



# **Part Descriptions Guidelines**

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**Automotive Recyclers Association**

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## Field Recommendations

The following table presents the fields identified as necessary for describing parts. The ARA recommends that recycling industry software vendors incorporate these fields into their business management systems and part locating networks. Fields should appear in the order listed.

Field Name	Field Description	Example	Audience
Condition	Identifies the physical characteristics	Quality, w/ or w/o, LOCAL	Public
Options	Identifies the parts included (how the part was built)	PL, PW, TINT, COLOR	Public
Inventory Notes	Comments to the sales or inventory person	CHK, TEST	Internal
Grade Field	Identifies part quality (As A, B or C)	A	Public
Damage Field	Identifies damage type, location and units of damage	3D6	Public
Part Origin	Identifies an OEM, aftermarket, recycled, or rebuilt part	Recycled	Public

## Field Layout

The following table represents the top-selling parts in the recycling industry. The Options column contains the part options necessary for a buyer to determine the part's application. The Conditions column contains information necessary for a buyer to evaluate the part's operation and lifespan.

The ARA recommends that recyclers enter part information following the layout and schema that appears below. Automotive recycling industry vendors should implement the following field layouts in their software applications.

Part Type	Options	Conditions
Part Type 560 (Wheel)	Matte/Gloss, Trim Ring, Diameter & Depth, Color, Center Cap, Chrome Inserts	Damage Location, Damage Type, Damage Extent, Inclusions
Part Type 120 (Front Door)	Power/Manual Windows, Power/Manual Locks, Heat/No Heat (per ARA Parts Guide)	Damage Units, Location, Damage Type, Mirror/No Mirror
Part Type 400 (Transmission)	A.T./M.T., Overdrive, Cooler/No Cooler, Part ID, No. of Speeds, A.T.-lock Converter	Torque Converter/No Torque Converter, Electronic Module/No Electronic Module, Shifter/No Shifter, Fluid Condition, Inspection Results
Part Type 300 (Engine)	Size, Gas/Diesel, Long Block, 4x2/4x4, Part ID, A.T./M.T.	Engine Module/No Engine Module, Accessories/No Accessories, Mileage, Compression Test

Part Type	Options	Conditions
Part Type 590 (Engine Control Module)	A.T./M.T., Engine Size, Fuel/Engine Management, No. of Pins, Engine ID or Opt. Code, Part ID	Mileage, Engine Test
Part Type 130 (Rear Door)	Model/Option Package, Power/Manual Windows, Power/Manual Locks, Molding code, Color, Tint?	Damage Units, Location, Damage Type
Part Type 114 (Headlamp Assy.)	Lamp Type (Composite, Sealed Beam, High Intensity)	Module/No Module
Part Type 128 (Side View Mirror)	Manual/Electric, Heated/Non Heated, Chrome/Painted, Power/Manual, Turn Signal/No Turn Signal, Illuminated/Not Illuminated, Memory	

Part Type 238 (Steering Column)	Tilt/Non-tilt, Telescoping/Non-telescoping, Wheel Switches Included, Radio Control/No Radio Control, Cruise Control/No Cruise Control, Color	Wheel/No Wheel, Airbag/No Airbag, Switches, Keys/No Keys
Part Type 110 (Fender)	Model/Option Package, Fender Well, Wheel Opening Molding, Molding code, Color, Lamps/No Lamps, Antenna/No Antenna	Damage Units, Location, Damage Type
Part Type 190 (Rear Bumper)	Model/Option Package, Chrome/Painted, Cover/No Cover, Lamp Options, Parking Distance Warning Sensor/No Parking Warning Distance Sensor	Damage Units, Location, Damage Type, Hitch/No Hitch
Part Type 170 (Deck lid/Tailgate)	Model/Option Package, Spoiler/No Spoiler, Heated/Non-heated glass, Wiper/No Wiper, Remote/No Remote Release, License Parts/No License Parts, Tail Lights/No Tail Lights, Finish Panel/No Finish Panel	Damage Units, Damage Location, Damage Type, Included Options
Part Type 277 (Front Door Glass)	Tint, Manufacturer and M Code	Aftermarket Window Tinting, Scratches
Part Type 515 (Front Spindle/ Knuckle)	ABS, Hub/No Hub, 4x2/4x4	
Part Type 160 (Quarter Panel)	Model/Option Package, Molding code, Wheel Opening Molding, Spoiler, Color, Lamps/No Lamps, Antenna/No Antenna	Damage Units, Location, Damage Type, Options, Cut
Part Type 284 (Quarter Glass)	Tint, Frame, Moveable/Stationary, Antenna/No Antenna, Hinge Hardware	Aftermarket Tint
Part Type 197 (Fuel Tank)	Gas/Diesel, Fuel Pump/No Fuel Pump, Composition, Fuel Neck, Sending Unit/No Sending Unit	Parts Included, Electrical Test Results, Pressure Test Results
Part Type 202 (Front Seat)	Type (Bucket/Bench/60-40), Leather/Cloth, Power/Manual, Airbag/No Airbag, Heated/Non-heated, Color, SRS Headrest/No SRS Headrest	Options Included, Electrical Test Results
Part Type 551 (Steering Gear)	Worm Gear/Rack & Pinion, Suspension Package, Power, Variable Ratio, Tag No.	Inclusions, Seal Condition, Play Amount
Part Type 105 (Front Bumper)	Model/Option Package, Chrome/Painted, Cover/No Cover, Lamp Options, Parking Distance Warning Sensor/No Parking Warning Distance Sensor	Damage Units, Location, Damage Type, Hitch/No Hitch
Part Type 675 (Radiator)	Manual/Auto (w/ transmission and/or engine cooler), Core Size, Electric Fan/No Electric Fan, Material (Brass, Copper, Aluminum, Plastic), Part ID, Bracketing	Flow Test, Pressure Test, Core Condition, Parts Included

