



## FOOD SAFETY & QUALITY ASSURANCE PROCEDURE

|   |  |  |                 |
|---|--|--|-----------------|
| <b>PRODUCT DATING &amp; CASE CODING REQUIREMENTS FOR OWN BRANDS</b> | APPROVAL<br>V.P. of Food Safety & Quality Assurance<br><b>Jerry Noland</b> | DATE ISSUED<br><b>December 4, 2019</b> |                 |
|   | ISSUED BY<br>QA Own Brands Director<br><b>Marlowe Dias</b>                 | SUPERSEDES<br><b>July 24, 2019</b>     |                 |
| AUTHORIZED FOR USE AT/BY<br><b>ALL OWN BRANDS SUPPLIERS</b>         | DOCUMENT NO.<br><b>8020_1260</b>   | PAGE<br><b>1</b>                       | OF<br><b>15</b> |

**I. PURPOSE**

Requirements for coding of consumer units and master containers for Own Brands Products

**II. RESPONSIBILITY**

- Sourcing:** Communicates policy to Suppliers for new and updated products through the Albertsons Companies Supplier Packet
- Regulatory Affairs:** Verifies label compliance during label development for Own Brands products
- Product Development:** Verifies compliance in first production sample evaluations
- Quality Assurance:** Reviews requirements with Supplier as part of the certification audit

**III. DEFINITIONS**

- STN:** Own Brands Supplier Tracking Number: S followed by a 4-digit number (e.g. S1234) assigned to each facility supplying products to Albertsons Companies. An STN is non-transferrable to another facility address.
- “BEST If Used By” or “BEST If Used or Frozen By” Date** To inform consumers that the product can continue to be used or consumed but that there might be some flavor or performance degradation
- “USE By” or “USE or Freeze By” Date** To inform consumers to dispose the product
- Perishable Food** Any food having a significant risk of spoilage, loss of value, or loss of palatability within 60 days of the date of packaging
- Semi-Perishable Food** Any food for which a significant risk of spoilage, loss of value, or loss of palatability occurs only after a minimum of 60 days, but within 6 months, after the date of packaging
- Long Shelf Life Food** Any food for which a significant risk of spoilage, loss of value, or loss of palatability does not occur sooner than 6 months after the date of packaging, including foods preserved by freezing, dehydrating, or being placed in a hermetically sealed container
- Ready-to-Eat Produce:** Packaged produce that has been washed and may be eaten without further washing or cooking (e.g. packaged salads, cut fruit, baby carrots)
- RPC:** Reusable Plastic Container
- Open Date Code:** A calendar date applied in a format understood by the general public



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- Closed Date Code:** A Code that consists of a series of letters and/or numbers applied by manufacture to identify the date and time of production
- Julian Date:** 3-digit day of the year (e.g. January 1 = 001)
- EST#:** USDA establishment number for Meat Plants
- P#:** USDA establishment number for Poultry Plants
- IMS#:** FDA establishment number for Milk Plants

**IV. PRODUCT DATING APPLIED BY SUPPLIER – CONSUMER-LEVEL PACKAGE**

| Product   | STN | Open Shelf-life Dating | Julian Pack Date | UDI (DI + PI) | Phrase to be Printed Before Open Date Code |                  |                 |                           |         |        |
|---|-----|------------------------|------------------|---------------|--|------------------|-----------------|---------------------------|---------|--------|
|   |     |                        |                  |               | USE By                                     | USE or Freeze By | BEST If Used By | BEST If Used or Frozen By | Sell By | Expiry |
| <b>Perishable Foods * determined by PD</b>  | X   | X                      |                  |               | X  | X                |                 |                           |         |        |
| <b>Semi-Perishable or Long Shelf Life Foods up to 3 years; including all Frozen Items *determined by PD</b> | X   | X                      |                  |               |  |                  | X               | X                         |         |        |

**PRODUCT EXCEPTIONS:**

| Product   | STN | Open Shelf-life Dating | Julian Pack Date | UDI (DI + PI) | Phrase to be Printed Before Open Date Code |                  |                 |                                  |         |        |
|---|-----|------------------------|------------------|---------------|--|------------------|-----------------|----------------------------------|---------|--------|
|   |     |                        |                  |               | USE By                                     | USE or Freeze By | BEST If Used By | BEST If Used or Frozen By        | Sell By | Expiry |
| <b>Infant Formula * per FDA</b>   | X   | X                      |                  |               | X  |                  |                 |                                  |         |        |
| <b>Eggs - Fresh</b>   | X*  | X                      | X                |               | Format is MMMDD and placed on End Panel    |                  |                 |                                  | X       |        |
| <b>Milk – Fresh Fluid</b>   | X*  | X                      |                  |               |  |                  |                 | X                                |         |        |
| <b>Over-the-Counter Drugs<br/>Other Pharmaceutical Items</b>  | X   | X                      |                  |               |  |                  |                 |                                  | X       |        |
| <b>Medical Devices – Class I, II, III</b>   | X   | X                      |                  | X             |  |                  |                 |                                  | X       |        |
| <b>Soft Drinks</b>  | X   | X                      |                  |               |  |                  |                 |                                  |         | X      |
| <b>Produce – Washed &amp; Ready-to-Eat</b>  | X   | X                      | X                |               |  |                  | X               | *see romaine requirements below  |         |        |
| <b>Produce – Packaged - Not Ready-to-Eat</b> (e.g. Romaine Hearts, Celery, Corn, Herbs, Mini Sweet Peppers, Mushrooms, Apples, Oranges, Potatoes) | X   |                        | X                |               | * see romaine requirements below           |                  |                 |                                  |         |        |
| <b>Shrimp - Frozen</b>  | X   | X                      | X                |               |  |                  | X               |                                  |         |        |
| <b>Meat/Poultry – Raw/Fresh not previously frozen</b>   | X*  | X                      |                  |               |  | X                |                 | X                                |         |        |
| <b>Meat/Poultry – Raw/Fresh made from tempered/previously frozen products</b>   | X*  | X                      |                  |               | X  |                  | X               |                                  |         |        |
| <b>Meat – Raw/Frozen products</b>   | X*  |                        |                  |               | X  |                  | X**             | **Preference for BEST If Used By |         |        |
| <b>Poultry – Raw/Frozen</b>   | X*  | X                      |                  |               | X  |                  | X**             | **Preference for BEST If Used By |         |        |

