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February 4, 2011

Design Guidance Document

For products containing telecom or radio modules.

Labeling and users guide notifications.

Lexmark products may contain one or more modules that have been approved at the module level, by the FCC and IC. These modules may include (but are not limited to) a fax modem, RFID reader, or wireless 802.11 LAN card. It is important that the appropriate regulatory information be included in the product manual and on the product labeling. To ensure that this happens, the following process must be followed:

For Product Manuals:

The Lexmark publications team has a template that covers all regulatory notices. When a new users guide is created this template, in its entirety, is added to the first draft of the users manual. This manual is then sent to many different teams within Lexmark for review. This review team must include representatives from product safety, EMC, and telecom regulatory. These groups will be able to confirm that the appropriate notices are included in the manual based on the products features. They will also be able to confirm that the notices are still applicable or have been replaced by a newer notice.

For Product labels:

Product labels are a responsibility of each individual product team. When the first draft label is created, it is done so based on the product it is replacing. This draft label is then sent to product safety, EMC, and telecom regulatory personnel for review. These teams are then responsible for ensuring that the appropriate marks and approval numbers are included on the label based on the features of each particular product.

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