



Master data registration and product presentation

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Master data registration and product presentation

The process describes the flow of information and the physical flow of the product. This is illustrated in a timeline.

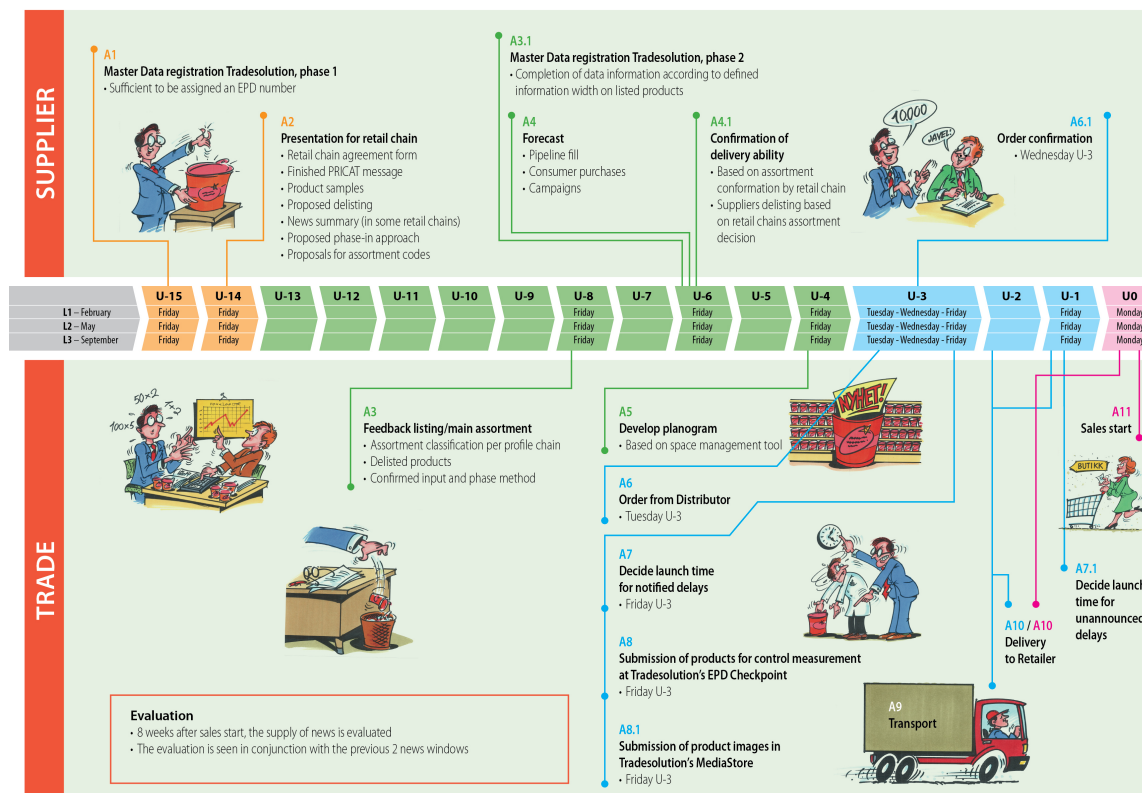


Fig. 276

What areas the standard for assortments changes apply to

Assortment changes including phase-in and phase-out of products, both new products and codes for changes to assortment/ changes in listings.

Supplies of Promotional Units and campaigns are not included.

Seasonal product defines as "Product sold for a limited period of time related to a season defined between the contracting parties".

Seasonal products are launched according to the same template as regular news, with the following exceptions:

- Seasonal products with launch in the L1-L2 period are presented at the introductory sale of L1 news the previous year
- Seasonal products with launch in the L2-L3 period are presented at the introductory sale of L2 news
- Seasonal Products with launch in the L3-L1 period are presented at the introductory sale of L3 news
- Launch time is agreed bilaterally between supplier and customer.

An overview of seasonal time frames and respective deadlines is clearly described in agreements between the parties.

Bilateral agreements such as pre-launch and / or campaigns which does not affect deliveries to other parties can be included. Pre launch defines as "Bilateral agreement between supplier and customer to launch a product ahead of the regular launch time frame, or season".

Master data registration and product presentation follows a timeline

Products distributed over distributor, via Crossdock or directly to retailers following the same path.

The timeline indicates the very last deadline for completion of the respective activity.

Many of the activities are sequential, where startup assumes that previous activities have been completed.

Where possible, encourage mutual involvement as early as possible in the process to reduce costs and uncertainties. See also

Communication and data exchange

The supplier and the retail chain shall keep each other updated in all circumstances that may be relevant for successful assortment change.

Sales and inventory data are made available as soon as they can be communicated.

Target measures

Service Level – for wholesaler and retailer – are measured and exchanged.

