

## Complete the Categorization Screen



The purpose of categorization is to ensure each vendor is setup within the proper internal Kroger systems. Inaccurate information may create purchasing, shipping, and/or payment blockers.

Disclose all product or service categories you currently provide to Kroger or will likely provide to Kroger in the next 12 months.

1. Login to <https://partnerpass.krogerapps.com/>

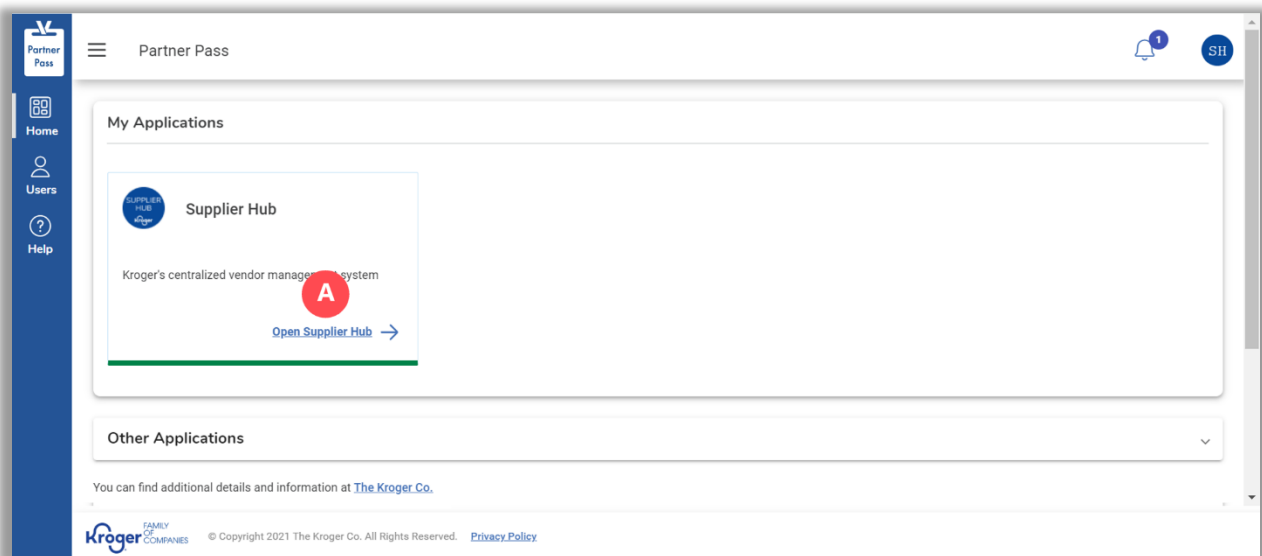
**Note:** Partner Pass is a secure single sign-on dashboard that allows you to access multiple Kroger applications with one ID and password.

Partner Pass works with the Okta Verify app to allow you to verify your identity and make it less likely that someone pretending to be you can gain access to your account.

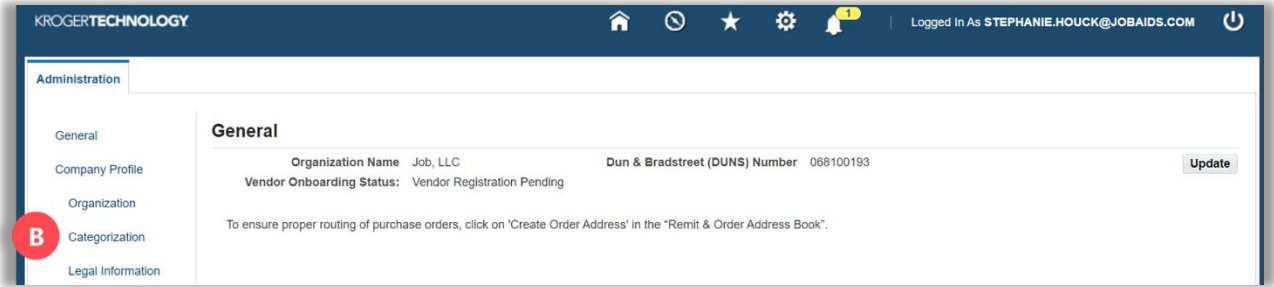
For additional information, please see:

- [Partner Pass information page](#)
- [Partner Pass help page](#)

