

# **KOHL'S**

## **Fashion & Cold Weather Accessories (CWA)**

### **Classification Requirements**



#### **Business Process Procedure**

**CWA CLASSIFICATION REQUIREMENTS**

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# B

## usiness Process Overview

This document will outline the requirements needed for proper US Customs Classification of Fashion Accessories and Cold Weather Accessories (CWA) (Gloves, Mittens, Hats, Scarves, etc.).

The steps below will define the business process procedure for providing the required information within the Kohl's One PLM system.

### Key Concepts:

- Design/Construction features required for "final" classification of accessory product are defined below by product type.
- Accessory product is evaluated by Kohl's Customs Compliance team in the "final" classification stage only (following offer Confirmation). No pre-bid classification will be conducted (not evaluated prior to emailing offers out to vendors).
- The requirements outlined below should be provided for all accessory products for which Kohl's is the Importer of Record (IOR). This applies to most standard 'Import' orders, and is almost always the case when sourcing through Li & Fung.
- Any offer lines bid out to Domestic Vendors should be marked with a 'D' in the I/D field on the offer line so that the Customs Compliance team does not get flagged to review those offers (see below).

Finalize Flag	Offer No	Offer Status	Agent/Vendor	Agent/Vendor Name	Parent	Parent Name	Fabric Yield	Knit to Shape?	Stitch Count	I/D	Delivery Terms	OPA Partner	Factory
<input type="checkbox"/>	170128	NEW	76205	TEST AGENT - V2010 U	55555	TEST VENDOR - V	1.10	--	Horz= Vert=	I	FOB		
<input type="checkbox"/>	170129	NEW	77777	TEST DOMESTIC VENDR	77777	TEST DOMESTIC \		--	Horz= Vert=	D	FOB		

# S

## ets & Multiple HTS:

- The sets process must be used for defining styles which are made up of multiple unique pieces.
- For CWA sets, materials must be defined for each piece within the set, following the

*CWA guidelines below. - NOTE: Gloves, mittens, etc., where a 'pair' is referenced, are not considered 'sets' unless they are part of a set containing other unique product types like a hat, scarf, etc. - Reference the 'Sets' best practice document for more details regarding the Multi-HTS association page.*