## Parts Description Definitions

### Part Option Definitions

The following table lists terms recyclers frequently use to describe part characteristics and options. This table provides standardized terminology for part options.

The ARA recommends that automotive recycling vendors use the following abbreviations in their product lines.

Entry	Abbreviation	BMS Field
_____ Only	W-O	
Air Conditioner	AC	
Aluminum	ALM	
Antenna	ANT	
Anti-lock Braking System	ABS	
Assembly	ASSY	Option or Note
Bezel	BZL	
Brackets	BRKT	
Bumper, Front	FBR	
Cab, Dual	DCAB	
Cab, Extended	XCAB	
Center	CNTR	
Chrome	CHRM	
Clear	CLR	
Cloth	CL	
Cluster	CLST	
Column	COL	
Complete	CMPL	Option or Note
Compressor	COMP	
Compression	COM	
Cover	CVR	
CPE	CPE	
Cruise	CRUS	
Cylinder	CYL	
Decal	DCL	
Delay	DLY	
Diesel	DSL	
Digital	DGTL	
Disc	DSC	
Drum	DRM	
Dual Overhead Cam	DOHC	
Dual Rear Wheel	DRW	
Electric	PWR	
Emblem	EMB	
Exchange	EXCH	
Factory	OEM	
Fender	FNDR	
Floor	FLR	
Front	FRT	
Handle	HNDL	
Header	HPN	
Headlamp	HLP	
Heat	HT	
Inner	IN	



Entry	Abbreviation	BMS Field
Intermittent	INT	
Key	KEY	
Spring	SPG	
Spring, Leaf	LSPG	
Spring, Coil	CSPG	
Leather	LTHR	
Left	LH	
Left Front	LF	
Left Rear	LR	
Left Side	LH	
Loaded	LOADED	Option or Note
Locks, Power	PL	
Loose	OFF	Note
Lower	LWR	
Manual	MAN	
Mirror, Power	PM	
Motor	MTR	
Molding	MLDG	
Mounting	MNTG	
Outer	OUT	
Overdrive	OD	
Painted	PNT	
Power	PWR	
Privacy	PRIV	Option
Quarter	QTR	
Radiator	RAD	
Audio/Visual Deck	AV	
Rear	REAR	
Rear Wheel Drive	RWD	Option
Regulator	REG	
Reinforcement	REIF	
Right	RH	
Right Front	RF	
Right Rear	RR	
Right Side	RH	
Rotor	DSC	Condition
Seat, Bench	BNCH	
Seats, Bucket	BUC	
Sedan	SDN	
Single	SGL	
Single Overhead Cam	SOHC	
Single Rear Wheel	SRW	
Spare	SPR	Option
Standard	STD	Option
Station Wagon	SW	
Steel	STL	Option
Steering, Power	PS	
Tachometer	TACH	
Tilt	TLT	Option
Tint	TNT	Option
Transmission, Automatic	AT	
Transmission, Manual	MT	
Turbo	TRB	Option

Entry	Abbreviation	BMS Field
Upper	UP	Option
Urethane	URE	
Vent	VNT	
Vinyl	VNL	
Windows, Manual	MW	
Windows, Power	PW	
-XXX	W-O	

### Parts Condition

The following table contains entries common to recycling industry parts locating networks. Often times, multiple terms exist to describe the same situation. This table identifies the purpose of these terms and provides standardized terminology.

