

# Packaging guideline

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ver. 07-2022

yamamay



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## Introduction

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Yamamay is committed to reduce the consumption of materials used in packaging and to research and adopt lower impact alternatives.

The manual sets out guidelines for choosing materials with lower environmental impact to be used in packaging in order to orient all the Yamamay functions that design and select, the packaging.

The guidelines contained in the manual are inspired by the following principles:

- reducing the amount of materials used
- simplifying the structure of products with a view to eco-design by favouring mono-material or easily disassembled articles to promote reuse and recyclability
- reducing the use of virgin raw materials, especially if from fossil origin, by favouring materials from renewable sources or recycling
- designing items that can be used for a long time, reused and recycled
- selecting materials that have a validated sustainability performance supported by documentary evidence and measurements, and that, where possible, have been certified
- using materials that comply with the company's Restricted Substances List (RSL).
- comply with the European Directive 2004/12/EC on packaging and packaging waste

For this reasons all Suppliers are requested to follow the guide.

## 1 Standard labels

### 1.1 Woman and girl main labels

WOMAN UNDERWEAR  
ALL GIRL PRODUCTS  
"WLABEL\_1"



WOMAN KNITWEAR AND NIGHTWEAR  
"WLABEL\_2"



WOMAN UNDERWEAR  
ALL GIRL PRODUCTS  
"RLABEL\_1"



WOMAN BEACHWEAR  
"RLABEL\_2"



#### Fabric information:

Satin with **at least 50% of recycled fibers** and selvedge edges

#### Print information:



WHITE



PANTONE COOL GREY 6C



PANTONE RED 200C

All labels must have a **color fastness** to water (**ISO 105-E01**) superior to 4/5.

Supplier must guarantee a **satisfactory** aspect after 10 washes - **ISO 6330 - 4N**

Supplier must provide the appropriate **material certification** to guarantee what declared.



## 1 Standard labels

### 1.2 Man and boy main label

ALL MAN & BOY PRODUCTS  
"MLABEL\_1"



**Fabric information:**

Satin with **at least 50% of recycled fibers** and selvedge edges

**Print information:**



WHITE



PANTONE BLUE 653C

All labels must have a **color fastness** to water (ISO 105-E01) superior to 4/5.

Supplier must guarantee a **satisfactory** aspect after 10 washes - **ISO 6330 - 4N**

Supplier must provide the appropriate **material certification** to guarantee what declared.

## 1 Standard labels

### 1.3 Pad prints

#### ALL ARTICLES REQUIRED



Example of layout (.pdf) for pad print that you will receive for required garments.  
You must use the original layout to avoid any content mistake.

#### Print technique: PAD PRINT

All labels must have a **color fastness** to water (**ISO 105-E01**) superior to 4/5.  
Supplier must guarantee a **satisfactory** aspect after 10 washes - **ISO 6330 - 4N**.

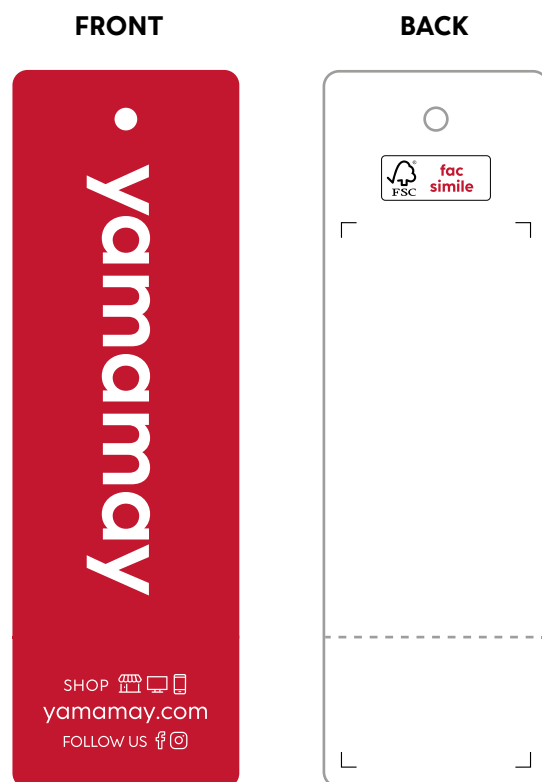


[illegible]

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## 2 Standard hang-tags

### 2.1 Woman and girl hang-tag



#### Paper information:

Matt coated 300gr **FSC certified**

#### Print information:



WHITE



BLACK



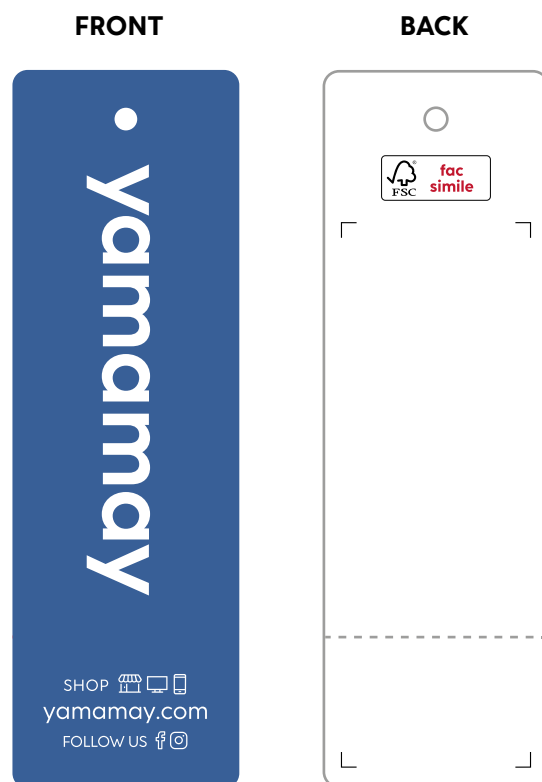
PANTONE RED 200C

Supplier must provide the appropriate **material certification** to guarantee what declared.



## 2 Standard hang-tags

### 2.2 Man and boy hang-tag



**Paper information:**

Matt coated 300gr **FSC certified**

**Print information:**



WHITE



BLACK



PANTONE BLUE 653C

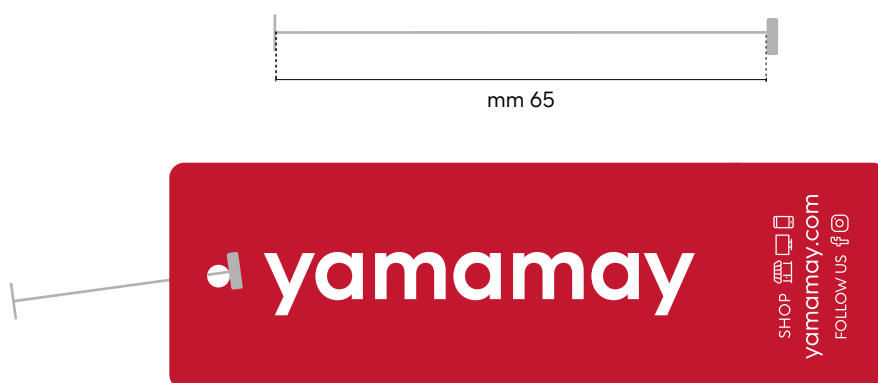
Supplier must provide the appropriate **material certification** to guarantee what declared.

## 2 Standard hang-tags

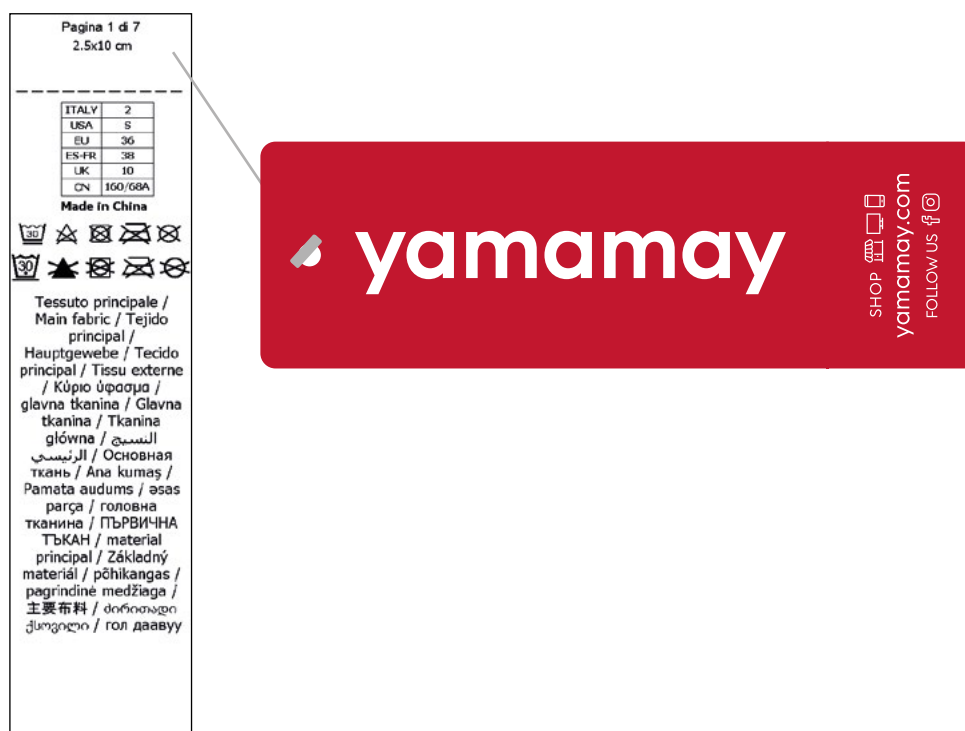
**2.3 Application:** the application is valid for all hang-tags.

Hang-tags have to be applied to the Yamamay label with the use of a tag-pin with recycled and recyclable material.

The tag pin has to be mm 65 long and it must be made with recycled material.



The tag pin has to be inserted into the front central hole of the tag and then in upper/right part of the label. Here below we show you the hang-tag applied to the label.



Supplier must provide the appropriate **material certification** to guarantee what declared.



### 3 Standard barcode

#### 3.1 Standard barcode with price



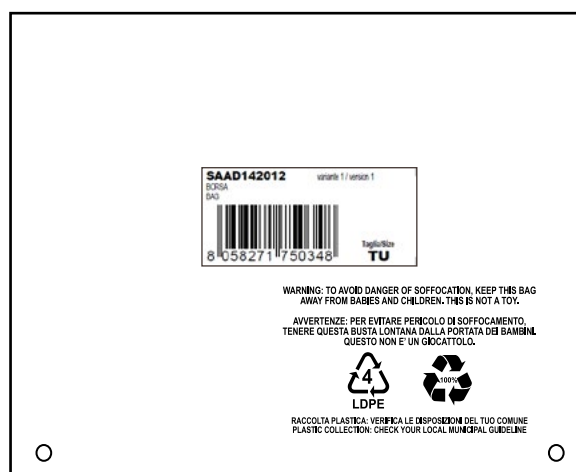
**Application:** Pay attention to apply the sticker matching the small black lines with perforation of the hang-tag.



#### 3.2 Standard barcode without price



**Application:** In the centre of the polybag.



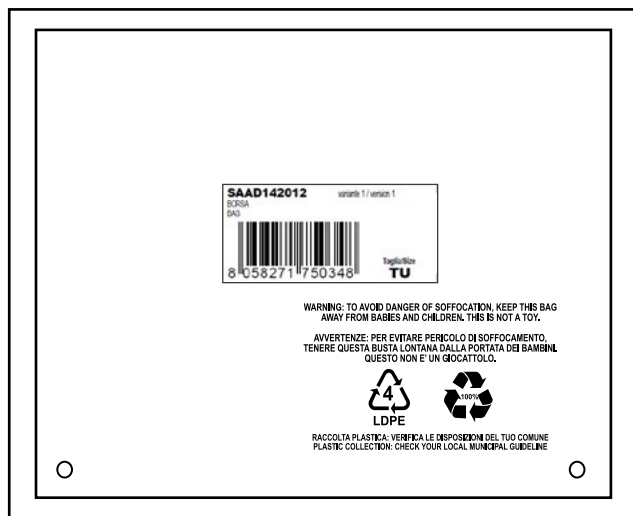
### 3 Standard barcode

#### 3.3 Pre-pack barcode



**Application:** In the centre of the polybag, on the opposite side of single barcodes.

#### FRONT



#### BACK



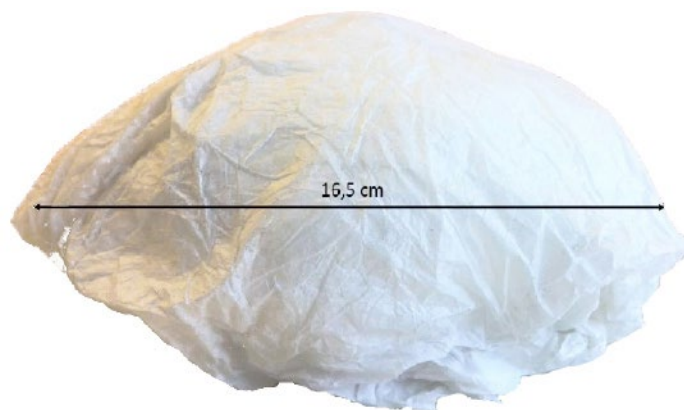
## 4 Additional materials

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### 4.1 Paper balls

For padded garments you have to use paper balls in tissue paper **FSC certified**, diameter cm 16,5.

**Pay attention:** in order to avoid volume waste, this type of ball must be adapted to the garment cup and cover it entirely.



