



The Great Atlantic & Pacific Tea Company

**Supplier
*Shipping, Routing
And Delivery*
Standards Manual**

Effective November 2003

Approved By:

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Dated: January 17, 2005

A&P Senior Vice President Category Management: Kevin McDonnell

Dated: January 17, 2005



Supplier Shipping, Routing and Delivery Standards Manual

Introduction

Supply & Logistics for A&P U.S. is embarking on a sustained effort to improve delivery performance of merchandise to its stores, with the quickest and most cost-efficient means possible. To accomplish this, A&P U.S. has developed a standard process for how it intends its suppliers to package, ship, receive and distribute merchandise through its supply chain.

The "***Supplier Shipping, Receiving and Delivery Standards Manual***" has been created for this sole purpose.

Adherence to this manual and its guidelines contained herein, will help ensure quick, accurate, and on-time delivery of merchandise, allowing A&P U.S. to maintain the "in-stock" position necessary to satisfy all of OUR customer needs.

Most of the requirements contained in the following sections meet basic industry protocol. However, if you have any questions about this manual or foresee any implications to your business, please contact the A&P U.S. Transportation Office as listed in section 1 of this document.

This booklet outlines the delivery requirements and specifications for the shipping and routing of all orders to The Great Atlantic & Pacific Tea Company's United States Retail Support Centers (RSCs) and individual store locations.

A&P US expects all its suppliers to follow the guidelines as cited in this Standards Manual. Failure to do so may result in either a refusal to accept merchandise deliveries or the application of non-compliance charges.

This manual supercedes all previous documentation concerning shipping & routing guidelines, manuals and/or instructions.

Please contact A&P's U.S. Transportation Department with any questions or concerns.



Revision History

<u>Reason & Description for Revision</u>	<u>Date</u>	<u>Revision Status</u>
Original issue of document.	11/07/2003	A
Changed SVP Supply & Logistics From Hector Rodriguez to Robert Wodarczyk	12/18/03	B
Removed VP Transportation Added VP CMO Kevin McDonnell Updated phone numbers Added Own Brands Charge back Table 7 Section 8.0	01/12/05	C



Supplier Shipping, Routing and Delivery Standards Manual

Table of Contents

Introduction
Revision History

- 1.0 General Information
 - 1.1 A&P United States Business Support Group Contact List
- 2.0 Purchase Orders
- 3.0 Shipping Requirements
 - 3.1 Packaging Requirements
 - 3.2 Marking & Labeling Instructions
 - 3.3 Bill of Lading
 - 3.4 Sorting & Segregation
 - 3.5 Mis-picks
 - 3.6 Substitutions
 - 3.7 Service
 - 3.8 Backhaul Policy
 - 3.9 Damage, Overages & Short Shipments
 - 3.10 Hazardous Materials
- 4.0 Routing Requirements
 - 4.1 Appointment Information
 - 4.2 Approved Carriers
 - 4.3 Pre-paid
 - 4.4 Use of UPS/Federal Express
 - 4.5 Piggy Back (Intermodel)
- 5.0 Receiving Requirements
 - 5.1 Delivery Appointments
 - 5.2 Use of Outside Unloading Service (Lumpers)
 - 5.3 On Site Worker Safety
 - 5.4 Security Policy
- 6.0 Electronic Information & System Communication
 - 6.1 Vendor Managed Inventory (VMI)
 - 6.2 Electronic Data Interchange (EDI)
- 7.0 Charge Back Policy – National Brands
- 8.0 Charge Back Policy – Own Brands



Supplier Shipping, Routing and Delivery Standards Manual

1.0 General Information

Vision

The vision for Supply & Logistics is to make A&P's U.S. supply chain a sustainable competitive advantage within the market place.

Mission Statement

Our mission is to provide best in class, cost efficient supply chain services to our retail organization in order to enable them to satisfy consumer demand.

1.1 The A&P U.S. Business Support Group Contact List

Table 1. Transportation & Central Purchasing.

