Guideline for the creation of Material Data Sheets in the International Material Data System (IMDS) for Swoboda

1. General

This guideline is intended as assistance for the creation of MDS. It describes the formal and content requirements for MDS of purchase parts that are delivered to the Swoboda Group.

Legal regulations and the IMDS Recommendations are not affected by this guideline and continue to apply.

2. Object

With this guideline we will create a uniform standard for the Material Data System of the Swoboda Group. The clear definition of our requirements allows systematic data exchange along the complete MDS approval process.

3. IMDS-ID

Plant	IMDS-ID	Location	Country
Swoboda Wiggensbach KG	4599	Wiggensbach	Germany
Swoboda Schorndorf KG	4673	Schorndorf	Germany
Swoboda Inc.	19968	Grand Rapids	USA
Swoboda CZ, s.r.o.	8160	Jihlava	Czech Republic
Swoboda Stamping, s.r.o.	33902	Jihlava	Czech Republic
Swoboda (Kunshan) Co.	137536	Kunshan	China
Swoboda Timisoara S.R.L.	120514	Timisoara	Romania
Swoboda Sibiu S.R.L.	156045	Cisnadie	Romania
Swoboda Mechatronics SA de CV	157914	San Juan del Río	Mexico

4. Content Requirements

4.1. Weight tolerance

The entered tolerance shall not exceed +/- 5%.

4.2. Weight deviation

The weight deviation is the difference between the measured and calculated weight. Weight deviations that exceed +/- 5% will generally be rejected.

4.3. Structure

The requirements for the structure of a MDS are defined in the guideline of the IMDS-Committee. In general there is only one symbol type allowed in each level.

a.   Component

A component consists of one or more semi-components or a material or further components.

b.   Semi-Component

A semi-component consists of one or more materials or further semi-components.

c.   Material

A material consists of one or more basic substances or further materials.
The **latest published** data sheets from the „IMDS-Committee" [ID 423] or from the IMDS-Committee/ILI Metals [ID 18986] or from the „Stahl und Eisenliste" [ID 313] have to be used for materials with the classification 1.1 until 2.1.2, 3.1 and 3.2.

The name of the material and the symbol have to be the same.

The name of the material and the trade name may not be the same.

The question "Does the material contain recyclate?" may not remain unanswered.

d.   Basic Substance

Basic substances can't be generated but are available for choice in the IMDS system. Special cases are confidential substances (Joker / Wild Cards) and declarable substances (i.e. lead).

MDS that contain deleted basic substances will not be accepted.

e.   Polymer Material

The declaration for polymer material must be answered. Otherwise the MDS will be rejected.

5. Formal Requirements

5.1. "Part/Item No."

The Swoboda drawing number has to be entered here. The format of the "Part/Item No." must be according to the Swoboda drawing.

For catalogue goods the "Part/Item No." has to be according the Swoboda order.

5.2 "Description"

The description of the component needs to be in **German / English**. If the description in English is missing the MDS will be rejected.

5.3 "Drawing No.", "Drawing Dated" and "Drawing Change Level"

"Drawing No.", "Drawing Dated" and "Drawing Change Level" are to be found on the Swoboda drawing.

If the "Drawing No." and „Drawing Dated" information is missing the MDS will be rejected.

5.4 "Report" and "Report Date"

"Report" and "Report Date" need to be filled in here.

5.5 "Supplier Code"

Your Supplier Code / DUNS No. needs to be filled in here.

5.6 "Forwarding allowed"

This point must be marked with "Yes". It is mandatory to allow forwarding the MDS, since it is used for the MDS of the Swoboda product which will then be delivered to its customer.

6. Change of MDS

In general for the change management the IMDS guideline is valid. The supplier has to update his MDS as soon as of the following changes occur.

- Change of the material
- Change of the weight
- Change of any relevant legal regulation
- Change of the drawing index