

# Walmart

## DEX Supplier

## Delivery Standards

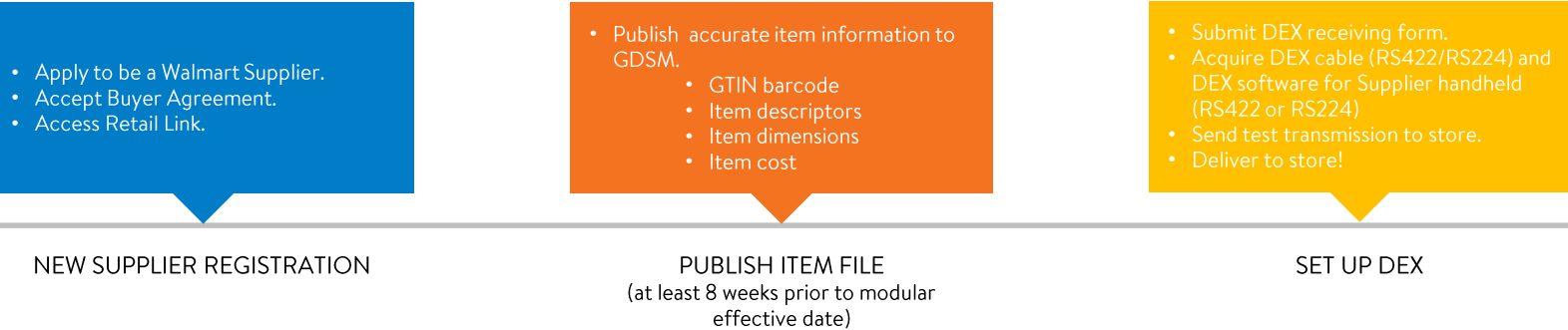
## **Becoming a Supplier and delivering to Walmart stores** should be easy.

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We're simplifying the process to become a supplier, while creating standards for deliveries that will make Walmart/Supplier partnerships easier in the future.



# Choosing DEX Receiving Method



## STORE DELIVERY

### Delivery Paperwork

- Print labels with clearly marked department and invoice numbers and place on sorted merchandise.
- Print packing slip from DEX invoice prior to delivery check-in.

### Check-in Process

- Connect Supplier handheld to Walmart DEX station (located at Receiving desk) using DEX cable.
- Use DEX software to transmit invoice to Walmart DEX station.
- Walmart Associate uses Receive app to check in delivery.

### Audit Process

- Invoices within DEX transmission will be selected for audit at random.
- Audits will be based on Supplier's historical audit accuracy.

### Payment

- Supplier receives Proof of Delivery from Walmart associate.
- Supplier is paid through Pay From Receipt.

# Benefits of Standardized Deliveries

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Standardized deliveries unlock efficiencies...

Less time at the store  
dock by using DEX



Elimination of  
manual check-in



Accurate  
inventory,  
Better Sales



Immediate  
invoice dispute  
resolution



Increased  
Productivity



# Accurate Deliveries begin with Accurate Item File

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## Suppliers will...

- Refresh item information
- Verify that GTIN barcodes are present on a minimum of 2 sides of corrugate cases
- Shelf-ready packaging does not require GTIN but Supplier must verify printed UPC barcodes are entered correctly in Data Sync

## Walmart will...

- Refresh item files
  - Validate GTIN-14 barcodes are entered and scan
  - Validate case quantities
  - Verify item description
  - Ensure correct pricing information
  - Verify item dimensions and modular information

## Stores will...

- Use the Receive app to scan GTIN barcodes on outer-cases



**GTINs must be present to keep associates from wasting time on opening cases to check-in.**

# Ensure that items are Active Walmart Modular items

Feature quantity, seasonal promos, and active modular items will be accepted during delivery check-in. Items stocked to the sidecounter must have modular locations when arriving in the store.