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**ADDITIONAL LABEL EXCEPTIONS AND REQUIREMENTS:**

|  |   |
|--|---|
| <b>Words "USE" and "BEST"</b>                                      | All letters shall be CAPITALIZED  |
| <b>Eggs - Fresh</b>  | A code date label shall be printed before the open date code. The phrase type may be defined by the egg laws in the state where the eggs are marketed. It is the OB supplier's responsibility to ensure the code format meets any federal or state label or labeling requirements and Albertsons OB requirements.   |
| <b>*STN exceptions</b>   | Products labeled with a USDA Establishment Number for Meat/Poultry or an FDA IMS# for Milk may be printed in lieu of STN with QA approval   |
| <b>Open Dating of Shelf-life not required</b>                      | As specified by Own Brands Product Development and Category Development   |
| <b>Romaine Lettuce</b>   | Packaged romaine heads or romaine containing products must comply with the Romaine Provenance Labeling recommendations by printing the harvest region(s) and harvest date/other trackable date on each retail or ingredient unit, e.g. " <b>Romaine: regions(s); Harvest date or other trackable date</b> ".<br>The printed date shall be traceable back to the harvest date.<br>If romaine is grown indoors, the phrase "Indoor Grown" followed by the region(s) and harvest date/other trackable date must be printed on each retail unit, e.g. " <b>Indoor Grown Romaine: region(s); Harvest date or other trackable date</b> ". |
| <b>Milk</b>  | Extended shelf life products may use BEST If Used By  |
| <b>Shelf-Stable Kit Components</b>                                 | No Open Dating required   |
| <b>USE By Date not required</b>                                    | Deli Kit individual components with QA and Product Development approval   |
| <b>Fresh or Frozen ground meat/patties and ground poultry meat</b> | Supplier to use Own Brands Distribution Statement, provided plant is approved and supplier's USDA Est. # is printed on consumer unit  |
| <b>Seafood</b>   | Retail unit must contain the STN of the Supplier of Record/Importer and the STN for the plant where the product was produced. Print the STN for the Supplier of Record/Import Broker first and then the STN for the plant.<br>Ex. SXXXX - SXXXX   |
| <b>Non-Food or General Merchandise</b>                             | Shall print a Closed Date Code: A code that consists of a series of letters and/or numbers applied by manufacturer to identify the date and time of production  |
| <b>Cleaning Products</b>   | Per Product Development and Regulatory. Labeling shall be in compliance with all federal, state, and local laws and regulations of the Cleaning Product Right to Know Act.  |
| <b>Acceptable Phrase Abbreviations for Quality Label</b>           | In cases where package size prohibits the use of the entire phrase, the label language may be truncated to "BEST By" or "BEST" or "BB" for very small packages  |
| <b>Acceptable Phrase Abbreviations for Discard Label</b>           | "USE" is an acceptable truncation for very small packages   |

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**FORMATS**

| ELEMENT                                   | REQUIREMENT  | EXCEPTIONS   |
|---|--|--|
| <b>Open Dating of Shelf-life</b>          | MMMDYY   | Highly perishable fresh items do not require year.<br>MM/YY expiry for OTC Drugs |
| <b>Julian Pack Date</b>                   | 3-digit day of year  | YY + Julian Date for:<br>Frozen turkeys<br>IQF chicken<br>Frozen shrimp          |
| <b>Unique Device Identification (UDI)</b> | Barcode or QR Code per FDA Law   |  |
| <b>Kosher</b>                             | Symbol must be approved by Product Development   |  |
| <b>Certified Organic By (COB)</b>         | COB Statement to be "By Quality Assurance International"   |  |
| <b>Gluten-free</b>                        | Per Product Development & Regulatory   |  |
| <b>Country of Origin</b>                  | Per Product Development & Regulatory<br>*In compliance with all federal, state, and local laws and regulations |  |

**LOCATIONS**

|                                       |  |  |
|---------------------------------------|--|--|
| <b>Open Dating of Shelf-life</b>      | <b>Highly Perishable Items:</b> Front of Package<br>Consumer Unit Kits<br>Perishable Foods - Refrigerated Prepared<br>Produce - Ready-to-Eat<br><b>Other Items:</b><br>Area other than front of package unless directed otherwise<br>Do not place across logo or photo | None   |
| <b>Supplier Tracking Number (STN)</b> | Immediately after or below the Open Date   | Only with approval of QA & Product Development |
| <b>Julian Pack Date</b>               | At Supplier's discretion   | None   |
| <b>Line/Shift/Lot etc.</b>            | May include but must follow Julian Date or Open Date Code  |  |
| <b>Kosher</b>                         | Primary Display Panel (PDP)  |  |
| <b>Certified Organic By (COB)</b>     | Directly below Distribution Statement  |  |
| <b>Gluten-free</b>                    | Per Product Development & Regulatory   |  |
| <b>Country of Origin</b>              | Per Product Development & Regulatory   |  |



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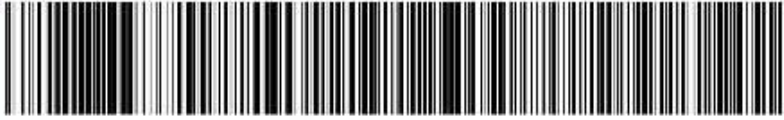