### 4.2 Tissue paper

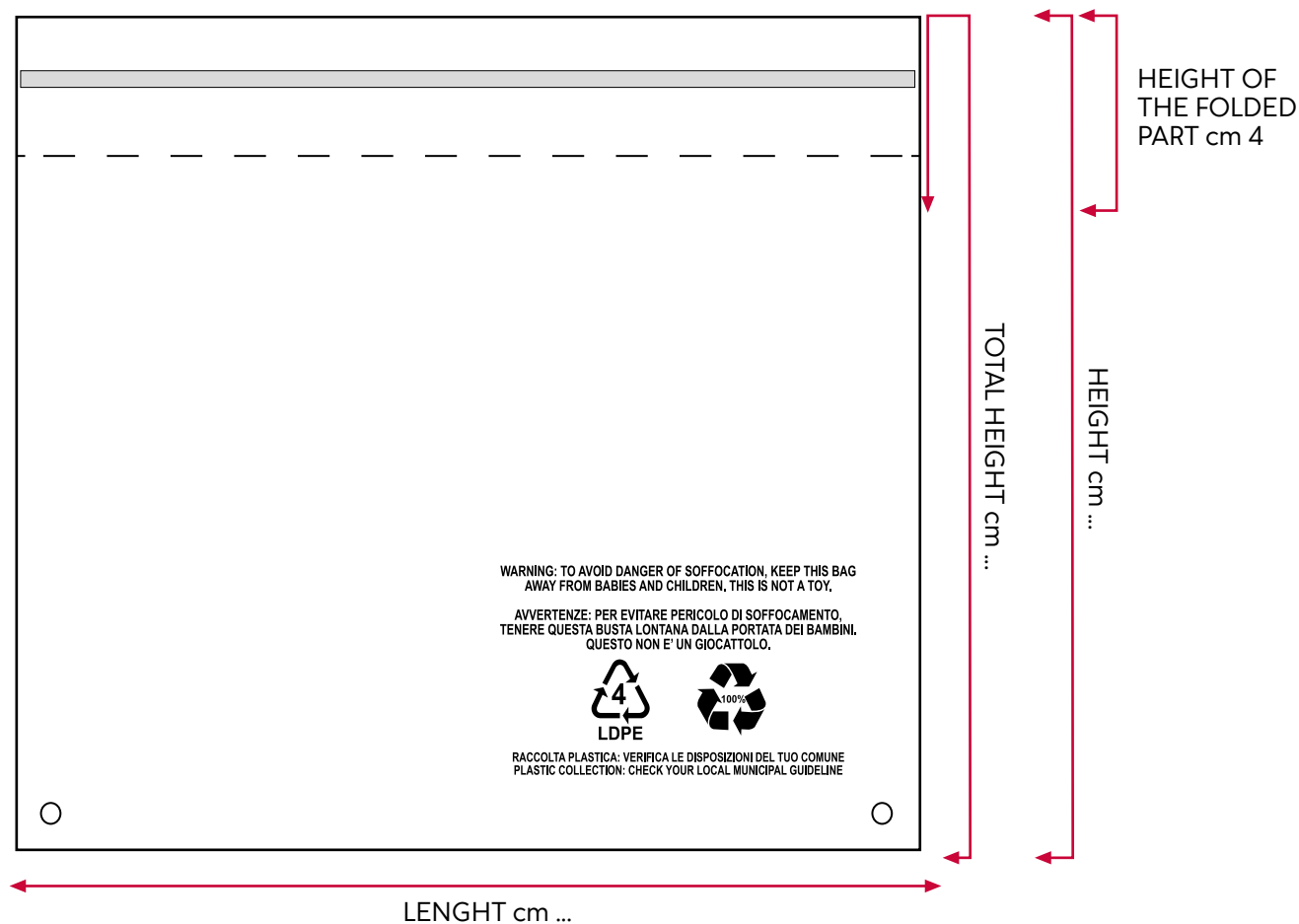
Use the tissue paper **FSC certified** to cover and protect: metal accessories, stass, rubber prints, special decoration, tricot and modal fabrics and between two or more parts of the same style.



## 5 Polybags

### 5.1 Polybags

All polybags must be at least 50% RECYCLED, 100% RECYCLABLE and BHT-FREE (BUTYLATED HYDROXY TOLUENE-FREE)



THE PRINT LAYOUT MUST BE BASED ON THE CERTIFIED MATERIAL AND % OF RECYCLED MATERIAL.

Symbol materials



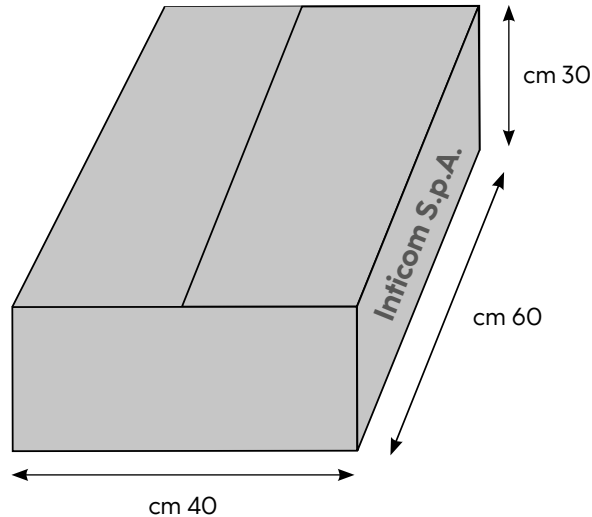
Percentage of recycled material



## 6 Carton boxes

### 6.1 General features

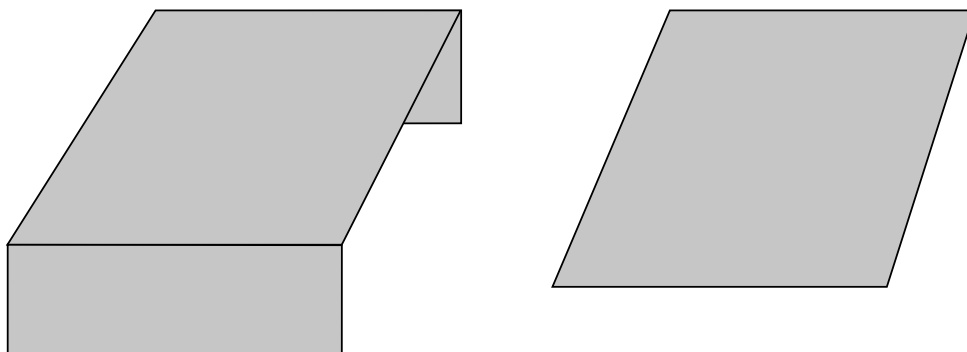
- Dimensions: Length (L) 60 x height (H) 30 x depth (D) 40 cm for all Yamamay articles
- Model: FEFCO0201 o RSC (Regular Slotted Cases); Composition and features: KFFFT/22222/BC
- In the centre of two longest sides of all carton boxes must be printed the write **INTICOM S.p.A.**



In order to avoid water infiltration, You must place always a big plastic bag, which can contain all carton content and one piece of **MICRO-PAK DRI CLAY (33gr - 1Unit)**



**Bridge carton** for all padded bras, bodies, corset and girdle must have the bridge carton to divide the layers and **Flat carton** On top and bottom of each carton box.



### 3 Polybags

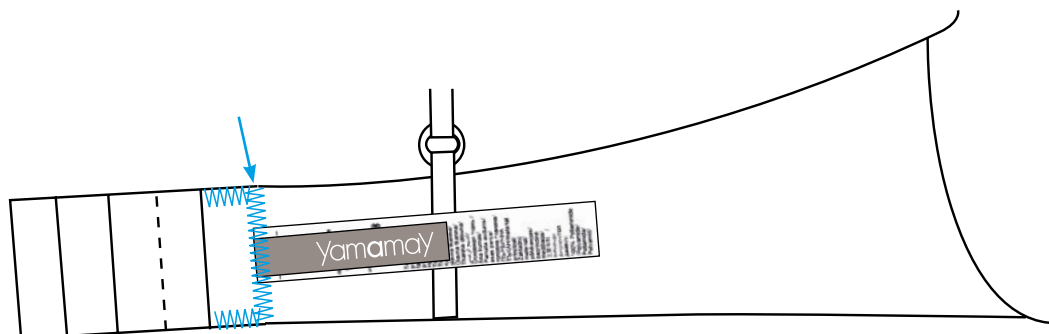
#### 3.2 Polybag dimensions - woman and man

ARTICLE	DIMENSIONS	NOTES
Bras without padding (Balcony, Bandeau, Moulded, triangle, etc...) One-piece swimsuit and body without padded cups, Chemises, Camisoles, Vests	H23xL24 Folded part H4 - folded polybag H19	
Push-up bra and bikini bra, push push-up bra and bikini bra, wireless push-up in sizes 1B-2B-3B-2C	H23xL32 Folded part H4 - folded polybag H19	
Padded balcony bra in sizes 1B-2B-3B-2C and padded triangle bra with high centre front all sizes One-piece swimsuit and body with padded cups (same cups of balcony bras)	H23xL32 Folded part H4 - folded polybag H19	Paper balls inserted in each garment cup
Push-up bras and bikini bras, push push-up bras and bikini bras, wireless push-up in sizes 4B-5B-3C-4C-2D-3D-4D One-piece swimsuit and body with padded cups (same cups of push-up bras)	H25xL40 Folded part H4 - folded polybag H21	
Padded balcony bras in sizes 4B-5B-3C-4C-2D-3D-4D-5C-5D-3E-4E-5E-3F-4F-5F One-piece swimsuit and body with padded cups (same cups of balcony bras)	H25xL42 Folded part H4 - folded polybag H21	Paper balls inserted in each garment cup
Corsets and Girdles	H- xL40 Folded part H4 - folded polybag H- Adapt dimensions on the height of the bones	Paper balls inserted in each garment cup
T-shirt and vest	H34xL28 Folded part H4 - folded polybag H30	
Briefs, Brazilian briefs, knickers, shorts, G-strings, Trunks and Suspender	H19xL15 Folded part H4 - folded polybag H15	

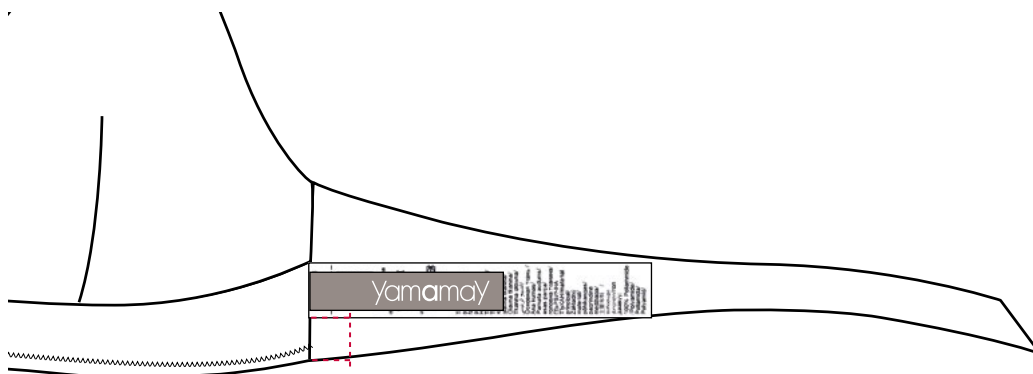
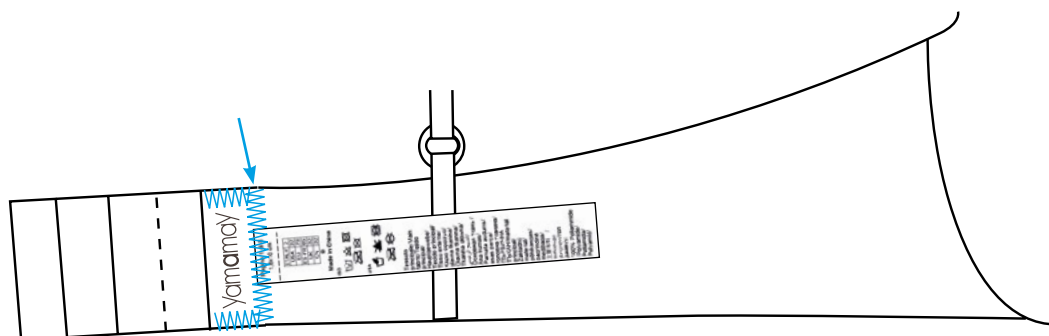
#### 3.3 Polybag dimensions - boy and girl

ARTICLE	DIMENSIONS	NOTES
Briefs, Brazilian briefs, knickers, shorts and Trunks	H19xL15 Folded part H4 - folded polybag H15	
Girl bras in all sizes	H19xL15 Folded part H4 - folded polybag H15	
T-shirt and vest	H34xL28 Folded part H4 - folded polybag H30	