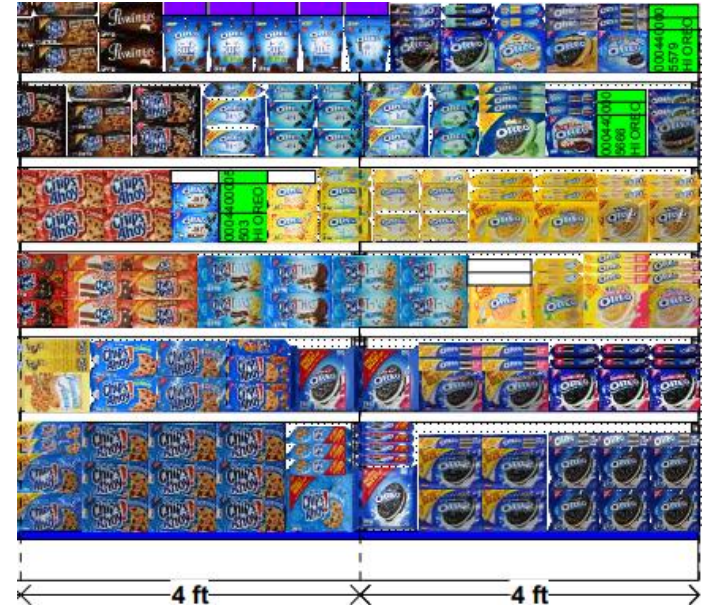
## ACTIVE MOD

- Accurate stocking
- Easy to find
- Located in-store or on walmart.com
- Improved sales and forecasting



## NON-WALMART ITEMS

- Modular degradation
- Unnecessary backstock
- Unnecessary touches for Suppliers and Associates
- Missed Sales



# DEX Label Set-Up

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Label information should allow Suppliers and Associates quick identification for unload and check-in.



## Labels on Pallets, Totes, and RPCs

- Must be placed in the top right corner of pallets and racks
- Label must clearly identify the Store #, Department #, and last 3 digits of the invoice # with larger, bold text
- Department and invoice number of label must match transmission to Walmart Receive app to allow easier matching when checking in and auditing deliveries
- Label must be centered on the front of totes or RPCs

# Building Single Department Deliveries with DEX

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Avoid audits that take forever...break up deliveries into multiple invoices

## Pallets, Racks, etc.

- 1 department per pallet
- 1 invoice per pallet
- Place identification label at upper right corner of pallet or rack



## Containers

- 1 department per tote
- 1 invoice per tote
- Center identification labels on the front of each container



\*One department may contain more than one pallet, rack, or container. As long as each pallet, rack, or container has a separate invoice, associates can perform audits without the need to further sort to find product.



# Building Multi-Department Deliveries with DEX

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Separate pallets by department and label by department and invoice



- Separate departments by slip sheet
- Place labels on upper left corner of each departmental layer
- Never place more than one department in a container
- Center identification labels on the front of each container

# Payment - Pay From Receipt

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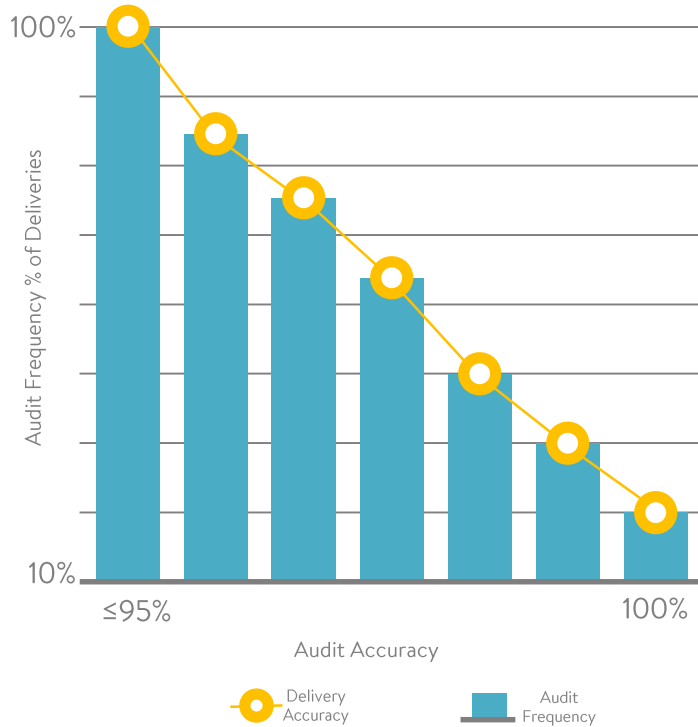
PFR allows quantity disputes to be resolved at the store's dock.

BENEFITS OF PFR

- Payment is created based on goods received.
- No need to submit invoices.
- Upstream reconciliation is eliminated.
- Allows accurate and timely payments while eliminating mismatched invoices.
- Delivery quantities are agreed upon between the Supplier and Receiving associate before delivery is finalized.
- **Supplier is provided a copy of what was received before leaving the store.**
- Invoices processed daily.
- Invoice is sent to Supplier within 48 hours of delivery finalization.

# Audits

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**Audit Frequency is based on accurate deliveries.**

**Audit frequency reduces as Accuracy improves.**

# Supplier Training Resources

Use Retail Link as a guide to properly registering as a Supplier with Walmart.

