

For vendors interested in supplying  
Co-op own-label products

Getting  
started with  
the Co-op






## Getting started with the Co-op

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We're glad you're interested in becoming one of Co-op's vendors. This pack is here to let you know what matters to us when we're considering a vendor, how our business works and what specifications you'll need meet to work with us.

If you want to enter an agreement with us, you have to sign up to our:

1. [Standard Terms and Conditions](#); and
2. [Charges Matrix](#)



Click on the underlined text, they're links

You'll also have to make sure you can comply with the specifications set out in our [Supplier Guidelines](#). You'll need to read through these documents carefully, to make sure we can work together.

Here are a few requirements you should know about right away:

- all our vendors have to invoice using EDI ([Supplier Guidelines, p.5](#))
- some of our suppliers consent to good faith receiving (GFR) as part of their supply agreement ([Supplier Guidelines, p.25](#))
- all our vendors have to be accredited to BRC Grade A or B ([Supplier Guidelines, p.5](#))
- All our vendors must be registered on MyCore following site approval, and compliant with Codes of Practice by product launch ([Supplier Guidelines, p.5](#))

# Supplying Co-op own label products



You might've heard, we do things differently. That's why we've included some details about the standards we expect vendors to adhere to when supplying a Co-op own-label product.

Take a read through them, it's really important you understand them to make sure our businesses are a good fit for one another:

- we've developed a [Future of Food sustainability ambition](#). It underpins our ways of working, which we invite all our vendors to support;
- all our wines from South Africa must be Fairtrade-sourced; all wine from Argentina and Chile should be Fairtrade-sourced wherever possible;
- all our African roses, bananas, cocoa, coffee, sugar and tea – including where used as an ingredient – should either be sourced on Fairtrade terms, or benefit Fairtrade producers;
- free-range egg in its whole or part form (e.g. egg white as an ingredient) is the only type of egg permitted in Co-op products;
- all of our fresh and frozen own-brand meat is 100% British, however we also sell continental meats that either have an authentic regional variety (e.g. salami Napoli) or are a product of protected designation (e.g. Prosciutto di Parma);
- by 2021 Protein suppliers should cover their soy footprint with sustainable credits and have a joint action plan with us, detailing the move to physically sustainable soy; and
- we believe everyone deserves to be treated fairly. We're committed to protecting the rights of producers, growers and workers in our supply chain through our robust Ethical Trade Programme. Our Suppliers Guide to Ethical Trade sets out the standards we expect our suppliers to meet, ensuring we act responsibly towards the workers who make our products.





# Supplying Co-op own-label products (continued)



- all palm oil used in our food and non-food products must be RSPO Segregated;
- wood, pulp and paper containing-products must be made from Forest Stewardship Council (FSC) certified or recycled material;
- wood, pulp and paper must be produced using a totally chlorine-free (TCF) or elemental chlorine-free (ECF) process. The use of chlorine gas bleaching is not permitted; and
- we're working to improve the nutrition of our products by reducing salt, sugar and calories in our products and increasing vegetable content across key categories such as Ready Meals and Food to Go.

## Just one more thing...



We're working hard to reduce our use of plastic, and where we do use it, we want to work with you to make it easier to recycle. That's why:

- all Co-op own-label packaging will be easier to recycle, at home or through the collection of plastic film in selected Co-op stores;
- we've eliminated all dark and black plastic packaging from our own-label range (in Dec 2020) and we've moved all of our cPET to detectable;
- we'll use a minimum of 50% recycled plastic in PET bottles, pots, tubs, trays and HPDE bottles by the end of 2021;
- we'll eliminate Co-op own-brand plastic products not designed to be recycled or reused; and
- we'll work with partners to improve recycling rates and help customers reuse and recycle easily.



As required as part 6 (e) of  
*"The Groceries (Supply Chain Practices) Market  
Investigation Order 2009"*, the identity and  
contact details of the GSCOP Adjudicator  
(referred to in the Order as the Ombudsman)  
is below for your information:

**Groceries Code Adjudicator (GCA)**

[Enquiries@GroceriesCode.gov.uk](mailto:Enquiries@GroceriesCode.gov.uk)

7<sup>th</sup> Floor, The Cabot  
25 Cabot Square  
London  
E14 4QZ

[Click here for our full GSCOP  
contact information and reminder of your  
rights and protections.](#)



**Any questions?**

[supplierengagement@coop.co.uk](mailto:supplierengagement@coop.co.uk)