<u>Title</u>	<u>Phone Number</u>
Vice President Transportation	973-321-3000
Director of Transportation	973-321-3000
Vice President Procurement	973-321-3000
Administrative Assistant in Procurement	973-321-3000
Director Purchasing Systems	973-321-3000
Director Central Purchasing	973-321-3000
Purchasing Manager – Atlantic Region	973-321-3000
Purchasing Manager – HBC/GM	973-321-3000
Purchasing Manager – Midwest & New Orleans	973-321-3000

2.0 Purchase Orders

The Purchase Order takes precedence over this document. See Exhibit 1 for a full representation of an A&P U.S. Purchase Order.

All purchase orders specify the "Deliver to" address to which shipment is to be made. Any or all special notes or specifications related to the specific merchandise ordered, including discounts, if not covered or in conflict with this document, are to be annotated on the Purchase Order.

If a conflict results between the Purchase Order and the relevant A&P U.S. RSC receiving department – the supplier is required to call the Purchasing Manager as referenced in Table 1 above for final resolution.

This standards manual is not intended to alter, change, amend, nor does it supercede, the terms and conditions set forth in the purchase order.

3.0 Shipping Requirements – Unless authorized by the Buyer, backorders or substitutions (see section 3.6) are not allowed. In the event that some of the merchandise is not available at time of shipment, A&P U.S. requires advance notification to the Buyer. The Buyer will then make the determination of shipping the order incomplete or delay shipment until the order has been fulfilled.

3.1 Packaging Requirements - All merchandise must arrive in undamaged, saleable condition, free of dust, dirt, all vermin activity and other obvious contaminants that can be detected by sight or smell. Refer to section 3.8 on Backhauls and section 7.0 & 8.0 for penalty charges.

Specific packaging requirements are as follows:

- Any fragile merchandise must be marked "Fragile" or "Fragile – handle With Care" or equivalent. The BOL must be also noted.
- Packaging must withstand all normal distribution activities and handling, including stacking.
- Merchandise must not overhang pallet.
- Merchandise must be shrink wrapped or banded.
- Merchandise must be stacked "Ti-Hi", in a manner that provides safe handling during all normal distribution activities.

Food Safety – all merchandise must be maintained at the highest applicable level of Food Safety. Refer to sections 7.0 and 8.0 Tables 6 & 7 respectively for penalty charges resulting from non-compliance.

Specific Food Safety requirements are as follows:

- Reasonable & sufficient shelf life (refer to Exhibit 2 Product Shelf Life Specifications) 12 months minimum on General Merchandise and Health Care Beauty items
- Minimum 13 weeks shelf life on grocery items.
- Product dating, lot tracking and traceability
- All temperature control loads must be equipped with temperature recorders
- Garbage, hazardous chemicals or toxic waste materials shall not be transported in designated food carriers
- No unpalletized food products allowed (see pallet requirements in following paragraph below)
- Compliance with Federal USDA Country of Origin Labeling
- Compliance with Federal Organic Food Act
- Mixed loads of cleaners and food are not acceptable
- Trailers with signs of infestation are not acceptable
- Trailers that have a strong chemical scent are not acceptable

Pallet Requirements - Refer to sections 7.0 and 8.0 Table 6 and Table 7 respectively for penalty charges resulting from non-compliance.

Specific pallet requirements are as follows:

- All pallets must be hardwood, 48 x 40 inches, and four-way access meeting GMA/GMP specifications. See Exhibit 3 for pallet blueprint and specifications.
- Nails that protrude above the wood on any location of the pallet are not acceptable.
- Cracked and/or damaged stringers are not acceptable.
- CHEP type pallets are preferred.
- Driver must transfer merchandise on non-acceptable pallets to acceptable pallets.
- Driver must remove all non-acceptable pallets from RSC.
- Pallet exchange must occur at time of receipt.
- No pallet credits or IOU's will be given for future exchange.
- Pallets may be pin wheeled to allow for full trailer utilization.