For definition of service level refer to [Service level – Purpose, types of target measures and assumptions](#) with any clarifications in the retail chain / supplier agreement.

In case of significant deviations in service levels, assortment coding and forecasts are therefore natural reference points.

The retail chains will operate with different forms, but they largely contain the same.

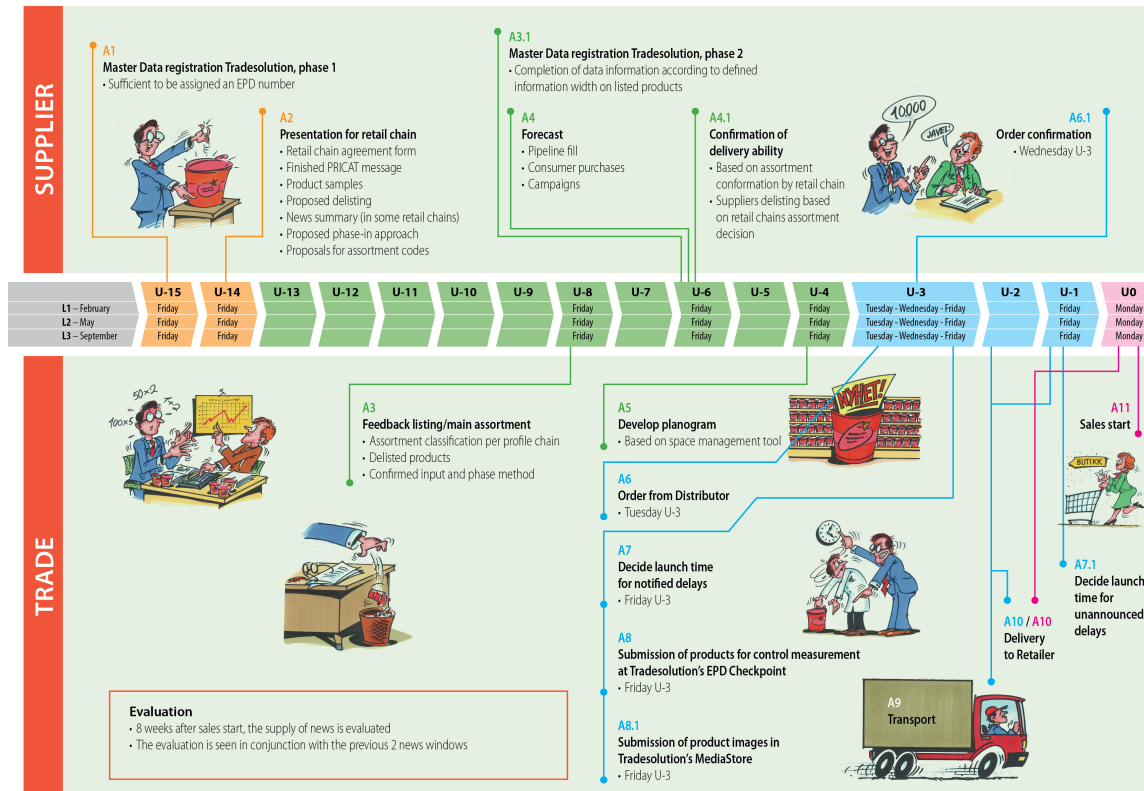


Fig. 276

Current deadlines are available in section for downloads.

Master data registration in EPD (A1 and A3.1 in timeline) and control measuring at EPD Checkpoint (A8 in timeline)

Any meetings shall be arranged in a reasonable time. Both parties must contribute to ongoing dialogue

The supplier must register sufficient master data in the EPD database for the product to be assigned an EPD number. This is phase 1 of master data registration, and must occur at the latest in U-15 (timeline A1).

Remaining relevant basic data information according to defined information width must be registered in the U-6 (timeline A3.1) after assortment verification). This is phase 2 of master data registration.

Deadline for submission of a control measurement product at EPD Checkpoint / Tradesolution is Friday in U-3 (Timeline A8).

Reference is also made to the process description on www.tradesolution.no.

