



STG - Systems

Server Packaging Instructions : X260 7U Rack (MT 8865) - Molded Cushion Solution

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Procedure Description

Body

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Procedure Text

NOTE:

This document is designed to be used on-line. You are responsible to use only the "Production" version on-line.

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IMPORTANT NOTICE: The Federal Aviation Administration requires certification that packages shipped by air do not contain explosives, hazardous materials, incendiaries or other destructive devices. Therefore, just prior to sealing the carton, you must inspect its contents to confirm that it contains only parts specified on the IBM bill of materials. If the contents meet specifications, then seal the carton with IBM logo tape or another tamper evident indicator specified on the bill of materials. The logo tape or tamper evident seal will indicate that the carton can be certified to meet FAA standards for air shipment. If you discover parts or devices that appear suspicious (whether or not potentially explosive), carefully secure the carton on the line and notify IBM management promptly.

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- Information contained in this document is for reference purposes only.
- Process and Part Numbers may vary in each manufacturing location.
- Refer to local site procedures and Bill of Materials for any substitutions.
- No deviation is to be made to the overall assembly without prior written approval from the responsible Packaging Engineer.

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## Section 1 - Applicable Systems, MTM Listing

These packaging instructions apply to the following machine types:

**Server**  
**8865 - x260 (Rack Models)**

**NOTE: TOWER MODELS REFERENCE QMX DOCUMENT SG-P-01190**

## Section 2 - Unit Packaging

2.1 Inspect system to make sure there are no scuffs or scratches on unit.

2.2 Make sure voltage setting is correct.



2.3 Set up bottom tray (01R4034) as shown.

Pre-stretch Sanstrap to aid in assembly.

Fold one end and two side flaps up.

Place Sanstrap (37L7558) inside notches in the front and side flaps.

Lift rear flap and stretch Sanstrap along the side flaps and place inside notches in rear flap.

(Scan tray Barcode if prompted by DFC).

Place bottom tray on half pallet.

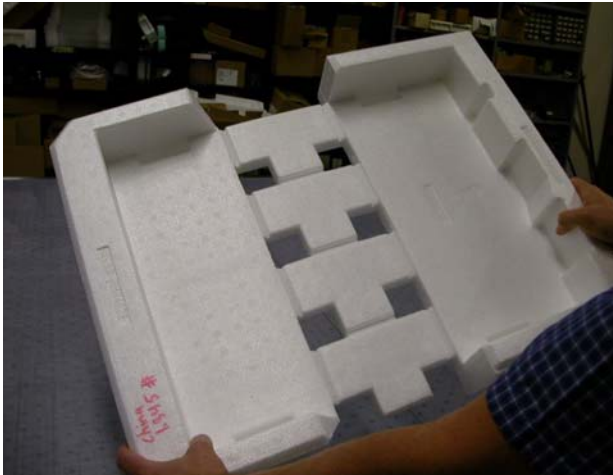
**NOTE: THE OUTSIDE EDGE OF TRY MUST BE CENTERED ON THE PALLET**  
**NOTE: EACH SERVER MUST SHIP (ONE SERVER TO A HALF-PALLET)**  
**(P/N 6038888 OR P/N 7373961) PALLET PART NUMBERS MAY VARY**  
**BY MANUFACTURING LOCATION**