3.2 Marking & Labeling Instructions – Two (2) *Packing Lists* must accompany each shipment. Refer to Exhibit 4 for an example of a Packing List. One (1) Packing List must be affixed to the outside of the merchandise and one (1) Packing List must be attached to the BOL. The Packing List must contain line item detail of merchandise ordered and shipped.

3.3 Bill of Lading – A Bill of Lading (BOL) must accompany each shipment. There must be a separate BOL for each purchase order. Refer to Exhibit 5 for a copy of Bill of Lading. Also, refer to section 3.9 for rules on Overages, Damage and Shorted shipments. Refer to section 7.0 and section 8.0 for penalty charges resulting from non-compliance.

The BOL must contain the following information:

- Purchase Order #
- Prepaid or Collect designation (FOB point)
- "Due to arrive" date
- Seal # for shipments
- Pieces, weight, and description
- Quantity of pallets
- Delivery appointment and time
- Ship from address
- Notification of any multiple sell by dates for any single merchandise line item
- Special instructions (pallet exchange, etc.)

The BOL must certify that the freight is so tendered to the carrier in a sorted and segregated manner according to sizes, brands or other distinguishing characteristics.

- 3.4 Sorting & Segregation – The carrier is required to unload, sort, segregate and palletize merchandise to consignee's block and tier specifications. The carrier is required to call the applicable RSC (see section 5 for contact information) to find out about block and tier specifications for that particular RSC. Refer to section 7.0 and section 8.0 Tables 6 & 7 for penalty charges resulting from non-compliance.

All merchandise must be delivered to the RSC in a sorted and segregated manner by A&P U.S. approved carriers only.

A&P U.S. is not responsible for any accessorial charges levied by vendor arranged carriers.

Only the driver or an A&P U.S. approved outside unloading service may be utilized to sort and segregate merchandise.

- 3.5 Mis-Picks – (or mis-shipments) Upon notification by A&P to the vendor, the vendor shall be required to remove merchandise from A&P RSC. Merchandise delivered but not on Purchase Order and not typically carried by the A&P U.S. RSC will be refused at the dock. See section 5.2 for unloading service requirements.

After 30 days without response from supplier, A&P reserves the right to dispose of mis-shipped merchandise as is necessary.

- 3.6 Substitutions – A&P U.S. has no legal obligation to accept any quantity, type, or style of goods beyond the quantity and description as stated on the Purchase Order, unless so stated on the Purchase Order.
- 3.7 Service – All suppliers will perform to Key Performance Indicators as cited below:
- On time delivery
 - On time Completeness of delivery
 - Timely remittance of all shipping related costs/payments

- 3.8 Backhauls – The vendor is expected to ship each purchase order complete before the “Due to arrive” date.

All charges for detention occurring at the vendor location will be passed onto the vendor.

Full backhaul allowances will be taken for the following conditions:

- Where merchandise has been shipped “short”
- When merchandise is not available
- When the merchandise is not available for pick-up at an agreed appointment date
- All VMI orders

All backhauls must be sealed by the vendor. A&P will have 24 hours after entry of order information into warehouse system(s) to notify vendor of related problems.

- 3.9 Damage, Overages & Shorted shipments – Any damaged merchandise will be either refused at the A&P U.S. RSC or accepted with the following conditions: The damaged merchandise will be subtracted from the order and will then be treated as an incomplete order (see below). The exception will then be documented on the BOL and/or Packing List and/or PO. In addition to the penalty, fees cited in Tables 6 & 7 in sections 7.0 and 8.0, a disposal fee will be charged back to the supplier. Additionally, any damaged merchandise delivered on Contract Carrier or Backhaul will be documented and the applicable Purchasing Agent will be notified and the same rules as cited above will apply. A&P U.S. reserves the right to accept or return all overages or damaged merchandise.

