

Kroger Co. Specification Portal Supplier Activities

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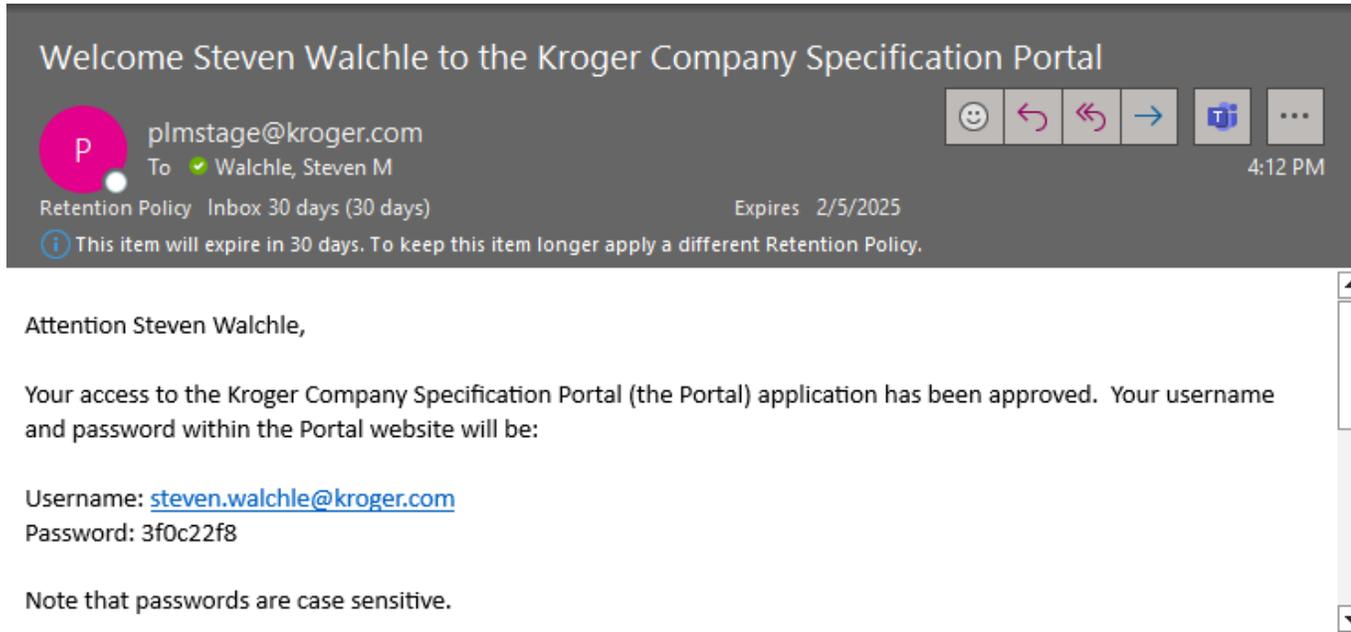
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Introduction

- The Kroger Co. Specification Portal (or Spec Portal) is a site that allows Kroger and its Suppliers to interact via Questionnaires (or eQs,) Specifications, and Documents. Its purpose is to:
 - assist in data integrity
 - decrease manual email traffic
 - provide enhanced visibility to specifications
 - upgrade the Kroger-Supplier relationship overall
- Kroger will send their Supplier Contacts an email with their username, a temporary password, and a link to the Spec Portal.
- The following initial slides will walk Suppliers through logging into the Spec Portal.

Logging into the Specification Portal

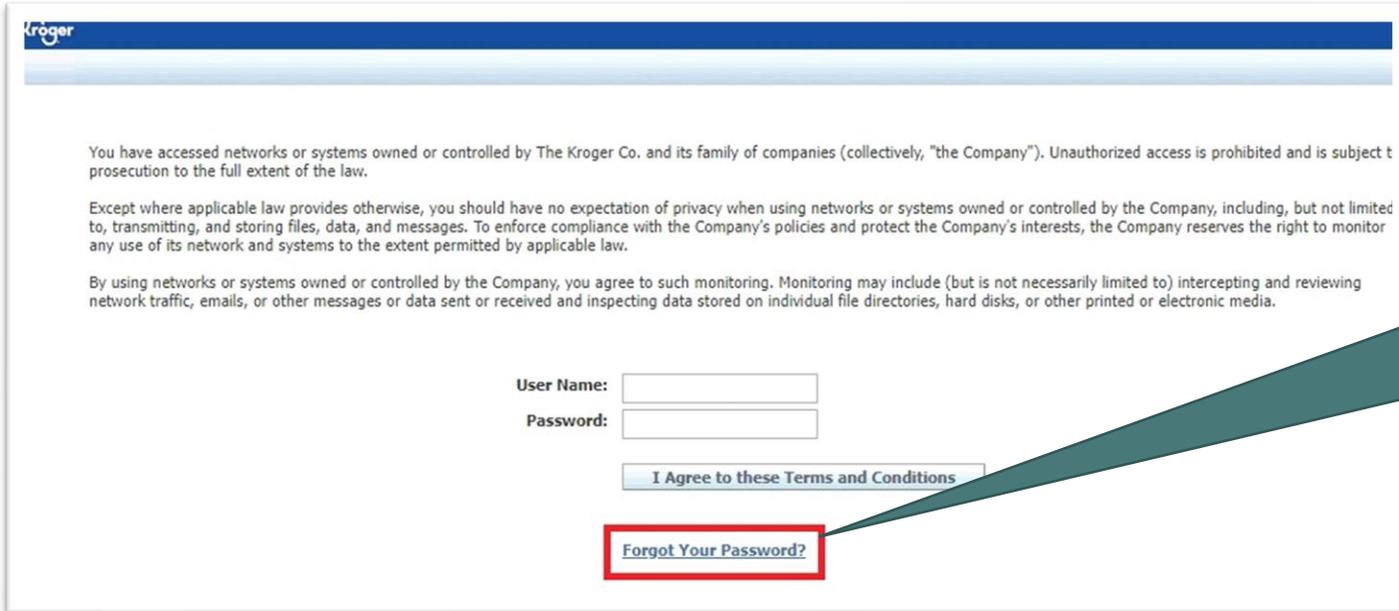


Contact Profile approval email example

Once you receive your status approval email, you will use the email link to get to the Welcome Screen. Click on "English".



Logging into the Specification Portal



Kroger

You have accessed networks or systems owned or controlled by The Kroger Co. and its family of companies (collectively, "the Company"). Unauthorized access is prohibited and is subject to prosecution to the full extent of the law.

Except where applicable law provides otherwise, you should have no expectation of privacy when using networks or systems owned or controlled by the Company, including, but not limited to, transmitting, and storing files, data, and messages. To enforce compliance with the Company's policies and protect the Company's interests, the Company reserves the right to monitor any use of its network and systems to the extent permitted by applicable law.

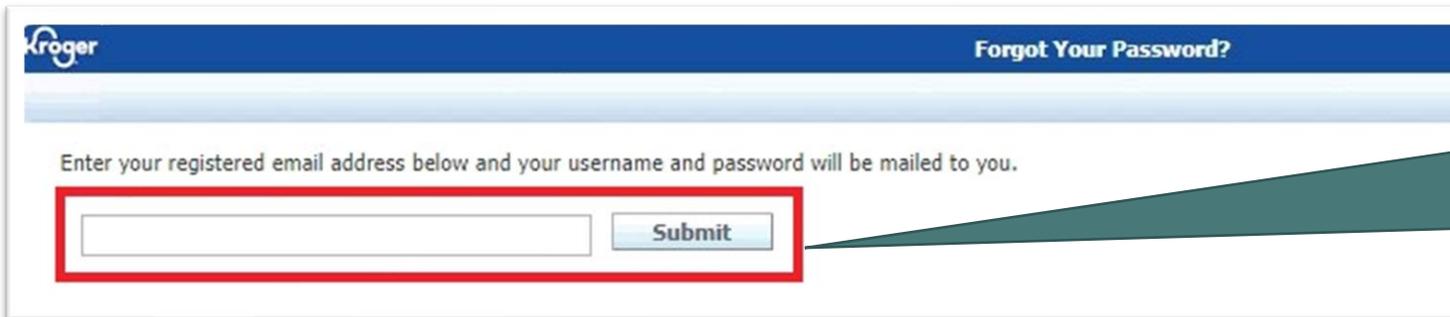
By using networks or systems owned or controlled by the Company, you agree to such monitoring. Monitoring may include (but is not necessarily limited to) intercepting and reviewing network traffic, emails, or other messages or data sent or received and inspecting data stored on individual file directories, hard disks, or other printed or electronic media.

User Name:

Password:

[Forgot Your Password?](#)

On the login screen you will click on the "Forgot Your Password?" link.



Kroger

Forgot Your Password?

Enter your registered email address below and your username and password will be mailed to you.

On the next screen you will enter their email address and click on the "Submit" button.

Logging into the Specification Portal

Kroger

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Except where applicable law provides otherwise, you should have no expectation of privacy when using networks or systems owned or controlled by the Company. The Company may monitor, collect, store, analyze, use, disclose, transmit, and store files, data, and messages. To enforce compliance with the Company's policies and protect the Company's interests, the Company may use its network and systems to the extent permitted by applicable law.

By using networks or systems owned or controlled by the Company, you agree to such monitoring. Monitoring may include (but is not necessarily limited to) inspecting network traffic, emails, or other messages or data sent or received and inspecting data stored on individual file directories, hard disks, or other printouts.

User Name:

Password:

[I Agree to these Terms and Conditions](#)

[Forgot Your Password?](#)

After you receive the second email with the updated password, you will login with those credentials on the login screen and click on the "I Agree to these Terms and Conditions" button.