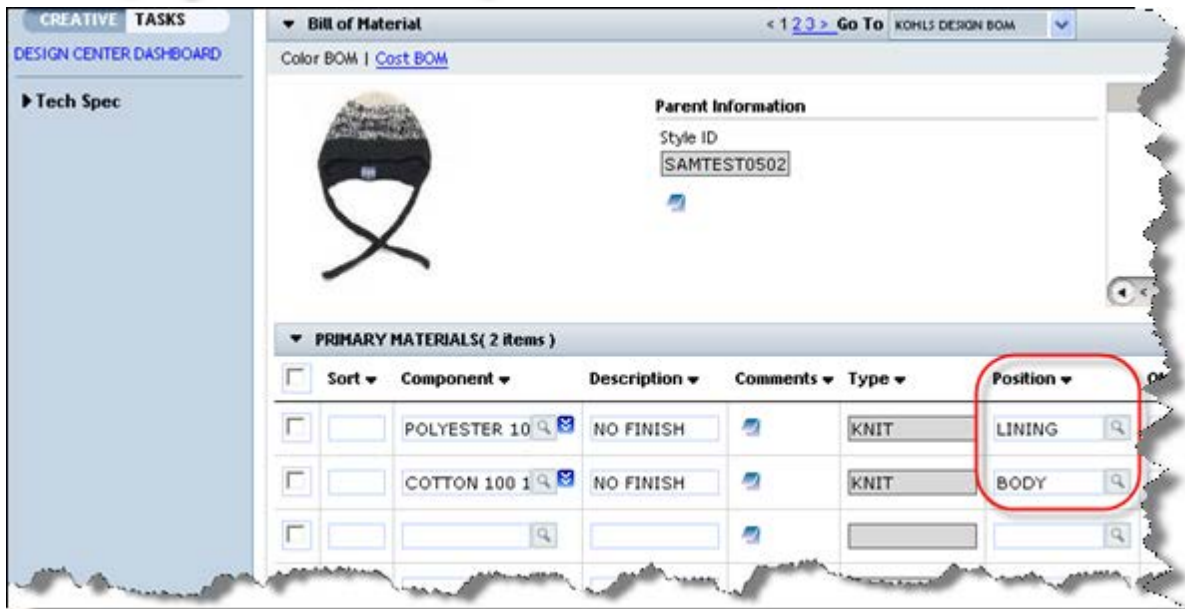
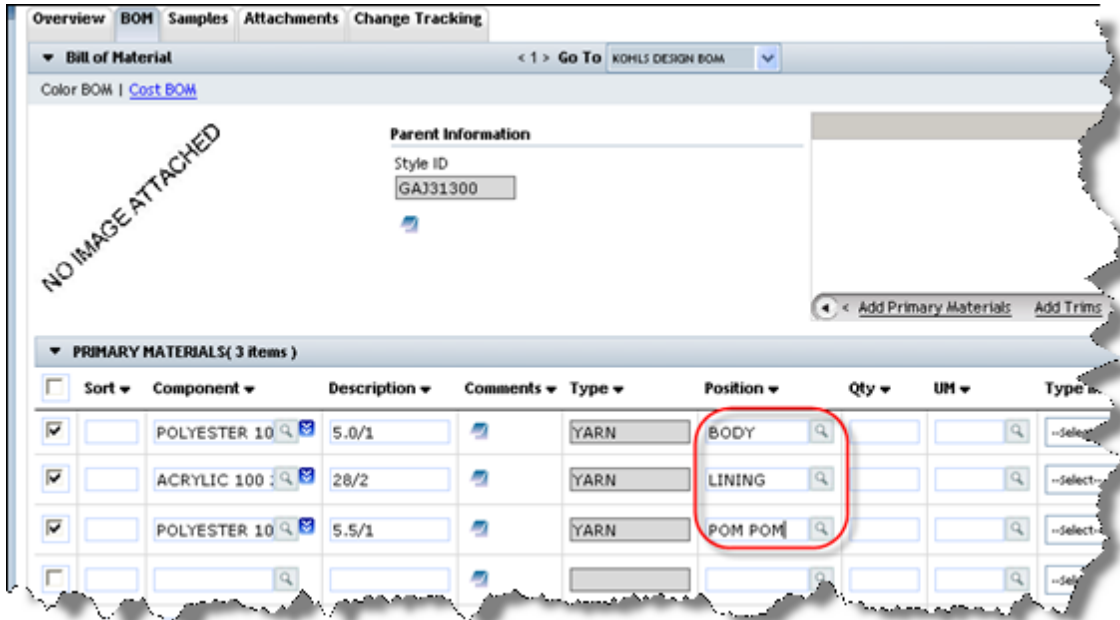
- ▲ Follow the requirements below for sets, but be sure to account for each piece of the set in the Vendor Notes section on the Offer Response Page, where applicable.

**\*\*Failure to follow this process may result in classification and filing inaccuracies, which could lead to product detainment and shipment delays in the import process when the goods arrive at the US port.**

# BOM Tab in One PLM

If you are assigning Materials on the Tech Spec BOM tab in One PLM from the Material Library, “Knit or Woven” and “Main Material” definition is NOT required in the features section, as defined in each product section below.

- When multiple materials are defined within the Tech Spec BOM, the ‘Position’ location for that material must be provided: - Each piece must have the ‘Position’ clearly defined, related to each material listed. - For additions to the ‘Position’ pick list, please email [oneplmsupport@kohls.com](mailto:oneplmsupport@kohls.com).



# Hats, Caps, Hoods, other Headwear

Add the following information in the Vendor Notes section on the Offer Response Page.

**▲ Image**

*NOTE: Add additional images on the More Details | Attachments page, if necessary.*

**▲ Tech Spec (if one exists)**

**▲ Features**

Gender:

