

POL 1 - Supplier Recharge Policy

Introduction

- This document sets out the recharge policy for suppliers of Matthew Clark Bibendum (MCB).

Purpose

- The purpose of the policy is to provide clarity to suppliers on what costs could be raised in the event of products not meeting our agreed product standard (see Appendix 1).

Aim

- The aim of the policy is to recover costs from suppliers where they have failed to meet our standards and this has subsequently impacted MCB's ability to sell the product.
- Where a product does not meet either our product standard we reserve the right to charge you, the supplier, a reasonable charge due to the failure of you to meet our product standard. The charges are not a penalty and are based on a calculation of the actual loss we are likely to incur due to your failure to meet our product standard.
- This Policy is without prejudice to our rights and remedies which may exist under law or under our contract with you if there is a failure of you to meet our product standard.

Process

- If a product has been identified as failing to meet our product standard, MCB will initially raise a non conformance against you, detailing the products involved, the reason of the non conformance, and if known the quantity of the stock involved.
- MCB will work with you, the supplier to find an agreeable resolution to the affected stock. Once this resolution has been agreed MCB will raise an invoice detailing the costs involved for this non conformance. The costs are detailed in Appendix 2.
- If stock has been identified as not saleable the cost of the goods will be in addition to the charges listed in Appendix 2.

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Appendix 1 - Product Standard

- Within the context of this policy our product standard is defined as a product that meets our expected organoleptic characteristics, chemical analysis, meets all legal aspects of UK and EU law and meets our agreed packaging specification.

Appendix 2 – Supplier Recharges Costs

Issue	Activities	Charge
Administration charge	Initial fee for implementing non-conformance process	£30
Relabelling/labelling of stock at warehouse / port	Charge from the warehouse/ port for completing the rework.	£60 per pallet or part pallet
Inspection of stock at a warehouse / port	Charge from the warehouse/ port for completing the rework.	£40 per pallet or part pallet
Destruction of stock	Isolating of affected stock, cost of destruction will be based on third party costs	£40
Stock held pending supplier information	Cost per pallet per day	£2 per pallet or part pallet per day
Stock requiring isolation and withdrawal from port/warehousing	Charge from the warehouse/ port for checking then isolating stock	£40 per pallet or part pallet
Stock requiring a recall from consumers	Charge from the warehouse/ port for checking then isolating stock	£40 per pallet or part pallet
Third party costs	As per charges levelled by external parties e.g. port costs, additional haulier costs.	

Retailer Charges

- In addition to the above, retailers may also charge for customer complaints, returns, artwork amends and audits, these vary depending on the retailer and we reserve the right to pass these charges back to you. In order to understand what these charges could be you should review the retailers supplier portals regularly as these charges can change. Where you are unable to locate this directly, please talk to your technical contact.

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