**V. PRODUCT DATING APPLIED AT STORE LEVEL**

| Product                              | STN | Open Shelf-life Dating | Julian Pack Date | UDI (DI + PI) | Phrase to be Printed Before Open Dating                                   |
|--------------------------------------|-----|------------------------|------------------|---------------|---|
| <b>Meat/Poultry/Seafood- Fresh</b>   |     | X                      |                  |               | Follow Freshness Code Date Requirements - Meat and Seafood SOP 4000_4004  |
| <b>Meat/Poultry/Seafood - Frozen</b> | X   |                        | X                |               | Follow Freshness Code Date Requirements - Meat and Seafood SOP 4000_4004  |
| <b>Bakery</b>                        |     | X                      |                  |               | Follow Freshness Code Date Requirements - Bakery SOP 4000_4001            |
| <b>Deli and Food Service</b>         |     | X                      |                  |               | Follow Freshness Code Date Requirements - Deli Food Service SOP 4000_4002 |
| <b>Produce</b>                       |     | X                      |                  |               | Follow Freshness Code Date Requirements - Produce SOP 4000_4005           |
| <b>Grocery</b>                       |     | X                      |                  |               | Follow Freshness Code Date Requirements - Grocery SOP 4000_4003           |

**VI. SHIPPING CONTAINER CODING**

| PRODUCT GROUP  | REQUIREMENT      |     |                                    |                   |                                |                        |                               |                               |  |               |   |
|--|------------------|-----|------------------------------------|-------------------|--------------------------------|------------------------|-------------------------------|-------------------------------|--|---------------|---|
|  | Case UPC/Barcode | STN | Product name Brand & Varietal copy | Pack Count & Size | BEST If Used By or USE By Date | Julian Production Date | All legally required markings | Special handling instructions | Albertsons Companies OWN Brands Distribution Statement | UDI (DI + PI) | Romaine Harvest Region(s) & Harvest Date/Other Trackable Date |
| <b>All master cases, except Bagged Whole Produce</b>   | X                |     | X                                  | X                 | X                              |                        | X                             | X                             | X  |               |   |
| <b>Bagged Whole Produce</b><br>Only Albertsons Companies generic cases may be used<br>*single commodity produce may be permitted to use supplier branded cases<br>*Romaine products must have harvest region(s) printed in a "human-readable" format using Provenance Labeling abbreviations | X                |     | X                                  | X                 |                                | X                      | X*                            | X                             | X  |               | X   |
| <b>Ready-to-Eat Produce, Kits and Foodservice Products</b><br>*Romaine products must have harvest region(s) printed in a "human-readable" format using Provenance Labeling abbreviations   | X                |     | X                                  | X                 | X                              |                        | X*                            | X                             | X  |               | X   |
| <b>Consumer Units with open code dating</b>  | X                |     | X                                  | X                 | X                              |                        | X                             | X                             | X  |               |   |
| <b>Consumer Units with closed code dating</b>  | X                |     | X                                  | X                 | X                              | X                      | X                             | X                             | X  |               |   |
| <b>Seafood</b>   | X                | X   | X                                  | X                 | X                              |                        | X                             | X                             | X  |               |   |
| <b>Fresh or Frozen ground meat/patties and ground poultry meat master cases</b>  | X                |     | X                                  | X                 | X                              |                        | X                             | X                             | X  |               |   |
| <b>Meat -Fresh Sub Primals for Further Processing</b>  | X                |     | X                                  | X                 |                                | Open Production Date   | X                             | X                             |  |               |   |
| <b>Medical Device</b>  | X                |     | X                                  | X                 |                                |                        | X                             | X                             | X  | X             |   |

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| CODE ELEMENT  | REQUIREMENT  |
|---|--|
| <b>Printing</b>   | Case coding shall be printed in dark ink and be completely legible when viewed from 4 feet<br>Minimum print size is 1/2" (1.25 cm) unless otherwise noted  |
|   | Pre-printed or print-on-line pressure sensitive labels may be used in lieu of direct ink application. Any applied label must meet content, positioning and legibility requirements set forth in this standard.   |
|   | Cases should be coded on one side and one end<br><b>NOTE:</b> If this is not possible both long sides shall be used<br>Cases must be palletized to assure that code is visible from all four sides of the pallet   |
| <b>Case GTIN-14 UPC Number (Global Trade Item Number)</b> | Upper right or lower left corner of printed panels   |
|   | <p>Case UPC/Barcode – GTIN-14 (Global Trade Item Number) barcode using the 14-digit UPC format as follows: 100 + 10-digit UPC + check digit<br/>Example: 100+7989380000+1 → 10079893800001</p> <p>The barcode must be scan-readable from a minimum of four feet away. The only approved GTIN barcode fonts are GS1-128 (previously referred to as UCC/EAN-128 or EAN-128) and ITF-14 (also known as Interleaved 2 of 5 or ITF).</p> <div style="display: flex; align-items: center; justify-content: center;">  <div style="border: 1px solid black; padding: 5px; margin-left: 20px;">Example (font= ITF-14)</div> </div> <p><b>For all products with UPC preceded by a "0"</b></p> <ol style="list-style-type: none"> <li>Log onto the GTIN website <a href="http://www.barcode.graphics/check-digit-calculator/">http://www.barcode.graphics/check-digit-calculator/</a></li> <li>Once open the website will use the ID Key Format GTIN-14 (Enter 13 digits)</li> <li>All non-OTC Albertsons/Safeway products use the number "100" preceding the 10-digit product UPC</li> <li>Do not use the preceding number or the proceeding number in the product UPC.             <ol style="list-style-type: none"> <li>For example, if the UPC on the retail unit is 0 79893 11282 4, use 79893 11282</li> </ol> </li> <li>Enter 100+ the UPC (i.e. 1007989311282) and hit the calculate button</li> <li>The calculator will give a new "check digit number" for example, placing the 1007989311282 and hitting calculate, a GTIN number is given (i.e. 10079893112821)             <ol style="list-style-type: none"> <li>In this example, the check digit number "1" and will be the end of the new GTIN number</li> </ol> </li> <li>This GTIN will need to be printed on the master case in addition to the product UPC (i.e. 79893 11282)</li> </ol> <p><b>For OTC Drugs and all products with UPC preceded by a "3" instead of a "0":</b></p> <ol style="list-style-type: none"> <li>Log onto the GTIN website: <a href="http://www.barcode.graphics/check-digit-calculator/">http://www.barcode.graphics/check-digit-calculator/</a></li> <li>Once open the website will use the ID Key Format GTIN-14 (Enter 13 digits)</li> <li>Albertsons Companies OTC products use number "103" preceding the 10-digit product UPC</li> <li>Do not use the preceding number or the proceeding number in the product UPC.             <ol style="list-style-type: none"> <li>For example, if the UPC on the OTC retail unit is 3 79893 11282 4, use 79893 11282</li> </ol> </li> <li>Enter 103+ the UPC (i.e. 1037989311282) and hit the calculate button</li> <li>The calculator will give a new "check digit number" for example, place the 1037989311282 and hit calculate, a GTIN number is given (i.e. 10379893112822)             <ol style="list-style-type: none"> <li>In this example, the check digit number "2" and will be the end of the new GTIN number</li> </ol> </li> <li>This GTIN will need to be printed on the master case in addition to the product UPC (i.e. 79893 11282)</li> </ol> |
| <b>Unique Device Identification (UDI)</b>                 | <p>Barcode or QR Code per FDA Law</p> <div style="display: flex; align-items: center; justify-content: center;">   </div> <p>*+X999123ABC0/\$\$31905151234AB/S5678EDFG/16D20151001J*</p>  |