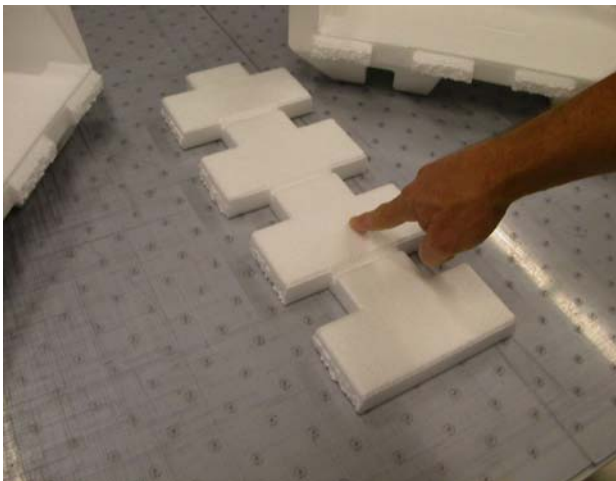
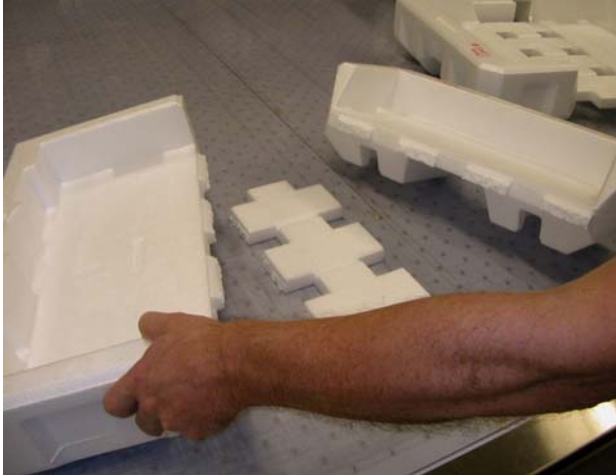


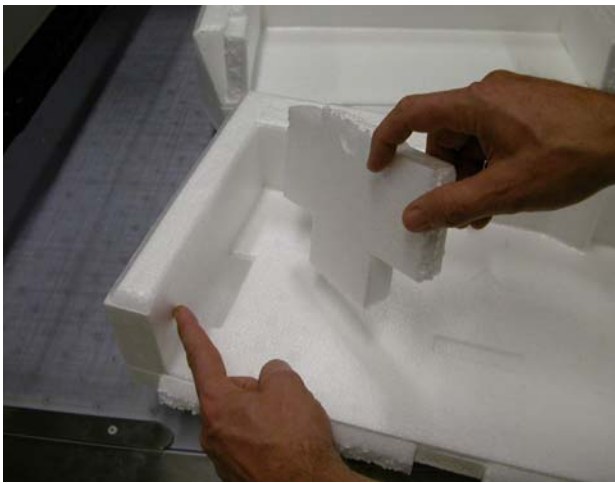
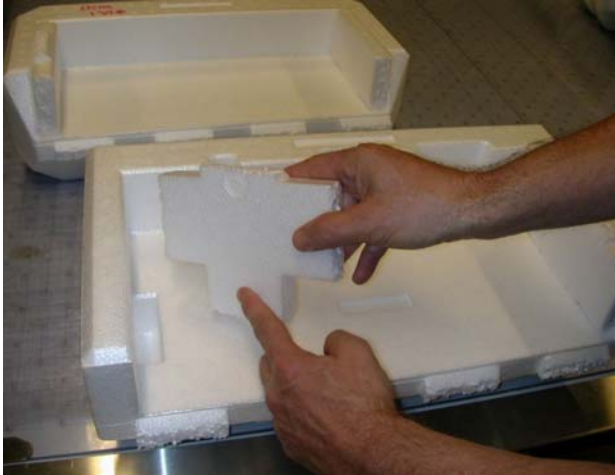


2.4 Locate and brake apart bottom cushion set (01R4023). The center section of the cushion set is to be broken apart and inserted into the elongated holes on the inside bottom surface of both the front and rear cushions. Brake the center section into four pieces and place one piece in each of the four holes. One side of the insert is flatter than the other. Place the flat side towards the outside of the cushion to provide a better fit. Push the insert all the way down so that the top surface of the insert is flush with the top surface of the cushion. All four pieces are the same size therefore it makes no difference which insert is placed in which hole.

**NOTE: FOAM INSERTS MUST BE INSTALLED IN CUSHIONS FOR RACK MODELS**







2.5 Place the bottom front cushion section of (01R4023) in tray. Make sure bottom front cushion is placed in the tray so the side cutouts on the cushion align with front, side clip holes in tray and leaves approximately 4.5 inches of space between the front cushion and front edge of bottom tray. Place the bottom rear section of (01R4023) in the tray and make sure that the cushion is pushed all the way to the back of the tray.