## REGULAR HOOK



## HOOK WITH LOGO

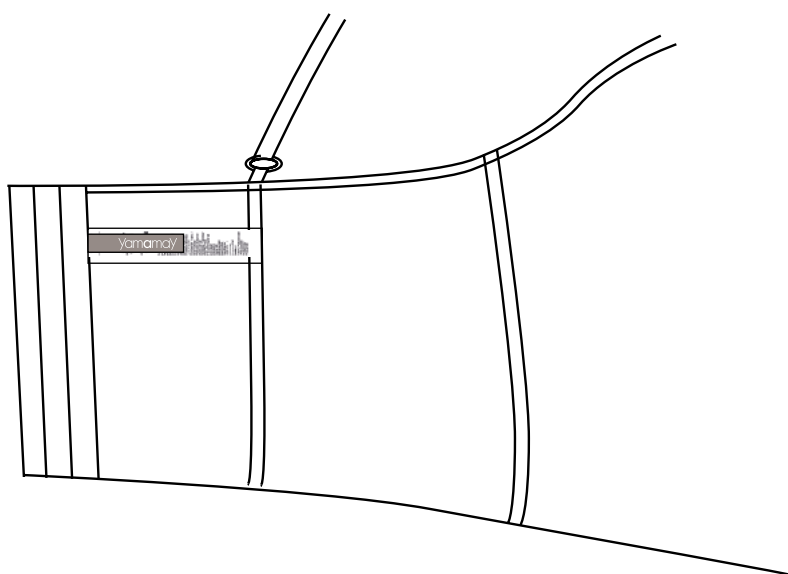
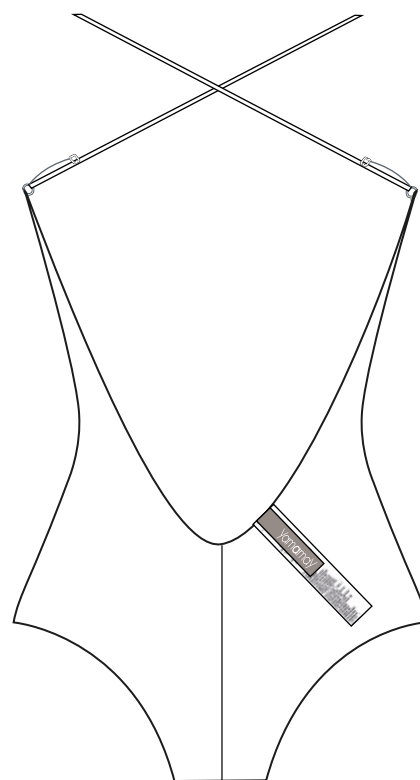
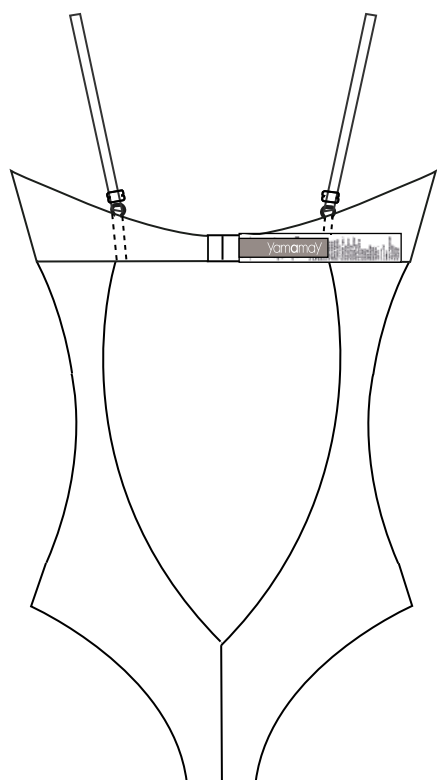


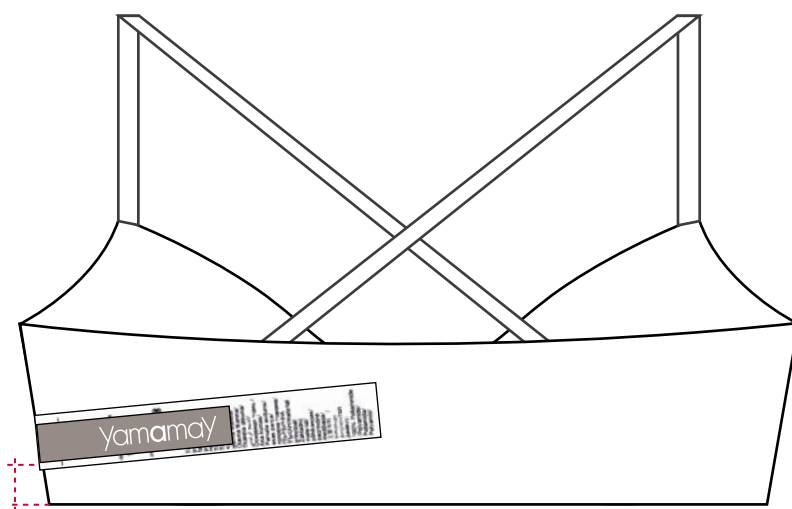


**WITH BACK WINGS AND HOOK:**

Insert both labels inside the seam of the hook, with zig zag stitching in the left-hand side.

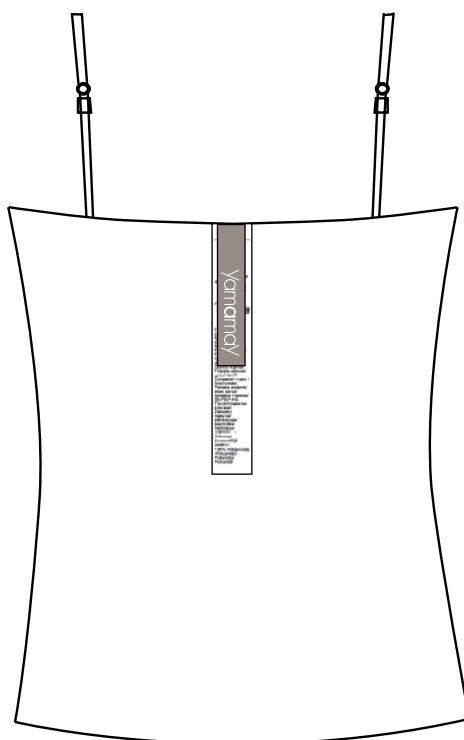
**ASYMMETRICAL/WITHOUT BACK NECKLINE:**



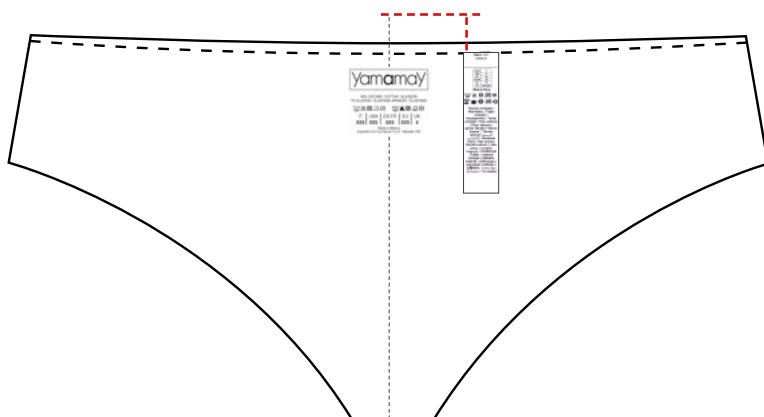
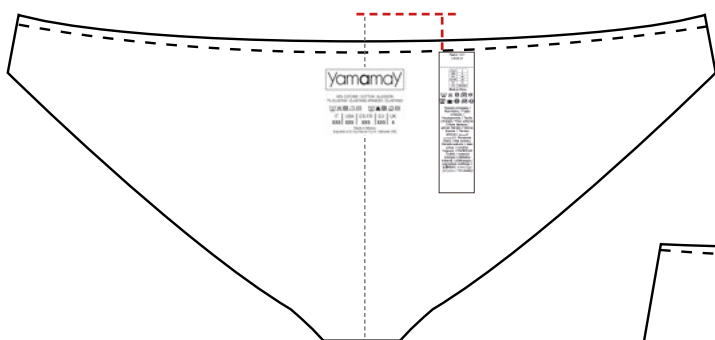
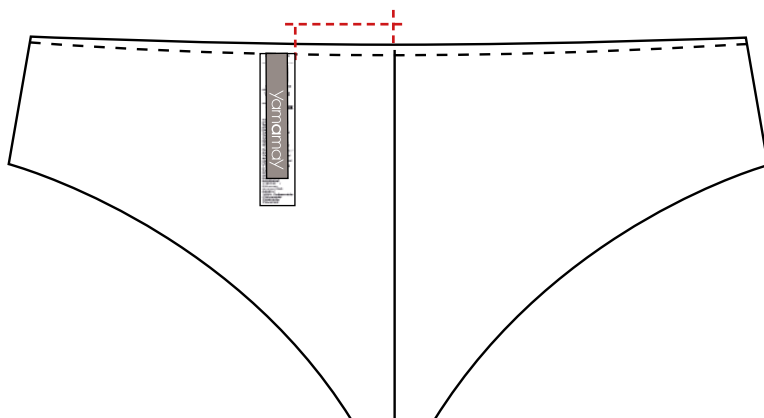
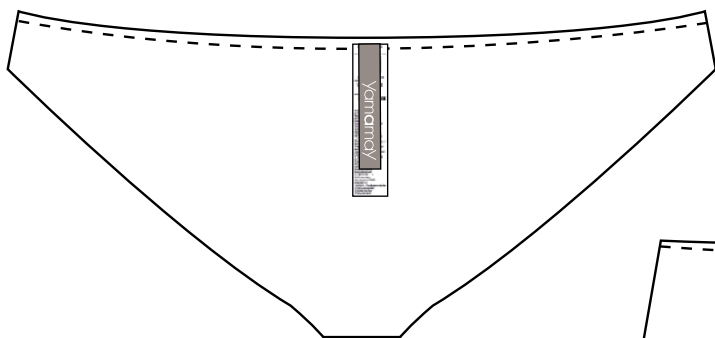


### TOPS, CAMISOLE, BODIES AND BUILT-IN CAMISOLE

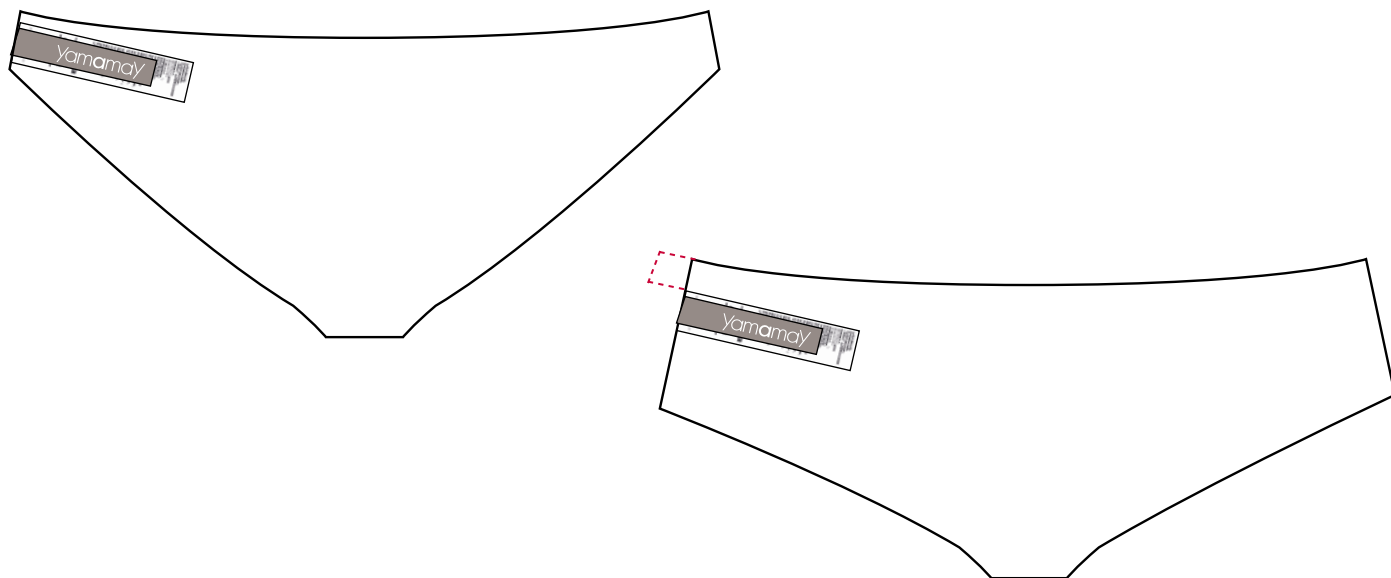
Apply both labels with linear stitching on the centre back neckline seam.