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| CODE ELEMENT   | REQUIREMENT   |
|--|---|
| <b>Case Unit UPC Number</b>  | Upper right or lower left corner of printed panels  |
|  | The codes shall be separated by a hyphen and aligned at top   |
| <b>Product Name (Brand &amp; Varietal)</b>                                     | Centered left to right and top to bottom on printed panels  |
| <b>Pack Count &amp; Size</b>   | Upper left corner of printed panels   |
|  | Declare count and weight or volume of contents in ounces (or metric equivalent) separated by a slash (e.g. 24/12 oz.)   |
|  | Note for Display ready cases – if the retail unit net weight is not visible to the consumer then the net weight shall be printed and visible on the display ready case                                |
| <b>USE By, BEST If Used By, USE or Freeze By, BEST If Used or Frozen By</b>    | Centered immediately under Product Name (Brand & Varietal Copy) or immediately after product name on a single line  |
|  | Must match Consumer Unit (e.g. BEST If Used By AUG 12 23)   |
| <b>Country of Origin</b>   | Immediately under open date code  |
|  | If insufficient space on the two printed panels, the Country of Origin may be placed on the top of the case, just below the distributor clause  |
|  | *In compliance with all federal, state, and local laws and regulations  |
| <b>Federal Est. No. or related numbers</b>                                     | As specified by law   |
| <b>Special Handling Instructions</b>   | Two sides where available   |
|  | “Frozen Foods – Store Below 0° F” or  |
|  | “Flammable”, “Perishable - Keep Refrigerated” or “Keep Refrigerated”  |
|  | Specific Regulatory Agency information<br>For Refrigerated Non-TCS Food, Albertsons Companies recognizes temperature ranges printed on packages/cases for quality preservation only                   |
| <b>Distribution Statement</b>  | Can be placed on any panel except the bottom panel  |
|  | No abbreviations except “Dist.” or “Inc.”   |
|  | Type size shall be 3/8” (1 cm) high   |
|  | Use one of the Authorized Formats.  |
| <b>Authorized Formats for Products distributed by Better Living Brands LLC</b> | Case distribution clause <u>must match information displayed on the retail package</u>  |
|  | DISTRIBUTED BY BETTER LIVING BRANDS LLC<br>P.O. BOX 99<br>PLEASANTON, CA 94566-0009<br><b>OR</b><br>DISTRIBUTED BY BETTER LIVING BRANDS LLC<br>P.O. BOX 99, PLEASANTON, CA 94566-0009                 |
| <b>Authorized Formats for Products distributed by Lucerne Foods, Inc.</b>      | Case distribution clause <u>must match information displayed on the retail package</u> . The name “Albertsons Companies” must not appear in any manner on any case distributed by Lucerne Foods, Inc. |
|  | DISTRIBUTED BY LUCERNE FOODS, INC<br>P.O. BOX 99<br>PLEASANTON, CA 94566-0009<br><b>OR</b><br>DISTRIBUTED BY LUCERNE FOODS, INC<br>P.O. BOX 99 PLEASANTON, CA 94566-0009                              |