**NOTE: FOAM INSERTS MUST BE INSTALLED IN CUSHIONS FOR RACK MODELS**



2.6 Place bag (37L0557) over bottom cushions and pull bag down around sides of bottom tray in preparation for loading unit.



2.7 Place load spreader (01R4024) inside the top void in the rear of the unit. Place load spreader (32R0212) inside the bottom void in the rear of the unit.



2.8 Place unit inside bag and bottom cushions. Make sure unit is positioned all the way down and not sitting on the cushion ledge. Pull the bag up around the sides of the unit and fold neatly on top.



2.9 Make sure bag is pulled tight and use Tamper Label (06P6550) to seal edges of bag closed. Press label firmly onto surface of bag to provide adequate adhesion.





2.10 Place carton (39Y7693) around outside of bottom tray. Push carton all the way down. (Scan carton barcode if prompted by DFC).

**NOTE: THE OUTSIDE EDGE OF CARTON MUST BE CENTERED ON THE PALLET**



2.11 Place corrugated clips (6X) (37L0511) into square holes at bottom of tray and snap shut.

**NOTE: CLIP MUST BE INSTALLED IN FRONT TRAY HOLE BEFORE INSTALLING SHIPGROUP CARTON**



2.12 Place tamper label (74F8851) over one of the four bottom tray clip located on the sides of the unit.



2.13 Assemble shipgroup carton (01R4038). Place cable management arm, power cords, pubs, Sanstrap, and other proper shipgroup content inside Rack shipgroup carton.



2.14 Place populated shipgroup carton in front of machine between bottom front cushion and carton. Make sure kit is pushed all the way down and flush with the bottom surface of the bottom tray.

**NOTE: CLIP MUST BE INSTALLED IN FRONT TRAY HOLE BEFORE INSTALLING SHIPGROUP CARTON**



2.15 Locate and brake apart top cushion set (01R4022). Separate only the front cushion form the rear cushion.

Do Not Brake Apart The Front Cushion Section For Rack Models. Locate and tear apart fabricated foam insert

(01R4049). This part contains two different size inserts that are to be inserted into the elongated holes on the

inside bottom surface of both the front and rear cushions. The inserts with the wider tabs are to be installed in

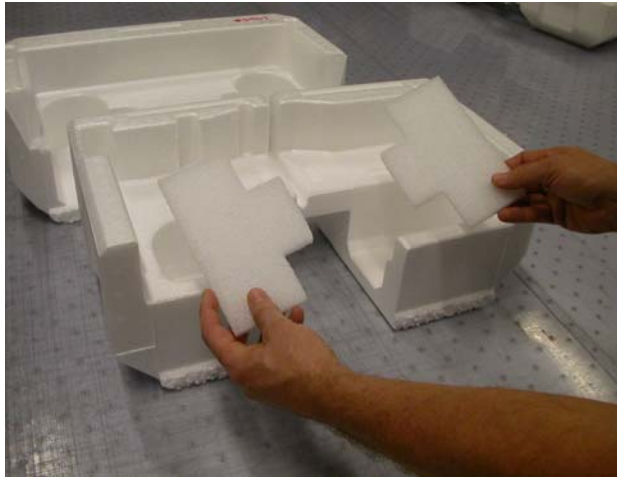
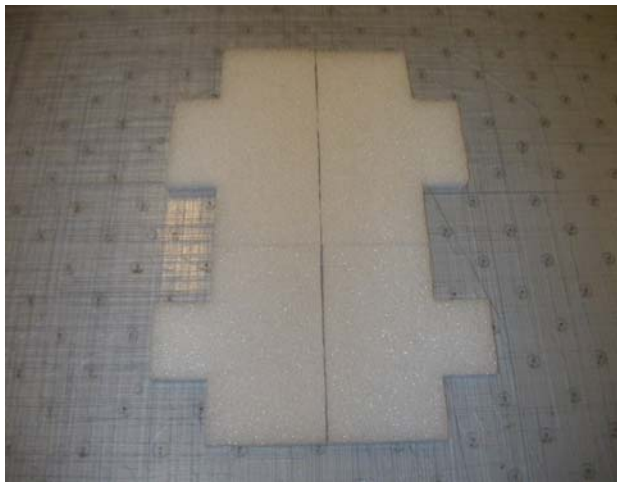
the front cushion holes and the inserts with the shorter tabs are to be installed in the rear cushion holes. Push