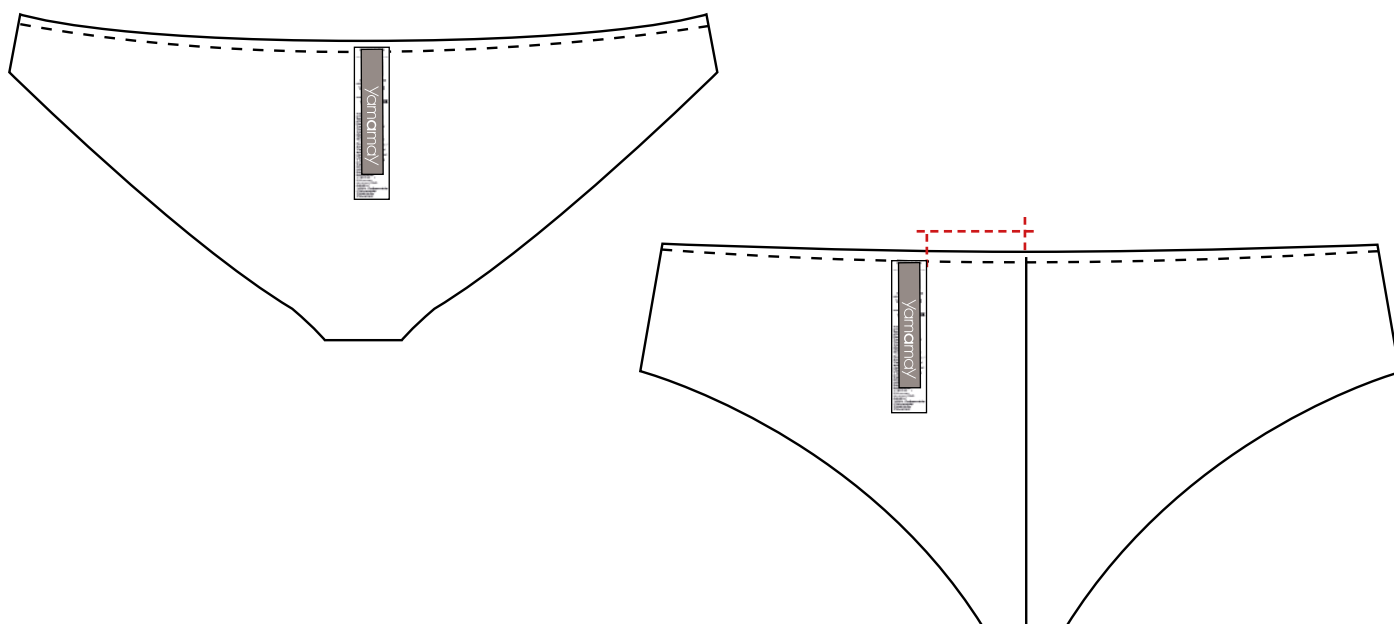
Apply both labels with linear stitching:  
 - if there isn't centre seam, in the centre back waist;

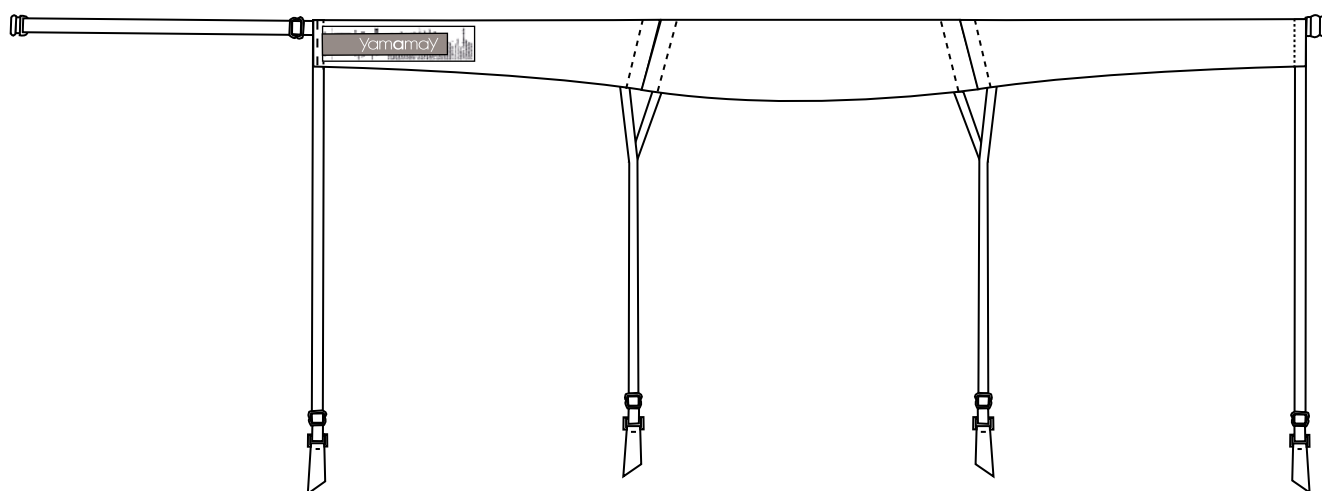
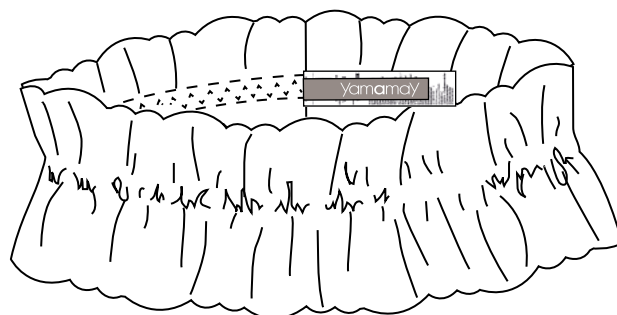


Apply both labels in the left hand-side seam:  
- if the side is low, in the centre;

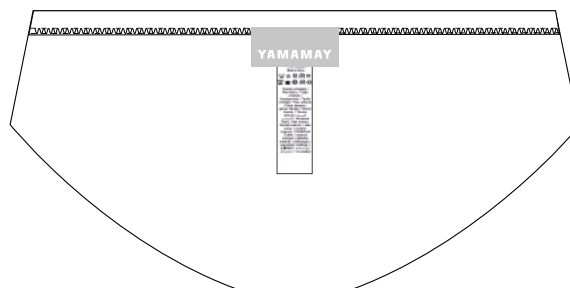
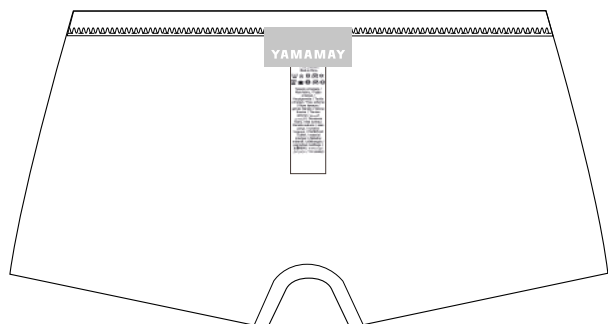


Apply both labels with point zero of the zig-zag stitching, one point for each side:  
- if there isn't centre seam, in the centre back waist, mm2 from the edge;

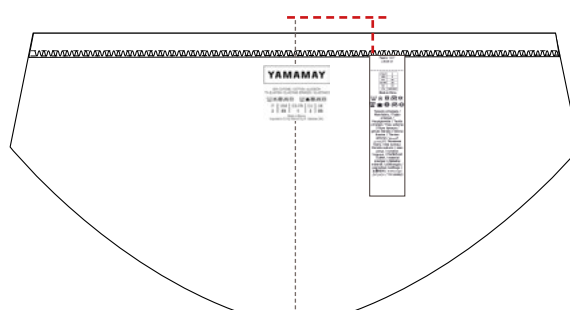
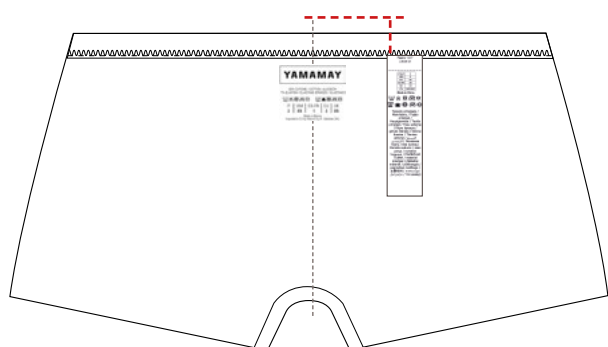




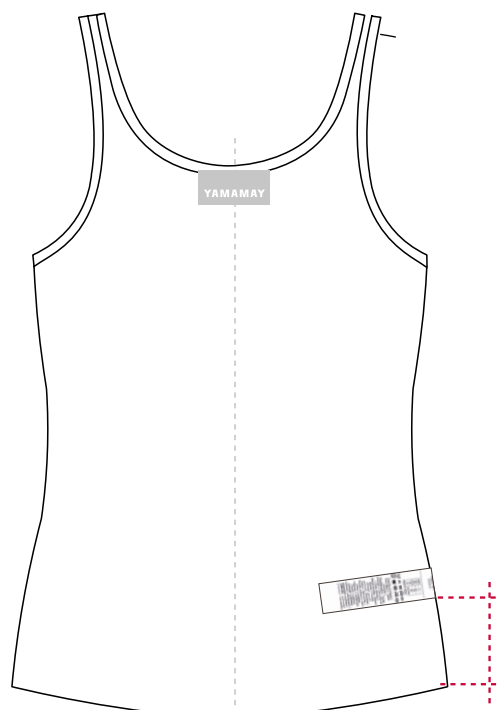
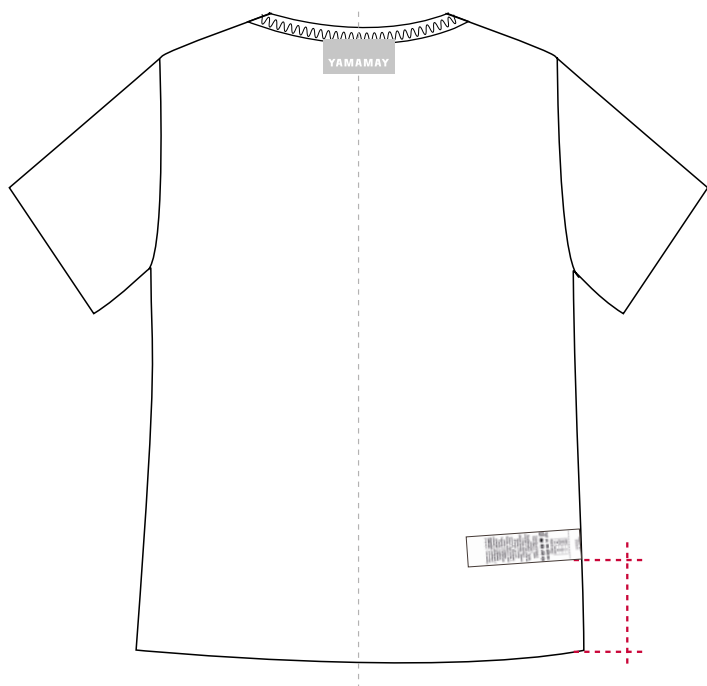




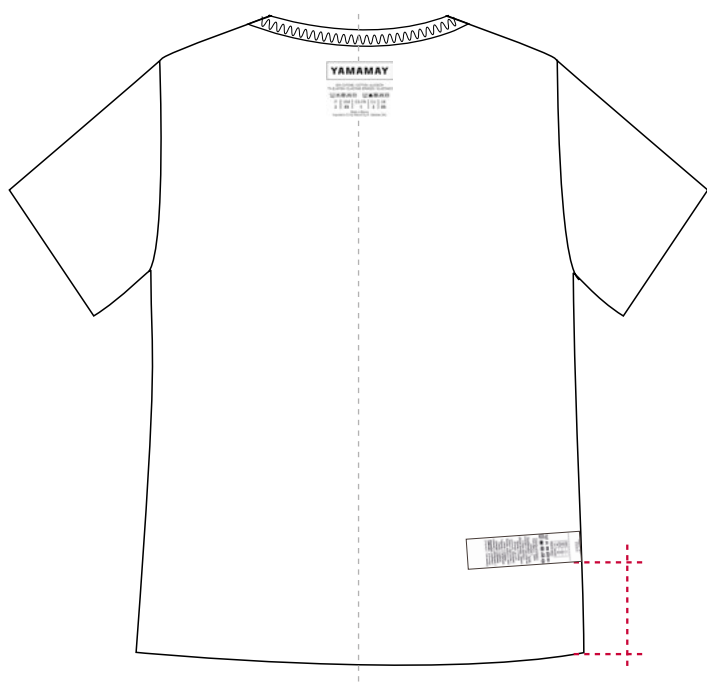
Position the pad print on the centre back.



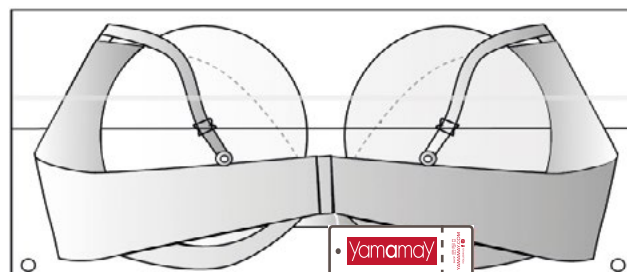
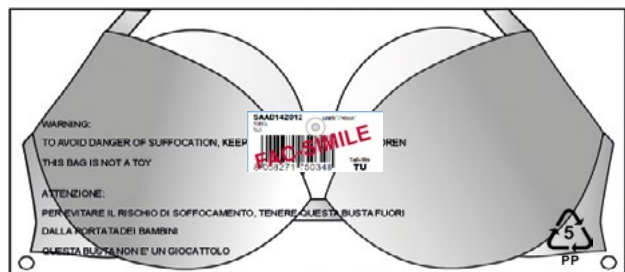
Apply the main label with linear stitching on the centre back seam.



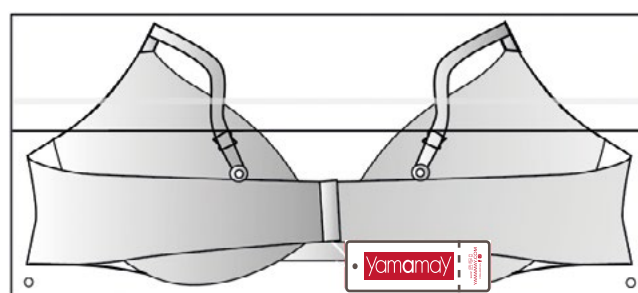
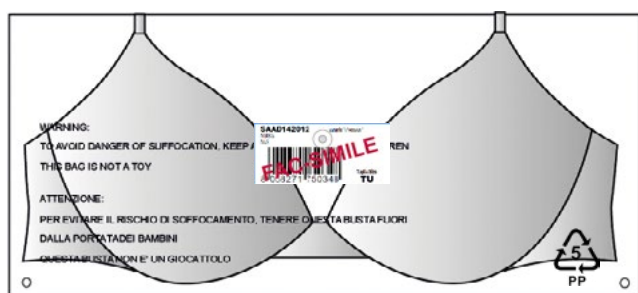
Position the pad print on the centre back.



