



# KeepSafe Silver

## Customer Product Specification

This specification covers single-trip tamper-evident security bags produced under the KeepSafe® Security Bags trademark. The KeepSafe Silver security closure is tamper-evident to most common methods of attack. This closure system is a central feature of KeepSafe® Silver Security Bags.

### 1.0 Materials

KeepSafe® Silver security bags are manufactured from SuperStrength or Eco-film co-extruded polyethylene film. SuperStrength can be transparent to enable contents to be viewed, or it may be opaque for confidentiality. Eco-film is opaque.

KeepSafe Silver security tape is a polyethylene base incorporating a range of tamper-evident features (detailed below).

KeepSafe security bags can be recycled and carry the following recycling message:



Keepsafe security bags are made from polyethylene and are 100% recyclable.

The high-tack rubber-based adhesive is bonded to the polyethylene of the security bag.

KeepSafe® Silver security bags are printed with water-based flexographic inks.

The release tape is a blue polyester tape.

## 2.0 Tamper-Evident Security Closure

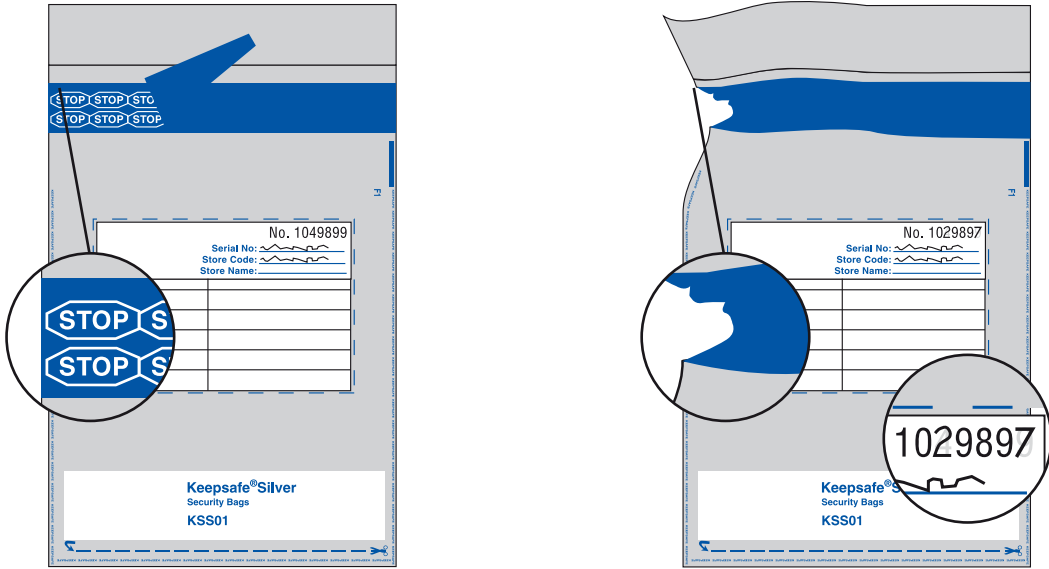
This section describes the tamper-evident features and the configuration of the KeepSafe Silver security closure as well as the way in which the KeepSafe® Silver security bags are used.

### 2.1 Tamper-Evident Features

The KeepSafe Silver security seal provides clear and permanent evidence of attempts to tamper with it in the following ways:

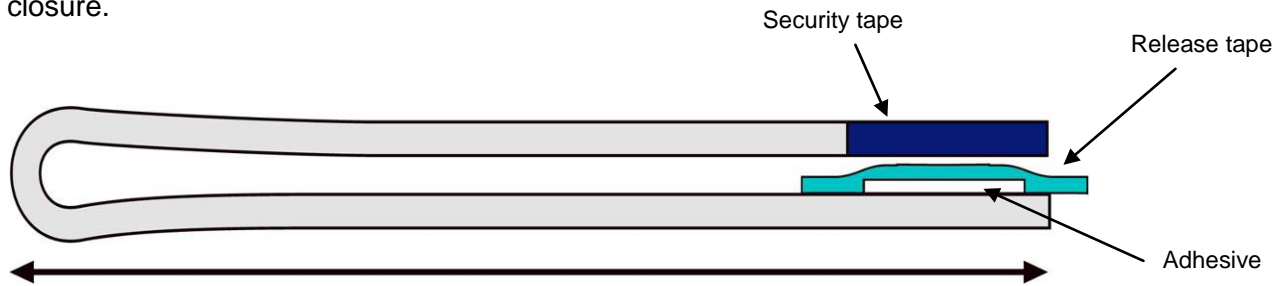
Method:	Visible Evidence of Tampering:
Peeling at room temperature	Hidden message STOP appears. Distortion of tape and polythene material.
Freezing adhesive & peeling	Hidden message STOP appears
Softening adhesive using solvent & peeling	Hidden message STOP appears Blue ink runs and security tape becomes clear
Removal of tape	Security tape is heat-sealed to the bag & cannot be removed or replaced without cutting being evident
Cutting	Cutting on tape fails to give access to the bag

In the event of tampering, the KeepSafe Silver security bag will display the following tamper-evident signals:



## 2.2 Configuration of the KeepSafe Silver Tamper-Evident Closure

The diagram below illustrates the construction of the KeepSafe® Silver tamper-evident security closure.