The driver shall be required to sign-off as “Proof of Delivery” on all exceptions.

Any order which is “shorted” or “incomplete” will be documented and the applicable Purchasing Agent will be notified. In addition to the penalty, fees cited in Tables 6 & 7 in sections 7.0 and 8.0 respectively, related reductions in payment associated with incomplete shipments will be adjusted and carried out to the supplier.

- 3.10 Hazardous Materials – The regulations of the U.S. Department of Transportation (Code of Federal regulations, Title 49, Part 170-179) applicable to handling hazardous articles require that hazardous freight be properly packaged and labeled before it is offered for shipment.

All vendors shipping merchandise to any A&P U.S. location will be required to supply a copy of any or all Material Safety Data Sheets (MSDS) for each individual article of merchandise. These MSDS documents are required to be on location at all times and available for review for compliance to OSHA's hazard communication standards, otherwise known as the employee right to know program. A&P needs current information on all MSDS merchandise. Please provide the MSDS information to the Central Purchasing U.S. Business Support Group as cited in section 1.1 Table 1 of this manual.

- 4.0 Routing Requirements – A&P reserves the right to route all freight regardless if it is prepaid or collect. The vendor is required to contact A&P U.S. Central Transportation Analysts of destination (see Table page 12) if the shipment is not picked up from the shipping location as scheduled. Failure to conform to these requirements will result in penalties as referenced in section 7.0 Table 6 and section 8.0 Table 7. Additionally, alternate pickup locations must be communicated in writing and/or email at a minimum of 48 hours before the pickup appointment.

In the event that vendor carriers fail to perform to A&P U.S. standards, A&P U.S. reserves the right to arrange for the freight cartage and recoup all costs of doing so by deduction from vendor invoice. These costs must be paid within 30 days and failure to comply will be identified as a "service" failure.

A&P U.S. requires visibility to orders throughout the supply chain. Expectations are to have all of the vendors to eventually track, transmit and expedite their loads with visibility to A&P's U.S. load tracking system.

- 4.1 Appointment information is included in Table 2 below.

Table 2. Appointment Information

Purchase Order #	Load Type
Due Date	Commodity Type
Carrier Name	Carrier Phone #

- 4.2 Approved Carriers – All vendors who arrange for prepaid LTL freight must use approved carriers (see Table 3).

A&P reserves the right to conduct carrier performance reviews with the vendor bi-annually or on an “as need” basis. These reviews will verify Carrier’s insurance policies, profile sheet data, operating specifications, procedures and key performance indicators below:

Technology:

- 24/7 dispatch or contacts
- Interface with A&P track & trace systems

Service Requirements:

- 97% minimum time service
- 97.5% claim free delivery

If the Vendor’s Carriers fail to meet any of A&P’s requirements, the said Vendor will be required to switch to a Carrier that is pre-approved by A&P Central Transportation.

Table 3. LTL Routing Guide.

Region	Destination	Origin (zone)	Carrier	Contact Info
Atlantic	Halethorpe, MD Edison, NJ Dunmore, PA Central Islip, NY	(zone 1) – VA, MD, DE, NJ, PA, NY, CT, RI, MA, VT, NH, ME	New England Motor Freight	Ed Campbell 1-71 North Avenue East Elizabeth, NJ 07201 (908) 965-0100 ext. 313 (908) 558-1794 Fax
		(zone 2) – TX, OK, AR, LA, MS, TN, AL, GA, SC, NC, FL	AAA Cooper (via New England Motor Freight)	
		(zone 3) – ND, SD, NB, MO, IA, MN, WI, IL, KY, IN, OH, MI	Vitran Express (via New England Motor Freight)	
Midwest & New Orleans	Detroit, MI Milwaukee, WI New Orleans, LA		ABF Freight Systems, Inc.	Steve Pappas 23 Vreeland road Florham Park, NJ (973) 593-4911 (973) 593-4922 voice (973) 593-4925 Fax

- 4.3 Prepaid – All vendors that ship freight prepaid, but offer an allowance for customer pickup are required to contact U.S. Central Transportation (see contact information in section 1.1 Table 1 or Table 4 in this section) to determine if A&P U.S. wishes to arrange for transportation freight collect.
- 4.4 Use of UPS/Federal Express – A&P U.S. will use these carriers, as applicable (i.e., General Merchandise at Dunmore RSC) or for returning merchandise to the Vendor.