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| CODE ELEMENT     | REQUIREMENT   |
|------------------|---|
| <b>Bar Codes</b> | No closer than ¾" (2 cm) from any edge in upper or lower right, on one end and one side<br>Items that do not carry the Lucerne distribution clause may utilize an alternate placement on two long sides, lower or upper right |
|                  | For products designed to be sold in full case quantities at retail, the UPC may be placed on the bottom of case, with approval of Own Brands representative prior to printing   |

| <b>EXCEPTIONS AND OPTIONAL ITEMS</b>       |   |
|--|---|
| <b>Products Sold In Full Case Quantity</b> | For products designed to be sold in full case quantities at retail, in lieu of traditional case markings, a pallet sticker or tag shall be applied to all four sides of the pallet. The pallet sticker or tag shall include all the required code elements. Product Examples: toilet paper, bottled water, soft drinks, bagged grains.  |
| <b>Special Handling Statements</b>         | Centered on top flap<br>½" (1.25 cm) from top edge  |
|  | "Fragile", "Handle with Care" or similar for glass packed or crushable items<br>Special opening instructions or warnings<br>Other additional copy required for proper product storage or handling must be submitted to Own Brands for approval prior to printing  |
| <b>Pallet Pattern (Case Configuration)</b> | Top flap, left-hand corner  |
|  | Sized for fit and legibility  |
| <b>Recycle Symbol</b>                      | Top flap<br>Lower right-hand corner   |
|  | Sized for fit and legibility  |
| <b>Logo Display</b>                        | Centered left to right<br>½" (1.25 cm) down from top on both printed panels<br>If insufficient room, lower both logo and commodity copy elements accordingly  |
|  | Print to be 45% of panel depth from top edge to center of logo<br>Digital logos or trademarked emblems can be obtained from Schawk  |
|  | O Organics™ and Open Nature™ are trademarked brands marketed by Lucerne Foods, Inc. As such, display or graphic representation of logos and print are strictly governed by copyright law.<br>Brand names may not be abbreviated, changed, or used in any manner other than provided in this standard operating procedure or in written instruction from Own Brands or Lucerne Foods.<br>Packaged produce and other products must not be shipped in cases bearing the Supplier's name or brand unless authorized, exceptions include single component commodity produce items. |
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**VII. TRAY PACK CODING**

| CODE ELEMENT   | REQUIREMENT  |
|--|--|
| <b>Case GTIN-14 UPC Number / Consumer Unit UPC Number</b>                      | Right corner of printed panels<br>Type minimum ¼" (63 mm) for manufacturer's code and ½" (1.25 cm) for product code<br>The codes shall be separated by a hyphen and aligned at top   |
| <b>Product Name (Brand &amp; Varietal)</b>                                     | Centered left to right and top to bottom on printed panels   |
| <b>Pack Count &amp; Size</b>   | Upper left corner of printed panels<br>Declare count and weight or volume of contents in ounces (or metric equivalent) separated by a slash, e.g., 24/29 oz.<br>Note for Display ready cases – if the retail unit net weight is not visible to the consumer then the net weight shall be printed and visible on the display ready case   |
| <b>USE By, BEST If Used By, USE or Freeze By, BEST If Used or Frozen By</b>    | Centered immediately under Product Name (Brand & Varietal Copy) or immediately after product name on a single line<br>Must match Consumer Unit<br>(e.g. BEST If Used By AUG 12 23)   |
| <b>Country of Origin</b>   | Immediately under open date code<br>Or unprinted tray panel<br>*In compliance with all federal, state, and local laws and regulations  |
| <b>Federal Est. No. or related numbers</b>                                     | As specified by law  |
| <b>Special Handling Instructions</b>   | Two sides where available<br>"Frozen Foods – Store Below 0° F" or<br>"Frozen Foods – Store Below 19°C"<br>"Flammable", "Perishable - Keep Refrigerated" or "Keep Refrigerated"<br>Specific Regulatory Agency information<br>For Refrigerated Non-TCS Food, Albertsons Companies recognizes temperature ranges printed on packages/cases for quality preservation only  |
| <b>Distribution Statement</b>  | Center of the one end panel not displaying the logo<br>No abbreviations except "Dist." or "Inc."<br>Type size shall be ⅜" (1 cm) high<br>Use one of the Authorized Formats.  |
| <b>Authorized Formats for Products distributed by Better Living Brands LLC</b> | Case distribution clause must match information displayed on the retail package<br>DISTRIBUTED BY BETTER LIVING BRANDS LLC<br>P.O. BOX 99<br>PLEASANTON, CA 94566-0009<br><b>OR</b><br>DISTRIBUTED BY BETTER LIVING BRANDS LLC<br>P.O. BOX 99, PLEASANTON, CA 94566-0009   |
| <b>Authorized Formats for Products distributed by Lucerne Foods, Inc.</b>      | Case distribution clause must match information displayed on the retail package. The name "Albertsons Companies" must not appear in any manner on any case distributed by Lucerne Foods, Inc.<br>DISTRIBUTED BY LUCERNE FOODS, INC<br>P.O. BOX 99<br>PLEASANTON, CA 94566-0009<br><b>OR</b><br>DISTRIBUTED BY LUCERNE FOODS, INC<br>P.O. BOX 99 PLEASANTON, CA 94566-0009                                      |
| <b>Bar Codes</b>   | No closer than ¾" (2 cm) from any edge in upper or lower right, on one end and one side<br>Items that do not carry the Lucerne distribution clause may utilize an alternate placement on two long sides, lower or upper right<br>For products designed to be sold in full case quantities at retail, the UPC may be placed on the bottom of case, with approval of Own Brands representative prior to printing |



**FOOD SAFETY & QUALITY ASSURANCE PROCEDURE**

|   |              |                  |      |    |
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| <b>EXCEPTIONS AND OPTIONAL ITEMS</b>       |   |
|--|---|
| <b>Products Sold in Full Case Quantity</b> | For products designed to be sold in full case quantities at retail, in lieu of traditional case markings, a pallet sticker or tag shall be applied to all four sides of the pallet. The pallet sticker or tag shall include all the required code elements. Product Examples: toilet paper, bottled water, soft drinks, bagged grains.  |
| <b>Special Handling Statements</b>         | “Fragile”, “Handle with Care” or similar for glass packed or crushable items<br>Special opening instructions or warnings<br>Other additional copy required for proper product storage or handling must be submitted to Own Brands for approval prior to printing  |
|  | To be determined on a product-by-product basis  |
| <b>Pallet Pattern (Case Configuration)</b> | Bottom of tray, right hand corner   |
|  | Sized for fit and legibility  |
| <b>Recycle Symbol</b>                      | Bottom of tray  |
|  | Lower right-hand corner<br>Sized for fit and legibility   |
| <b>Logo Display</b>                        | ½” (1.25 cm) to right of the count and size information on printed panels<br>Centered top to bottom   |
|  | Sized consistently with tray depth to allow a minimum of ¼” (63 mm) up from bottom score and down from top edge of tray   |
|  | O Organics™ and Open Nature™ are trademarked brands marketed by Lucerne Foods, Inc. As such, display or graphic representation of logos and print are strictly governed by copyright law. Brand names may not be abbreviated, changed, or used in any manner other than provided in this document or in written instruction from Own Brands or Lucerne Foods. Packaged produce and other products must not be shipped in cases bearing the Supplier’s name or brand unless authorized, exceptions include single component commodity produce items. |