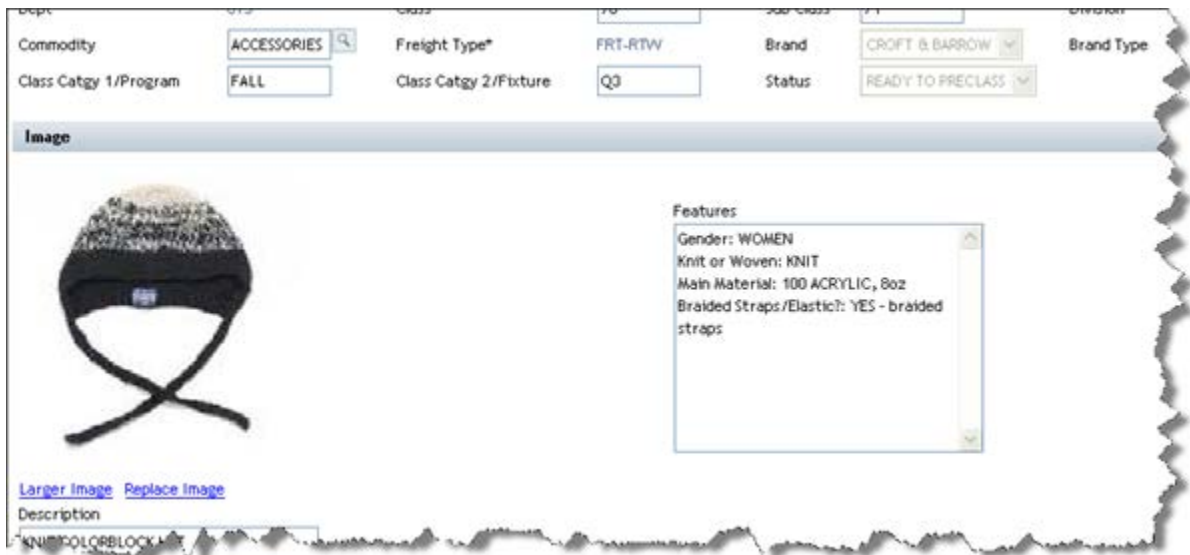
Knit or Woven:

Main Material: (fiber content, fiber percent, material weight – only if not specified in the BOM tab)

Braided Straps/Elastic?

**▲ Other System Requirements:**

1. Offer line has been Confirmed (Select offer line, Process | Confirm Offer)
2. Place quote status into READY TO PRECLASS (Process | Ready to Preclass)



# S carves, Shawls, etc.

Add the following information in the Vendor Notes section on the Offer Response Page.

▲ **Image**

*NOTE: Add additional images on the More Details | Attachments page, if necessary.*

▲ **Tech Spec (if one exists)**

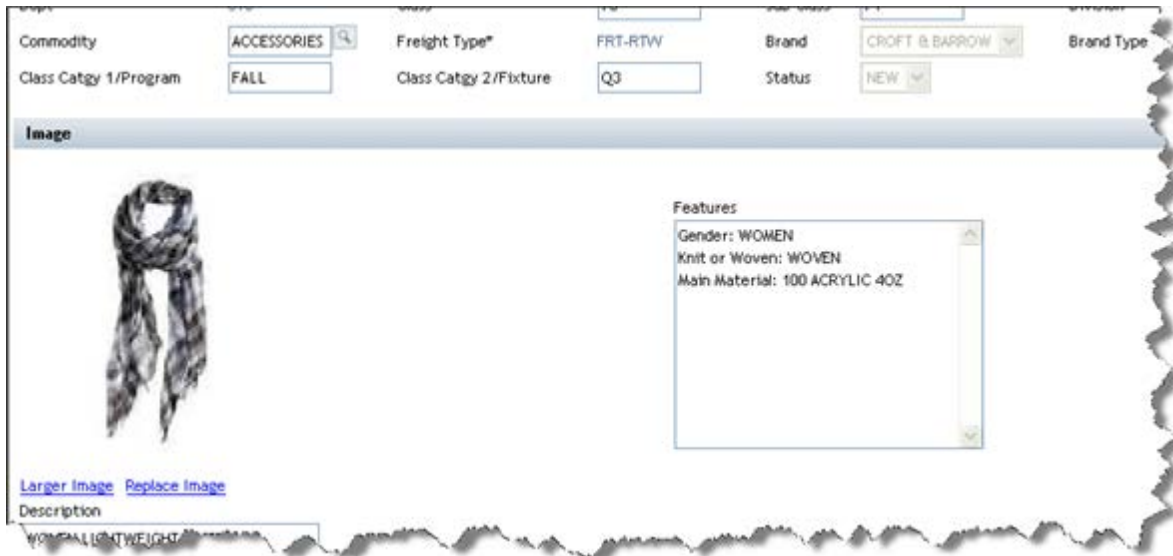
▲ **Features**

*Knit or Woven:*

*Main Material: (fiber content, fiber percent, material weight – only if not specified in the BOM tab)*