4.5 PiggyBack (Intermodal) – All aspects of the Intermodal Safe Container Act must be followed. The Intermodal Safe Container Act of 1992 requires any shipper who tenders an intermodal container or trailer having a gross lading weight of 10,000 or more to give the carrier accurate information about the nature and weight of the cargo. All Federal gross and axle weight limits must be adhered to.

Table 4. Transportation Contact Listings.

Title	Business Phone	Fax
Director	973-321-3000	
Carrier & Vendor Negotiator	973-321-3000	
Analyst – Baltimore	973-321-3000	
Analyst – Edison & Waldbaum’s	973-321-3000	
Analyst – Farmer Jack & New Orleans	973-321-3000	

5.0 Receiving Requirements – Drivers must comply with all receiving policies & procedures at the A&P U.S. Retail Support Center (RSC). When scheduling for multiple purchase orders, each purchase order number must be identified.

Before shipment to A&P’s U.S RSC the Carrier must have a confirmed appointment scheduled with that particular RSC. Any conflict between Purchase Order and RSC will be resolved by contacting the appropriate Buyer in Central Purchasing as listed in section 1.1 Table 1 of this document. Failure to comply will result in penalties as specified in sections 7.0 and 8.0.

All unloading must be finished within receiving hours.

A&P U.S. Retail Support Center(RSC) Contact Listings:

Freshtown/Bronx, NY – Meat & Produce Warehouses

Title	Business Phone	Fax
RSC Director	(917) 645-1850	(917) 645-1817
Manager	(917) 645-1807	(917) 645-1817
Asst. Administrator	(917) 645-1811	(917) 645-1817
Trans. Manager	(917) 645-1812	(917) 645-1817

Receiving hours – Produce & Meat 6:00am to 2:30pm – Monday to Friday
Appointment hours – Produce & Meat 6:00am to 12 Noon – Monday to Friday

Baltimore – Produce & Dairy Warehouses

Title	Business Phone	Fax
RSC Director	(410) 536-7456	(410) 536-2041
Manager	(410) 536-7465	(410) 536-2041
Asst. Administrator	(410) 536-7476	(410) 536-2041

Receiving hours – Produce & Dairy 7:00am to 3:30pm – Monday to Friday
(Sunday – Produce only – 5:00am to 1:30pm)

Appointment hours – Produce & Dairy 6:30am to 12:30pm– Monday to Friday
(Sunday – Produce only – 4:30am to 10:30am)

Baltimore – Meat Warehouse

Title	Business Phone	Fax
RSC Director	(410) 536-7456	(410) 536-2041
Manager	(410) 536-7465	(410) 536-2041
Asst. Administrator	(410) 536-7476	(410) 536-2041

Receiving hours – 6:00am to 2:30pm– Monday to Friday

Appointment hours – 6:00am to 10am– Monday to Friday



SMS Dunmore, PA. – HBC/GM Warehouse

Title	Business Phone	Fax
RSC Director	(570) 341-1822	(570) 840-1972
Manager	(570) 341-1832	(570) 840-1972
Asst. Administrator	(570) 341-1822	(570) 840-1972
Trans. Manager	(570) 341-1802	(570) 840-1972

Receiving hours

9:30pm to 6:00am – Sunday to Thursday
6:00am to 11:30pm– Monday to Friday

Appointment hours

9:30pm to 6:00am – Sunday to Thursday
6:00am to 11:30pm – Monday to Friday

Waldbaum's/Central Islip, NY – Grocery Warehouse

Title	Business Phone	Fax
RSC Director	(631) 233-8546	(631) 233-9300
Manager	(631) 233-8249	(631) 233-9300
Trans. Manager	(631) 233-8309	(631) 233-9300