Home Screen & Action Dashboard

- The Home screen contains links to the other modules in the Spec Portal and useful information for additional assistance.
- The Action Dashboard is part of the Spec Portal Home Screen. In the Action Dashboard you will receive notifications for Questionnaires (eQs) that require your response and Specifications that require your review and approval or rejection.
- Let's look at all the pieces in more detail in the following slides....

Home Screen Overview

Specs & Docs
Specification and Document Management

eQ
eQuestionnaire

DRL
Document Repository Management

Help

As a current/prospective supplier to Kroger, you are responsible for submitting, verifying, and updating accurate information for the goods documented in this database. Please refer to PLM notification emails and your eQuestionnaire (eQ) Action Items Dashboard within the Specification Portal for any outstanding requests for product information.

You also have access to view any approved specifications for products you are currently selling to Kroger in the Specifications & Documents module of the Specification Portal, so please periodically review your specifications and submit any proposed changes for review.

For application support, please call 1-844-277-6165 and say 'P4P'. Additional training materials can be found at www.thekrogerco.com/vendors-suppliers.

****Please Note****: If you are selected to produce an item you must be properly setup and in compliance in Kroger's Supplier Hub. Please verify that your profile(s) and contact information are current there.

Action Dashboard

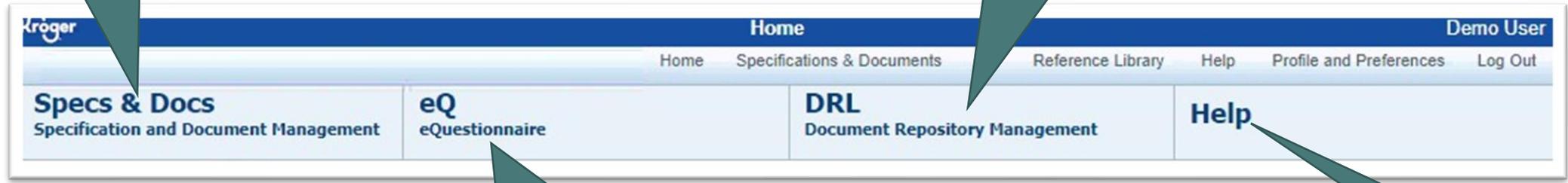
All items

★ ALL (3)	Spec Approvals	-	-	Number	Sourcing #	Name	Type	Status	Amber	Red	-	-
NEW (0)	No records found.											
⌚ DUE (3)	eQuestionnaires	-	-	eQuestionnaire #	Title	Status	Date Sent	Due Date				

Home Screen - Modules

Link to all Specs associated with your Company

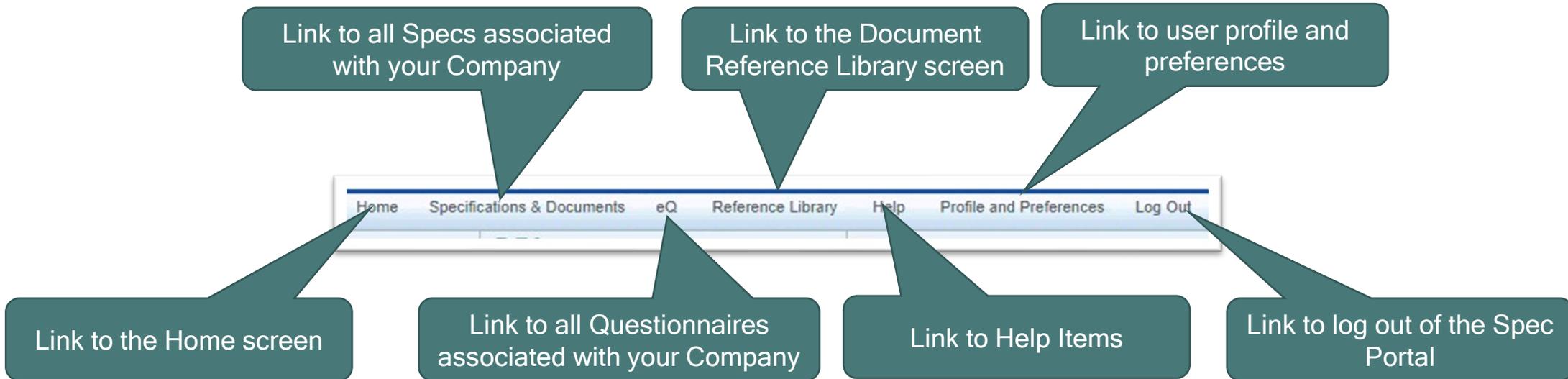
Link to all available DRL Documents



Link to all Questionnaires associated with your Company

Link to the Help items

Home Screen - Links to Modules



Home Screen - Action Dashboard

The screenshot shows the 'Action Dashboard' interface. It features a sidebar with filters for 'ALL', 'NEW', and 'DUE'. The main content area displays two tables. The first table, 'Spec Approvals', is currently empty. The second table, 'eQuestionnaires', contains three rows of data. Callouts provide context for various elements: 'Pending Specification approvals' points to the 'Spec Approvals' filter; 'Date the submission of the eQ is due back to Kroger' points to the 'Due Date' column; 'Indicator showing if the eQ is overdue (red,) almost due (amber,) or isn't due yet (green)' points to the status indicator column; 'Pending Questionnaires requiring action' points to the 'eQuestionnaires' filter; and 'Date Kroger sent the Questionnaire to you' points to the 'Date Sent' column.

		Number	Sourcing #	Name	Type	Status	Amber	Red	
No records found.									
		eQuestionnaire #	Title	Status	Date Sent	Due Date			
1		1000330	Material eQ Notification email to Suppl - 8-27	In Progress	Aug 27, 2024	Aug 29, 2024			
2		1000340	Doc Test 8-27	In Progress	Aug 27, 2024	Aug 30, 2024			
3		1000350	5000637-001 - Material Spec for demo on 8-16 - -	In Progress	Sep 2024	Sep 21, 2024			

Home Screen - Action Dashboard

Clicking on "ALL" displays all of the items.

Clicking on "NEW" will show the items assigned to you in the last 7 days.

There is an arrow on each column that you can click if you want to sort the eQs or Spec approvals in ascending or descending order.

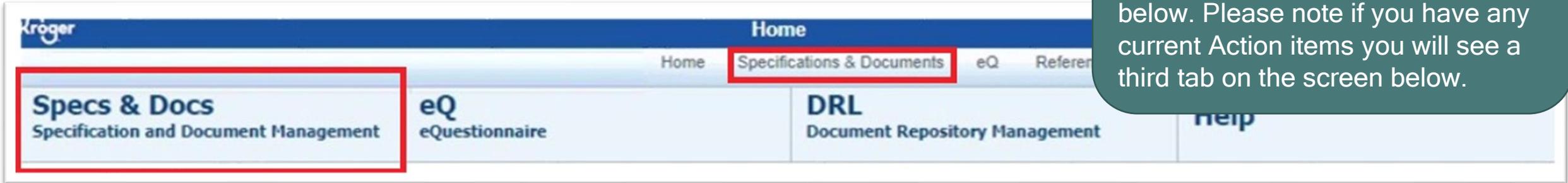
The screenshot displays the 'Action Dashboard' interface. On the left, there are three filter buttons: 'ALL' (with a star icon and '(3)' items), 'NEW' (with a clock icon and '(0)' items), and 'DUE' (with a clock icon and '(3)' items). The 'ALL' button is highlighted with a red box. The main area shows a table of 'eQuestionnaires' with columns: eQuestionnaire #, Title, Status, Date Sent, and Due Date. The 'Due Date' column has a dropdown arrow highlighted with a red box, which is open to show sorting options: 'Sort Due Date', 'Sort', 'Ascending', and 'Descending'. A 'Cancel' button is at the bottom of the dropdown menu.

		eQuestionnaire #	Title	Status	Date Sent	Due Date
1		1000330	Material eQ Notification email to Suppl - 8-27	In Progress	Aug 27, 2024	
2		1000340	Doc Test 8-27	In Progress	Aug 27, 2024	
3		1000350	5000637-001 - Material Spec for demo on 8-16 - -	In Progress	Sep 11, 2024	

Clicking on "DUE" will show the items due in the next 7 days.

Specifications & Documents

When you click on either of the links to the Specifications & Documents module from the Home screen you will navigate to the screen seen below. Please note if you have any current Action items you will see a third tab on the screen below.



Specifications & Documents

On this screen you can use these filter options to search for Specifications.

On this screen you can search for all approved Specifications associated with your Company or Specs that have already been through your review.

Specification(s) Documents

Group By: Receiving Facilities Order By: Spec Name Refresh Advanced Search

Spec Name	Source Company	Source Facility	Receiving Facilities	Sourcing Status	Item #	Sourcing Documentation
1 Material Spec for demo on 8-16 (5000637-001 - Approved)	Company for Demo on 8-16-24	Facility for Demo on 8-16-24		Approved		
2 Trade spec for demo on 8-16 (5000645-001 - Ready for Artwork)	Company for Demo on 8-16-24	Facility for Demo on 8-16-24		Supplier Rejected		

You can click on either row to bring up the print template screen for the Specifications.

On this screen you can click the pencil and paper icon to submit proposed changes to a Spec via a Questionnaire.

Specifications & Documents

When you click on the link to the Documents tab you will navigate to the screen seen below. If there are Documents associated with your Company that are not housed in the specifications, you can see them here.

