



**Finland**

# Common practices

**Measuring items**





# Item measurements in Sinfos

- Measurements of items will be indicated in millimetres
- Measurement result should always be rounded upwards to whole millimetres
  - For example 99,3 mm → 100 mm
- Converting inches into millimetres:
  - 1 inch = 25,4 mm
  - 1 mm = 0,03937 inches



# Basis of measuring

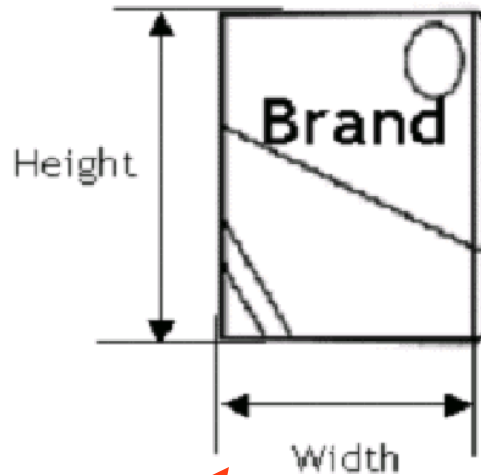
- Basis of the measuring is item's face or front
  - Defining item's front:
    - item's side which manufacturer uses to sell item to consumer
    - item name prominently shown
    - if item has multiple front sides the highest will be considered front
- When measuring the front will be placed towards measurer



# Defining item's front when item has multiple faces



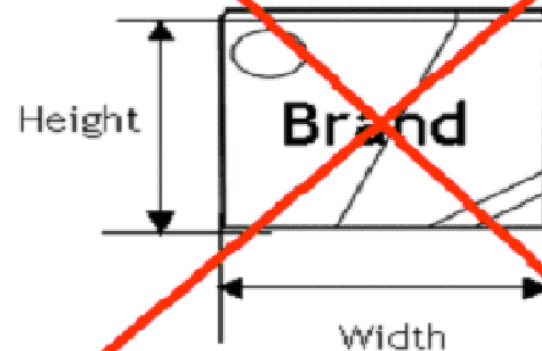
Highest side as front ( **Correct** )



Highest side chosen as item's front



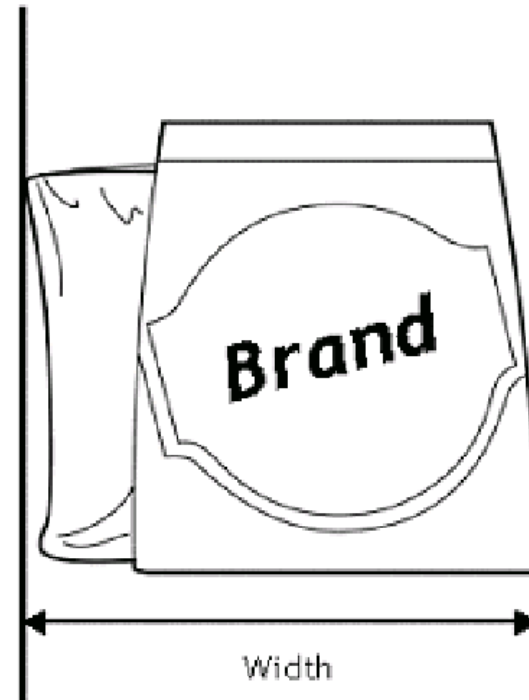
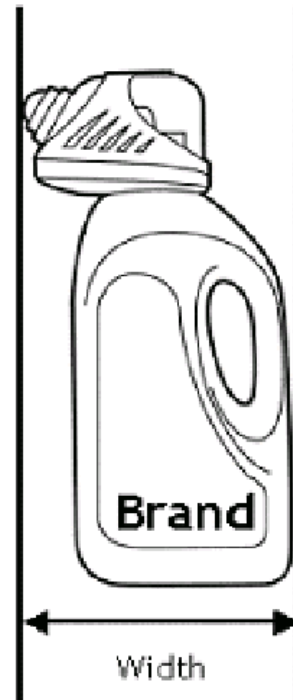
Widest side as front ( **False** )