Receiving hours – 8:00am to 2:00pm– Monday to Friday

Appointment hours – 9:30am to 3:00pm– Monday to Friday



New Orleans, La. – Grocery/Dairy/Meat/Deli-Bakery/Produce Warehouse

Title	Business Phone	Fax
RSC Director	(504) 846-6071	(504) 846-6070
Grocery Manager	(504) 846-6072	(504) 846-6070
Asst. Administrator	(504) 846-6073	(504) 846-6070
Fresh Manager	(504) 846-6106	(504) 846-6070
Trans. Manager	(504) 846-6131	(504) 846-6070

Receiving hours

Grocery – 7:00am to 3:30pm– Monday to Friday
Dairy, Meat, Deli-Bakery & Produce – 6:00am to 2:30pm – Sunday to Friday

Appointment hours

Grocery - 7:00am to 1:30pm– Monday to Friday
Dairy, Meat, Deli-Bakery & Produce – 6:00am to 1:00pm – Sunday to Friday

Edison, NJ – Grocery, GM, HBC, etc., Warehouses

Title	Business Phone	Fax
RSC Director	(732) 777-6180	(732) 777- 6190
Grocery Manager	(732) 777-6102	
Trans. Manager	(732) 777-2273	
Asst. Administrator	(732) 777-6188	

Receiving hours

3:30am to 6:00pm– Monday to Friday

Appointment hours

6:00am to 2:00pm– Monday to Friday



Farmer Jack/Livonia, Mi.– Warehouses

Title	Business Phone	Fax
Senior RSC Director	(734) 452-1545	(734) 452-1561
Senior Manager	(734) 452-1548	(734) 452-1561
Fresh Manager	(734) 452-1520	(734) 452-1562
Trans. Manager	(734) 452-1546	(734) 452-1561
Asst. Administrator	(734) 452-1523	(734) 452-1561

Receiving hours

Frozen Food - 7:00am to 3:30pm – Monday to Friday
Dairy – 7:00am to 3:30pm – Monday to Friday
Meat– 7:00am to 3:30pm – Monday to Friday
Produce –7:00am to 3:30pm – Monday to Saturday

Appointment hours

Frozen Food - 7:00am to 2:30pm – Monday to Friday
Dairy – 7:00am to 2:30pm – Monday to Friday
Meat – 7:00am to 2:30pm – Monday to Friday
Produce - 7:00am to 2:30pm – Monday to Saturday

Farmer Jack/Borman Avenue, Mi.– Warehouses

Title	Business Phone	Fax
Senior RSC Director	(734) 452-1545	(734) 452-1561
Manager	(313) 270-1223	(313) 837-3337
Trans. Manager	(734) 452-1546	(734) 452-1561
Asst. Administrator	(734) 452-1523	(734) 452-1561

Receiving hours

Dry Grocery - 9:00am to 5:30pm– Monday to Friday

Appointment hours

Dry Grocery - 9:00am to 11:30am– Monday to Friday

- 5.1 A 72-hour appointment notice is required for all deliveries. Exceptions are given for purchase orders that specify a lead-time of less than 72 hours. Shippers must include the following wording on the Bill of Lading (BOL): "Notify before delivery". Carriers will need a delivery appointment before the shipment leaves the supplier's dock.

Appointments must be made with the receiving location before loading at the vendor shipping location. All appointments are expected to be made far enough in advance in order to deliver the merchandise on the due date. The specific A&P U.S. approved carrier and purchase order number must be provided when making an appointment.

- 5.2 Use of Outside Unloading Service (Lumpers) – A&P U.S. reserves the right to restrict access of unapproved service providers to A&P locations. See Table 5 below for approved services.