The screenshot shows the 'Specifications & Documents' page. At the top, there is a navigation bar with the Kroger logo and the title 'Specifications & Documents'. Below this, there are two tabs: 'Specification(s)' and 'Documents', with the 'Documents' tab highlighted in a red box. Below the tabs, there are filters for 'Group By' (set to 'Receiving Facilities') and 'Order By' (set to 'Spec Name'), along with a 'Refresh' button and an 'Advanced Search' link. A table below shows a list of specifications with columns for 'Spec Name', 'Source Company', 'Source Facility', 'Receiving Facilities', 'Sourcing Status', 'Item #', and 'Sourcing Documentation'. Two rows are visible, both for 'Company for Demo on 8-16-24' and 'Facility for Demo on 8-16-24'. The first row is 'Material Spec for demo on 8-16 (5000637-001 - Approved)' with a status of 'Approved'. The second row is 'Trade spec for demo on 8-16 (5000645-001 - Ready for Artwork)' with a status of 'Supplier Rejected'. Each row has a small icon in the 'Sourcing Documentation' column.

Spec Name	Source Company	Source Facility	Receiving Facilities	Sourcing Status	Item #	Sourcing Documentation
1 Material Spec for demo on 8-16 (5000637-001 - Approved)	Company for Demo on 8-16-24	Facility for Demo on 8-16-24		Approved		
2 Trade spec for demo on 8-16 (5000645-001 - Ready for Artwork)	Company for Demo on 8-16-24	Facility for Demo on 8-16-24		Supplier Rejected		

The screenshot shows the 'Documents' page. At the top, there is a navigation bar with the Kroger logo and the title 'Specifications & Documents'. Below this, there are two tabs: 'Specification(s)' and 'Documents', with the 'Documents' tab highlighted. Below the tabs, there are two sections: 'Company Documents' and 'Facility Documents'. Under 'Company Documents', there is one entry: 'Company for Demo on 8-16-24'. Under 'Facility Documents', there is one entry: 'Facility for Demo on 8-16-24'. Each entry has a small plus icon to its left.

eQuestionnaire

When you click on either of the links to the eQuestionnaire module from the Home screen you will navigate to the screen seen below (eQ Action Items is the default.)

Kroger Home

Home Specifications & Documents **eQ** Reference Library Help Profile and Preferences Log Out

Specs & Docs Specification and Document Management

eQ eQuestionnaire

DRL Document Repository Management

Help

Kroger eQuestionnaires

Home Specifications & Documents eQ

eQuestionnaires

Action Items Historical eQs

▼ eQ Action Items

- ▲	Questionnaire #	Status	Title	Customer Name	Company Contact	Date Sent	Due Date	Initiated By	
	1000330	In Progress	Material eQ Notification email to Suppl - 8-27	Chris Vance	Demo User	Aug 27, 2024	Aug 29, 2024	Chris Vance	➔
	1000340	In Progress	Doc Test 8-27	Chris Vance	Demo User	Aug 27, 2024	Aug 30, 2024	Chris Vance	➔
	1000350	In Progress	5000637-001 - Material Spec for demo on 8-16 - -	Ellan Dolle	Demo User	Sep 11, 2024	Sep 21, 2024	Demo User	➔

■ Late (Red) ■ Needs Attention (Amber) ■ Normal (Green)

eQuestionnaire

Here you will see if any of the eQs are late or getting close to late for a response.

You can reassign Questionnaires to another contact at your Company by clicking on the blue arrow icon.

Questionnaire	Status	Title	Customer Name	Company Contact	Date Sent	Due Date	Initiated By
5000337	In Progress	Material eQ Notification email to Suppl - 8-27	Chris Vance	Demo User	Aug 27, 2024	Aug 29, 2024	Chris Vance
5000340	In Progress	Doc Test 8-27	Chris Vance	Demo User	Aug 27, 2024	Aug 30, 2024	Chris Vance
5000350	In Progress	5000637-001 - Material Spec for demo on 8-16 - -	Ellan Dolle	Demo User	Sep 11, 2024	Sep 21, 2024	Demo User

Legend: ■ Late (Red) ■ Needs Attention (Amber) ■ Normal (Green)

eQ Contact Change

Cancel

Reassign Contact (Owner)

Submit

Your Comments

Current Status

Contact Name: Demo User

Current Status: In Progress

In the pop-up for the eQ Contact Change you can use the drop down to select another contact at your Company if available, add a comment into the "Your Comments" field, and click on the "Submit" button.

eQuestionnaire

When you click on the link to the Historical eQs tab you will navigate to the screen seen below. Here you will find all of the eQs you have worked on historically except for those currently requiring an action from you.

The screenshot shows the top navigation bar with the 'eQuestionnaires' logo and a 'Home' link. Below the navigation bar, there are two tabs: 'Action Items' and 'Historical eQs'. The 'Historical eQs' tab is highlighted with a red rectangular box.

▼ eQ Action Items

- ▲	Questionnaire #	Status	Title	Customer Name	Company Contact	Date Sent	Due Date	Initiated By	
	1000330	In Progress	Material eQ Notification email to Suppl - 8-27	Chris Vance	Demo User	Aug 27, 2024	Aug 29, 2024	Chris Vance	➔
	1000340	In Progress	Doc Test 8-27	Chris Vance	Demo User	Aug 27, 2024	Aug 30, 2024	Chris Vance	➔
	1000350	In Progress	5000637-001 - Material Spec for demo on 8-16 - -	Ellan Dolle	Demo User	Sep 11, 2024	Sep 21, 2024	Demo User	➔

The screenshot shows the 'eQuestionnaires' application with the 'Historical eQs' tab selected. The 'Action Items' tab is also visible.

▼ Historical eQs

-	Questionnaire #	Status	Title	Company Name	Company Contact	Customer Name	Date Sent	Due Date	Initiated By
	1000271	Submitted	Test Spec for Demo on 8-16	Company for Demo on 8-16-24	Demo User	Chris Vance	Aug 15, 2024	Aug 22, 2024	Chris Vance
	1000286	Submitted	Trade (Tech spec) for demo on 8-16	Company for Demo on 8-16-24	Demo User	Chris Vance	Aug 16, 2024	Aug 23, 2024	Chris Vance
	1000277	Submitted	5000634-001 - Test for Demo on 8-16	Company for Demo on 8-16-24	Demo User	Ellan Dolle	Aug 15, 2024	Aug 25, 2024	Demo User
	1000280	Submitted	5000637-001 - Material Spec for demo on 8-16 - -	Company for Demo on 8-16-24	Demo User	Ellan Dolle	Aug 16, 2024	Aug 26, 2024	Demo User
	1000281	Submitted	5000637-001 - Material Spec for demo on 8-16 - -	Company for Demo on 8-16-24	Demo User	Ellan Dolle	Aug 16, 2024	Aug 26, 2024	Demo User
	1000268	Submitted	Test eQ for Demo on 8-16	Company for Demo on 8-16-24	Demo User	Chris Vance	Aug 14, 2024	Aug 28, 2024	Chris Vance
	1000301	Submitted	Test of Trade eQ Not Email to Supp on 8-21	Company for Demo on 8-16-24	Demo User	Chris Vance	Aug 22, 2024	Aug 28, 2024	Chris Vance

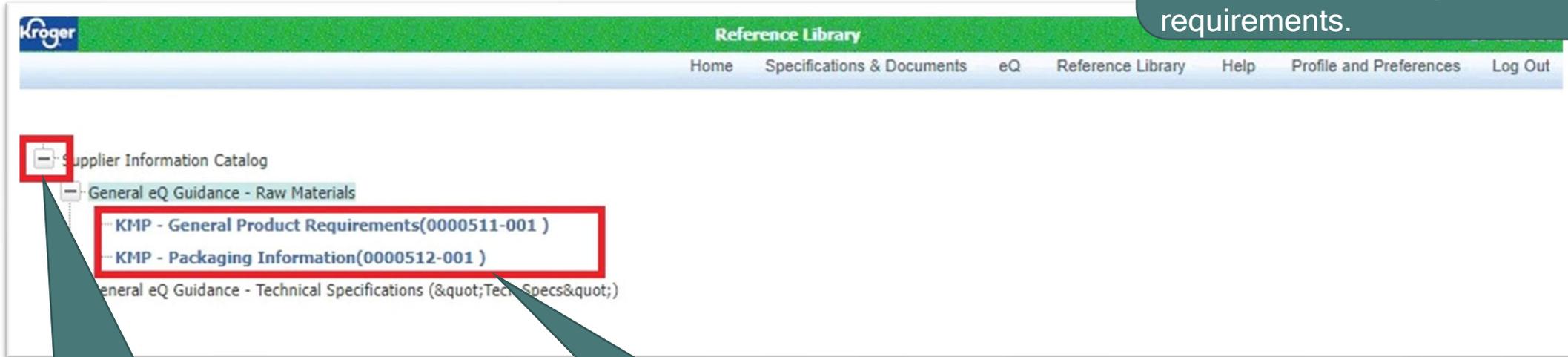
DRL

When you click on either of the links to the Document Reference Library (DRL) module from the Home screen you will navigate to the screen seen below.



DRL

On this screen you will see Documents related to instructions around filling out the eQs and Documents around product requirements.



You can click on the addition symbol to expand the tree to the sub-catalog.

Next you can click on any of the Documents you wish to view.

Help

When you click on either of the links to the Help module from the Home screen you will navigate to the screen seen below. This screen contains useful guidance and assistance on completing eQs and interacting with the Spec Portal.

Kroger Home Steven Walchle

Home Specifications & Documents eQ Reference Library Help Profile and Preferences Log Out

Specs & Docs Specification and Document Management eQ eQuestionnaire DRL Document Repository Management Help Profile and Preferences Log Out

Help

Welcome to The Kroger Company Specification Portal.

This is an interactive site between Kroger and our suppliers of both Kroger Manufacturing raw materials and Our Brands finished goods to create and maintain accurate specifications.

As a current/prospective supplier to Kroger, you are responsible for submitting, verifying, and updating accurate information for the goods documented in this database. Please refer to PLM notification emails and your eQuestionnaire (eQ) Action Items Dashboard within the Specification Portal for any outstanding requests for product information.