▲ **Requirements:**

1. Offer line has been Confirmed (Select offer line, Process | Confirm Offer)
2. Place quote status into READY TO PRECLASS (Process | Ready to Preclass)



# Poncho, Ruana, Cape, Capelet, Shrug, Vest, etc.

Add the following information in the Vendor Notes section on the Offer Response Page.

▲ Image

▲ Tech Spec (if one exists)

▲ Features Gender:

Knit or Woven:

Main Material: (fiber content, fiber percent, material weight – only if not specified in the BOM tab)

Dimensions/Length:

Armholes/Sleeves?:(Yes or No)

▲ Other System Requirements:


1. Offer line has been Confirmed (Select offer line, Process | Confirm Offer)

2. Place quote status into READY TO PRECLASS (Process | Ready to Preclass)

Dept*	013	Class	70	Sub-Class	71	Division	
Commodity	ACCESSORIES	Freight Type*	FRT-RTW	Brand	CROFT & BARROW	Brand Type	
Class Catgy 1/Program	FALL	Class Catgy 2/Fixture	Q3	Status	NEW		

**Image**



[Larger Image](#) [Replace Image](#)

Description  
WOVEN LIGHTWEIGHT FRINGE PONCHO

**Features**

Gender: WOMEN  
 Knit or Woven: KNIT  
 Main Material: 100% ACRYLIC  
 Dimensions/Length: 34in.  
 Armholes/Sleeves?: No (no sleeves or armholes - draping body)

# Gloves, Mittens, etc.

Add the following information in the Vendor Notes section on the Offer Response Page.

**▲ Image**

*NOTE: Both top side and palm side of glove are required – if both are not visible in a single image, add additional images on the More Details | Attachments page*

**▲ Tech Spec (if one exists)**

**▲ Features**

Gender:

Knit or Woven:

Main Material:(fiber content, fiber percent, material weight)

Palm Material: (if varied from top side)

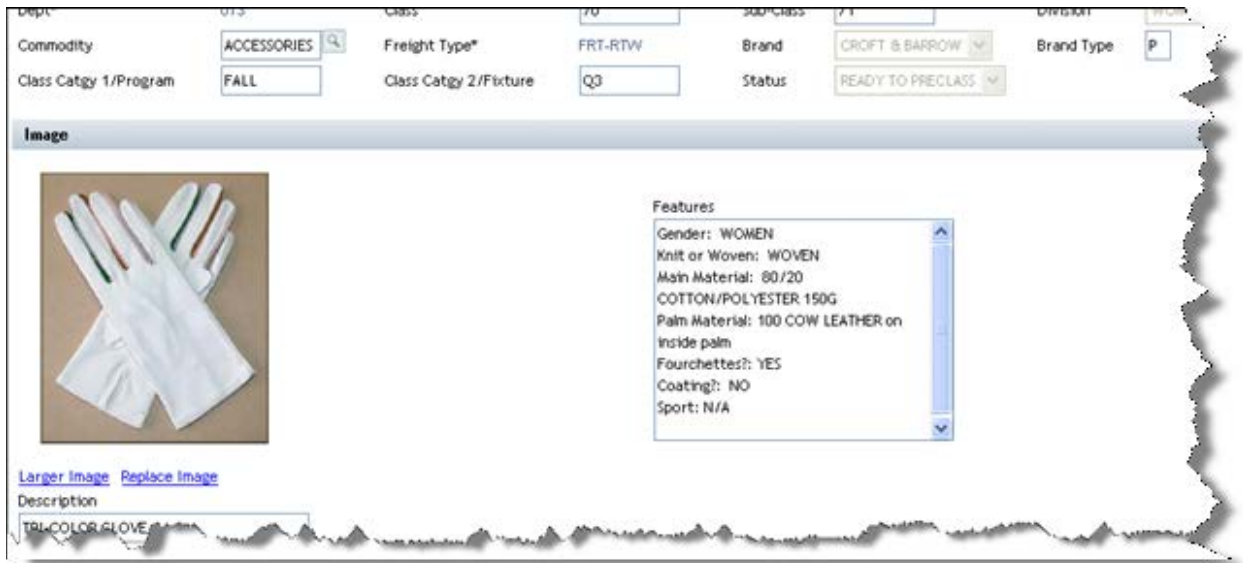
Fourchettes?

