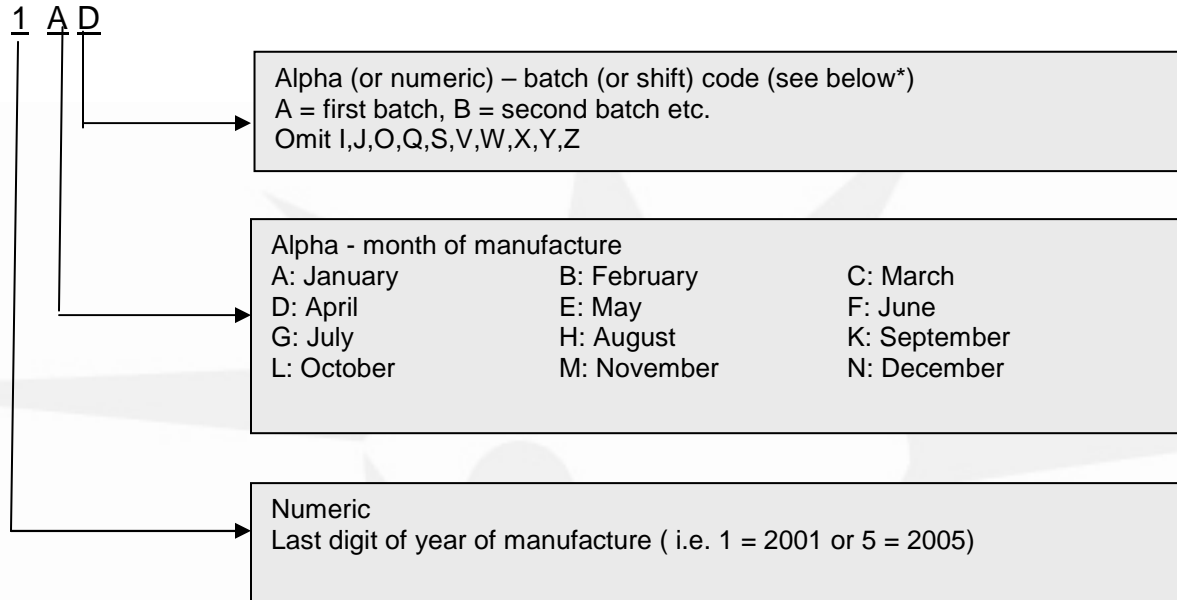
This code is for non-formulated products only and can only be used with QA agreement  
 An example of 1234 has been used for this explanation.



### **Example of 3-digit AMC lotcode**

This code only be used with QA agreement

An example of 1 A D has been used for this explanation.



### **\*Batch Code**

- Last digit of the AMC 1 A D
- 
- Identification of batch code, shift code, line number or plant code (to be determined by supplier)
- Alpha coding preferred, but also numeric allowed
- Alpha sequential coding starting with A per order
- Maintain a sequential alphabet for EACH product
- If on different packaging components more than one AMC format is used, the Batch Code remains the same on all packaging components (unit, case, MS, pallet letter).