You also have access to view any approved specifications for products you are currently selling to Kroger in the Specifications & Documents module of the Specification Portal, so please periodically review your specifications and submit any proposed changes for review.

For application support, please call 1-844-277-6165 and say 'P4P'. Additional training materials can be found at www.thekrogerco.com/vendors-suppliers.

****Please Note****: If you are selected to produce an item you must be properly setup and in compliance in Kroger's Supplier Hub. Please verify that your profile(s) and contact information are current there.



Printing a Specification

Printing a Specification

From either the Home screen or the Specifications & Documents screen you can print a Specification. You can click on the row for that Spec, and you will see the pop-up window on the next slide.

Kroger Home

Home Specifications & Documents eQ Reference Library Help Profile and Preferences

Specs & Docs Specification and Document Management

eQ eQuestionnaire

DRL Document Repository Management

Help

Welcome to The Kroger Company Specification Portal.

This is an interactive site between Kroger and our suppliers of both Kroger Manufacturing raw materials and Our Brands finished goods to create and maintain accurate specifications.

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****Please Note****: If you are selected to produce an item you must be properly setup and in compliance in Kroger's Supplier Hub. Please verify that your profile(s) and contact information are current there.

Action Dashboard

All items

★ ALL Spec Approvals

(3)	Number	Sourcing #	Name	Type	Status	Amber	Red
No records found.							

NEW (0)

DUE eQuestionnaires

(3)	eQuestionnaire #	Title
1	1000715	440031 - CREST STABILIZER - BUTTER - KOSHER 34-3382-PFF - 343382 -

Kroger Specifications & Documents Demo User

Home Specifications & Documents eQ Reference Library Help Profile and Preferences Log Out

Action Items **Specification(s)** Documents

Group By: Receiving Facilities Order By: Spec Name Refresh Advanced Search

Empty group data (Receiving Facilities)

Spec Name	Source Company	Source Facility	Receiving Facilities	Sourcing Status	Item #	Sourcing Documentation
1 Material Spec for demo on 8-16 (5000637-001 - Approved)	Company for Demo on 8-16-24	Facility for Demo on 8-16-24		Approved		
2 Test for Demo on 8-16 (5000634-001 - Ready for Artwork)	Company for Demo on 8-16-24	Facility for Demo on 8-16-24		Supplier Review		
3 Trade spec for demo on 8-16 (5000645-001 - Ready for Artwork)	Company for Demo on 8-16-24	Facility for Demo on 8-16-24		Supplier Rejected		

Printing a Specification

You can check the checkboxes for the information that you want to see in the Specification, then click on the "Print" button.

Each specification may contain one or more supporting documents. You may open/download these attachments individually or include them in your print out. Some attachments cannot be included in your print out and will appear disabled once selected for inclusion.

Documentation Format
Print Template: Default ▾
Print Format: US - letter ▾

Specification Type	Sections
Current	<input type="checkbox"/> Material Spec for demo on 8-16 (5000637-001)
	<input type="checkbox"/> Custom Section - Packaging Information
	<input type="checkbox"/> Custom Section - KMP - Phy/Chem Specifications - Raw Materials
	<input type="checkbox"/> Custom Section - General Physical/Chemical Specifications
	<input type="checkbox"/> Custom Section - Microbiological Specifications
	<input type="checkbox"/> Custom Section - Certifications
	<input type="checkbox"/> 5000099 - Facility for Demo on 8-16-24
	<input type="checkbox"/> 5000098 - Facility for Demo on 8-16-24
	<input type="checkbox"/> 5000100 - Facility for Demo on 8-16-24
<input type="checkbox"/> Nutrient Composition	

Each specification may contain one or more supporting documents. You may open/download these attachments individually or include them in your print out. Some attachments cannot be included in your print out and will appear disabled once selected for inclusion.

Documentation Format
Print Template: Default ▾
Print Format: US - letter ▾

Specification Type	Sections
Current	<input checked="" type="checkbox"/> Material Spec for demo on 8-16 (5000637-001)
	<input checked="" type="checkbox"/> Custom Section - Packaging Information
	<input checked="" type="checkbox"/> Custom Section - KMP - Phy/Chem Specifications - Raw Materials
	<input type="checkbox"/> Custom Section - General Physical/Chemical Specifications
	<input type="checkbox"/> Custom Section - Microbiological Specifications
	<input checked="" type="checkbox"/> Custom Section - Certifications
	<input checked="" type="checkbox"/> 5000099 - Facility for Demo on 8-16-24
	<input type="checkbox"/> 5000098 - Facility for Demo on 8-16-24
	<input type="checkbox"/> 5000100 - Facility for Demo on 8-16-24
<input checked="" type="checkbox"/> Nutrient Composition	

Unless you are sure that you do not need to review a certain section of the Spec, it's recommended that you select every check box before clicking Print.

Printing a Specification

This is an example of part of the PDF that will be displayed. You will use this document to review the information in the Specification.

Material Spec for demo on 8-16 (5000637-001)	
 Material Specification	Status: Approved
	Effective: Aug 15, 2024
	Prepared By: Vance, Chris

3rd Party Controlled

Summary Information

Spec Name: Material Spec for demo on 8-16
Short Name: Material Spec for demo on 8-16
Spec Status: Approved - Spec is in Approved status
Category: * No Category Available
Sub Category: * No Category Available
Group: * No Category Available

Originator: Vance, Chris
Supersedes:
Reason for Change:

Approved for Use In

Business Unit(s): KMP-Kroger Manufactured Product

Available UOM

UOM Category:
Base UOM:
Additional UOMs:

Material Attributes

Material Type: Raw Material

Material Attributes

Material Type: Raw Material
Description: Test for demo on 8-16
Classification: Raw Material
Shipping Requirements: Other
Shipping Instructions: Test

Shelf Life

Storage Requirements	Supplier's Shelf Life	Internal Shelf Life	Min Days Remaining	Storage Instructions	Relative Humidity
Frozen Shelf Life	45 days	days	days	Store in vacuum sealed container	
Other					

Design Attributes

Density: 1 kg= 1 L
Total Solids: 1.00000 %
Edible Portion:

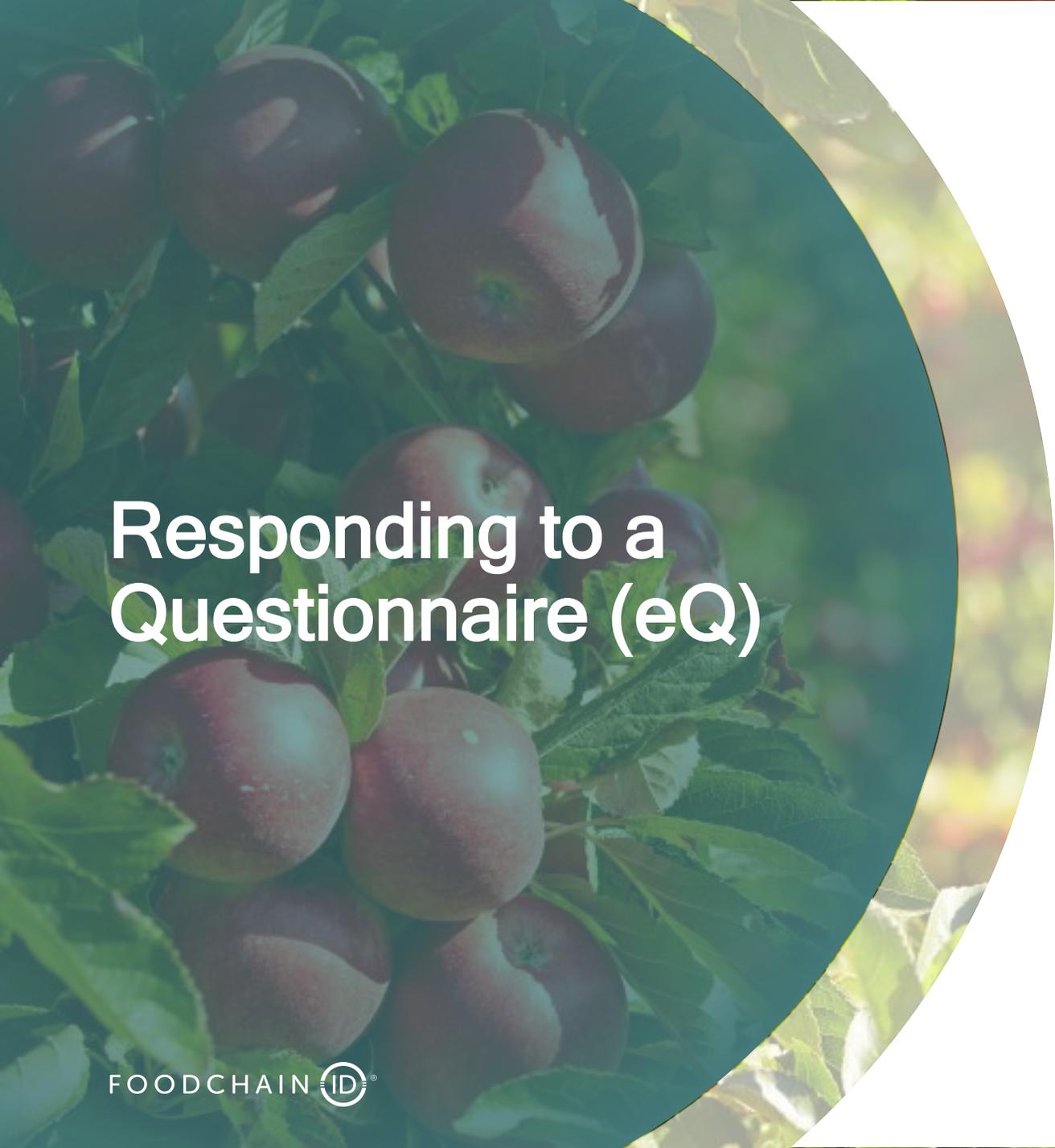
Ingredient Statements

Ingredient Statement: test statement
Combined Statement: test statement

Compliance Information

Allergens: (Known to Contain)	Max / 100g	Source / Comments
Crustaceans	<= 1.00000 µg	Test

Allergens: Egg, Fish, Milk, Peanut, Sesame, Soy, Wheat



Responding to a Questionnaire (eQ)

Responding to a Questionnaire

From either the Home screen or the eQuestionnaire screen you can respond to an eQ. You can click on the row for that eQ, and you will see the pop-up window on the next slide.