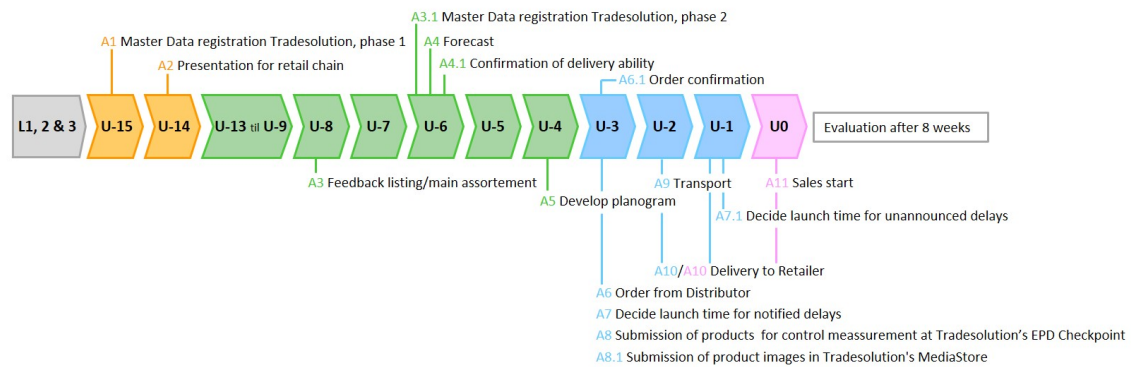


Fig. 274

Endringslogg

31.10.2022: Additional text: "Any meetings shall be arranged in a reasonable time. Both parties must contribute to ongoing dialogue"

Product presentation (A2 in the timeline)

In the meeting where product news is presented, the supplier presents its news and suggestions for product range changes together with:

- Retail chain agreement form (incl. price)
- Finished PRICAT message
- Product samples (preferably before the planning phase)
- Proposals for assortment codes
- Proposed phase-in approach (time-managed or inventory-managed)
- Proposed delisting (time-managed or inventory-managed)
- News summary (in some retail chains)

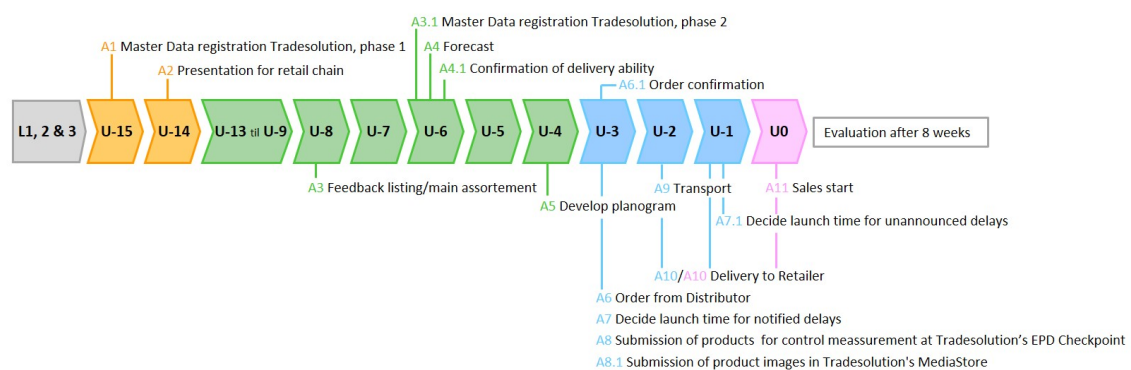


Fig. 274

Assortment changes outside agreed change time frame

If needed, changes outside of agreed change time frame should be followed as far as practicable, following these standard timelines and processes.

Changes are agreed bilaterally and should not normally result in physical changes of shop shelves.

Changes of pure technical nature, such as changed brand requirements, minor adjustments to packaging may be done by simplified administrative processing, agreed bilaterally.

Launch shall not be postponed

Launch will not be subject to major deviations between forecast (A4 in timeline) and actual ordering. In general, product news should be ready for pick-up from supplier from Monday U-2, or at the agreed time.

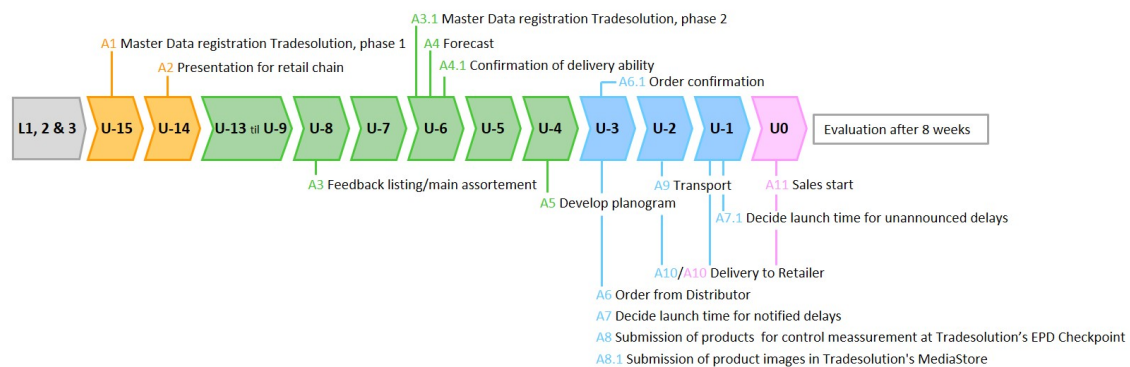


Fig. 274

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