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**VIII. RPCs**

| CODE ELEMENT                       | REQUIREMENT  |
|------------------------------------|--|
| <b>Label Size</b>                  | 4" x 2" +/- 1/8"   |
| <b>Label Color</b>                 | Conventional product – white<br>Organic product - yellow   |
| <b>Printing</b>                    | Arial 10pt bold minimum  |
| <b>Product Name/Variety/Grade</b>  | ARIAL 24PT<br>BOLD ALL CAPS minimum<br>Abbreviations or truncation may be needed to fit. Approved label providers will guide format with Own Brands approval                           |
| <b>Pack/Weight</b>                 | Arial 16-pt bold minimum<br>Item size and quantity   |
| <b>Pack Date or Open Date Code</b> | Centered immediately under Product Name (Brand & Varietal Copy) or immediately after product name on a single line   |
|                                    | Must match Consumer Unit<br>(e.g. BEST If Used By AUG 12 23)   |
| <b>Country of Origin</b>           | Immediately under open date code<br>Or unprinted tray panel<br>*In compliance with all federal, state, and local laws and regulations  |
| <b>Regulatory Requirements</b>     | 3-line space to accommodate required Regulatory Statement<br>Arial 10pt regular minimum  |
| <b>Romaine</b>                     | In addition to Country of Origin, labels must include the harvest region(s) and harvest date/other trackable date in a "human-readable" format using Provenance Labeling abbreviations |

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| CODE ELEMENT   | REQUIREMENT  |
|--|--|
| <b>GTIN-14 UPC Number (Global Trade Item Number)</b>                           | <p>UPC/Barcode – GTIN-14 (Global Trade Item Number) barcode using the 14-digit UPC format as follows:<br/>100 + 10-digit UPC + check digit<br/>Example: 100+7989380000+1 → 10079893800001</p> <p>The barcode must be scan-readable from a minimum of four feet away. The only approved GTIN barcode fonts are GS1-128 (previously referred to as UCC/EAN-128 or EAN-128) and ITF-14 (also known as Interleaved 2 of 5 or ITF).</p> <div style="display: flex; justify-content: space-around; align-items: center;">  <div style="border: 1px solid black; padding: 5px;">Example (font= ITF-14)</div> </div> <p><b>For all products with UPC preceded by a “0”</b></p> <ol style="list-style-type: none"> <li>Log onto the GTIN website <a href="http://www.barcode.graphics/check-digit-calculator/">http://www.barcode.graphics/check-digit-calculator/</a></li> <li>Once open the website will use the ID Key Format GTIN-14 (Enter 13 digits)</li> <li>All non-OTC Albertsons/Safeway products use the number “100” preceding the 10-digit product UPC</li> <li>Do not use the preceding number or the proceeding number in the product UPC.             <ol style="list-style-type: none"> <li>For example, if the UPC on the retail unit is 0 79893 11282 4, use 79893 11282</li> </ol> </li> <li>Enter 100+ the UPC (i.e. 1007989311282) and hit the calculate button</li> <li>The calculator will give a new “check digit number” for example, placing the 1007989311282 and hitting calculate, a GTIN number is given (i.e. 10079893112821)             <ol style="list-style-type: none"> <li>In this example, the check digit number “1” and will be the end of the new GTIN number</li> </ol> </li> <li>This GTIN will need to be printed on the master case in addition to the product UPC (i.e. 79893 11282)</li> </ol> <p><b>For OTC Drugs and all products with UPC preceded by a “3” Instead of a “0”:</b></p> <ol style="list-style-type: none"> <li>Log onto the GTIN website: <a href="http://www.barcode.graphics/check-digit-calculator/">http://www.barcode.graphics/check-digit-calculator/</a></li> <li>Once open the website will use the ID Key Format GTIN-14 (Enter 13 digits)</li> <li>Albertsons Companies OTC products use number “103” preceding the 10-digit product UPC</li> <li>Do not use the preceding number or the proceeding number in the product UPC.             <ol style="list-style-type: none"> <li>For example, if the UPC on the OTC retail unit is 3 79893 11282 4, use 79893 11282</li> </ol> </li> <li>Enter 103+ the UPC (i.e. 1037989311282) and hit the calculate button</li> <li>The calculator will give a new “check digit number” for example, place the 1037989311282 and hit calculate, a GTIN number is given (i.e. 10379893112822)             <ol style="list-style-type: none"> <li>In this example, the check digit number “2” and will be the end of the new GTIN number</li> </ol> </li> <li>This GTIN will need to be printed on the master case in addition to the product UPC (i.e. 79893 11282)</li> </ol> |
| <b>Traceability for PTI-compliant Suppliers for future</b>                     | <p>GS1-128 barcode 9.86 x dimension 10X (0.01)<br/>Batch/Lot Number embedded below bar code<br/>PTI Voice Pick Code lower right corner Arial 12 &amp; 36pt regular</p>   |
| <b>Distribution Statement</b>  | Use one of the Authorized Formats.   |
| <b>Authorized Formats for Products distributed by Better Living Brands LLC</b> | <p>Arial 10pt bold minimum<br/>Case distribution clause <u>must match information displayed on the retail package</u></p> <p align="center">DISTRIBUTED BY BETTER LIVING BRANDS LLC<br/>P.O. BOX 99<br/>PLEASANTON, CA 94566-0009</p> <p align="center"><b>OR</b></p> <p align="center">DISTRIBUTED BY BETTER LIVING BRANDS LLC<br/>P.O. BOX 99, PLEASANTON, CA 94566-0009</p>   |