Home | Home | Specifications & Documents | eQ | Reference Library | Help | Profile

Specs & Docs | **eQ eQuestionnaire** | **DRL Document Repository Management** | **Help**

As a current/prospective supplier to Kroger, you are responsible for submitting, verifying, and updating accurate information for the goods documented in this database. Please refer to PLM notification emails and your eQuestionnaire (eQ) Action Item Specification Portal for any outstanding requests for product information.

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****Please Note**:** If you are selected to produce an item you must be properly setup and in compliance in Kroger's Supplier Hub. Please verify that your profile(s) and contact information are current there.

Action Dashboard

All items

★ ALL | Spec Approvals

	Number	Sourcing #	Name	Type	Status	Amber	Red		
(3)									
NEW	No records found.								
(0)									
DUE	eQuestionnaires								
(3)	eQuestionnaire #	Title							
1	1000715	440031 - CREST STABILIZER - KOSHER 34-3382-PFF - 3433							
2	1000695	440055 - WHIPPING CREAM STABILIZER - 31-2300 -							
3	1000895	Vendor Demo Blank Template #2							

eQuestionnaires | Home | Specifications & Documents | eQ | Reference Library

eQuestionnaires

Action Items | Historical eQs

eQ Action Items

Questionnaire #	Status	Title	Customer Name	Company Contact	Date Sent	Due Date	Initiated By	
1000695	In Progress	440055 - WHIPPING CREAM STABILIZER - 31-2300 -	Chris Vance	Steven Walchle	Nov 27, 2024	Dec 07, 2024	Steven Walchle	➔
1000715	Sent	440031 - CREST STABILIZER - BUTTERMILK - KOSHER 34-3382-PFF - 343382 -	Chris Vance	Steven Walchle	Dec 12, 2024	Dec 22, 2024	Steven Walchle	➔
1000895	In Progress	Vendor Demo Blank Template #2	Steve Walchle	Steven Walchle	Jan 12, 2025	Jan 24, 2025	Steve Walchle	➔

■ Late (Red)
 ■ Needs Attention (Amber)
 ■ Normal (Green)

Responding to a Questionnaire

Questionnaire #1000350 5000637-001 - Material Spec for demo on 8-16 --

Date Sent	Due Date	Date Submitted
Sep 11, 2024	Sep 21, 2024	----

About the Kroger Manufacturing Raw Material Specification Process:
This Raw Material Specification Questionnaire was sent by the Kroger Co. as a request to provide information about goods that your company may currently supply or be in consideration to supply to Kroger Manufacturing.
If you are not currently supplying this product to The Kroger Co., this request for information is not a contract or guarantee but is meant to be a first step toward qualifying a supplier relationship.
Please provide all information requested below in the appropriate level of detail. Failure to submit a response before the deadline could result in delayed evaluation by the Kroger Co.
All information is considered confidential between you and the Kroger Co.

Instructions
Please review and complete the form below to submit the requested specification for the product named above. One Questionnaire must be completed for each individual item requested.
★ indicates that an item is required.
You may save your progress at any time by clicking 'SAVE' or 'SAVE & CLOSE' button at the end of the form.
You may return to this form at any time by using the link that was sent via email. Do not bookmark this page.
When completed, click on "Completed - Send to Kroger Co." button at the end of the form. If you have any questions about completing this questionnaire, please contact the Corporate Food Technology Product Development Scientist named as the Kroger Co. contact below.

Supplier Contact
User, Demo
chris.vance@kroger.com
Company for Demo on 8-16-24
USA

Kroger Co. Contact
Dolle, Ellan
ellan.dolle@kroger.com
1 Tel
Appl Support
1
Cincinnati, Ohio
54321
USA

Reassign Contact

Questionnaire number and name

This is the top portion of the Questionnaire. We will walk through the other sections on the subsequent slides where you will update the data in the eQ for the associated specification.

Please review all instructions. In addition to these, please remember to use the "Save" button periodically while you are filling in the Questionnaire as it will mitigate any loss of data in the form in case an event like loss of internet occurs.

Supplier contact info

Kroger user contact info

Similar to slide 17, you can click on the "Reassign Contact" button to bring up a pop-up window to reassign this Questionnaire to another contact at your company if any other contacts are available.

Responding to a Questionnaire

Summary Information

Specification Name: Material Spec for demo on 8-16
Description: Test for demo on 8-16
Comments:

These are examples of free text fields where you can click in the cells and edit/update the information, as necessary. If there is no star located next to the field you don't need to update or amend the information therein but do so if it will add value.

Material Attributes

Classification: Raw Material 
Shelf Life: 45 Days 
Storage Requirements: Other 
Relative Humidity:
Storage Instructions: Store in vacuum sealed container
Shipping Requirements: Other 
Shipping Instructions: Test

This is an example of a spyglass icon that you can click to open a pop-up window like the one below containing a pre-populated list from which you can select an appropriate value(s). If the value you need does not exist, please use the Comments field seen above and/or reach out to your Kroger contact.

Relative Density: 1.00000 kg = 1.00000 L
Total Solids : 1 %

Material Formulation

Ingredient Statement: 

This is an example of fields where you can type free text and then use the drop-down arrows to select from pre-defined units of measure.

Done Cancel

Search for: Search

--	Ambient	Other
A	Frozen	
F	Merchandized	
M	Refrigerated	
O		
R		

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Responding to a Questionnaire

This section of the Questionnaire deals with Allergens. If an allergen is present, it is requested that you disclose the source of the allergen (e.g., "natural flavor.")

Allergens		Max / 100g	Source
Crustaceans	<input checked="" type="checkbox"/> Present <input type="checkbox"/> May Contain <input type="checkbox"/> Absent	<= 1 µg	Test
Egg	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----
Fish	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----
Milk	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----
Peanut	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----
Sesame	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----
Soy	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----
Tree Nut	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----
Wheat	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----

In this Questionnaire you can see a star present for each allergen row listed. This means that a checkmark is required in the "Present", or "May Contain", or "Absent" checkboxes for each row. You cannot submit the eQ back to Kroger without this information completed.

Add New

Using the space provided below, please list any additional Allergens within this material which are not listed above (known to)

Using the space provided below, please list any additional Allergens within this material which are not listed above (may con

Done Cancel

Search for: Search

- Crustaceans-Barnacle
- Crustaceans-Crab
- Crustaceans-Crawfish
- Crustaceans-Krill
- Crustaceans-Lobster
- Crustaceans-Prawns
- Crustaceans-Shrimp
- Fish-Anchovy
- Fish-Basa
- Fish-Bass
- Fish-Bluefish
- Fish-Bream

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Use the "Add New" button to open the pop-up window seen on the right-hand side of this slide if you need to add an allergen that is or may be present in the product

If there is an allergen in the product, or if the product may contain an allergen, and it is not listed in the pre-defined list seen in the pop-up window, then you can add it via free text in one of these fields.

Responding to a Questionnaire

Specifications for intolerances are provided in the Questionnaire like the allergens.

Intolerances / Sensitivities

Intolerances / Sensitivities		Max / 100g	Source	
Added MSG	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----	★
Gluten	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----	★
Sulfites	<input checked="" type="checkbox"/> Present <input type="checkbox"/> May Contain <input type="checkbox"/> Absent	<= 1.00000 oz	test	★

Add New

Using the space provided below, please list any additional Intolerances / Sensitivities within this material which are not listed above (known to contain)

Using the space provided below, please list any additional Intolerances / Sensitivities within this material which are not listed above (may contain)

Responding to a Questionnaire

This is the Nutrient Properties section. Like the Allergens and Intolerances, if you don't see a row for a nutrient that is part of the specification you can click on the "Add New" button.

Nutrient Properties		
Nutrient	Value per 100 g	Comments
Calories	<input type="text" value="1.00000"/> kcal	<input type="text"/>
Protein	<input type="text" value="1.00000"/> g	<input type="text"/>
Dietary Fiber	<input type="text" value="1.00000"/> g	<input type="text"/>
Total Sugar	<input type="text" value="1.00000"/> g	<input type="text"/>
Total Fat	<input type="text" value="1.00000"/> g	<input type="text"/>
Saturated Fat	<input type="text" value="1.00000"/> g	<input type="text"/>
Cholesterol	<input type="text" value="1.00000"/> mg	<input type="text"/>
Vitamin D	<input type="text" value="1.00000"/> µg	<input type="text"/>

Search for: Search

- Alcohol
- AOAC Fibre
- Ash
- Beta Carotene
- Caffeine**
- Calcium
- Calories
- Calories from Fat
- Calories from Saturated Fat
- Carbohydrate (Available)
- Carbohydrates
- Carbohydrates (Other)
- Carotene
- Casein (Nx6.38)
- Chloride
- Cholesterol
- Choline
- Choline Chloride

Search for: Search

- Alcohol
- AOAC Fibre
- Ash
- Beta Carotene
- Calcium
- Calories
- Calories from Fat
- Calories from Saturated Fat
- Carbohydrate (Available)
- Carbohydrates
- Carbohydrates (Other)
- Carotene
- Casein (Nx6.38)
- Chloride
- Cholesterol
- Choline
- Choline Chloride

Caffeine

In the pop-up window you can select the desired nutrient and click on the right-facing arrow to bring it to the right side of the window. Next click on the "Done" button. Below you can see that the selected nutrient has been added and that you can add the necessary value to it along with any comments.