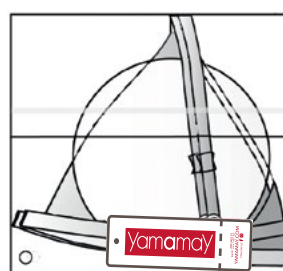
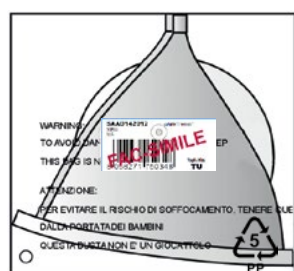
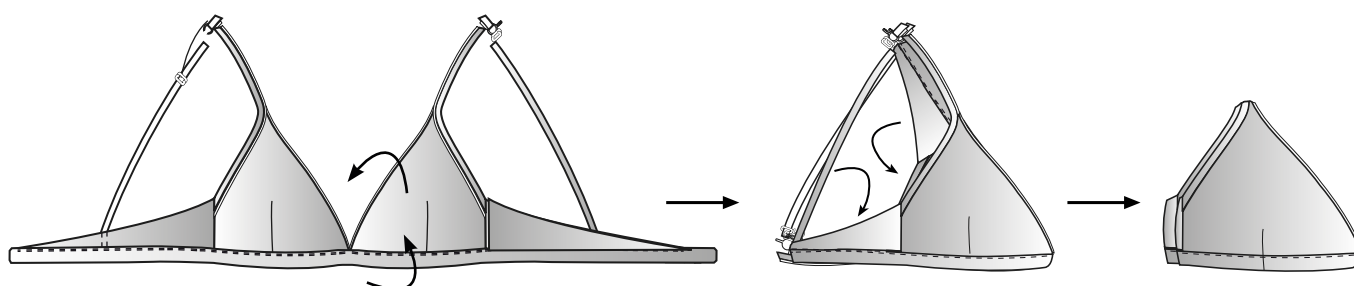
Padded bras (padded balcony bras, padded bandeau bras, padded triangle bra and halter bra with high centre front, etc). With paper balls inserted.



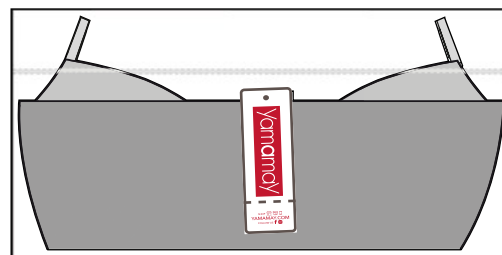
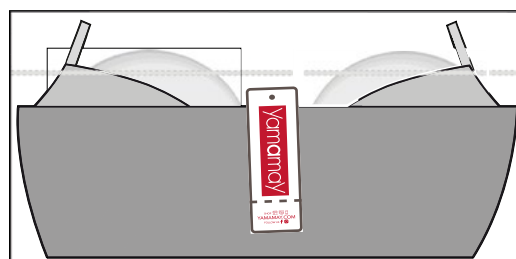
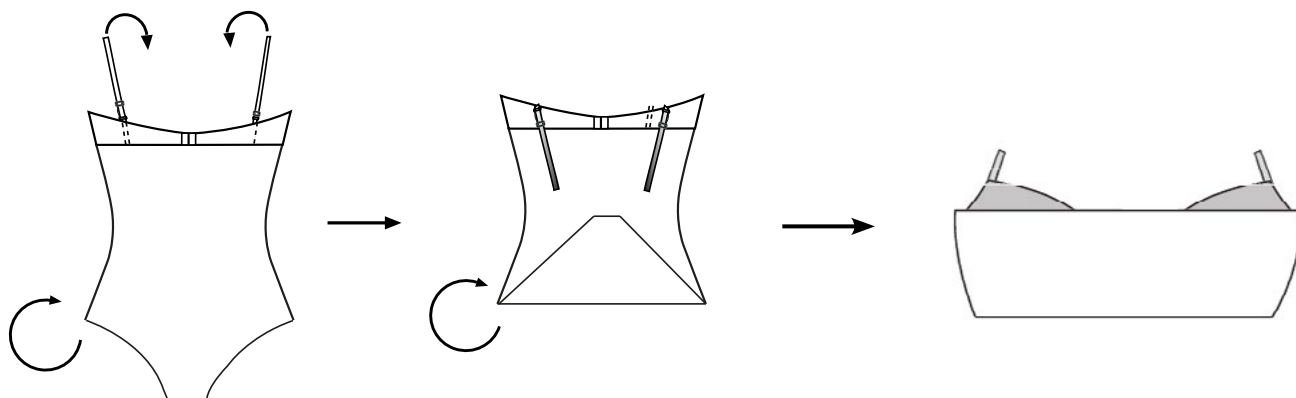
Push up bras, push push up bras and push push up bandeau bras. Without paper balls inserted.



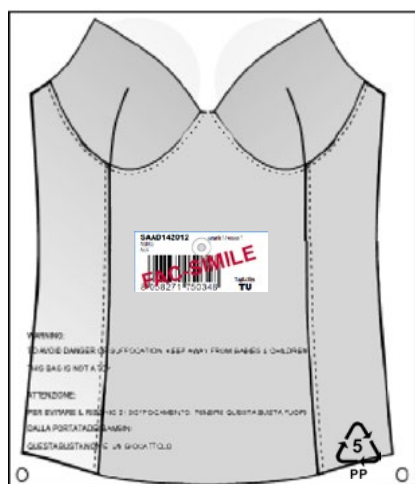
Padded Triangle bra and halter bra with low centre front.



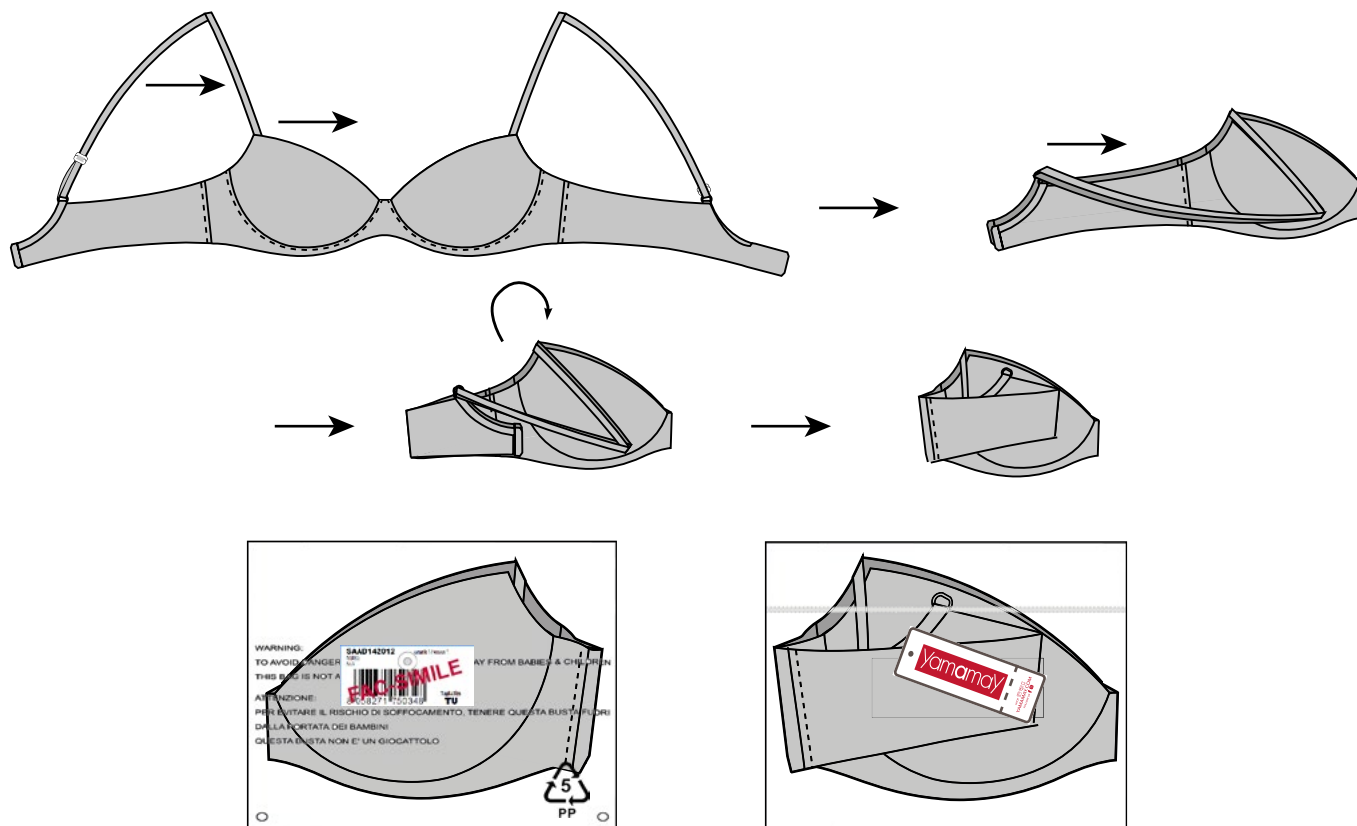
## Body and swimsuit.



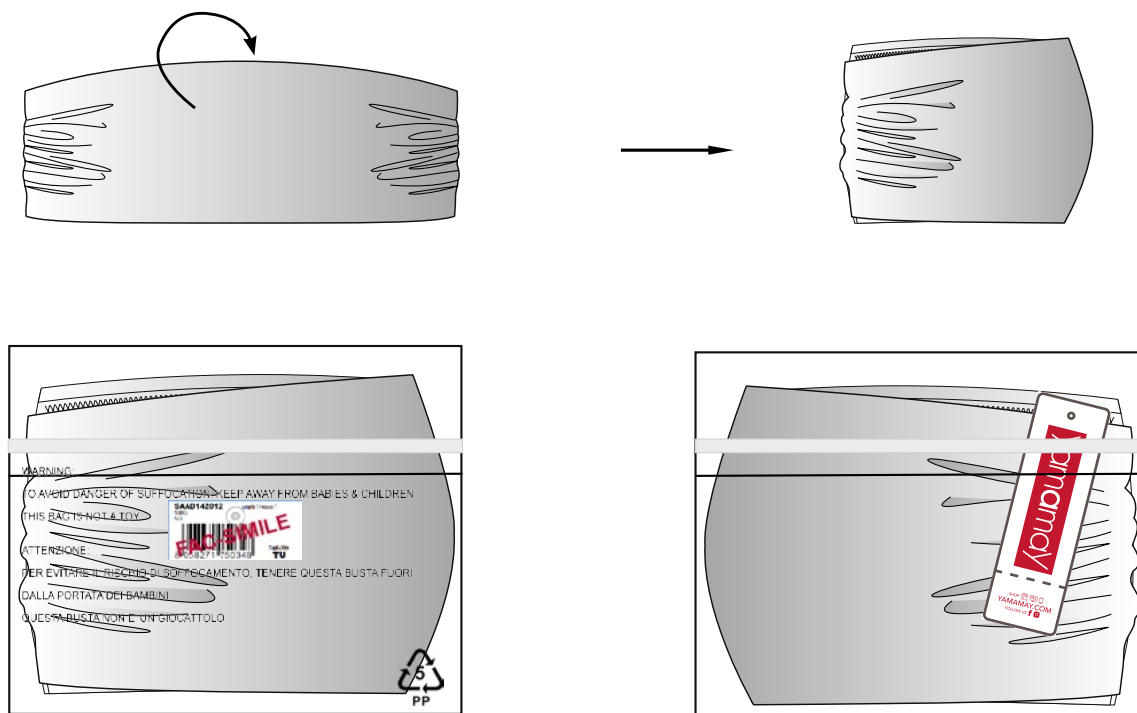
## Padded corset and girdle.



Balcony bra, tringle and halter bras without padding. Without paper balls inserted.

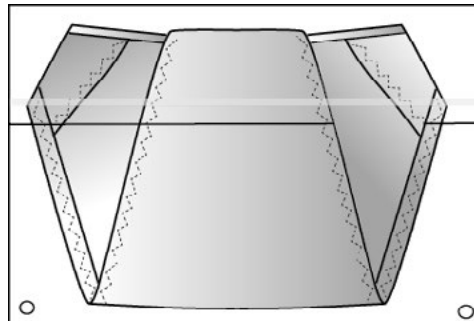


Bandeau bra, bralette and brassiere without padding.

