

## Appendix 2

### RULES FOR CONSTRUCTING THE MANUFACTURER IDENTIFICATION CODE

These instructions provide for the construction of an identifying code for a manufacturer or shipper from its name and address. The code can be up to 15 characters in length, with no inserted spaces.

To begin, for the first 2 characters, use the ISO code for the actual country of origin of the goods. The exception to this rule is Canada. "CA" is NOT a valid country for the manufacturer code; instead, show as one of the appropriate province codes listed below:

ALBERTA	XA
BRITISH COLUMBIA	XC
MANITOBA	XM
NEW BRUNSWICK	XB
NEWFOUNDLAND (LABRADOR)	XW
NORTHWEST TERRITORIES	XT
NOVA SCOTIA	XN
NUNAVUT	XV
ONTARIO	XO
PRINCE EDWARD ISLAND	XP
QUEBEC	XQ
SASKATCHEWAN	XS
YUKON TERRITORY	XY

Next, use the first three characters from the first two "words" of the name. If there is only one "word" in the name, then use only the first three characters from the first name. For example, Amalgamated Plastics Corp. would be "AMAPLA," Bergstrom would be "BER."

If there are two or more initials together, treat them as a single word. For example, A.B.C. Company or A B C Company would yield "ABCCOM." O.A.S.I.S. Corp. would yield "OASCOR." Dr. S.A. Smith yields "DRSA," Shavings B L Inc. yields "SHABL."

In the manufacturer name, ignore the English words a, an, and, of, and the. For example, "The Embassy of Spain" would yield "EMBSPA."

Portions of a name separated by a hyphen are to be treated as a single word. For example, "Rawles-Aden Corp." or "Rawles – Aden Corp." would both yield "RAWCOR."

Some names will include numbers. For examples, "20<sup>th</sup> Century Fox" would yield "20TCEN" and "Concept 2000" yields "CON200."

Some words in the title of the foreign manufacturer's name should not be used for the purpose of constructing the MID. For example, most textile factories in Macau start with the same words, "Fabrica de Artigos de Vestuario" which means "Factory of Clothing." For a factory named "Fabrica de Artigos de Vestuario JUMP HIGH Ltd," the portion of the factory name that identifies it as a unique entity is "JUMP HIGH." This is the portion of the name that should be used to construct the MID. Otherwise, all of the MIDs from Macau would be the same, using "FABDE," which is incorrect.

Similarly, many factories in Indonesia begin with the prefix PT, such as "PT Morich Indo Fashion." In Russia, other prefixes are used, such as "JSC," "OAO," "OOO," and "ZAO." These prefixes should be eliminated for the purpose of constructing the MID.

Next, find the largest number on the street address line and use up to the first four numbers. For example, "11455 Main Street Suite 9999" would yield "1145." A suite number or a post office box should be used if it contains the largest number. For example, "232 Main Street Suite 1234" would yield "1234." If the numbers in the street address are spelled out, such as "One Thousand Century Plaza," there will be no numbers in this section of the MID. However, if the address is "One Thousand Century Plaza Suite 345," this would yield "345."

When commas or hyphens separate numbers, ignore all punctuation and use the number that remains. For examples, "12,34,56 Alaska Road" and "12-34-56 Alaska Road" would yield "1234." When numbers are separated by a space, the space is a delimiter and the larger of the two numbers should be selected. For example, "Apt. 509 2727 Cleveland St." yields "2727."

Finally, use the first three alpha characters from the city name. "Tokyo" would be "TOK," "St. Michel" would be "STM," "18-Mile High" would be "MIL," and "The Hague" would be "HAG." Notice that numerals in the city line are to be ignored.

For city-states, use the country name to compose the first three alpha characters. For examples, Hong Kong would be "HON," Singapore would be "SIN," and Macau would be "MAC."

#### General Rules:

Ignore all punctuation, such as commas, periods, apostrophes and ampersands. Ignore all single character initials, such as the "S" in "Thomas S. Delvaux Company." Ignore leading spaces in front of any name or address.

Listed below are examples of manufacturer names and addresses and their MID codes:

LA VIE DE FRANCE 243 Rue de la Payees 62591 Bremond, France	FRLAVIE243BRE
20 <sup>TH</sup> CENTURY TECHNOLOGIES 5 Ricardo Munoz, Suite 5880 Caracas, Venezuela	VE20TCEN5880CAR
THE E.K. RODGERS COMPANIES One Hawthorne Lane London, England SW1Y5HO	GBEKRODLON
THE GREENHOUSE 45 Royal Crescent Birmingham, Alabama 35204	USGRE45BIR
CARDUCCIO AND JONES 88 Canberra Avenue Sidney, Australia	AUCARJON88SID
N. MINAMI & CO., LTD. 2-6, 8-Chome Isogami-Dori Fukiai-Ku Kobe, Japan	JPMINCO26KOB
BOCCHACCIO S.P.A. Visa Mendotti, 61 8320 Verona, Italy	ITBOCSPA61VER
MURLA-PRAXITELES INC. Athens, Greece	GRMURINCATH
SIGMA COY E.X.T. 4000 Smyrna, Italy 1640 Delgado	ITSIGCOY1640SMY
COMPANHIA TEXTIL KARSTEN Calle Grande, 25-27 67890 Lisbon, Portugal	PTKAR2527LIS
HURON LANDMARK 1840 Huron Road Windsor, ON, Canada N9C 2L5	XOHURLAN1840WIN