Coating?:

Sport?:

**▲ Other System Requirements:**

1. Offer line has been Confirmed (Select offer line, Process | Confirm Offer)
2. Place quote status into READY TO PRECLASS (Process | Ready to Preclass)

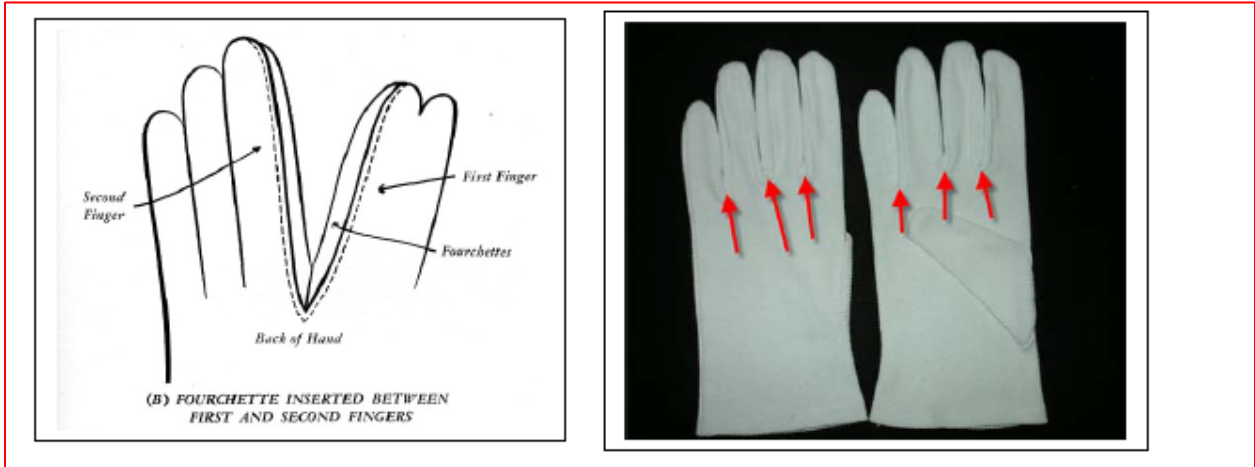




# Terminology

**Fourchettes – (Glove):** The strip or shaped piece used for the sides of the fingers of a glove.

## Gloves with Fourchettes



## Gloves without Fourchettes



**Gender:** Women, Men, Boy, Girl, or Babies (0-24 months)

**Braid (Headwear):** Helps hold item (i.e. hat, cap, etc.) to head – knit hat with a hidden band of braided elastic in its interior, woven baseball cap with an adjustable drawstring at rear of cap, etc.

## **T**erminology (cont.)

### **Impregnated, coated or covered with plastics or rubber (Gloves, Mittens, etc.):**

Coating should be visible to the naked eye and, in the case of gloves of composite materials, the coated textile portion must impart the essential character (the role of the palm side shell material is usually paramount; which extends from the fingertips to the wrist imparts the essential character). Gloves partially coated with plastic materials which form designs are not considered coated.

**Sport gloves, mittens; including for ski & snowmobile:** Specially designed for use in a particular sport. Ski glove design features: 1) a hook and clasp to hold the gloves together; 2) an extra piece of vinyl stitched along the thumb to meet the stress caused by flexing of the knuckles when grasping the ski pole; 3) an extra piece of vinyl with padding reinforcement and inside stitching which is securely stitched across the middle of the glove where the knuckles bend and cause stress; 4) cuffs with an elastic gauntlet to hold the gloves firm around the wrist so as to be waterproof and to keep it securely on the hand.

### **Questions:**

- For OnePLM system questions email. [oneplmsupport@kohls.com](mailto:oneplmsupport@kohls.com)
- For product-specific classification questions email: [GTC-Customs.Compliance@kohls.com](mailto:GTC-Customs.Compliance@kohls.com).