



This guide provides instruction on how to complete the **Facility Food Safety Compliance** screen in the Kroger Supplier Hub vendor on-boarding process.

Facility Food Safety Compliance Screen Overview, FDA Registration Number

Access the Food Safety Compliance Screen

To access the **Food Safety Compliance** screen:

1. Click **Address Book** in the left navigation (A). The **Address Book** displays.
2. Click **Update** (B) for the desired facility. The **Update Address Details** screen displays.
3. Click **Food Safety Compliance** (C). The **Facility Food Safety Compliance** screen displays.

Address Book

Vendors of products, ingredients or packaging are required to register each of their relevant facilities by clicking on 'Create Facility'. To ensure payments are sent to the proper address, click on 'Create Remit to'.

Organization Name Granthartley Foods Dun & Bradstreet (DUNS) Number 987654321

Vendor Onboarding Status Vendor Registration Pending

Review and Submit

Address Name	Address DUNS Number	Ownership	Address	Country	Food Safety Compliance Status	Social Compliance Status	Update	Remove
Grhy PB 1	079612145	Yes	7 TIMES SQ	United States	Supplier Information Required	Not Applicable		

Address Book (A) Draft Addresses

Administration: Address Book >

Update Address Details Close Save Profile Categorization Contacts **Food Safety Compliance** (C) Sustainability Validate and Complete

* Indicates required field

Organization Name Granthartley Foods

What Food Safety Documents Does Kroger Require?

All suppliers are required to abide by Kroger's Food Safety policy. All required fields must be completed.

GFSI (Global Food Safety Initiative) certification: Required of all suppliers who provide:

- Kroger Private Label: Food, Pet/Animal Food (including treats/chews), Dietary Supplements/Vitamins
- All Ingredients and Food Contact Packaging/Materials provided directly to Kroger Manufacturing Plants/Stores/Commissaries
- Bulk Food items requiring further processing, scaling, packaging, staging, etc. prior to being sold such as Produce, Meat, Seafood, Grocery, Deli/Bakery.

GFSI Full Audit and HACCP/Food Safety Plan(s): Expected of suppliers located outside of the United States.

3rd Party Food Safety/Good Manufacturing Practices (GMP) Audits: Expected of all suppliers who provide:

- Kroger Private Label: Health & Beauty Care, Cosmetics, Over-the-Counter Drugs, Paper/Plastic – food related (wraps, foils, plates, cups, bags, utensils, etc.).

Animal Welfare: Required for any facility that slaughters animals or harvest eggs.



Facility Food Safety Compliance Screen Overview, FDA Registration Number

Food Safety Compliance Overview

The top of the **Food Safety Compliance** screen displays your company and facility names **(D)** and this facility's compliance status **(E)**.

The **Food Safety Communication** section **(F)** displays messages sent between your company and Kroger regarding this facility's food safety compliance information.

FDA Registration Number

If you know your **FDA Registration Number**, enter it in the field **(G)**.

Continue to the next page of this guide.

Administration: Address Book > Update Address Details >

Facility Food Safety Compliance

Home Save Next

Organization Name: Granthartley Foods Facility Name: Grhy PB 1 **(D)**

Show Instructions

Status

Compliance Status: Supplier Information Required **(E)**

Food Safety Communication **(F)**

TIP The Food Safety Communication area will display conversation history between your organization and Kroger's Food Safety team.

From	To	Subject	Message	Date	Message By
No results found.					

FDA Registration Number

FDA Registration Number **(G)**

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Please continue to the next page of this document.*



Upload and Manage Food Safety Attachments

Note: [Click here](#) to review the information in the **What Documents Does Kroger Require?** section of this guide.

Answer the questions in the **Attachments** section (H):

- Does this facility slaughter animals or harvest eggs?
- Is this facility certified by one of the GFSI audit schemes?

If the answer is “Yes,” to either question, you must upload the appropriate documentation.

To upload these and other food safety documents:

1. Click **Add Attachment** (I).
The **Attachments** dialog displays (J).
2. Select the **Category** (K).
3. Select the **Type** (L).
The options vary depending on the **Category**.
4. Enter the **Issue Date** (M).
5. Enter any desired **Comments** (N).
6. Click **Browse** then locate and select the **File** (O).
7. Click **Apply** (P). The file is uploaded and displays in the table.

To modify an attachment, click the **Update** icon (Q).
The **Attachments** dialog displays and the **Category**, **Issue Date**, **Comments**, and **File** may be modified.

To delete an attachment, click the **Delete** icon (R).
A confirmation will display. Click **Yes** to confirm the deletion.

Note: Once Kroger has approved a document, it cannot be modified or deleted. Instead, you will need you upload a new document.

Add/View Attachments

Select Certificate/Audit (H)

No Does this facility slaughter animals or harvests eggs?
Yes Is this facility certified by one of the GFSI audit schemes?

Description
Kroger requires all facilities slaughtering animals or harvesting eggs to have an animal welfare audit conducted by a reputable organization.
Global Food Safety Initiative audit schemes are benchmarked food safety audit schemes that are recognized industry wide.

Add Attachment (I)

Category	Type	Issue Date	Expiry Date	Comments	Last Update By	Last Update Date	Status	Update	View Document	Delete
GFSI Certificate	GLOBAL G.A.P.	28-Jul-2017	28-Jul-2018	Granthartley G	JOHN@GRANTH...	19-Jan-2018	Pending		Granthartley_GFSI...	

Home Save Next

U S T

Attachments (J)

Category (K) GFSI Certificate

Type (L) GLOBAL G.A.P.

Issue Date (M) 28-Jul-2017

Comments (N) Granthartley GFSI Certificate

File (O) C:\Users\kon7868\Desktop Browse...

Cancel **Apply** (P)

Once all questions have been answered and documents have been uploaded, click **Save** (S) to save the page then click **Next** (T) to advance to the **Contacts** section or click **Home** (U) to return to the **Update Address** screen.

Note: The facility will not be deemed “Compliant” until Kroger has reviewed and approved your compliance documentation.