Calcium	<input type="text" value="1.00000"/> mg	<input type="text"/>
Iron	<input type="text" value="1.00000"/> mg	<input type="text"/>
Potassium	<input type="text" value="1.00000"/> mg	<input type="text"/>
Sodium	<input type="text" value="1.00000"/> mg	<input type="text"/>

Add New

Calcium	<input type="text" value="1.00000"/> mg	<input type="text"/>
Iron	<input type="text" value="1.00000"/> mg	<input type="text"/>
Potassium	<input type="text" value="1.00000"/> mg	<input type="text"/>
Sodium	<input type="text" value="1.00000"/> mg	<input type="text"/>
Caffeine	<input type="text"/> g	<input type="text"/>

Add New

Responding to a Questionnaire

In this section you will find a place (the Document Library) where you can click on the Documents under the Files column to view documents around requirements, information and instructions. You may also be asked to provide documentation in this section. If so, Kroger will specify the document(s) you are being asked to provide.

Document Library

This section includes documents stored in the Document Library.

Document	Files
KMP - General Product Requirements	KMP - General Product Requirements
KMP - General Product Requirements	KMP - General Product Requirements
KMP - Packaging Information	KMP - Packaging Information

Attachments

You may include electronic files with your response to this questionnaire using the "Add New" button below.

Title	Attached files
No records found	

[Add New](#)

In this section you can add informational Documents about the specification. Click on the "Add New" button to add documents.

Responding to a Questionnaire

The next few sections are sections designed to capture more characteristics of the product at a granular level. For each of these sections, Kroger asks that you update the relevant values for the rows in the appropriate columns.

Packaging Information (Material Specification Custom Section)		Value
1	Packaging Details 2	How Packed: a.

Phys/ Chem Specifications - Raw Materials (Material Specification Custom Section)				
	Value	Method	Method Details	Comments
1	Appearance	Test	Vacuum Gauge	Test
2	pH	Target: Min: Max:		
3	Temperature			
4	Dimensions			

In this section you can click on the fields to update or add the specification information. In this example when you click in the Appearance row under the "Method" column, you can update the method, if necessary, by clicking on the spyglass icon which brings up available options in a pop-up window (see below).

Packaging Information (Material Specification Custom Section)		Value
1	Packaging Details 2	How Packed: a.

Phys/ Chem Specifications - Raw Materials (Material Specification Custom Section)				
	Value	Method	Method Details	Comments
1	Appearance	Test	<input type="text" value="Vacuum Gauge"/> 	Test
2	pH	Target: Min: Max:		
3	Temperature			
4	Dimensions			

Done Cancel

Search for:

--	AACC	Vacuum Gauge
A	ADOGA	
B	AOAC	
C	AOSC	
D	ASTA	
E	Babcock Test	
F	BAM	
G	Bostwick	
H	Brookfield	
I	By Calculation	
M	Centrifuge	
N	Charm	
O	Chromatography	
P	Color Analyzer	
R	Comparison-Visual	
c	Consistometer	

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Responding to a Questionnaire

Each cell that has a star will need to contain information. You cannot submit the Questionnaire if there is a cell with a star that is blank.

General Physical/Chemical Specifications (Material Specification Custom Section)

	Test	Acceptable Result	Method	Comments
1	01	Test	Test	
	★	★	★	

Add Row Add Column Remove Column

Microbiological Specifications (Material Specification Custom Section)

	Symbol	Value	Method	Method Details	Comments
1	Additional Attribute 1	Max	1	USP or AOAC	
	★	★	★		

Add Row Add Column Remove Column

Done Cancel

Search for: Search

--	Acetophilic Bacteria
A	Additional Attribute 2
B	Additional Attribute 3
C	Aerobic Plate Count (APC)
E	Aflatoxin 1
F	Aflatoxin 2
G	Anaerobic Gas Formers
H	Bacillus cereus
I	Campylobacter
L	Clostridium
M	Coagulase Positive Staph
O	Coliforms
P	E. coli
S	E. coli O157H:7
T	Enterobacteriaceae
V	Fecal Coliforms
Y	Flat Sours

→

←

Some sections may have "Add Row," "Add Column," and "Remove Column" options. In these sections, you can click on the corresponding buttons to add these items. As an example, if you click on the "Add Row" button in this section a pop-up window (see right) will display many more rows that can be added.

Responding to a Questionnaire

If you need to add Microbiological information to this section, you will need to click on the “Add Row” button and then select the rows you want to add from the pop-up screen.

The screenshot shows the 'Microbiological Specifications (Material Specification Custom Section)' interface. The 'Add Row' button is highlighted with a red box. A pop-up window is open, displaying a search bar and a list of microbiological methods. The list includes: --, A, B, C, E, F, G, H, I, L, M, O, P, S, T, V. The methods listed are: Acetophilic Bacteria, Additional Attribute 2, Additional Attribute 3, Aerobic Plate Count (APC), Aflatoxin 1, Aflatoxin 2, Anaerobic Gas Formers, Bacillus cereus, Campylobacter, Clostridium, Coagulase Positive Staph, Coliforms, E. coli, E. coli O157H:7, Enterobacteriaceae, and Fecal Coliforms. Blue arrows indicate the flow of selection from the list to the right-hand side of the pop-up window.

Next, you will need to populate a value in each row for each column.

The screenshot shows the 'Microbiological Specifications (Material Specification Custom Section)' table. The table has columns for Symbol, Value, Method, Method Details, and Comments. The 'Value' column is highlighted with a red box. The table contains two rows: 1 Coliforms and 2 Aflatoxin 1.

	Symbol	Value	Method	Method Details	Comments
1	Coliforms				
2	Aflatoxin 1				

Responding to a Questionnaire

At the bottom of the Questionnaire is the “Save” button. We advise that you use it periodically as you add your responses into the eQ. You can use the “Save & Close” button to save the specification for another working session if you can’t complete it in one sitting. When you click this button, a pop-up window will open (see the bottom of this slide.) There is a link in the pop-up that you can click to return directly to the eQ or you can return to the eQ via the Supplier Portal.

Certifications (Material Specification Custom Section)		
	Value	Comments
1	Kosher Status	N/A-- not Kosher eligible
2	Organic Status	Input Needed
3	RTE Compliant	Input Needed
4	BE Disclosure Required	Input Needed
5	'non-GMO' Compliant	Input Needed
6	Halal	Input Needed
7	Peanut Free Facility Compliant	Input Needed
8	Proposition 65 Eligible	Input Needed

Send Now or Save?

Please submit as formal response to the Supplier Questionnaire

Completed - Send to Kroger Co.

Thank you for your participation.

I have not completed the Questionnaire.

Save **Save & Close**

Any changes you have made will be saved. You may return to this questionnaire using the URL/address sent to you via email. You will be required to enter the password you established when you entered the Questionnaire for the first time.

Kroger **Material Questionnaire**

Questionnaire #1000350 5000637-001 - Material Spec for demo on 8-16 - -

Date Sent	Due Date	Date Submitted
Sep 11, 2024	Sep 21, 2024	----

Your Material Questionnaire # 1000350 for Material Spec for demo on 8-16 has been saved.

To return to the Material Questionnaire, please use this link:
<http://plmdevex.kroger.com/SupplierPortal/default.aspx?eq=3000F193DFEC-E4D4-469E-BA99-32650EF90FFD>

Thank you for your participation.

Responding to a Questionnaire

At the bottom of the Questionnaire is the “Completed - Send to Kroger Co.” button. When the eQ is completed and ready to send to Kroger you will click on this button. At the top of the screen you will be asked if you are ready to submit the eQ (see box below.) Click on the “OK” button if you are ready.

If you click on it and one of the required fields has not been completed, you will see the error message on the next slide and the eQ will not submit to Kroger until you update the required field.

Certifications (Material Specification Custom Section)		
	Value	Comments
1	Kosher Status	N/A-- not Kosher eligible
2	Organic Status	Input Needed
3	RTE Compliant	Input Needed
4	BE Disclosure Required	Input Needed
5	'non-GMO' Compliant	Input Needed
6	Halal	Input Needed
7	Peanut Free Facility Compliant	Input Needed
8	Proposition 65 Eligible	Input Needed

Send Now or Save?

Please submit as formal response to the Supplier Questionnaire

I have not completed the Questionnaire.

Completed - Send to Kroger Co.

Save Save & Close

Thank you for your participation.

Any changes you have made will be saved. You may return to this questionnaire using the URL/address sent to you via email. You will be required to enter the password you established when you entered the Questionnaire for the first time.

Are you sure you have completed the Questionnaire and are ready to submit it for review?

OK Cancel

Responding to a Questionnaire

Kroger Material Questionnaire

Error
Cannot submit questionnaire
In the Allergens section, Egg does not have a value.

Questionnaire #1000350 - 5000637-001 - Material Spec for demo on 8-16 - -

Date Sent	Due Date	Date Submitted
Sep 11, 2024	Sep 21, 2024	----

About the Kroger Manufacturing Raw Material Specification Process: This Raw Material Specification Questionnaire was sent by the Kroger Co. as a request to provide information about goods that your company may currently supply or be in consideration to supply to Kroger Manufacturing.

Instructions: Please review and complete the form below to submit the requested specification for the product named above. One Questionnaire must be completed for each individual item

Error notification that a field(s) must be updated to submit the Questionnaire to Kroger.