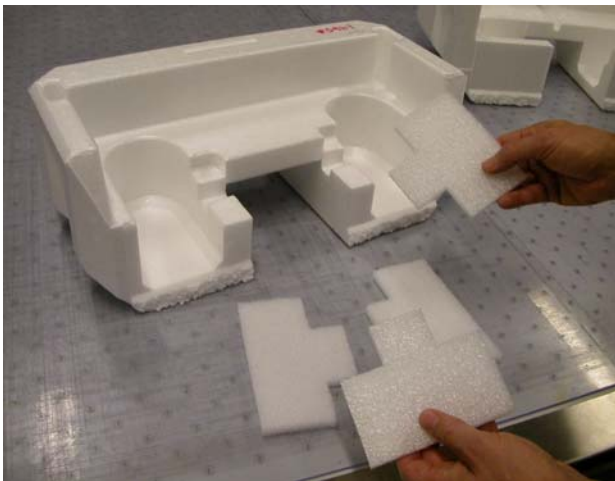
the insert all the way down in the hole so that the top surface of the insert is flush with the top surface of the cushion.

**NOTE: DO NOT BRAKE APART THE FRONT CUSHION SECTION FOR RACK MODELS**

**NOTE: THE INSERTS WITH WIDER TABES ARE TO BE INSTALLED IN THE FRONT CUSHION HOLES THE INSERTS WITH SHORTER TABS ARE TO BE INSTALLED IN THE REAR CUSHION HOLES**







2.16 Place top cushions on unit. Make sure the top front section of cushion (01R4022) is on the front of the unit and the top rear section of cushion (01R4022) is on the rear of the unit. Ensure that the foam inserts are properly positioned on the unit and not folded under.

**NOTE: FOAM INSERTS MUST BE INSTALLED IN CUSHIONS FOR RACK MODELS**



**NOTE: ENSURE FOAM INSERTS ARE PROPERLY INSTALLED AND FIT FLUSH TO SIDE OF UNIT**



2.18 Using approximately 3" of designated tape, secure unpack instruction flier (01R4033) on top of PolyBag.



2.17 Place rail kit in center cavity between the top cushions. The rail kit should nest inside the top cushions. Make sure the kit is pushed all the way down and sits below the surface of the top cushion.



2.19 Close the top of the carton and seal with printed tape.  
(74F5699 - Automatic taper, 74F5698 - for hand held dispensers)

**NOTE: TAPE PART NUMBERS MAY VARY BY GEO**



2.20 Place Intel label (if called out in DFC) on the top of the carton between label location marks.

## **Section 3 - Manufacturing Palletization**

### **Worldwide Sites**

3.1 Place one 24 inch corner boards on each of the four sides of the single unit load.  
Ensure that the corner boards touch the floor. Use one Sanstrap to hold the four corner boards  
in place.

**NOTE: THE OUTSIDE EDGE OF CARTON MUST BE CENTERED ON THE PALLET**

**NOTE: EACH OF THE FOUR CORNER BOARDS MUST TOUCH THE FLOOR**



3.2 Place one 24 inch corner board on each of the two short top edges of the package and two way band the unit to the half-pallet.