The Entry column contains terms that commonly appear in recycling industry parts locating systems. The Abbreviation column provides a standardized terminology or abbreviation. The BMS Field column identifies the business management system fields in which the abbreviations should appear.

Entry	Abbreviation	BMS Field
A Grade	A, B, C (condition code)	Grade
Aftermarket	PART ORIGIN NEEDS TO BE INCLUDED IN PART RECORD.	Part Origin
B Grade	A, B, C (condition code)	Grade
Bare	bare	Condition
Base	base	Condition
C Grade	A, B, C (condition code)	Grade
Check	CHK	Inventory Notes
Check Id	CHK ID	Note
Check Numbers	CHK ID	Note
Check Ratio	CHK ratio	Note
Check Size	CHK size	Note
Check Type	CHK type	Note
Compare	COMPARE	Note
Core	CORE	Condition
Cover Only	CVR ONLY	Condition
Crack	Use Damage Code	Damage
Cracked	Use Damage Code	Damage
Dings	Use Damage Code	Damage
Faded	Use Damage Code	Damage
Glass Only	GLASS ONLY	Note
Globe Only	GLOBE ONLY	Note
Id	CHK	Note
Lens Only	LENS ONLY	Note
Like New	Use Damage Code	Damage
Local	C Grade	Note
Look	CHK	Note
Match	COMPARE	Note
Match Up	COMPARE	NOTE
Motor Only	MTR ONLY	Note
Needs Paint	Use Damage Code	Damage and/or Note
New Aftermarket	AFT	Part Origin
New In Box	NEW OEM or NEW AFT	Part Origin
New Take Off	NTO	NOTE and Grade
Ok	Use Grade	Grade
Parts	Incomplete	Note

Entry	Abbreviation	BMS Field
Plain	BASE	Condition
Pull	UNBOLT	Note
Pull and Check	UNBOLT	Note
Rebar Only	REI ONLY	Condition/Note
Rebuilt	RBLT	Part Origin
Runs Good	Use Grade	Grade
Rusty	Use Damage Code	Damage
Scratched	Use Damage Code	Damage
Scratches	Use Damage Code	Damage
Scuffed	Use Damage Code	Damage
Scuffs	Use Damage Code	Damage
Sell Local	Grade C Part	Grade / Note
Shell	SHELL	Condition/Note
Shell Only	SHELL	Condition/Note
Small Crack	Use Damage Code	Damage
Small Dent	Use Damage Code	Damage
Surface Rust	Use Damage Code	Damage
Test	TEST	Note
Tested	Use Grade	Grade/ Note
Turned	Use Grade	Grade/ Note
Used	RECY	Part Origin
Verify	CHK	Note
Walk In	Grade C Part	Grade

### Terms to Avoid

Recyclers, collision repairers and insurers often find part descriptions in recycling industry parts locating systems too subjective and too open to interpretation. The following table lists terms that recyclers should avoid and suggests alternatives.

The Entry column contains subjective terms that commonly appear in recycling industry parts locating systems. The Recommendation column identifies objective, standardized alternatives. The BMS field identifies the business management system fields in which they should appear.

Entry	RECOMMENDATION	BMS FIELD
1 Hr	Both letter grade and damage units are required	Damage
Checked Ok	Use A, B, or C	Grade
Clean	Don't Use	Note
Decent	A, B, C (condition code)	Grade
Fair	A, B, C (condition code)	Grade
Good	A, B, C (condition code)	Grade
Good Condition	A, B, C (condition code)	Grade
Looks Good	A, B, C (condition code)	Damage
Looks Ok	A, B, C (condition code)	Damage
Mint	A, B, C (condition code)	Grade
Nice	A, B, C (condition code)	Grade

Entry	RECOMMENDATION	BMS FIELD
	code)	
Ok	Use Grade	Grade
Ready	Grade	Grade and/or Note
Rough	A, B, C (condition code)	Grade
Runs Good	Use Grade	Grade
Tested	Use grade	Grade/Note
Turned	Use Grade	Grade/Note
Useable	A, B, C (condition code)	Grade