The screenshot shows the Walmart Retail Link Supplier Guide interface. The top navigation bar is blue with the Walmart logo and 'Retail Link' text. A search bar is present, along with 'Classic View', 'WM Week 34 2018', and a user profile 'LEIGHANN SCO...'. Below the navigation bar, the 'Supplier Guide' section is active, displaying three main categories: 'Our Company', 'Getting Started', and 'Retail Basics'. Each category has a list of links. To the right, a 'Course Catalog' section lists various training courses with their durations and ratings. The footer includes 'Powered by Walmart Inc. Retail Link 2018 All Rights Reserved. Terms of Use.' and a 'Feedback' link.

**Walmart Retail Link**

Search... Classic View WM Week 34 2018 LEIGHANN SCO...

Home Work Apps Docs Feeds Business at a Glance Learn Sun, Sep 16

### Supplier Guide

- Our Company**
  - [Who We Are](#)
  - [Contact Us](#)
  - [Visiting The Walmart Corporate...](#)
  - [Gifts And Entertainment Policy](#)
  - [Supplier Inclusion](#)
  - [The Productivity Loop](#)
  - [Sustainability](#)
- Getting Started**
  - [New Supplier Checklist](#)
  - [Global Supplier Management \(G...\)](#)
  - [EDI Setup](#)
  - [Data Sync](#)
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  - [Responsible Sourcing](#)
  - [Product Safety And Compliance](#)
  - [Lead Time](#)
  - [Valid And Trained Stores](#)
  - [Ship Point \(Collect\)](#)
  - [FFT \(Electronic Funds Transfer\)](#)
- Retail Basics**
  - [Item Hierarchy](#)
  - [Walmart Department Numbers](#)
  - [Retail Math](#)
  - [Your Merchant Team](#)
  - [Journey To The Shelf](#)
  - [US Direct Imports](#)
- Planning Your Business**
  - [Pricing \(EDLP\)](#)
  - [Product Development](#)

### Course Catalog

Name	All
Business Planning Length : 1 hrs ★★★★★	
Decision Support (DSS) Length : 0.25 hrs ★★★★★	
Direct Imports Length : 0.25 hrs ★★★★★	
Fulfilling Orders (Walmart Stores) Length : 0.75 hrs ★★★★★	
Fulfilling Orders (Walmart.com) Length : 0.5 hrs ★★★★★	

View all

- Log into Retail Link
- Click the 'Learn' tab
- Click the Walmart Spark to access training documentation

## Appendix – Supply Chain Standards

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- Case Marking Requirements
- Case Label Requirements
- GTIN Requirements
- Unitized Stacking Requirements
- Slipsheet Usage

# Case marking requirements

## Domestic case markings

The following information is required on a minimum of two sides on all standard shipping cases with one being on the longest side.

Standard shipping cases are full vendor pack cases containing more than one single selling unit. Odd-sized applies to pre-assembled displays, non-conveyable merchandise, and specially-packaged merchandise.

- 14-digit case GTIN barcode. Black ink only. Inkjet printing is not advisable.
- ITF-14 format for barcode symbols. A Code 128 barcode is not acceptable for the case level GTIN.
- Suppliers may place a GSI-128 barcode on the case in addition to the ITF-14 barcode if needed.
- The case GTIN barcode should be as large as possible. Minimum height and length is 3/4" (.75") H x 3" L.
- Place at least 3/4" (.75") from edge of the case side wall and 1.25" from the bottom of the case.
- **Must follow ANSI/GSI print standards to ensure scannability.**
- **Under no circumstances should multiple flavor descriptions or multiple unique UPCs be printed on the case.**
- Include brand/sub-brand and item description.
- Include supplier stock number – (supplier's internal item number).
- Include Walmart item number -required for assortments, shoes, and apparel.
- Lot code/Best if used by date (if applicable) – legible, large font (minimum 1/2"/48pt). Preferred date format of MM/DD/YYYY.

- Include color, size, or style (if applicable).
- Include case pack quantity.
- Include country of origin (COO) – required on all unprocessed meat and produce.
- Online item file must reflect what is printed on the vendor case pack, including 14-digit case GTIN and vendor stock number. **Verify that the information printed on your cases matches Walmart Retail Link.**
- One side of the case may be left open to allow for regulated items that require a hazardous material marking or label.
- Include department number for general merchandise private brands.



Product ID label  
(example only)

## Acceptable vendor pack case labeling

Case markings should not be confused with shipping labels. Case markings identify all information that is specific to the shipping case while the shipping label identifies information that is specific to the PO.

Case marking information may be printed directly on the corrugated case or printed on a label and applied to each shipping case. Product ID information must be placed on at least two sides of the case with one side facing outward on the pallet.