# Always measure max dimensions

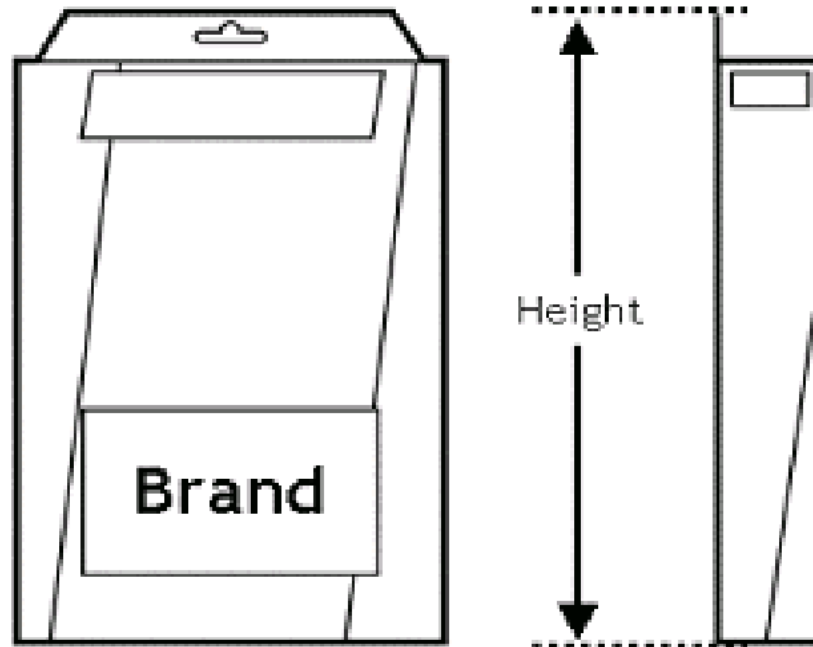
- Caps, extra products, samples etc. should always be included in measurement





# Peg hole items

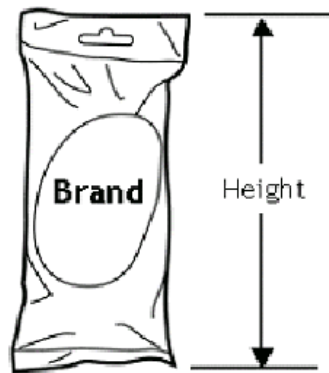
- Peg hole area of a package should be included in the measurement



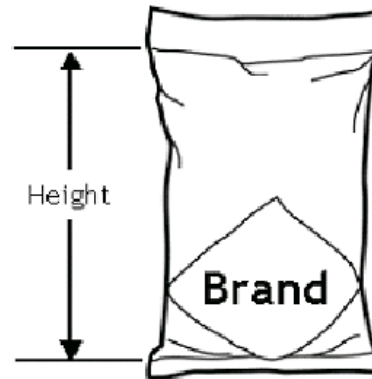


# Soft packages

- For example potato chip and cheese packages cannot be measured in an upright position but placed on a table
- Empty space should be taken into account when measuring



