



**KROGER GENERAL MERCHANDISE  
VENDOR AND LABORATORY MEMO**

Document No.: KRGR-TXT-001  
Section: Softlines  
Revision : 04  
Total Pages: 6

## **PROPER EXECUTION OF APPAREL TESTING PROGRAM**

### **1 SCOPE**

1.1. This document establishes the proper procedure for executing the apparel testing program.

### **2 ISSUE/REASON**

2.1 Clarify apparel testing procedure for relevant parties and allow vendors/suppliers to prepare for testing requirement.

### **3 PROCEDURE**

#### 3.1 Test submissions

3.1.1 For every test submission, a Testing Request Form (TRF) must be filled out completely and properly.

#### 3.1.2 Fabric TRF test submissions

3.1.2.1 All colorways must be submitted and one style should be referenced per TRF submissions, however:

3.1.2.1.1 If the exact same fabric in the same bulk production run is used across multiple styles, those multiple styles may be referenced together in a fabric TRF submission.

#### 3.1.3 Garment TRF test submissions

3.1.3.1 Only one style may be referenced in the garment TRF submission.

3.1.4 Fill in all fields on the TRF to prevent delays. Labs will contact the factory if there is missing information on the TRF which may extend turn-around time.

3.1.5 Contact your local lab representative for any questions regarding the TRF.

#### 3.2 Fabric Testing

3.2.1 Review the testing protocols and ensure that the fabrics can meet the specified standards/requirements.

3.2.2 Kroger GM testing protocols are available on:  
<https://docushare.cps.bureauveritas.com/docushare/dsweb/View/Collection-14490>



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Contact your buyer or developer to gain access.

- 3.2.3 Fabric testing must be done on approved fabrics by Kroger developers and only on the production material.
- 3.2.4 All colorways must be submitted for testing.
  - 3.2.4.1 Darkest colorway will be tested to full fabric protocol and additional colorways will be tested to the “additional colorway” protocol.
- 3.2.5 If the fabric fails testing, contact the Regulatory Compliance Manager immediately at [michaele.logronio@kroger.com](mailto:michaele.logronio@kroger.com) and copy the Kroger developer.
  - 3.2.5.1 Vendor must submit root cause analysis and corrective action plan (CAP) on the failure.
  - 3.2.5.2 After CAP is approved by Kroger Regulatory Compliance Manager, vendor must retest corrected fabrics.
  - 3.2.5.3 Retest must pass requirements.
- 3.2.6 Once fabric passes testing, proceed to garment production.

### 3.3 Garment Testing

- 3.3.1 Submit garment for testing only after fit and style have been approved by Kroger Developer.
- 3.3.2 Garment testing must be from Top of Production (TOP) line and from the producing factory.
- 3.3.3 For adult garments, submit the darkest colorway, medium colorway, and lightest (non-white) colorway.
  - 3.3.3.1 Darkest colorway will be tested to full garment protocol; medium colorway and lightest (non-white) colorway will be tested to Appearance After Care test line.
- 3.3.4 For children’s garments, submit all garment colorways for evaluation to the lab.
  - 3.3.4.1 Darkest colorway will be tested to full garment protocol; medium colorway and lightest (non-white) colorway will be tested to Appearance After Care test line.
  - 3.3.4.2 If the finished garments do not contain any hard substrates or trims, including but not limited to buttons, zippers, snaps, any functional or non-functional plastics/metals/wood/glass, etc., submission of additional colorways as panel prints or strike-offs rather than finished garment is allowed for chemical testing.



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- 3.3.4.2.1 Supplier is still required to submit finished garment in the darkest colorway, medium colorway, and lightest (non-white) to the lab.
- 3.3.4.2.2 The lab is to review the finished garments to determine if there are any functional or non-functional plastics, metals, wood, or glass that requires additional chemical testing in the additional colorways.
- 3.3.4.2.3 If the lab determines that there are possible trims that require evaluation for possible testing, the supplier is required to submit finished garments for the additional colorways.
- 3.3.4.3 Ensure that all colorways for children's garments are evaluated by the lab. Failure to do so may result in non-compliance and may hold shipment and/or result in an order cancellation.
- 3.3.5 If the garment fails testing, contact the Regulatory Compliance Manager immediately at [michaele.logronio@kroger.com](mailto:michaele.logronio@kroger.com) and copy the Kroger developer.
  - 3.3.5.1 Vendor must submit root cause analysis and corrective action plan (CAP) on the failure.
  - 3.3.5.2 After CAP is approved by Kroger Regulatory Compliance Manager, vendor must retest corrected garments.
  - 3.3.5.3 Retest must pass requirements.
- 3.4 GCC
  - 3.4.1 Once garment passes testing, generate a General Certificate of Conformity (GCC) document with all necessary information filled out.
    - 3.4.1.1 All children's product GCC must be generated by the testing laboratory.
    - 3.4.1.2 A GCC can only be generated with the support of a **passing** garment test report.
    - 3.4.1.3 If there are any inquiries on the GCC, contact your lab rep.
- 3.5 Periodical Testing and Testing for Additional Colorways Shipped at Different Periods
  - 3.5.1 Test is required to be performed on each production.
  - 3.5.2 If an additional colorway is ordered or shipped at a later period and the style was already tested previously, the additional colorway need only to be tested as an additional colorway.



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- 3.5.2.1 The supplier can notify the lab to have the original report revised to include the new additional colorway.
- 3.5.2.2 This is only acceptable if there are no changes on raw materials, material suppliers, process, production, design, and manufacturing factory.
- 3.5.3 Changes on raw materials, material suppliers, process, production, design and factory will require retest.
- 3.5.4 Test reports are valid for one year.