The adhesive is applied hot to the inside surface of the non-tape side of the bag so that it is bonded into the polyethylene material. The adhesive is applied across the full width of the bag in one line measuring 22mm.

The 32mm wide release tape is applied over the adhesive as shown.

The security tape is attached to the bag by a heat seal. The position of the security tape is in line with the line of adhesive so that it will fall naturally into position on the adhesive when the bag is closed. The security tape is 27mm wide. The security tape is blue.

To facilitate closure of large and bulky bags a wider security tape is available. This is recommended for use on bags wider than approximately 500mm – depending on what the bags will be used for ( in particular how full they will be). The wider Silver security tape measures 39mm.

## 2.3 Filling & Closure System

For the purpose of filling the security bag, the security tape opens from the top in an “easy fill” configuration.

Once filled, the bag is positioned on a flat surface with contents inside and with the security tape positioned over the adhesive (which is protected by the printed blue release liner). The security tape is lifted to expose the release tape. The release tape is then lifted from the adhesive starting at the edge of the bag. Once the first edge of the release tape has been separated from the adhesive, the security tape is left to fall back into position. As the release tape is peeled from between the security tape and the adhesive, the security tape falls naturally into position on the adhesive. Applying finger pressure along the full length of the closure completes closing.

A very full bag can be sealed using the following technique: stand the filled bag on end so that the security tape is at eye-level; keeping the two sides of the bag opening apart remove the release tape; make sure that both sides of the bag opening are not folded back and not touching; with both hands take hold (pinch) of the bag at the place where the security tape is attached to the bag using the thumb and fore-finger. Pull sharply away from the bag (left & right) to snap the security tape and adhesive together in the correct position. Apply pressure along the full length of the tape to complete closing.

## **2.4 Bag Opening**

Bags are opened by shaking contents clear of the folded end of the bag and cutting open using scissors or cutter across the width of the base of the bag.

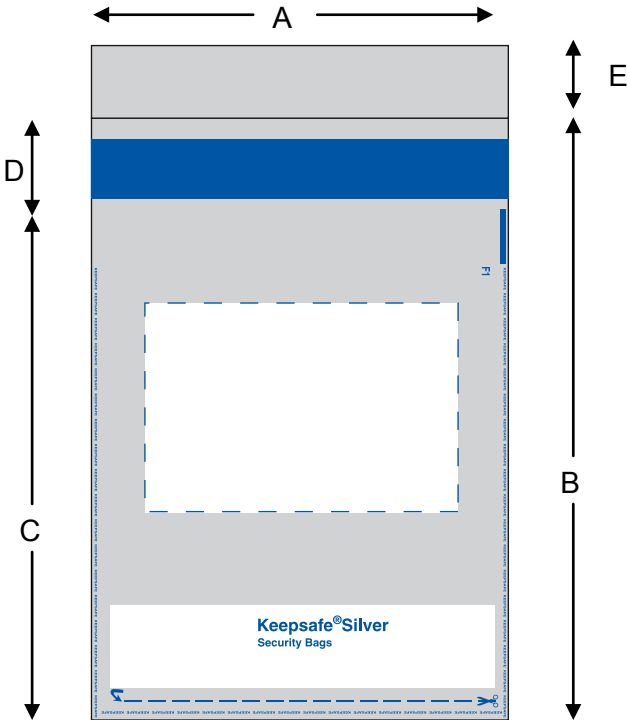
Alternatively, an easy-open feature is incorporated into the bag design. This feature consists of a line of perforations across the width of the bag.

## **3.0 Bag Dimensions**

The dimensions of a KeepSafe® Silver security bag will vary according to specific customer requirements.

The external dimensions of a KeepSafe® Silver security bag are described in mm as follows: bag width (A) x bag length (B) + receipt (E). This is illustrated below.

The useable dimensions are described as follows: internal bag width (A-20mm) x internal bag length (C).



Certain dimensions remain constant regardless of the overall dimensions of the bag. The security closure lip (D) is always 45mm.

