

## Product and Quality Requirements for INDIRECT GOODS destined for the Coop Group

*The members of the Coop Group<sup>1</sup> are committed to ethical business conduct throughout our supply chains of private brand products, fresh fruit and vegetables and products not for resale, while remaining efficient companies creating economically sound business.*

*We aim to provide consumers with healthy and safe food and non-food options manufactured under conditions that safeguard decent working conditions; maintain a sustainable environment; prohibit corruption and ensure animal welfare as well as transparent product origin, production and content.*

This document is Appendix 2.1 to Coop Trading's Framework Purchasing Agreement (FPA) for sourcing products on behalf of the Coop Group. The document may also be used as an appendix in other agreements.

It goes without saying that all products delivered to the Coop Group as a minimum must comply with the applicable EU and national legislation. The Product and Quality Requirements listed in this document are requirements which go beyond EU and national legislation and which are relevant to one or more of the Coop Group members.

Each Product and Quality Requirement is related to one or more of the three topics listed below. If one of the requirements applies to more than one topic, that requirement is listed in connection with the most relevant topic.

1. Transparency
2. Climate, environment and sustainability
3. Quality Management

Within each topic, the requirements are listed with a number for easy reference.<sup>2</sup>

For each requirement, the scope is described with regards to the Coop Group members and the brands. The term "private brands" refers to brands owned or licensed by one or more members of the Coop Group. The term "Seller's brands" refers to brands not owned or licensed by one or more members of the Coop Group.

The Product and Quality Requirements apply no matter whether the products are manufactured by the supplier itself or by sub-suppliers. The supplier is responsible for ensuring that its sub-suppliers (if any) comply with the requirements.

Any questions regarding the Product and Quality Requirements shall be directed to your contact person at Coop Trading.

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<sup>1</sup> The Coop Group consists of Kooperativa Förbundet, ekonomisk förening ("KF"), Coop amba, Coop Norge SA, and Suomen Osuuskappojen Keskuskunta ("SOK") and their respective subsidiaries, affiliated co-operative societies, franchisees and other partners, including Coop Trading A/S.

<sup>2</sup> The Product and Quality Requirements are also presented in tables with indication of areas of application, i.e. the Coop Group member (country) and brand (Coop Group private brands and Seller's brands), and with statement of any exceptions. These tables are only for easy overview, however, and do not contain the complete specifics of each requirement.

## 1 Transparency

These requirements are intended to ensure that the members of the Coop Group can offer their customers products that have been produced under socially and environmentally responsible conditions, and that products have transparent product origin, production and content.

### 1.1 Batch code - non-food

For traceability, private brand non-food products must be labelled with a batch code.

### 1.2 REACH

Substances included in the REACH Candidate List of Substances of Very High Concern must not be present in any single part of a product (article) at a level > 0.1 %. The REACH Candidate List is found here:

<https://echa.europa.eu/en/candidate-list-table>

This requirement is in force for each individual part of a product (article) according to the ECHA guidance

[https://echa.europa.eu/documents/10162/23036412/articles\\_en.pdf/cc2e3f93-8391-4944-88e4-efed5fb5112c](https://echa.europa.eu/documents/10162/23036412/articles_en.pdf/cc2e3f93-8391-4944-88e4-efed5fb5112c)

Further, Coop Trading *encourages* private brand suppliers and suppliers of Seller's brand located in third countries to notify Coop Trading of the presence of any substance listed on the SIN list. SIN is an abbreviation for Substitute It Now, and the SIN list is a list of hazardous chemicals:

<http://sinlist.chemsec.org>

### 1.3 Occupied areas

Food and non-food products and ingredients grown, manufactured or packed in occupied areas (designated as occupied territory by the United Nations e.g. Occupied Palestine Territories, the Moroccan-occupied areas in West Sahara) are not accepted.

*Exception:*

*Products destined for SOK (Finland) are accepted provided they are labelled with origin from occupied territory: e.g. Occupied Palestine Territories or Occupied West Sahara.*

Transparency	Coop Sverige	Coop Danmark	Coop Norge	SOK (Finland)
<b>1.1 Batch code</b>	All private brands	All private brands	All private brands	All private brands
<b>1.2 REACH</b>	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands
<b>1.3 Occupied areas</b>	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands
<i>Exception</i>	N/A	N/A	N/A	<i>Products accepted if specifically labelled</i>

## **2 Climate, environment and sustainability**

These requirements are intended to ensure that products offered by the members of the Coop Group are manufactured with attention to environmentally sustainable production, processing, packaging and transportation.