### 3.6 Test Report and GCC Submission

- 3.6.1 Once garment passes testing, generate a General Certificate of Conformity (GCC) document with all necessary information filled out.
  - 3.6.1.1 All children's product GCC must be generated by the testing laboratory.
  - 3.6.1.2 A GCC can only be generated with the support of a *passing* garment test report.
- 3.6.2 Test report completion and GCC creation must be done 4 weeks prior to shipment to allow for time to resolve issues and prevent delays.
- 3.6.3 Submit final garment test reports and GCC's to bank along with Letter of Credit.



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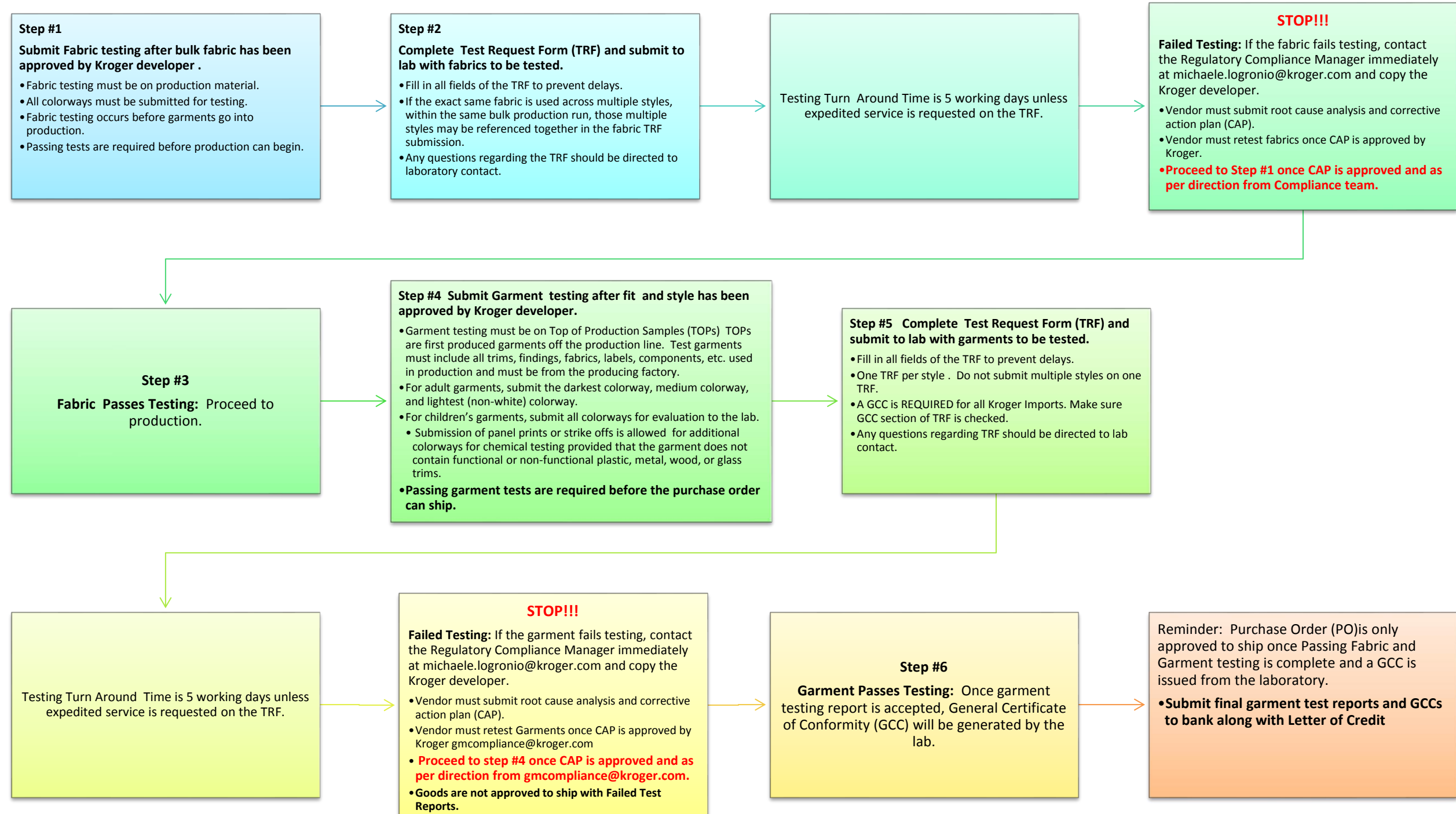
**Revision History**

<b>Rev. No.</b>	<b>Revision Date</b>	<b>Effective Date</b>	<b>Revision Summary</b>	<b>Revised by</b>	<b>Approved by</b>
01	March 15, 2017	March 15, 2017	<ul style="list-style-type: none"><li>- New Issue</li><li>- Original Author: Michaele Logronio</li></ul>	Michaele Logronio	Megan Liu
02	March 17, 2017	March 17, 2017	<ul style="list-style-type: none"><li>- Accounts for fabrics that are used across multiple styles.</li></ul>	Michaele Logronio	Megan Liu
03	May 15, 2017	May 17, 2017	<ul style="list-style-type: none"><li>- Separation of requirement between adult and children's garments.</li><li>- Clarifications of different sections.</li></ul>	Michaele Logronio	Megan Liu
04	June 29, 2017	July 12, 2017	<ul style="list-style-type: none"><li>- Clarification of children's garment submission and allowing panel prints or strike-offs to be submitted for chemical testing for the additional colorways. Requirement clarified on section 3.3.4.2, 3.3.4.2.1, 3.3.4.2.2, 3.3.4.2.2.</li><li>- Clarification on testing requirement for additional colorways shipped at a later period.</li></ul>	Michaele Logronio	Megan Liu



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