All dimensions may vary within the following tolerances:

Bag width (up to 300mm)	+/-5mm
Bag width (300mm+)	+/-10mm
Bag length	+/-10mm

### 4.0 Track & Trace Features

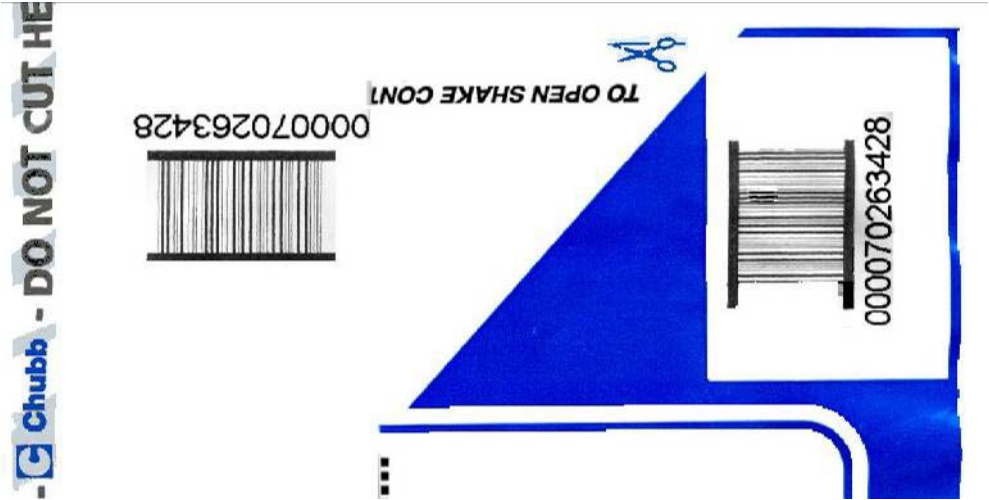
A unique number can be printed on each bag. This number can be printed in human eye-readable form and in high definition barcode form.

Barcode symbology and check digit formula will be agreed with individual customers. Minimum decode rate for barcodes will be grade C according to the CEN/ANSI standard.

The position of number and barcode printing is agreed with individual customers and is as indicated and approved on bag artwork.

Configurations available include picket and ladder and extra high barcodes (upto 50mm) for first time scanning.

**Picket and Ladder barcode configuration**



Software systems and stringent procedures are in place at Ampac Security Products to ensure that the number sequences printed onto KeepSafe security bags are as agreed with customers and in particular that no numbers are duplicated.

All data is electronically collected at point of manufacture. Ampac Security Products reports on the number ranges printed on bags as follows:

**Carton:** the label on each carton indicates the actual number range in that carton along with any numbers missing from that range.

**Pallet:** the pallet manifest contains a summary of the cartons on the pallet. It lists the actual number range along with any numbers missing from that range. The manifest is available printed as an A4 sheet, via e-mail or in a format suitable for loading into the customer's system electronically.

## **5.0 Print**

KeepSafe® Security bags are printed to specific customer designs. Customer approval of paper artwork proofs and colour samples is required before any manufacturing can proceed. The process used is flexographic printing.

## **6.0 Packaging**

KeepSafe® Silver security bags are packaged according to specifications agreed with individual customers into polythene bags and cartons and onto pallets as required.

The following information is printed on the box labels: date of manufacture, Ampac Security Products order number (manufacturing batch), quantity, and box number. In addition, if bags are uniquely numbered, the start and end numbers of the range of numbers in that box will be recorded along with a record of any numbers missing from the sequence.

## **7.0 Storage Conditions**

The envelopes must be stored in cool dark conditions, in their original packaging until required for use. It is especially important that they are not exposed to sources of ultra violet radiation, such as strong sunlight or positions close to fluorescent lamps.

Recommended storage conditions are 18 to 22°C and 35-55% relative humidity. The envelopes must not be exposed to temperatures above 35°C for prolonged periods before use.

## **8.0 Shelf Life**

Under the conditions specified above, the envelopes will remain suitable for use for a period of 18 months.

## **9.0 Trace-ability**

Ampac maintains records that allow full traceability of any envelope back through the production processes to its raw material constituents. Quality control records are held for 4 years. Ampac Security Products is ISO 9001:2000 registered.

## **10.0 Trademark**

KeepSafe® security bags is a registered trademark. The following logo is printed on all products.



## **11.0 Additional Comments**

Ampac Security Products aims to ensure the accuracy and relevance of the information given in this specification. However, the company has no control over the end use of the product so information presented here is not intended to substitute for customers' own testing and evaluation of the bags' fitness for purpose.