### **2.1 Chlorine bleaching**

Elementary chlorine must neither be used for bleaching of paper products and packaging material, nor for bleaching of cotton and personal care products containing cotton.

### **2.2 Chlorinated plastic materials in packaging and food contact material**

Products must not contain or be packed in chlorinated plastic materials at any level of packaging, if destined for Coop Sverige, Coop Danmark or Coop Norge. Examples of chlorinated plastic materials are PVC, PVdC and chlorinated PE.

Products destined for SOK (Finland) must not contain or be packed in materials containing PVC at any level of packaging.

*Exceptions:*

*PVC and other chlorinated plastic materials may be used in the compound material used in lids for glass jars and in capsules for glass bottles and in can lacquers, but only if no other alternatives are available.*

### **2.3 Methyl bromide**

Methyl bromide must not be used in production, storage or transportation of products destined for Coop Sverige.

<b>Environment</b>	<b>Coop Sverige</b>	<b>Coop Danmark</b>	<b>Coop Norge</b>	<b>SOK (Finland)</b>
<b>2.1 Chlorine bleaching</b>	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands
<b>2.2 Chlorinated plastic materials</b>	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands
<i>Exceptions</i>	<i>Compound material used in lids for glass jars and in capsules for glass bottles and in can lacquers if other alternatives are not available.</i>	<i>Compound material used in lids for glass jars and in capsules for glass bottles and in can lacquers if other alternatives are not available.</i>	<i>Compound material used in lids for glass jars and in capsules for glass bottles and in can lacquers if other alternatives are not available.</i>	<i>Compound material used in lids for glass jars and in capsules for glass bottles and in can lacquers if other alternatives are not available.</i>
<b>2.3 Methyl bromide</b>	All private brands All Seller's brands	N/A	N/A	N/A

### **3 Quality Management**

These requirements are intended to ensure that the supplier and any sub-supplier(s) of products offered by the members of the Coop Group perform and document the necessary verification and control of products, production and production flow to ensure content, safety, quality and traceability of products.

#### **3.1 Supplier's Quality Management System (QMS)**

The supplier and its sub-supplier(s) must work according to a documented quality management system ensuring product content, quality, safety and traceability, and compliance with relevant legislation.

Changes in raw materials, product formulations, processing or preparation procedures and technologies, packaging, distribution or use of the product will require review of the original hazard analysis.

A manufacturer of daily non-food consumer products, e.g. chemical-technical products, personal care products, hygiene products and other daily non-food consumer product (household papers, candles etc.) must, as a minimum, apply FMEA (Failure Mode and Effect Analysis) model or similar.

Further, a certification in accordance with ISO 14001 with regard to environmental management will be considered an advantage in Coop Trading's supplier selection process.

Upon request, certificates, report of analyses and other verification of compliance with legislation and the requirement contained in this document must be made available for Coop Trading.

#### **3.2 Product and documentation inspection**

The supplier must give Coop Trading complete insight into its and its sub-supplier's analyses and control results and other documentation, as a part of Coop Trading's control procedure. For private brand products, product specific documentation requirements are communicated to the supplier via the Product Description.

Coop Trading's control procedure includes product and documentation inspection. The supplier will be informed and asked to comment if Coop Trading finds deviations from legislative or contractual requirements.

If the supplier fails to provide documentation that a given deviation is of no health, safety or quality significance, the products will not be accepted. Consequently, such products will be rejected (if they have not yet been delivered), stopped at the warehouse, withdrawn from the shops and warehouses or recalled from consumer (if they have already been delivered), and returned for the account of the supplier (or destroyed if this is the cheapest overall solution).

For deviations related to safety, the supplier must submit documentation within 24 hours after information about the deviation. For other types of deviation the time limit is five working days unless circumstances call for a shorter time limit.

Coop Trading might request supplementary analyses to be performed with an accredited method at the expense of the supplier.

#### **3.3 e-labelling**

Products are not accepted when e-labelled, according to Council Directive 76/211/EEC with later amendments, if the products are packed in a non-EEA country.

Quality Management	Coop Sverige	Coop Danmark	Coop Norge	SOK (Finland)
<b>3.1 Supplier's QMS</b>	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands
<b>3.2 Inspection</b>	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands
<b>3.3 e-labelling</b>	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands	All private brands All Seller's brands