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| CODE ELEMENT   | REQUIREMENT   |
|--|---|
| Authorized Formats for Products distributed by Lucerne Foods, Inc. | <p>Arial 10pt bold minimum</p> <p>Case distribution clause <u>must match information displayed on the retail package</u>. The name "Albertsons Companies" must not appear in any manner on any case distributed by Lucerne Foods, Inc.</p> <p align="center">DISTRIBUTED BY LUCERNE FOODS, INC<br/>P.O. BOX 99<br/>PLEASANTON, CA 94566-0009<br/>OR<br/>DISTRIBUTED BY LUCERNE FOODS, INC<br/>P.O. BOX 99 PLEASANTON, CA 94566-0009</p> |
| Position   | Left on short side of RPC and outward-facing pallet   |

**IX. REFERENCES**

- GTIN-14 Barcode Site:** <http://www.barcode.graphics/check-digit-calculator/>
- NIST Weights and Measures Handbook 133** :<https://www.nist.gov/pml/weights-and-measures/publications/nist-handbooks/handbook-133>
- Romaine Provenance Labeling Q&A:**  
<https://www.unitedfresh.org/content/uploads/2019/05/Question-and-Answers-on-Romaine-Outbreak-Winter-2019-7May-002.pdf>
- Romaine Task Force Final Report (2019):**  
<https://www.unitedfresh.org/content/uploads/2019/09/Final-Romaine-Task-Force-Report-9-30-18.pdf>
- FMI Recommended Food Safety Practices for Leafy Greens:**  
<https://www.fmi.org/forms/store/ProductFormPublic/fmi-recommended-food-safety-practices-for-leafy-greens>
- Cleaning Products Right to Know Act:**  
[https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=201720180SB258](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201720180SB258)

**CHANGE LOG:**

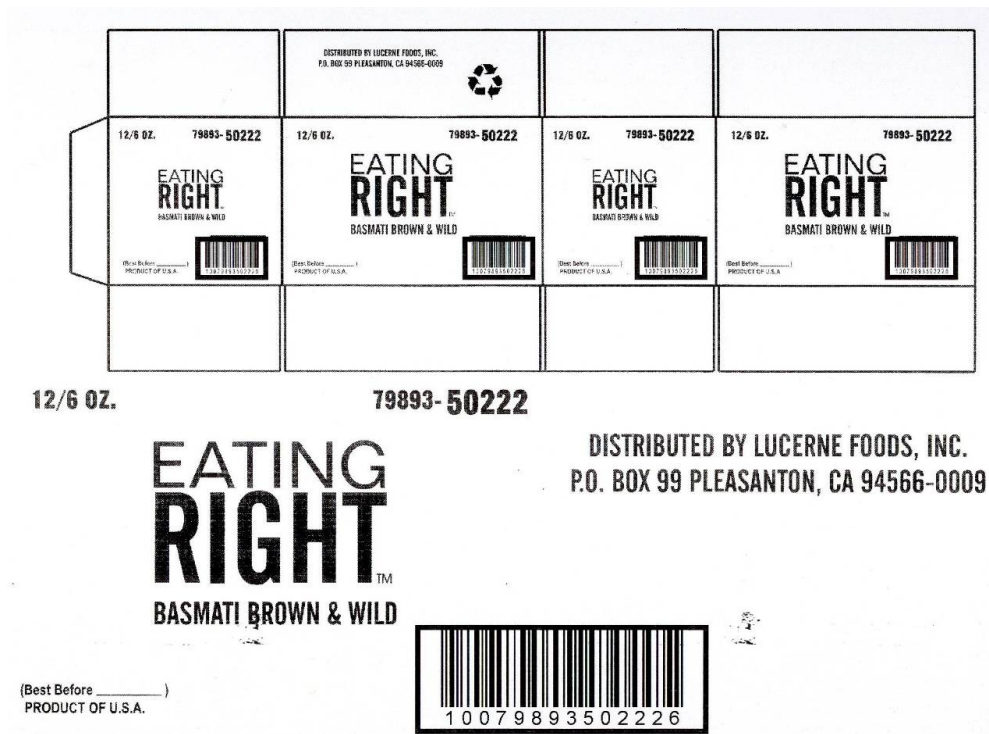
| DATE     | SECTION | CHANGE   | REASON                                  | CHANGED BY |
|----------|---------|--|---|------------|
| 6/6/16   | IV      | Added pre-washed and processed produce to require open date code | Clarification with policy               | M. Dias    |
| 7/8/16   | All     | Reflected UDI FDA Requirements for medical devices               | To comply with FDA Law                  | M. Dias    |
| 9/6/16   | All     | GTIN requirements  | To simplify GTIN needs                  | M. Dias    |
| 9/20/16  | All     | Special Handling Instructions for Refrigerated Non-TCS Food      | To comply with quality requirements     | M. Dias    |
| 1/5/17   | IV      | Removed open code date criteria for commodity produce            | To comply with quality requirements     | M. Dias    |
| 11/14/18 | All     | Updated new Product Code Date Label Phrases                      | Modified to meet new GMA standards      | M. Dias    |
| 11/28/18 | I       | Reflected FDA Voluntary Labeling for Romaine Lettuce             | Modified to meet FDA voluntary labeling | M. Dias    |