Allergens

Allergens		Max / 100g	Source	
Crustaceans	<input checked="" type="checkbox"/> Present <input type="checkbox"/> May Contain <input type="checkbox"/> Absent	<= 1.00000 µg	Test	★
Egg	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input type="checkbox"/> Absent	----	----	★
Fish	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----	★
Milk	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----	★
Peanut	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----	★
Sesame	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----	★
Soy	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----	★
Wheat	<input type="checkbox"/> Present <input type="checkbox"/> May Contain <input checked="" type="checkbox"/> Absent	----	----	★

[Add New](#)

Example field in the Questionnaire that must be updated before attempting to submit the eQ again.

Responding to a Questionnaire

Once the required information has been provided, click the “Completed - Send to Kroger Co.” button again. Once you do this the pop-up screen below will display and you will receive a confirmation email that you have submitted the Questionnaire to Kroger. Kroger will also receive a notification email that you submitted the eQ.

Certifications (Material Specification Custom Section)		
	Value	Comments
1	Kosher Status	N/A-- not Kosher eligible
2	Organic Status	Input Needed
3	RTE Compliant	Input Needed
4	BE Disclosure Required	Input Needed
5	'non-GMO' Compliant	Input Needed
6	Halal	Input Needed
7	Peanut Free Facility Compliant	Input Needed
8	Proposition 65 Eligible	Input Needed

Send Now or Save?

Please submit as formal response to the Supplier Questionnaire

Completed - Send to Kroger Co.

Thank you for your participation.

Kroger
Material Questionnaire

Questionnaire #1000350 5000637-001 - Material Spec for demo on 8-16 - -

Date Sent	Due Date	Date Submitted
Sep 11, 2024	Sep 21, 2024	Sep 24, 2024

Demo User
Company for Demo on 8-16-24

Your Material Questionnaire # 1000350 for Material Spec for demo on 8-16 has been submitted to Kroger for consideration.

To return to the Material Questionnaire, please use this link:
<http://plmdevex.kroger.com/SupplierPortal/default.aspx?eq=3000F193DFEC-E4D4-469E-BA99-32650EF90FFD>

Your contact at Kroger Co. is:
 Ellan Dolle
 1
 ellan.dolle@kroger.com

Thank you for your participation.



Reviewing and Approving or Rejecting a Specification

Reviewing and Approving or Rejecting a Spec

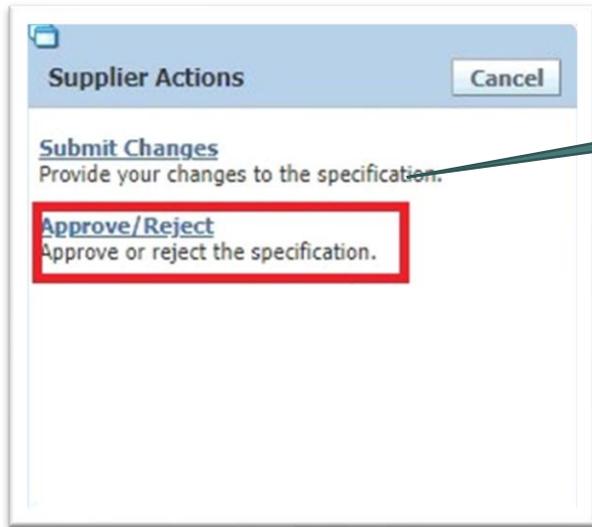
You can process a Spec Review from either the Home screen (under the Action Dashboard) or the Specs & Docs screen (Action Items tab.) The first thing you want to do before approving or rejecting the Specification is to print it out and review the information in the spec. You can do this per the guidance in slides 23-25. Next, click on the pencil icon for the Specification that is required for you to review and the pop-up screen on the next slide will be displayed.

The screenshot displays the Kroger Specification Portal interface. At the top, there are navigation tabs for 'Specs & Docs', 'eQ', and 'DRL'. Below this is a welcome message and an 'Action Dashboard' section. The dashboard shows a table of 'Spec Approvals' with columns for Number, Sourcing #, Name, Type, Status, Amber, and Red. A red box highlights a pencil icon in the rightmost column of the first row. Below this, a search results table is shown with columns for Spec Name, Source Company, Source Facility, Receiving Facilities, Sourcing Status, Item #, and Sourcing Documentation. A red box highlights a pencil icon in the rightmost column of the first row of the search results table.

Number	Sourcing #	Name	Type	Status	Amber	Red	
1	5011713-003	000000 - DARK COCOA	Material	Supplier	Oct 12, 2024	Oct 17, 2024	
2	5011713-0						

Spec Name	Source Company	Source Facility	Receiving Facilities	Sourcing Status	Item #	Sourcing Documentation	
000000 - DARK COCOA (5011713-003 - Approved)	AU TEST	AU TEST	AU TEST	Supplier Review	555555		
000000 - DARK COCOA (5011713-003 - Approved)	AU TEST	AU TEST - Newname	001 - knake -- v6115 test	Supplier Review	XXXX		

Reviewing and Approving or Rejecting a Spec



Click on "Approve/Reject."



In this screen use the drop-down arrow to either select Approved or Rejected if you are a vendor of raw materials to Kroger Manufacturing. In the "Your comments" field you need to add something generic if the spec is approved; if it is rejected, tell why it's rejected (see the example below.)

When ready to submit, click on the blue arrow. Comments must be added in order to submit the reviewed specification. When you click on the blue arrow this will send an email notification to Kroger that you have either approved or rejected the specification. It will also move the specification from your Action Items to the Specification(s) tab on the Specifications & Documents page as seen on the next slide.

Note that if you are a vendor of finished goods (Kroger Labeled Product,) these statuses are called "Active" and "Supplier Rejected" as depicted in these images.



Reviewing and Approving or Rejecting a Spec

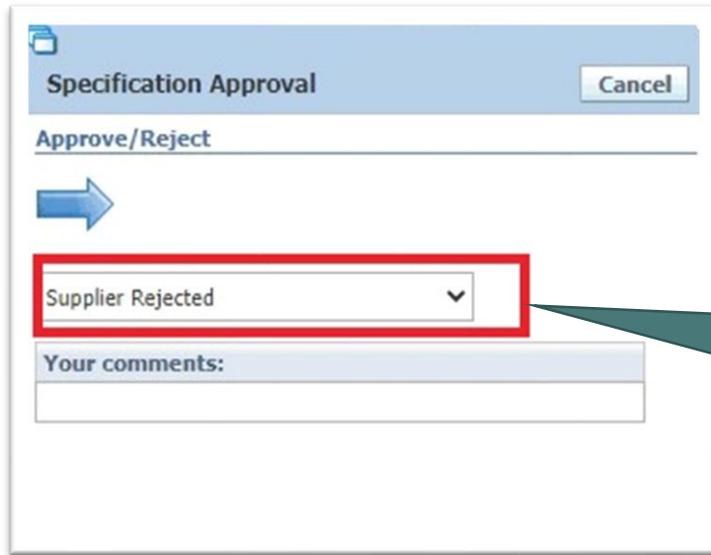
The screenshot displays the 'Specs & Docs' section of the Kroger Specification Portal. The 'Action Dashboard' shows 'Spec Approvals' with a red box around the 'No records found' message. A callout bubble explains that the spec is no longer in the queue. Another callout bubble explains that the spec is now on the 'Specification(s)' tab, where it is shown as 'Rejected'.

Spec is no longer in your Spec Approvals queue in the Action Dashboard on the Home screen.

The Specification is now on the Specification(s) tab on the Specs & Docs screen. It is in Supplier Rejected status. If the spec has been rejected, you MUST initiate a Questionnaire that you will send to Kroger with proposed changes. We will walk through that process in upcoming slides.

Spec Name	Source Company	Source Facility	Receiving Facilities	Sourcing Status	Item #	Sourcing Documentation
1 000000 - DARK COCOA (5011713-003 - Approved)	AU TEST	AU TEST - Newname	001 - knake -- v6115 test	Rejected	XXXX	