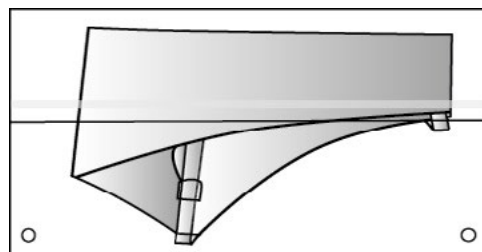
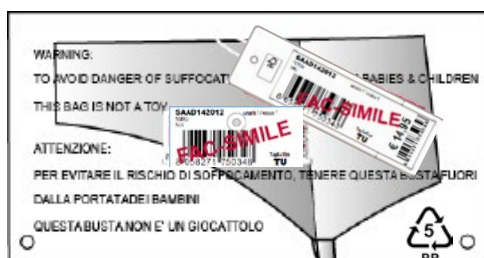




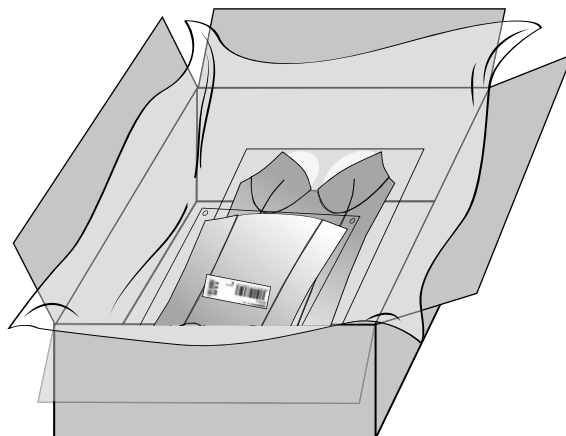
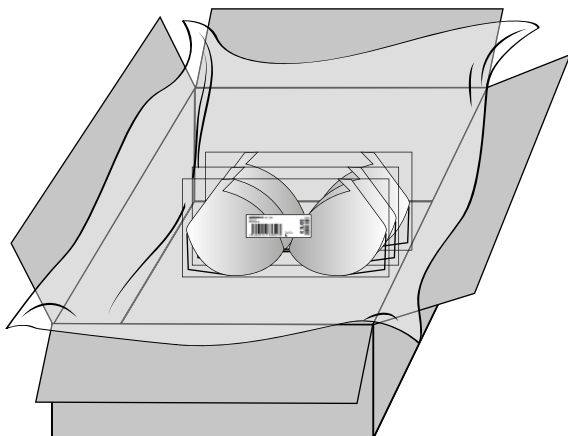
Briefs, tangas and G-strings.



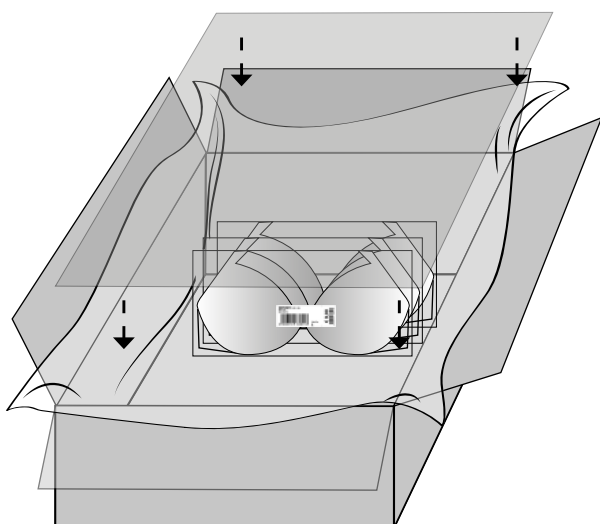
Suspender and garter



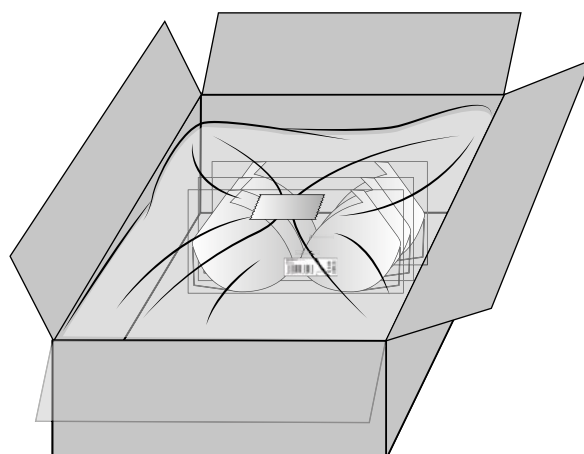
**STEP 1:** Fill the 1<sup>st</sup> layer as shown in the design below.



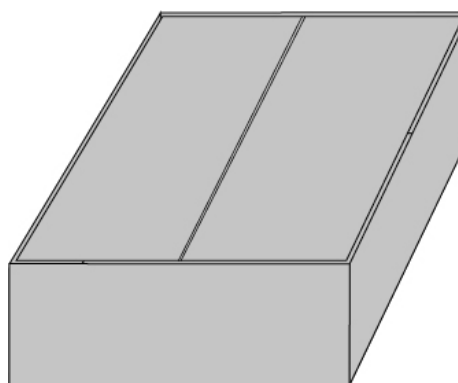
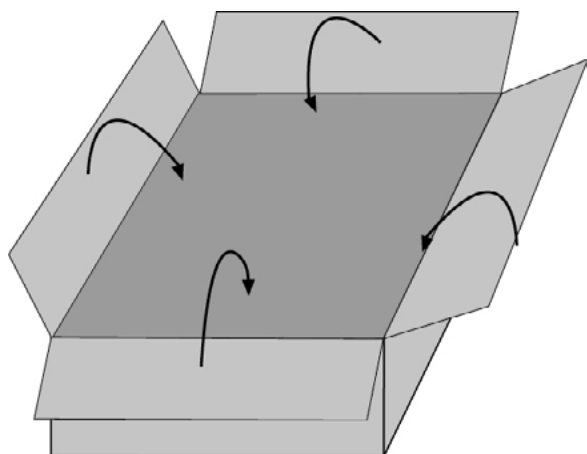
**STEP 2:** Add one BRIDGE carton and fill the



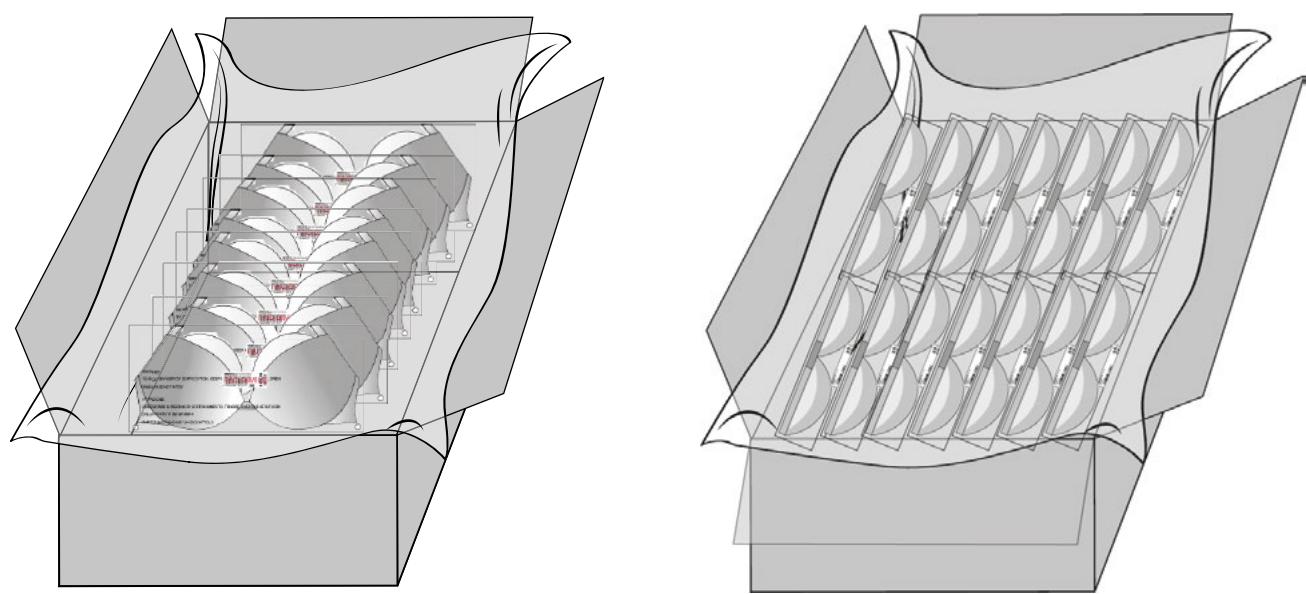
**STEP 3:** Once the carton is completely filled,



**STEP 4:** Add one FLAT carton and close



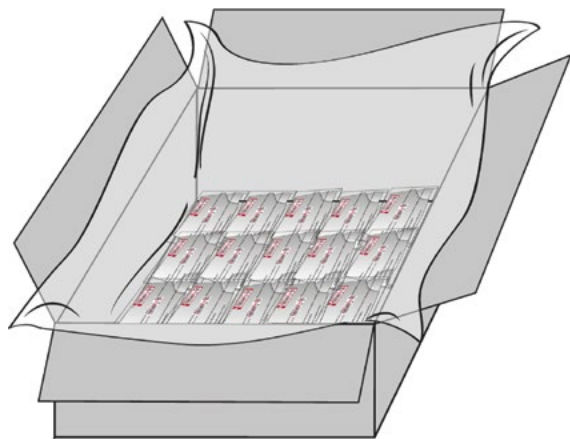
1A,2A,3A, 2B,	<b>Total 32 pcs</b> (16pcs per layer)	<b>Total 32 pcs</b> (16pcs per layer)
	<b>Total 28 pcs</b> (16pcs per layer)	



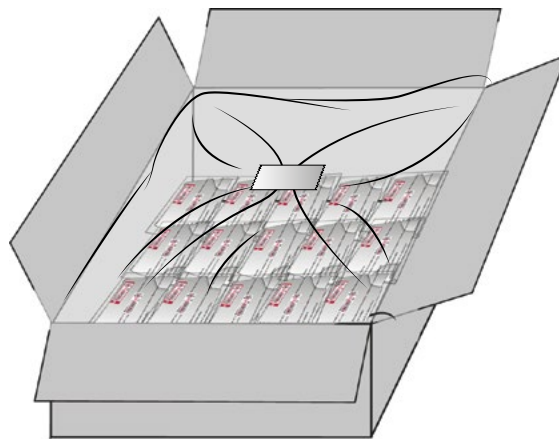
**Pay attention:** the carton box must not remain empty, if you note some empty space, add other garments

## INSTRUCTIONS TO FILL THE CARTONS WITH ALL YAMAMAY GARMENTS EXCEPT THE PAD-

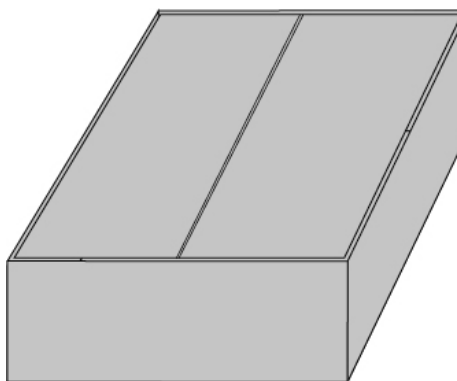
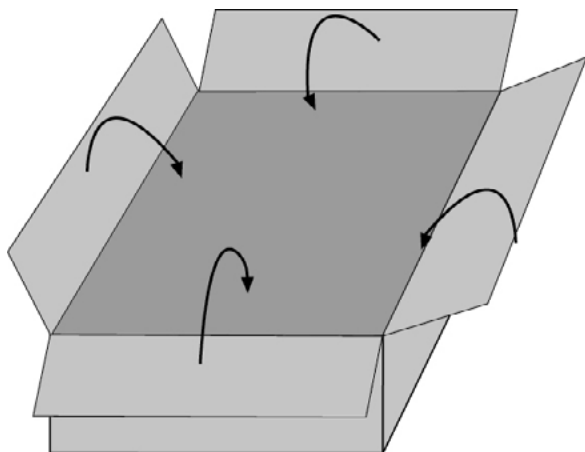
**STEP 1:** Fill the carton box. The garment must not move inside the carton and they must not



**STEP 2:** Once the carton is completely filled,



**STEP 3:** Add one FLAT carton and close



## **All garments must be single packed**

**1<sup>st</sup> Step:** the single barcode sticker must be applied on the hang-tag of each article;

**2<sup>nd</sup> Step:** each article with its hang-tag, barcode and eventual special pack must be put in a single polybag;

**3<sup>rd</sup> Step:** a single barcode without price must be applied on each polybag, in the front side centre.

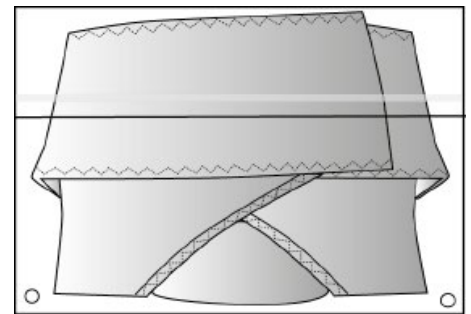
Pay attention: both single barcode stickers, applied on the hang-tag and on the polybag, must be clearly visible from outside.

Do not mix different article codes, colours and sizes in the same carton.

THE BARCODE FILE IN .PDF EXTENSION THAT YOU WILL RECEIVE FROM INTICOM IS TO BE CONSIDERED AS THE CORRECT



Barcode sticker applied to the Yamamay red hang-tag.