Table 5. Unloading Services at RSC Locations

Warehouse	Name of Service
Baltimore	Nation Freight Handlers
Bronx	CAD
Central Islip	Motormen Haulage
Detroit	Nation Freight Handlers
Dunmore	* Temp. Service
Edison	Outside Lumpers Express (OLE)
New Orleans	* Independent Lumpers

* Contact the Warehouse Director for information. A&P is not party to arrangements made between carriers and approved unloading services.

Proof of insurance on unloading service at a minimum should cover commercial general liabilities.

- 5.3 On Site Worker Safety – Drivers who desire to unload using powered industrial equipment at all A&P locations must be certified in accordance with OSHA Standards regarding "Powered Industrial Truck Operator Training. Drivers who possess OSHA certification representing training from another facility must demonstrate to the dock supervisor that they can operate the power equipment safely before unloading.

Additionally, trailers must be in acceptable condition, for both cleanliness and repair. Trailers that are found not acceptable will be refused and a deduction will be taken from the vendor's invoice. Basic acceptance criteria as follows:

- Clean
- Temperature Controlled
- Vermin free
- No Chemicals & Food on same trailer
- Trailers shall be structurally sound

- 5.4 Security Policy – All inbound trailers and cabs are subject to inspection by A&P U.S. security. All outbound trailers must have accompanying paperwork, such as Purchase Order, Bill of Lading (see Exhibits 1 & 2) for merchandise leaving the facility.

A&P U.S. security will verify the merchandise by observation and this includes entering the trailer as necessary. All trailer seals or tags with related seal number should have this seal number properly indicated on applicable Bill Of Lading for acceptance.

Drivers must have the following identification when presenting for delivery at all A&P U.S. RSC locations:

- Current *photo* drivers license
- Related paperwork, PO, BOL, etc.
- Proof of Insurance

- 6.0 Electronic Information & System Communication – A&P U.S. strongly encourages vendors to establish EDI communication. This will facilitate the management of inventory levels, service performance, transmittal of purchase orders, receipt of invoices and in the near future the transmittal of Advance Ship Notices (ASN).

- 6.1 Vendor Managed Inventory (VMI) – A&P U.S. currently has a number of vendor partners who manage inventory that resides at RSC locations. Vendors who are currently active in a VMI Program with other retailers should contact the appropriate Buyer to establish a VMI Program.

The existing technology is based on an offsite VAN network using a software package called Gentran, which interfaces with dry grocery distribution system (PICS). Vendors who manage merchandise in A&P U.S. RSCs have or need to have access to the VAN. Suppliers who want to become involved with A&P's VMI Program should have their Information

Technologies and resource support group contact Central Procurement (see Table 1 section 1.1) to schedule VMI set up and performance criteria.

The A&P U.S. VMI Program will be managed by A&P U.S. Central Purchasing contact points as referenced within section 1 of this manual. A&P U.S. and the VMI vendor will establish a program to meet the agreed upon service performance metrics to mutually accepted targets and when applicable define and implement corrective action plans. Weekly VMI Scorecards outlining A&P's U.S. Vendor service metrics will be presented to VMI vendors. These metrics are as follows:

- Inventory Turns
- Service Level performance of 100%
- Merchandise Quality (see section 3.1 on Food Safety)

A&P reserves the right to return any or all merchandise, at the Vendor's expense, upon failure of the Vendor to comply with these mutually agreed upon key performance indicators. Formal quarterly reviews of service performance metrics (VMI Scorecard) will be scheduled with each VMI vendor accordingly.

6.2 Electronic Data Interchange (EDI) – A&P uses the following EDI transaction sets that follow UCS Standards, which A&P U.S. considers as requirements:

- 875 – Grocery merchandise purchase order
- 852 – Product activity data (for Vendor Managed Inventory partners only, using warehouse withdrawals not POS data)
- 879 – Price information (for specific DSD vendors only)
- 888 – Item maintenance (for specific DSD vendors only)
- 997 – Functional acknowledgement
- * 889 – Promotional announcement
- * 880/810 – Invoice
- * 856 – ASN (advanced ship notice)
- * 832 – Price/Sales catalog (TBD)

* A&P U.S. is currently developing the following transaction sets using the VICS standard for communicating with certain Canadian trading partners through ECCnet. These will become future requirements in addition to the above "required" transaction sets.