**NOTE: EACH SERVER MUST SHIP (ONE SERVER TO A HALF-PALLET)  
(P/N 6038888 OR P/N 7373961) PALLET PART NUMBERS MAY VARY  
BY MANUFACTURING LOCATION**

**NOTE: EACH OF THE FOUR CORNER BOARDS MUST TOUCH THE FLOOR**



3.3 Stretch wrap the unit to the pallet utilizing Best of Breed" methods. The Stretch wrapping Machine MUST wrap a minimum of three times around the base and four times around the top of the load with 100% coverage of the product using the roping technique. If roping capabilities are not available you Must use palletization Methods 2 or 3 as outlined in documents 92F6168 "Best of Breed" Pallet Unitization or QMX document P-04146.

**NOTE: EACH OF THE FOUR CORNER BOARDS MUST TOUCH THE FLOOR**

**NOTE: STRETCH WRAP MUST SECURELY TIE THE LOAD TO THE SHIPPING  
PALLET TO PREVENT SHIFTING DURING TRANSPORTATION**



3.4 Place two pallet labels (33G6283) one on the front and one on the left sides of the pallet load.

## Section 4 - Distribution

### Worldwide Sites

**NOTE:** All units will be received into Distribution as indicated above in Section #3, Manufacturing Palletization, and are approved to be stacked 3 pallets high.

4.1 Load must be secured to pallet utilizing a combination of the methods described in section #3 MANUFACTURING PALLETIZATION and "Best of Breed" palletization methods. See 92F6168 - "Best of Breed" Pallet Unitization or QMX document P-04146.

4.2 Use pallet configuration table provided below to determine pallet usage.

Quantity	Half Pallet
1	X

4.3 Label load for shipment as necessary.

**NOTE: THE OUTSIDE EDGE OF CARTON MUST BE CENTERED ON THE PALLET**

**NOTE: EACH SERVER MUST SHIP (ONE SERVER TO A HALF-PALLET)  
(P/N 6038888 OR P/N 7373961) PALLET PART NUMBERS MAY VARY  
BY MANUFACTURING LOCATION**

## Section 5 - Materials Listing (BOM)

Rack Pkg BOM - 25P1356

Rack Pkg BOM OEM - 25P1361

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PART NUMBER

DESCRIPTION

QTY

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39Y7693	Outer Carton	1
01R4037	OEM Carton	1
01R4034	Bottom Tray	1
06P6550	Tamper Label	1
01R4022	Top Cushion Set	1 Molded(PREFERRED)
01R4023	Bottom Cushion Set	1 Molded(PREFERRED)
01R4041	Twr Bot/Fnt Rck Tp/Fnt	1 Fabricated (Optional)
01R4042	Twr Bot/RE Rck Tp/RE	1 Fabricated (Optional)
01R4043	Twr Tp/Fnt Rck Bot/Fnt	1 Fabricated (Optional)
01R4044	Twr Tp/RE Rck Bot/RE	1 Fabricated (Optional)
01R4024	Load Spreader Corrugated	1
01R4038	Rack Shipgroup Carton	1
01R4049	Fabricated Foam Insert	1
32R0212	Load Spreader Foam	1
01R4033	Rack Unpack Flier	1
37L7558	Sanstrap	2
37L0511	Corrugated Clip	6
37L0557	Bag, system	1
33G9780	Label Stock, blank	2
33G6283	Label Stock, pallet	2/1 unit
74F5699	Tape - Automatic	As required
74F5698	Tape - hand held	As required
6272199	Tape - OEM	As required
7386000	Banding, manual	As required
7386001	Banding clip, manual	As required
00K7755	Corner posts	6/1 unit
6317267	Stretchwrap	As required
6038888	Pallet, half	1/1 unit
73G6665	Cap, sheet	1/1 unit
73G6666	Cap, Top Corner	4/1 unit
74F8851	Tamper label	1

**NOTE: PART NUMBERS FOR ITEMS SUCH AS PALLETS , LABELS, TAPE, BANDING, BANDING CLIPS, CAPS, STRETCHWRAP, AND CORNER BOARDS MAY VARY BY LOCATION**

## Records and Controlled Documents

References  
Document Management  
Revision History  
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