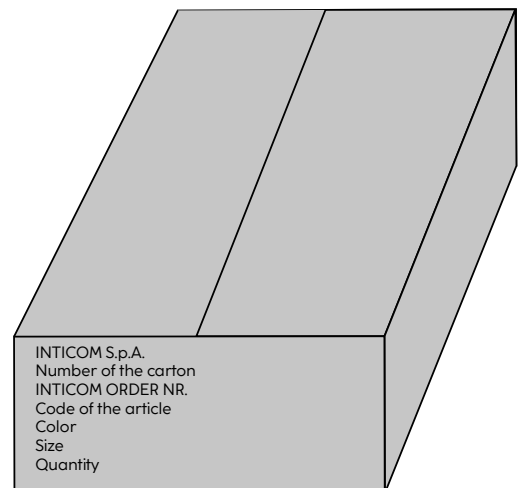


ATTENTION!  
NO ADDITIONAL BARCODES

## **SHIPPING MARKS OF LOOSE PIECES CARTONS:**

Please write on the two smallest sides of the carton:

- INTICOM S.p.A.
- Number of the carton
- INTICOM ORDER NR.
- Code of the article
- Color
- Size
- Quantity
- Gross weight / Net weight





**Woman bras, accessories and one-size articles must be packed in a bigger polybag containing two pieces of each article/size/color.**

#### Prepare single garments:

**1<sup>st</sup> Step:** the single barcode sticker must be applied on the hang-tag of each article;

**2<sup>nd</sup> Step:** each article with its hang-tag, barcode and eventual special pack must be put in a single polybag;

**3<sup>rd</sup> Step:** a single barcode without price must be applied on each polybag, in the front side centre.

Pay attention: both single barcode stickers, applied on the hang-tag and on the polybag, must be clearly visible from outside.

#### Prepare BI-PACK assortment:

**4<sup>th</sup> step:** each bigger polybag must contain two pieces in the same article, size and colour (each size and each color must be packed in different bi-pack polybags).

**5<sup>th</sup> step:** prepare as many polybags as requested in our BI-PACK PAPER and apply the bi-pack barcode on each bi-pack polybag, in the back side centre (on the opposite side of the one showing the single barcode stickers); Pay attention to not cover the barcode sticker with the polybags closure.

Apply an additional bi-pack barcode on both short side of each carton box, near the shipping marks.

**6<sup>th</sup> step:** The remaining pieces must be put loose in other cartons.

Do not mix different article codes, colours and sizes in the same carton.

THE BARCODE FILE IN .PDF EXTENSION THAT YOU WILL RECEIVE FROM INTICOM IS TO BE CONSIDERED AS THE CORRECT

#### SHIPPING MARKS BI-PACK CARTONS:

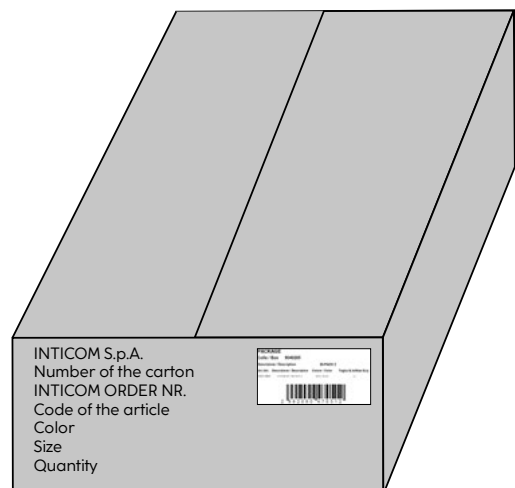
Please write on the two smallest sides of the carton:

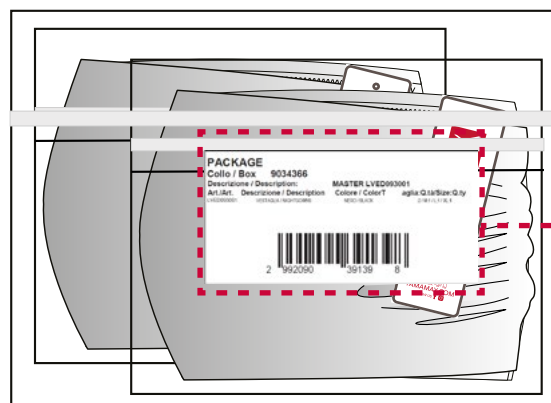
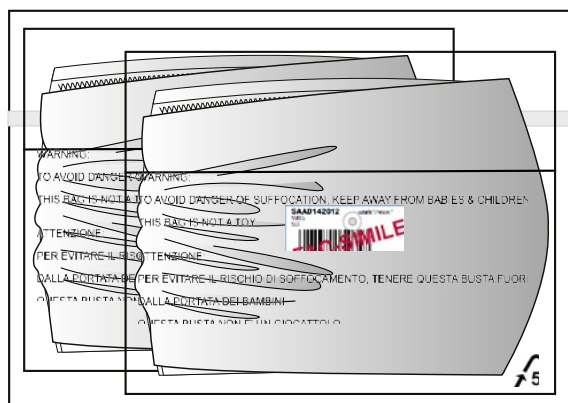
- INTICOM S.p.A.
- Number of the carton
- INTICOM ORDER NR.
- Code of the article
- Bi-pack assortment
- Color
- Quantity (number of bi-pack polybags)
- Gross weight / Net weight

#### SHIPPING MARKS LOOSE PIECES CARTONS:

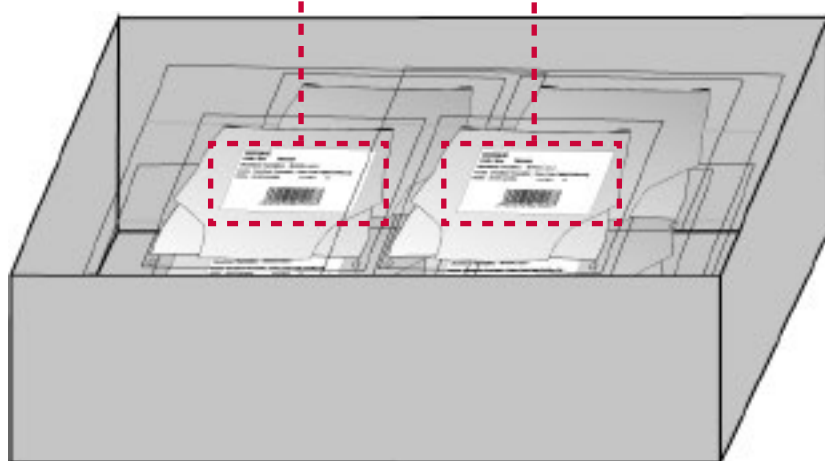
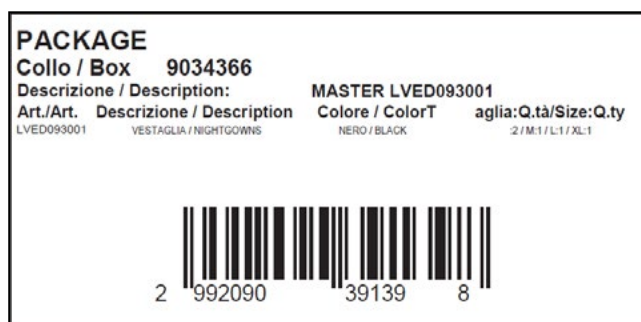
Please write on the two smallest sides of the carton:

- INTICOM S.p.A.
- Number of the carton
- INTICOM ORDER NR.
- Code of the article
- Color
- Size
- Quantity
- Gross weight / Net weight





Bi-pack barcode sticker applied outside the bigger polybag must be positioned in the centre, on the



The bigger polybag must be positioned in the carton with the outside barcode facing upside and

**ATTENTION: IT IS IMPORTANT THAT YOU COMPLY WITH THIS INSTRUCTIONS!**

**All styles except bras, accessories and one-size garments must be packed in a bigger polybag containing all the existing sizes for each colour version.**

**Prepare single garments:**

**1<sup>st</sup> Step:** the single barcode sticker must be applied on the hang-tag of each article;

**2<sup>nd</sup> Step:** each article with its hang-tag, barcode and eventual special pack must be put in a single polybag;

**3<sup>rd</sup> Step:** a single barcode without price must be applied on each polybag, in the front side centre.

Pay attention: both single barcode stickers, applied on the hang-tag and on the polybag, must be clearly visible from outside.

**Prepare ONE PER SIZE assortment:**

**4<sup>th</sup> Step:** each bigger polybag must contain one piece of all existing sizes in each colour version (each color must be packed in a different one per size polybag).

**5<sup>th</sup> Step:** prepare as many polybags as requested in our ONE PER SIZE PAPER and apply the one per size barcode on each one per size polybag, in the back side centre (on the opposite side of the one showing the single barcode stickers); Pay attention to not cover the barcode sticker with the polybags closure.

Apply an additional one per size barcode on both short side of each carton box, near the shipping marks.

**6<sup>th</sup> Step:** The remaining pieces must be put loose in other cartons.

Do not mix different article codes, colours and sizes in the same carton.

**SHIPPING MARKS ONE PER SIZE CARTONS:**

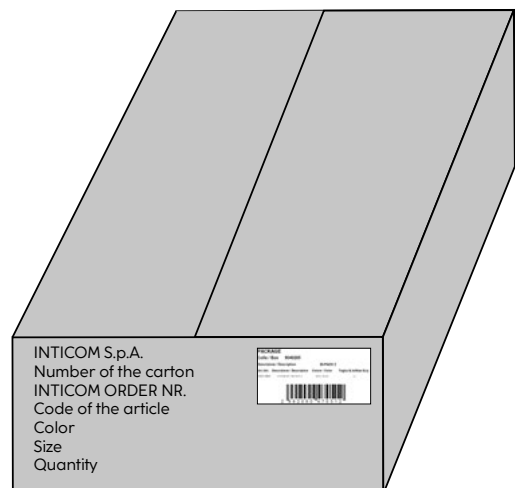
Please write on the two smallest sides of the carton:

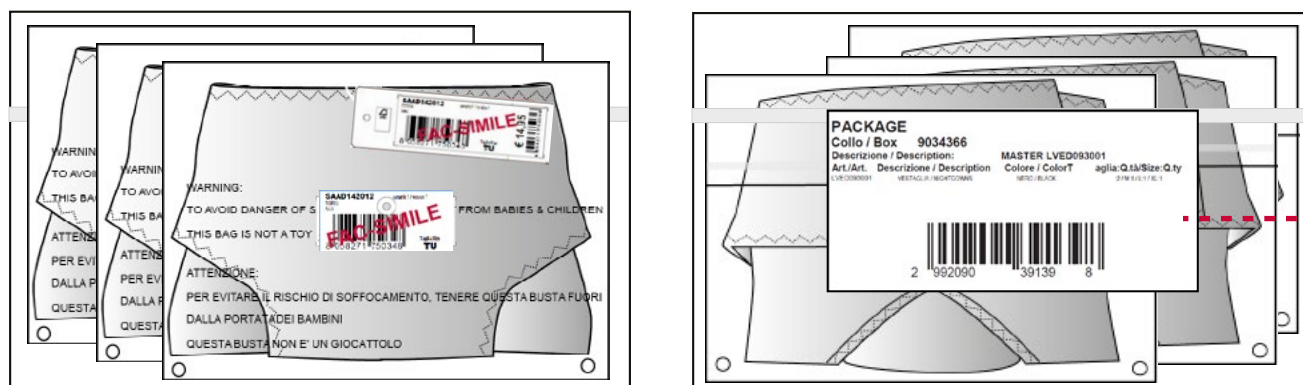
- INTICOM S.p.A.
- Number of the carton
- INTICOM ORDER NR.
- Code of the article
- One per size assortment
- Color
- Quantity (number of one per size polybags)
- Gross weight / Net weight

**SHIPPING MARKS LOOSE PIECES CARTONS:**

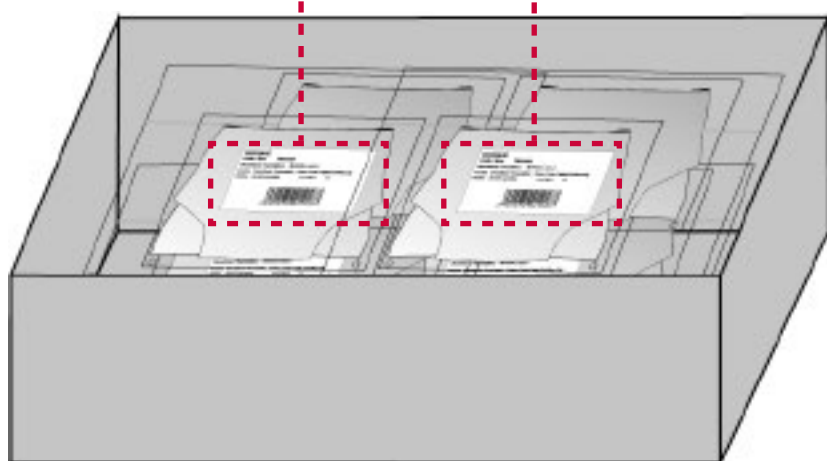
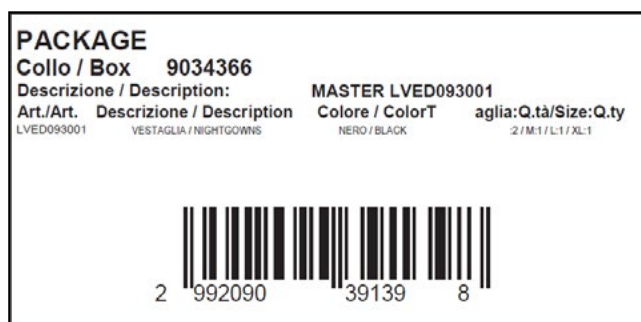
Please write on the two smallest sides of the carton:

- INTICOM S.p.A.
- Number of the carton
- INTICOM ORDER NR.
- Code of the article
- Color
- Size
- Quantity
- Gross weight / Net weight





One per size barcode sticker applied outside the bigger polybag must be positioned in the centre, on



The bigger polybag must be positioned in the carton with the outside barcode facing upside and

**ATTENTION!: IT IS IMPORTANT THAT YOU COMPLY WITH THIS INSTRUCTIONS!  
ANY DISCREPANCY FROM THIS INSTRUCTIONS MEANS THAT WE HAVE TO HANDLE THE GOODS MANUALLY.**

**All requested styles or lines.****Prepare single garments:**

**1<sup>st</sup> Step:** the single barcode sticker must be applied on the hang-tag of each article;

**2<sup>nd</sup> Step:** each article with its hang-tag, barcode and eventual special pack must be put in a single polybag;

**3<sup>rd</sup> Step:** a single barcode without price must be applied on each polybag, in the front side centre.

Pay attention: both single barcode stickers, applied on the hang-tag and on the polybag, must be clearly visible from outside.