Reviewing and Approving or Rejecting a Spec



Specification Approval Cancel

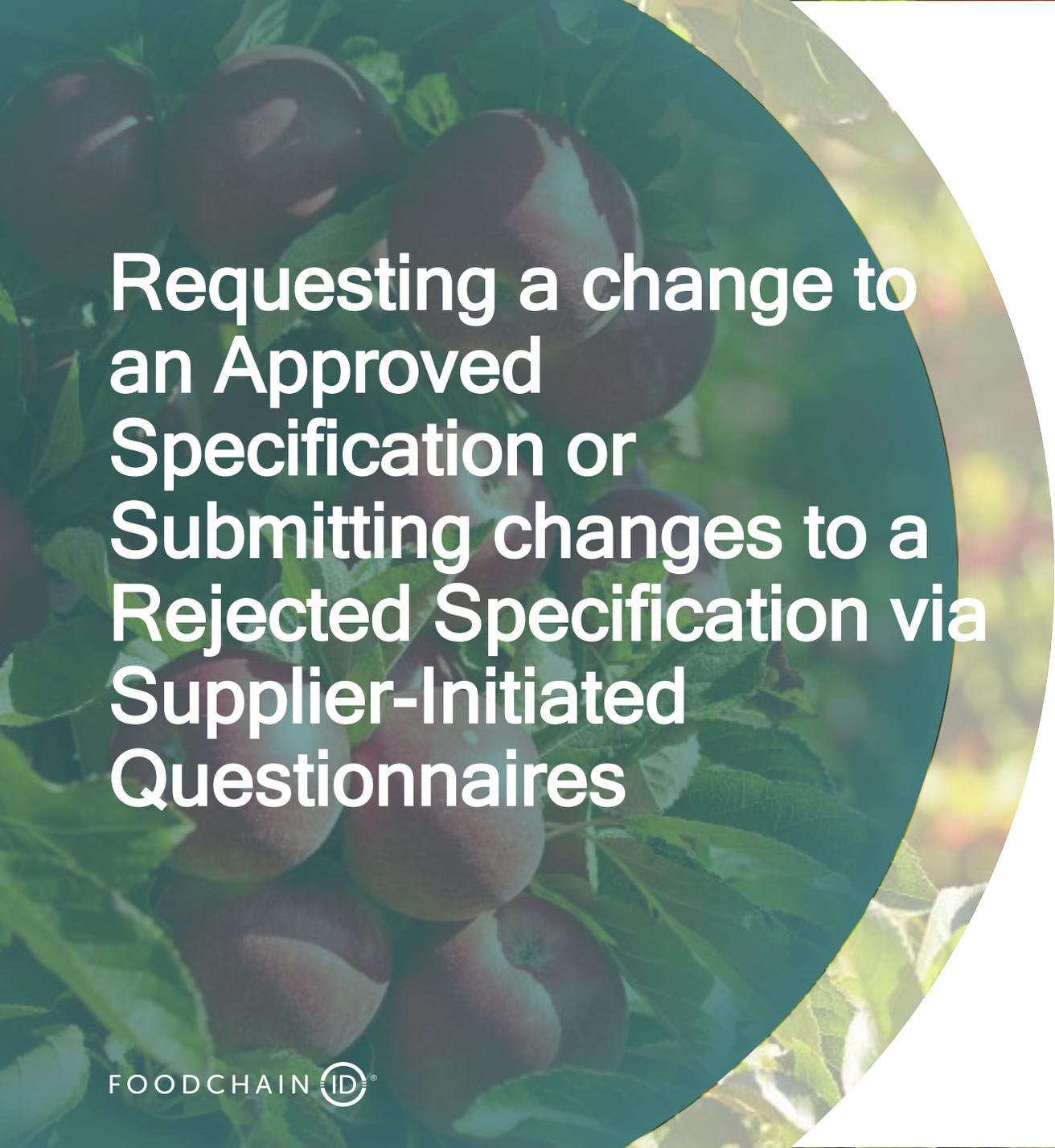
Approve/Reject

➔

Supplier Rejected ▼

Your comments:

Please note that if you try to approve or reject the Specification and the drop-down menu is blank, or if you only see one possible selection for Approved or Rejected (Active or Supplier Rejected for finished goods vendors) then you will need to log out of the Spec Portal and log back in. This will generally only happen if you have been logged into the system for an extended period and Kroger has sent you a new version of the Specification to review in the interim.



Requesting a change to an Approved Specification or Submitting changes to a Rejected Specification via Supplier-Initiated Questionnaires

Supplier-Initiated Questionnaires

Kroger Specifications & Documents Demo User

Home Specifications & Documents eQ Reference Library Help Profile and Preferences Log Out

Specification(s) Documents

Group By: Receiving Facilities Order By: Spec Name Refresh Advanced Search

Empty group data (Receiving Facilities)

	Spec Name	Source Company	Source Facility	Receiving Facilities	Sourcing Status	Item #	Sourcing Documentation
1	Material Spec for demo on 8-16 (5000637-001 - Approved)	Company for Demo on 8-16-24	Facility for Demo on 8-16-24		Approved		
2	Test for Demo on 8-16 (5000634-001 - Ready for Artwork)	Company for Demo on 8-16-24	Facility for Demo on 8-16-24		Supplier Rejected		

From the Specifications & Documents screen under the Specification(s) tab, the Specifications associated with your company can be viewed. By clicking on the “Pencil & Paper” icon you can submit changes to the Spec via an eQ that you initiate based on that Spec. This goes for either Specs that you have just reviewed and rejected or Specs that have previously been approved but now require updates based on changes to the Spec.

Supplier-Initiated Questionnaires

Supplier Actions Cancel

Submit Changes
Provide your changes to the specification.

Click on Submit Changes button and the window below will display.

Search Source: Facility

Search Criteria

Facility Name Contains

Reset Search

Search for the relevant Facility by typing either the name of the Facility or "%" (the system wildcard symbol) in the free text box. Alternatively, you can use the drop-down arrow to select a different criterion. Below you can see the results of the search.

Once you have the Facility selected for which you want to submit this Questionnaire, you will click on that facility's row.

Search Source: Facility

Search Criteria

Facility Name Contains %

Reset Search

Search Results

Facility #	Facility Name	Company Name	City	State/Province	Preferred Equivalent
5000094	Facility for Demo on 8-16-24	Company for Demo on 8-16-24	Demolan	Florida (US)	

Supplier-Initiated Questionnaires


Trade Questionnaire

Questionnaire #1000375 5000634-001 - Test for Demo on 8-16

Date Sent	Due Date	Date Submitted
Sep 24, 2024	Oct 04, 2024	----

About the Kroger Our Brands Technical Specification Process:

This KLP Technical Specification was sent by the Kroger Co. as a request to provide information about goods that your company may currently supply or be in consideration to supply Our Brands.

If you are not currently supplying this product to The Kroger Co., this request for information is not a contract or guarantee but is meant to be a first step toward qualifying a supplier relationship.

Please provide all information requested below in the appropriate level of detail. Failure to submit a response before the deadline could result in delayed evaluation by the Kroger Co.

All information is considered confidential between you and the Kroger Co.

Instructions

Please review and complete the form below to submit the requested specification for the product named above. One Questionnaire must be completed for each individual item requested.

A ★ indicates that an item is required.

You may save your progress at any time by clicking 'SAVE' or 'SAVE & CLOSE' button at the end of the form.

You may return to this form at any time by using the link that was sent via email. Do not bookmark this page.

When completed, click on "Completed - Send to Kroger Co." button at the end of the form. If you have any questions about completing this questionnaire, please contact the Corporate Food Technology Product Development Scientist named as the Kroger Co. contact below.

Supplier Contact

User, Demo
chris.vance@kroger.com

Company for Demo on 8-16-24
USA

Kroger Co. Contact

Dolle, Ellan ellan.dolle@kroger.com 1 Tel	Appl Support 1 Cincinnati, Ohio 54321 USA
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A Questionnaire is generated based on the Specification. You will see fields in this eQ like those you viewed in slides 28 - 39.

Supplier-Initiated Questionnaires

▼ Nutrient Panel - 2016 (Trade Specification Custom Section)

		Final per Serving	% DV	
1	Serving Size	1	---	✘
2	Calories	1	---	✘
3	Total Fat	1g	1%	✘
4	Saturated Fat	1g	1%	✘
5	Trans Fat	1g	---	✘
6	Cholesterol	1mg	1%	✘
7	Sodium	1mg	1%	✘
8	Total Carbohydrate	1g	1%	✘
9	Dietary Fiber	1g	1%	✘
10	Total Sugars	1g	---	✘
11	Added Sugars	1g	1%	✘
12	Protein	1g	1%	✘

▼ Nutrient Panel - 2016 (Trade Specification Custom Section)

		Final per Serving	% DV	
1	Serving Size	1	---	✘
2	Calories	1	---	✘
3	Total Fat	5g	10%	✘
4	Saturated Fat	1g	1%	✘
5	Trans Fat	1g	---	✘
6	Cholesterol	1mg	1%	✘
7	Sodium	1mg	1%	✘
8	Total Carbo			
9	Dietar			
10	Total S			
11	Added			

If you need to update data like the “Total Fat” nutrition value, you can do so by clicking in the appropriate cells and making changes. You can see the updated data in the second screenshot. After you have made these updates, remember to note what you changed in the “Comments” field near the top of the eQ. This field will be marked as a required field, and you cannot submit the eQ without summarizing the changes you are submitting.

Supplier Contact

User, CV Test
chris.vance@kroger.com

CV Test Company
USA

Kroger Co. Contact

Vance, Chris
chris.vance@kroger.com
8888888888 Tel

Appl Support
1 Test Ave
Seattle, WA
98229
USA

[Reassign Contact](#)

Summary Information

Comments: ★

Supplier-Initiated Questionnaires

Send Now or Save?

Please submit as formal response to the Supplier Questionnaire

Completed - Send to Kroger Co.

Thank you for your participation.

I have not completed the Questionnaire.

Save Save & Close

Any changes you have made will be saved. You may return to this questionnaire using the URL/address sent to you via email. You will be required to enter the password you established when you entered the Questionnaire for the first time.

Are you sure you have completed the Questionnaire and are ready to submit it for review?

OK Cancel

When you have completed your updates scroll to the bottom of the Questionnaire and click on the "Completed - Send to Kroger Co." button. Like when you replied to an eQ you will be asked if you are ready to submit the Questionnaire. Once you click on "OK" you will see the Questionnaire window which lets you know you submitted the eQ. You will also receive an email confirmation of the submission and Kroger will receive an email notification of the submission of the eQ you initiated.

Kroger Trade Questionnaire

Questionnaire #1000375 5000634-001 - Test for Demo on 8-16

Date Sent	Due Date	Date Submitted
Sep 24, 2024	Oct 04, 2024	Sep 24, 2024

Demo User
Company for Demo on 8-16-24

Your Trade Questionnaire # 1000375 for Test for Demo on 8-16 has been submitted to Kroger Co. for consideration.

To return to the Trade Questionnaire, please use this link:
<http://plmdevex.kroger.com/SupplierPortal/default.aspx?eq=30007B397907-B95D-4ABA-BE1B-9DAA789006CF>

Your contact at Kroger Co. is:
Ellan Dolle
1
ellan.dolle@kroger.com

Thank you for your participation.

Questions/Issues

- If you have any Spec-related questions, please contact cftintegrity@kroger.com. Please be sure to include the name of your company and the Questionnaire #.
- If you have a need for technical support in the Spec Portal (e.g., login or performance issues,) please call 1-800-952-8889 and say 'P4P', or submit an email to PLMSupportTeam-IBM@kroger.com.