Peg Hole -  
Measure Edge to Edge



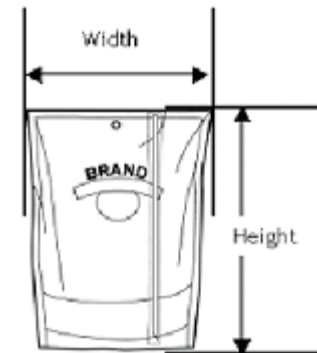
No Peg Hole -  
Measure Seam to Seam

← **Note: peg hole or margin should not be measured**



# Standing bags

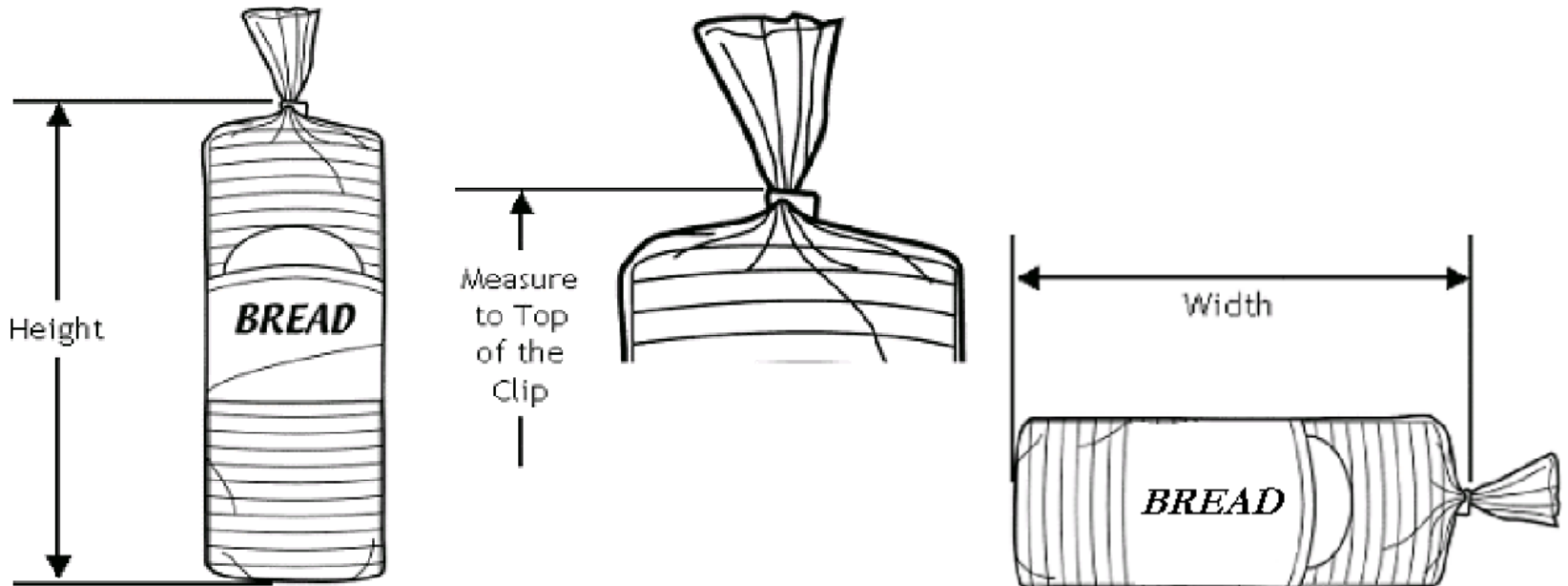
- Bags with a flat bottom
- Possible peg hole area to be included in measurement
- Empty space should be taken into account when measuring





# Soft packages with a clip

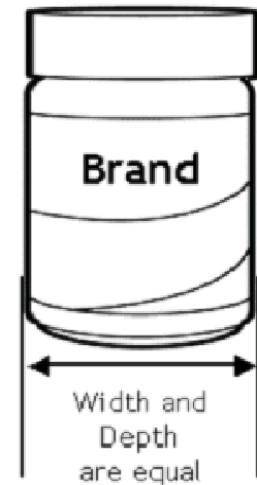
- Height/width up to the farther brim of the clip





# Circular cylindrical items

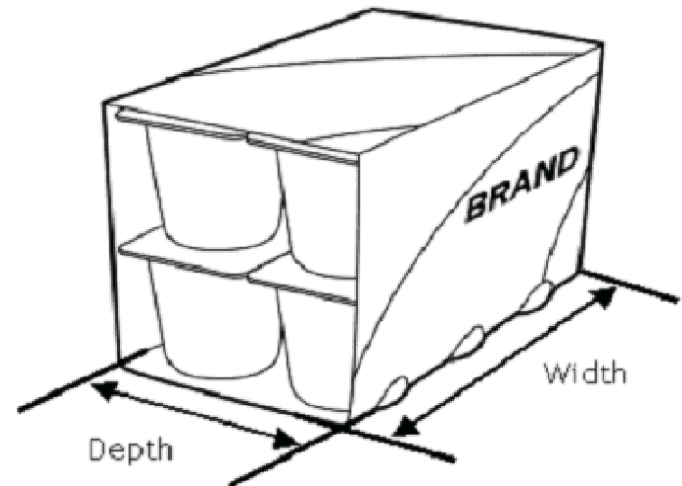
- Cylindrical items' 2 dimensions usually equal
- Equal dimensions depend on in which position the item's front is (vertical, horizontal)





# Multipacks

- Consumer packages which include multiple items which are also sold individually
- Multipacks should be measured like base items by first defining the front
- If multipack has a peg hole it should be measured like peg hole items





# Measuring a non-retail item

(sales lot, display, transport package)

- If item can be considered a base item (consumer can purchase it) it should be measured like a base item
- Place the package on flat surface in a stocking position
- Measurement:
  - Height: from bottom to top
  - Width: shortest dimension
  - Depth (length): longest dimension



# Measuring sales lot, display and transport package