**Prepare MASTER assortment:**

**2<sup>nd</sup> Step:** each bigger polybag must contain all articles, sizes and colors requested in our MASTER PAPER.

**3<sup>rd</sup> Step:** prepare as many polybags as requested in our MASTER PAPER and apply the master barcode on each master polybag, in the back side centre (on the opposite side of the one showing the single barcode stickers), pay attention to not cover the barcode sticker with the polybags closure.

If the assortment fills all the carton box, the master barcode has to be placed outside the carton box, near the shipping marks.

**4<sup>th</sup> Step:** The remaining pieces must be put loose in other cartons.

Do not mix different article codes, colours and sizes in the same carton.

THE BARCODE FILE IN .PDF EXTENSION THAT YOU WILL RECEIVE FROM INTICOM IS TO BE CONSIDERED AS THE CORRECT

**SHIPPING MARKS MASTER CARTONS:**

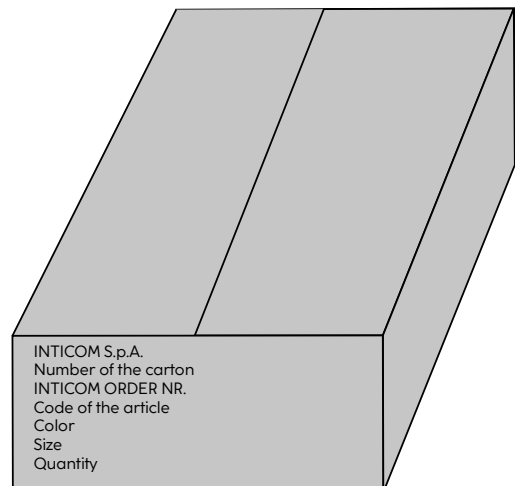
Please write on the two smallest sides of the carton:

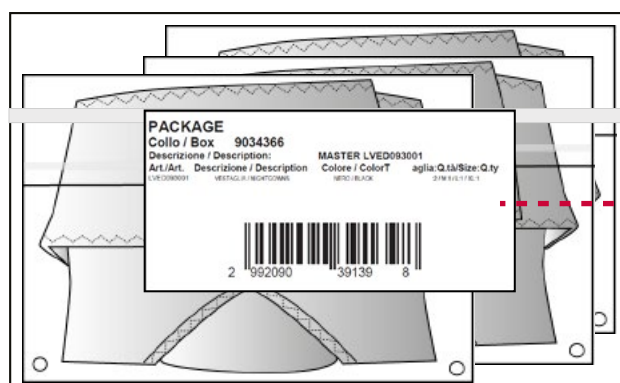
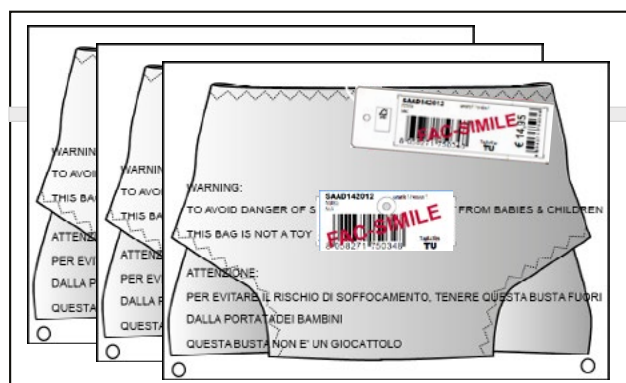
- INTICOM S.p.A.
- Number of the carton
- INTICOM ORDER NR.
- Code of the article
- Master assortment
- Color
- Quantity (number of master polybags)
- Gross weight / Net weight

**SHIPPING MARKS LOOSE PIECES CARTONS:**

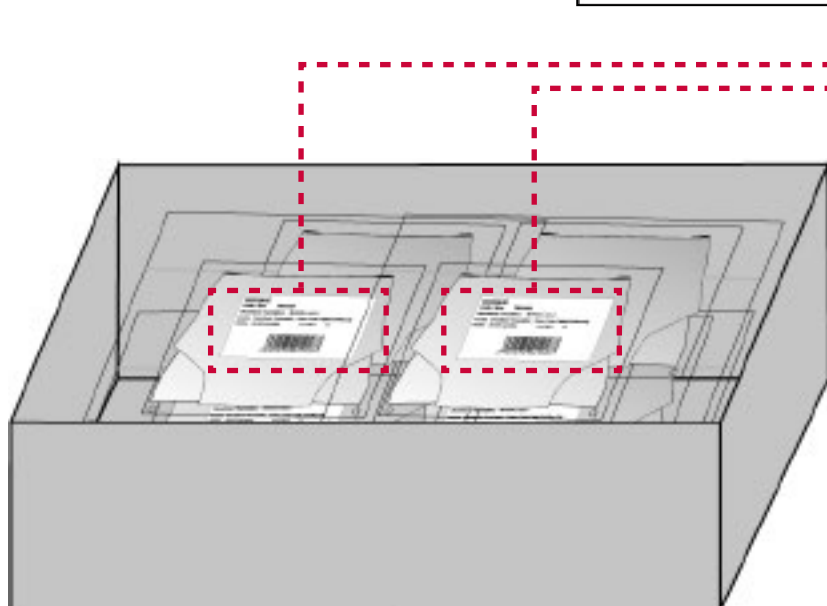
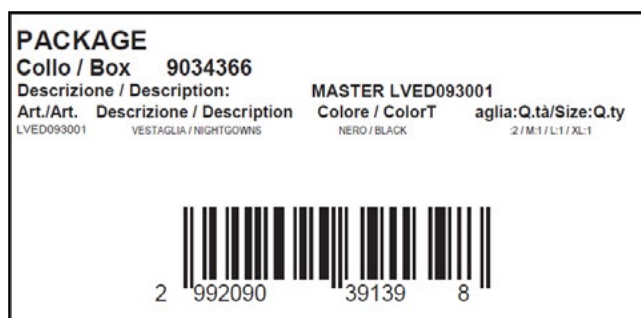
Please write on the two smallest sides of the carton:

- INTICOM S.p.A.
- Number of the carton
- INTICOM ORDER NR.
- Code of the article
- Color
- Size
- Quantity
- Gross weight / Net weight





MASTER barcode sticker applied outside the bigger polybag containing all the master assortment pieces, on the opposite side of the barcodes on the garment polybag in the centre.  
Please take note, if the assortment fills all the carton box the master barcode has to be placed outside



The bigger polybag must be positioned in the carton with the outside barcode facing upside and

**ATTENTION: IT IS TOP IMPORTANT THAT YOU COMPLY WITH THIS INSTRUCTIONS!  
ANY DISCREPANCY FROM THIS INSTRUCTIONS MEANS THAT WE HAVE TO HANDLE THE GOODS MANUALLY.**

**Bottom part of Basic lines and some Basic accessories shall be packed in a polybag containing two or more pieces in the same colour and size of an article.**

**Prepare INNER garments:**

**1<sup>st</sup> Step:** the single barcode sticker must be applied on the hang-tag and/or special pack of each article;

**2<sup>nd</sup> Step:** each polybag must contain two or more pieces in the same article, size and colour.

**3<sup>rd</sup> Step:** prepare all the production in inner polybags and apply the inner barcode on each inner polybag, in the back side centre (on the opposite side of the one showing the single barcode sticker with price). Pay attention to not cover the barcode sticker with the polybags closure.

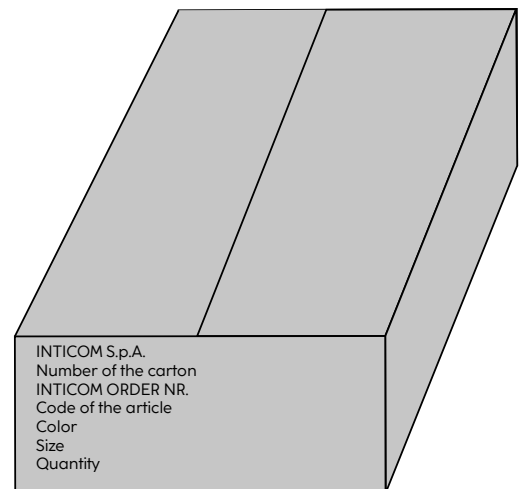
Do not mix different article codes, colours and sizes in the same carton.

THE BARCODE FILE IN .PDF EXTENSION THAT YOU WILL RECEIVE FROM INTICOM IS TO BE CONSIDERED AS THE CORRECT FILE FOR THE PRINT. YOU MUST USE THE ORIGINAL LAYOUT TO AVOID ANY CONTENT MISTAKE. WE CANNOT ACCEPT ANY

**SHIPPING MARKS INNER CARTONS:**

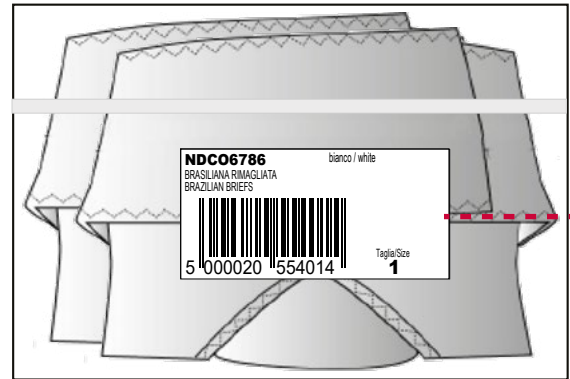
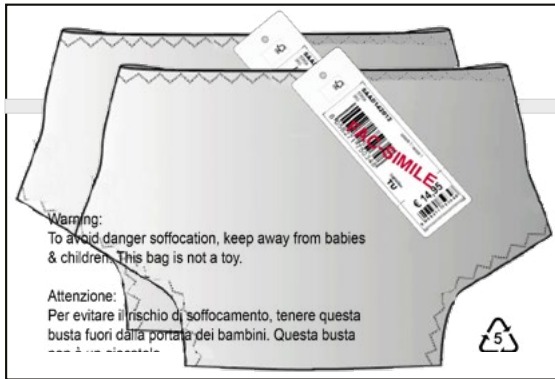
Please write on the two smallest sides of the carton:

- INTICOM S.p.A.
- Number of the carton
- INTICOM ORDER NR.
- Code of the article
- Inner assortment
- Color
- Quantity (number of Inner polybags)
- Gross weight / Net weight

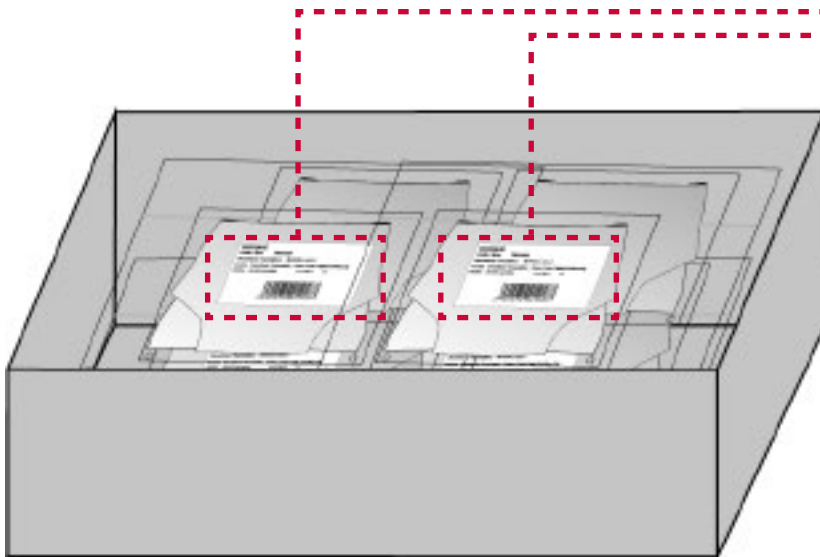


**ALL ARTICLES MUST BE PACKED AS INNER, NO ARTICLE CAN BE PACKED AS SINGLE PIECE**





The Inner barcode sticker must be applied in the centre of the back of the polybag and of the opposite



The bigger polybag must be positioned in the carton with the outside barcode facing upside and

**ATTENTION: IT IS TOP IMPORTANT THAT YOU COMPLY WITH THIS INSTRUCTIONS!  
ANY DISCREPANCY FROM THIS INSTRUCTIONS MEANS THAT WE HAVE TO HANDLE THE GOODS MANUALLY.**

Please contact **packaging@yamamay.com** for any technical information/doubt.

Date: \_\_\_\_\_

Supplier's company name: \_\_\_\_\_

Supplier's address : \_\_\_\_\_

VAT Code : \_\_\_\_\_

Seal and Signature for acceptance

#### NOTE ON NON APPLICABILITY

Please report any points that do not apply to this Charter of Values in order to achieve greater transparency and supply chain collaboration



