

Kohl's Private Label GCC Process

Overview

All vendors are responsible for ensuring that the products they ship to Kohl's are in compliance with the requirements outlined in the product testing manual. If a vendor is not able to meet the requirements of Kohl's Testing Program, it is the responsibility of the vendor to notify Kohl's prior to an order being shipped. Kohl's requires vendors to stay up-to-date on the laws that govern the sale of products in the USA. It is the vendor's responsibility to ensure that merchandise shipped complies with all applicable regulatory standards. Merchandise in violation of such laws will be subject to cancellation and vendors will be fully responsible for any associated fines, penalties, lost sales or other financial ramifications cause by any such violation.

- **What is a GCC?**
 - A General Certificate of Compliance is a certificate issued by the third party labs that mirrors the test report and verifies that testing has been completed and passed.
- **What product requires a GCC?**
 - Every private or exclusive product sold at Kohl's, where Kohl's is the importer of record.
 - No GCC is needed for National Brands, if Kohl's in **NOT** the importer of record.
- **Who fills out the GCC?**
 - The vendor is responsible for filling out the first half of the GCC, and submitting it to the labs along with the TRF.
- **Why is a GCC necessary for shipment?**
 - On August 14, 2008, President Bush signed the Consumer Product Safety Improvement Act (CPSIA.) The act enforced new product safety requirements on all product manufacturers, distributors, and retailers.
 - The General Certificate of Compliance allows us to verify and track all product testing and compliance. The GCC ensures that all products, private and exclusive to Kohls meet the both the CPSIA as well as Kohl's requirements.
- **When should the vendor submit the GCC?**
 - The vendor should submit the partially completed GCC to the third party test lab, when submitting the TRF for garment/ product testing.
 - The GCC needs to be completed prior to shipment. This is the vendor's responsibility.
 - GCCs and test reports are only valid for a **12 month** period or 150,000 units, whichever comes first for adult product. For children's product GCCs and test reports are only valid for **6 months** or 100,000 units, whichever comes first.

Submitting the GCC

- Vendor must request a GCC by selecting "Yes" for the GCC required drop down box on the Test Request Form (TRF)

		auto fill	
<small>if the test form. All information must be provided for the results to be delivered. Failure to provide will result in delay of test results to Vendor and Kohl's. Include one or each sample (style) being sent. PLEASE INCLUDE TECH PACK WHEN SUBMITTING TRF.</small>			
SUBMITTED FOR:	APPAREL TESTING	PERFORMANCE CLAIMS:	NO
SERVICE REQUIRED:	REGULAR Service	TIER:	1
AGE GRADE:	ADULT	GCC REQUIRED:	PLEASE SELECT
Protocol Number:	201		PLEASE SELECT YES NO
<small>Garments - This protocol is for all types of garments unless identified under it's own category, to be used only after Fabric testing has been completed</small>			

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- Vendor will partially complete the "Certificate of Compliance" document, by filling out the "Product Information" and "Manufacturer and Location" sections of the GCC Document and sending both documents when submitting product for testing.

KOHL'S		Certificate of Compliance		Rev. 5.16.1
Product Information				
Kohl's Style Number:		Kohl's Purchase Order Number:		
Color and/or Pattern Names:		Kohl's Department Number:		
General Product Description:		X Factory Date:		
Brand Name:		Quantity:		
Categories:				
Select One:	<input type="checkbox"/> Adults (GCC)	<input type="checkbox"/> Children (CPC)		
Select One:	<input type="checkbox"/> Softline	<input type="checkbox"/> Hardline	<input type="checkbox"/> SoftHome	<input type="checkbox"/> Footwear
Manufacturer and Location				
Company, Address, Telephone Number, Email)		Date of Manufacture:		
		(Production commenced)	Month	Year
		Kohl's assigned Factory Number:		
Vendor:		<input type="checkbox"/> Li & Fung	<input type="checkbox"/> Non Li & Fung	
Testing Information				
General Conformity Third Party Testing Lab (Company, Address, Telephone Number, Email)		Third Party Accredited Lab (Company, Address, Telephone Number, Email)		

- GCCs will be issued via email from the test lab, and will also be uploaded into onePLM as a supporting document for the **passing** test report.
 - All general questions regarding the GCC process, reviewing reports, etc. should be sent to Testing.Softlines@Kohls.com or Testing.Hardlines@Kohls.com.
 - Questions should not be sent to personal inboxes.**

Reviewing the GCC

The GCCs are reviewed at the third party labs:

- Regulatory Pass and Performance Pass – Labs issue GCC
- Regulatory Fail and Performance Fail – Labs will **NOT** issue a GCC
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 - For FAILED reports, vendor must either perform retest to meet Kohl's requirements, or must provide waiver email from Kohl's Product Integrity team or L&F Product Integrity team, to get GCC from the lab.
 - When submitting retest reports, previous report numbers must be provided.

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- Labs will upload GCC document in the onePLM system as a supporting document of the garment or finished product testing.

Product that fails testing due to regulatory/product safety requirements must be immediately corrected by the vendor and resubmitted to approved labs. Products that do not meet Federal or State regulatory/product safety requirements cannot be shipped to Kohl's Department Stores.

For all GCC queries please email: Testing.Softlines@Kohls.com or Testing.Hardlines@Kohls.com.

GCC job aids can be found on K-Link>Private and Exclusive Brands>Performance Testing>Certificate of Conformity