2. On the Supplier Hub tile, click **Open Supplier Hub (A)**.

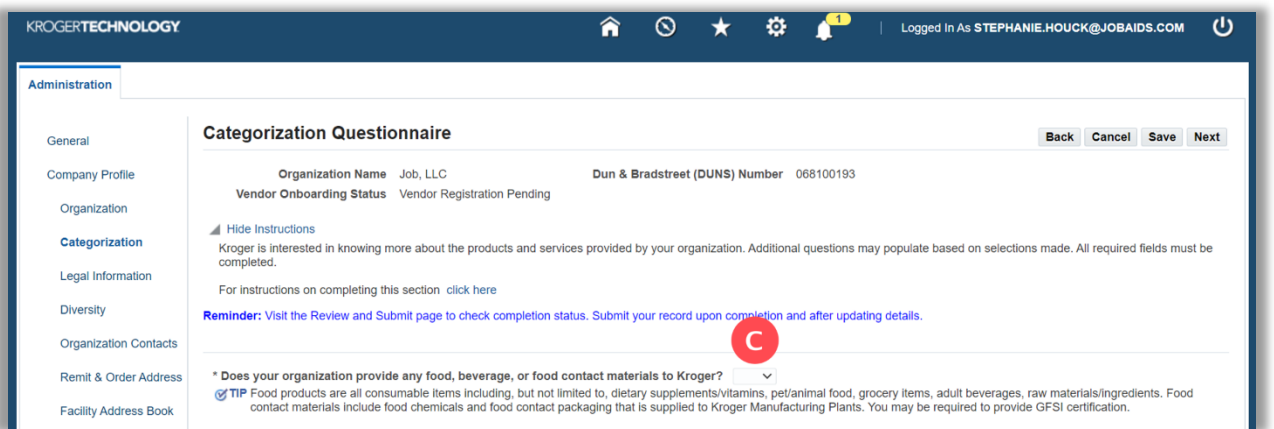


- Click **Categorization (B)**.



- Answer the **question for providing any food, beverage, or food contact material to Kroger (C)**.

**Note:** It is important to answer this question accurately to ensure you are setup properly in the Kroger systems. Read the onscreen  for more details about the question.



- Use the below table to determine the next step:

If you selected:	Do this:
Yes	Continue to <a href="#">step 6</a> .
No	Go to <a href="#">step 9</a> .

- Answer the **question for providing perishable agricultural commodities (i.e., fresh or frozen fruits and/or fresh or frozen vegetables) to Kroger (D)**.
- Select the **checkboxes for all types of food or food related products that are provided to Kroger by your organization (E)**.

! Depending which checkbox(es) you select, additional questions will be displayed. Continue answering all questions down the screen.

8. Go to [step 16](#).

9. Answer the **question for providing any products for resale that are non-food (F)**.

**Note:** It is important to answer this question accurately to ensure you are setup properly in the Kroger systems. Read the onscreen [TIP](#) for more details about the question.

10. Use the below table to determine the next step:

If you selected:	Do this:
Yes	Continue to <a href="#">step 11</a> .
No	Go to <a href="#">step 13</a> .

11. Select the **checkboxes for all types of non-food products that are provided to Kroger by your organization (G)**.

! Depending which checkbox(es) you select, additional questions will be displayed. Continue answering all questions down the screen.

12. Go to [step 16](#).

13. Answer the **question for providing any products (not for resale), equipment or services in connection with construction, maintenance, or day-to-day operations of Kroger (H)**.

**Note:** It is important to answer this question accurately to ensure you are setup properly in the Kroger systems. Read the onscreen **TIP** for more details about the question.

14. Use the below table to determine the next step:

If you selected:	Do this:
Yes	Continue to <a href="#">step 15</a> .
No	Go to <a href="#">step 16</a> .

15. Select the **checkboxes** for all classifications of products, equipment or services that are provided to **Kroger by your organization (I)**.

Remit & Order Address    \* Does your organization provide any food, beverage, or food contact materials to Kroger? No

Facility Address Book     TIP Food products are all consumable items including, but not limited to, dietary supplements/vitamins, pet/animal food, grocery items, adult beverages, raw materials/ingredients. Food contact materials include food chemicals and food contact packaging that is supplied to Kroger Manufacturing Plants. You may be required to provide GFSI certification.