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|          |                             |  |   |             |
|----------|-----------------------------|--|---|-------------|
| 6/4/19   | I                           | Removed the harvest date to reflect the modified FDA Voluntary Labeling for Romaine Lettuce and industry recommendations<br>Updated numbering of sections  | Modified to meet FDA voluntary labeling and industry recommendations        | M. Dias     |
| 7/24/19  | IV                          | Clarified Eggs-Fresh coding exceptions and requirements  | To reflect current practices  | M. Cha      |
| 12/04/19 | IV, VI, VII, IX, Appendix A | Updated romaine labeling requirements on retail units, shipping containers, and RPCs. Added industry references for leafy greens and romaine. Cleaning products. Grind products – distribution statement changed to Own Brands dist. statement | To meet romaine labeling industry guidance and to reflect current practices | A. Terrazas |

## Appendix A. Clarification Pictures

**Figure 1. Case Box Label Example**

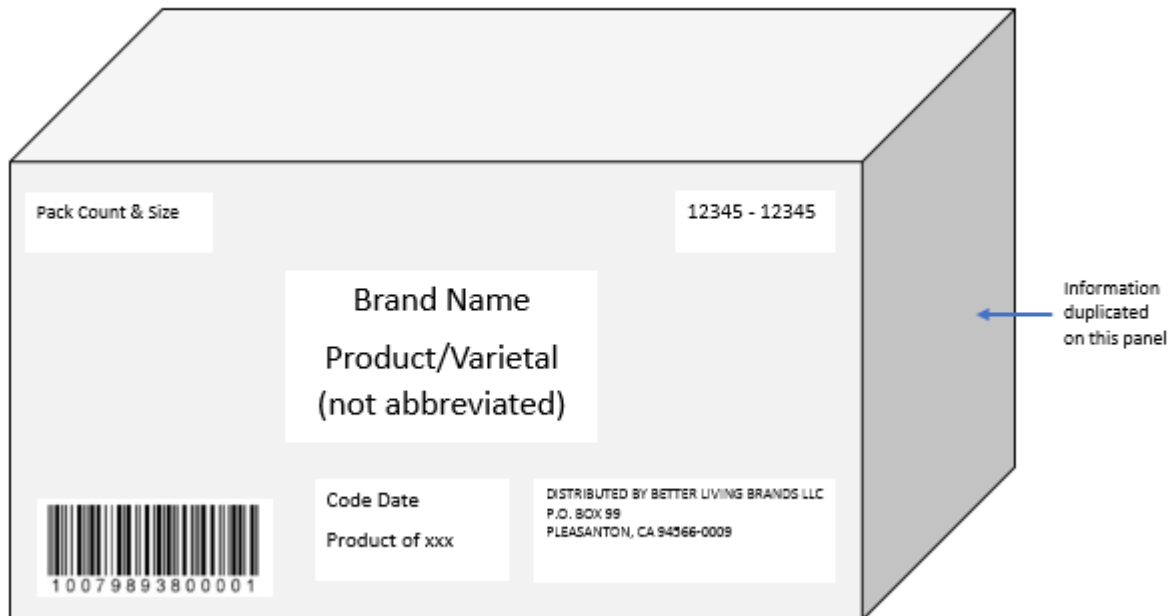


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**Figure 2. Case Box Label or Sticker Example**



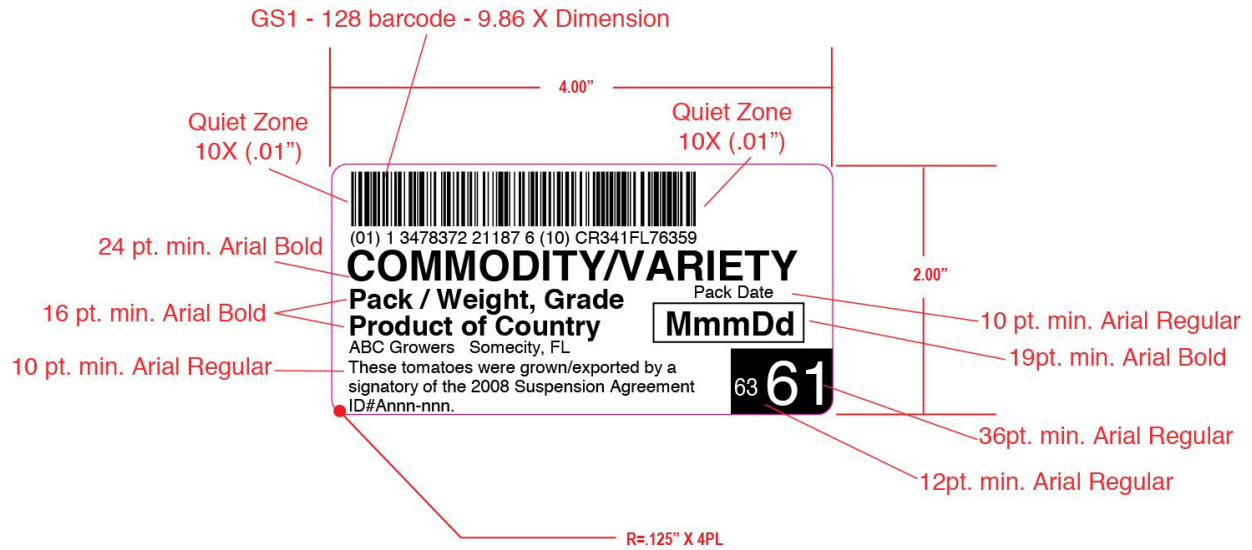
**Figure 3. Case Box Label Example**





|   |                  |                         |           |           |
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**Figure 4. RPC and Example RPC Tag**



**For Romaine Lettuce:** In addition to Country of Origin, labels must include the harvest region(s) and harvest date/other trackable date in a "human-readable" format using Provenance Labeling abbreviations