7.0 Charge Back Policy – Noncompliance by any National Brand vendor to all or any part of this standard as outlined herein will be subject to the penalties in Table 6 below.

Table 6. National Brand Vendor charge-back for noncompliance.

Requirements (section)	Description	Administrative Fee	Additional Fee
Packaging (3.1) Food Safety Issues	Shipped merchandise or trailer fails to meet any or all requirements	\$ 500	\$ 50
Packaging (3.1) Pallet Specifications	Pallets do not meet specifications	\$ 100	\$ 50/hour
Marking & Labeling (3.2)	Failure to provide packaging lists	\$ 100	\$ 50
Bill of Lading (3.3)	Failure to have required information recorded on the Bill Of Lading	\$ 100	\$ 50
Sort & Segregate (3.4)	Failure to sort & segregate	\$ 100	\$ 50/hour
Mis-Picks (3.5)	Vendor sends wrong merchandise	\$ 100	\$ 50
Substitutions (3.6)	Vendor sends merchandise not recorded on Purchase Order	\$ 100	\$ 50
Backhauls (3.8)	Detention at the vendor location	\$ as applicable	\$ 50/hour
	Merchandise not available for pickup at appointed time	\$ as applicable	\$ 50/hour
Damage, Overage & Shorts (3.8)	A&P U.S. receives damaged merchandise plus related disposal fees	\$ 100	\$ 50
	A&P U.S. receives extra volume against Purchase Order	\$ 100	\$ 50
	A&P U.S. receives shorted or less than ordered (PO) quantity of merchandise	\$ 100	\$ 50
Hazardous Materials (3.10)	Vendor sends MSDS materials without proper documentation	\$ 100	\$ 500 per occurrence
Alternate pick up locations (4.0)	Failure to notify A&P 48 hours before pick up appointment	\$ 100	\$ 50
Visibility to orders (4.0)	Failure to track, transmit and expedite with visibility to A&P's tracking systems	\$ 100	\$ 50
Approved Carriers (4.2)	Failure to use pre-approved carriers Insurance and operating authority	\$ 500	\$ 50
Prepaid (4.3)	Failure to notify A&P U.S. Transportation on prepaid arrangements	\$ 250	\$ 50
Requirements (section)	Description	Administrative Fee	Additional Fee
Piggy Back (4.5)	Failure to follow all aspects of the	\$ 100	\$ 50

	Intermodel Safe Container Act.		
Appointments (5.1)	Arrival without appointments	\$ 500	\$ 50
	Missed arrival	\$ 500	\$ 50
	No call/No show	\$ 500	\$ 50
Use of Outside Unloading Service (5.2)	Failure to use approved unloading service (Table 4)	\$ 100	\$ 50
Worker Safety (5.3)	Driver not trained to operate equipment - OSHA	\$ 250	\$ 50
	Cab and/or trailer in poor condition – unsafe, dirty, etc.	\$ 250	\$ 50
Security Policy (5.4)	Failure to have proper identification	\$ 100	\$ 50
	Failure to have proper paperwork	\$ 100	\$ 50
	Failure to have proper or missing trailer seal(s)	\$ 100	\$ 50
Electronic Information & System Communication (6.0)	(Note: For VMI vendors only)		
VMI (6.1)	Failure to meet any or all scorecard/service performance metrics	\$ 250	\$ 50

8.0 Charge Back Policy – Noncompliance by any Own Brands Vendor to all or any part of this standard as outlined herein will be subject to the penalties in Table 7 below after a previous 28 day grace period.