Banking Details    \* Does your organization provide any products for resale that are non-food? No

Review and Submit     TIP Non-food items are products such as jewelry, apparel, HBC, housewares, paper products, floral, etc. Secondary/Tertiary Packaging provided to Kroger Manufacturing Plants that does not come in contact with food (corrugated boxes, shrink wrap, labels, pallets, etc.) is also considered non-food.

Assessment    \* Does your organization provide any products (not for resale), equipment or services in connection with construction, maintenance, or day-to-day operations of Kroger? Yes

Leave Us Feedback    \* Select all classifications of products, equipment or services that are provided to Kroger by your organization:

<input type="checkbox"/> Accounting	<input type="checkbox"/> Fixtures - Stores/ Lighting	<input type="checkbox"/> Marketing	<input type="checkbox"/> Security
<input type="checkbox"/> Advertising Agencies	<input type="checkbox"/> Fleet Services	<input type="checkbox"/> Media - All Types	<input type="checkbox"/> Shopping Carts
<input type="checkbox"/> Architecture/ Engineering	<input type="checkbox"/> Freight Services	<input type="checkbox"/> MRO - Other	<input type="checkbox"/> Store Construction
<input type="checkbox"/> Armoured Car Services	<input type="checkbox"/> Gases	<input type="checkbox"/> Non-Refrigeration Equipment Repair	<input type="checkbox"/> Supplies - Store and Office
<input type="checkbox"/> Catering	<input type="checkbox"/> HR Services	<input type="checkbox"/> Payment Solutions	<input type="checkbox"/> Telecommunication Equipment/ Services
<input type="checkbox"/> Cleaning	<input type="checkbox"/> HVAC Equipment/ Services	<input type="checkbox"/> Pest Control	<input type="checkbox"/> Training
<input type="checkbox"/> Consulting	<input type="checkbox"/> Insurance Services	<input type="checkbox"/> Property	<input type="checkbox"/> Travel
<input type="checkbox"/> Courier Services	<input type="checkbox"/> IT Services	<input type="checkbox"/> Real Estate	<input type="checkbox"/> Uniforms
<input type="checkbox"/> Electrical	<input type="checkbox"/> Landscaping/ Snow Removal	<input type="checkbox"/> Recruitment	<input type="checkbox"/> Waste Removal
<input type="checkbox"/> Equipment Warehouse/ Store/ Plant	<input type="checkbox"/> Legal	<input type="checkbox"/> Refrigeration Equipment/ Services	<input type="text" value="Other (Please Specify)"/>
<input type="checkbox"/> Financial Services	<input type="checkbox"/> Logistics	<input type="checkbox"/> Roofing	<input type="checkbox"/> Health Service

16. Click **Save (J)**.

17. Click **Next (K)** to continue to the Legal Information page.

General    **Categorization Questionnaire**    Back Cancel **Save (J)** Next **(K)**

Company Profile    Organization Name Job, LLC    Dun & Bradstreet (DUNS) Number 068100193

Organization    Vendor Onboarding Status Vendor Registration Pending

**Categorization**    Hide Instructions  
Kroger is interested in knowing more about the products and services provided by your organization. Additional questions may populate based on selections made. All required fields must be completed.

Legal Information    For instructions on completing this section [click here](#)

Diversity    **Reminder:** Visit the Review and Submit page to check completion status. Submit your record upon completion and after updating details.

Organization Contacts    \* Does your organization provide any food, beverage, or food contact materials to Kroger? No

Remit & Order Address     TIP Food products are all consumable items including, but not limited to, dietary supplements/vitamins, pet/animal food, grocery items, adult beverages, raw materials/ingredients. Food contact materials include food chemicals and food contact packaging that is supplied to Kroger Manufacturing Plants. You may be required to provide GFSI certification.

Facility Address Book    \* Does your organization provide any products for resale that are non-food? No

Banking Details     TIP Non-food items are products such as jewelry, apparel, HBC, housewares, paper products, floral, etc. Secondary/Tertiary Packaging provided to Kroger Manufacturing Plants that does not come in contact with food (corrugated boxes, shrink wrap, labels, pallets, etc.) is also considered non-food.

Review and Submit    \* Does your organization provide any products (not for resale), equipment or services in connection with construction, maintenance, or day-to-day operations of Kroger? No

Assessment