Case markings  
(printed on case)



Shipping label

14-digit case GTIN (ITF-14 format)  
required on two sides



# Shrink pack tray case markings

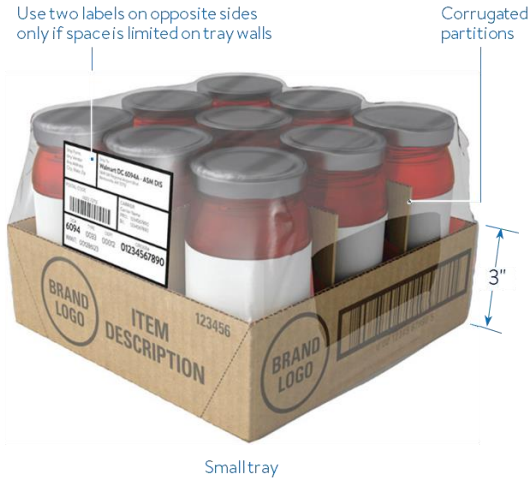
## Shrink pack tray guidelines

- Information is required to be printed on a minimum of two sides of the tray.
- Inkjet printing is not advisable. **A**
- Corrugated tray walls should be a minimum of 3" for shrink wrapped items.
- For glass products, partitions are required. Corrugated partitions perform better but chipboard can be suitable. Either option should be validated with packaging testing. ISTA 3A is the best option to gauge performance through Walmart's conveyor systems.
- If the dimensions of the item limit the information that can be clearly printed on the tray walls, a label may be used to record the supplier stock number, temperature rhetoric, best if used by date, and lot codes.

### Label sizes

- 4 x 6" **P**
- 3" x 4"

- Place label on two opposite sides of the case above the tray wall.



# Perishable labeling requirements

## Date requirements

Perishable products must be dated with a **receiving date, best if used by date**, or **pack date**. If the pack date is used as a reference, the supplier must provide guidelines to maintain freshness and quality. If the item contains a best if used by date on the retail unit, the outside of the case must be clearly marked.

Dates must be in **MM/DD/YYYY** format with a minimum of 1/2" (48 pt) font.

Dated perishable products are received under strict rotation by one of the following dates:

- **Receiving date:** The date product was received, including all frozen products, fresh beef, pork, and poultry.
- **Best if used by date:** The date indicated on product that it must be sold by at retail. This must be included on the outside of the case if the selling unit contains a best if used by date. This includes produce, deli, and dairy products.
- **Pack date:** The actual date the product was processed.

The original purchase order due date will be used to determine date compliance for receiving acceptance. If the actual receiving is delayed due to Walmart, Sam's Club, or distribution direction, product acceptance will still be governed by the original purchase order due date.



Example only

## Mixed dated pallets

We strongly discourage the mixing of dates on a pallet. If there is a need for mixed dated product on a pallet, follow the steps below:

- Pallets should be stacked with the oldest date on the top of the pallet.
- Dating on the case should be turned outward on the pallet.
- A layer sheet should be placed between each layer where the date changes.
- Pallets should be clearly marked with an additional 8.5" x 11" label on all four sides of the pallet with the text "**Mixed Dated Pallet.**"
- Labels should also include the number of cases per date contained on the pallet.





# 14-digit case GTIN (ITF-14) barcode

## 14-digit case GTIN interleaved

### 2 of 5 barcode

Walmart requires a 14-digit case GTIN on all vendor pack cases that contain multiple selling units when shipping to Walmart Regional Distribution Centers, Specialty Distribution Centers, Grocery Centers and Fashion Centers.

- All PDQ displays that are packed with multiple quantities of the same item must have a 14-digit case GTIN interleaved 2 of 5 barcode.
- All PDQ displays packed with assorted multiple items must have a unique assortment 14-digit case GTIN interleaved 2 of 5 barcode.

Interleaved 2 of 5 is a numbers-only barcode. The high-density code is 14 characters in length with the final digit as a check digit. The interleaved part of the name comes from the fact that a digit is encoded in the bars and the next digit is encoded in the spaces. The encoded digits are “interleaved” together. More information regarding the 14-digit case GTIN interleaved 2 of 5 barcode and barcode generating software can be found through internet search engines.

## Creating the shipping container 14-digit case GTIN

It is the supplier's responsibility to create the 14-digit case GTIN. Walmart does not provide the tools or software necessary to create barcodes.

The 14-digit barcode provides a unique SKU identification number that is cross-referenced at the DC to a specific Walmart item and pack.

The 14-digit case GTIN is very similar to the 12-digit UPC product code. Both symbols use a unique manufacturer's number that identifies the merchandise producer or labeler and a 5-digit item number assigned by the manufacturer to a specific product.

The 14-digit case GTIN provides additional pack level identification for any given case.

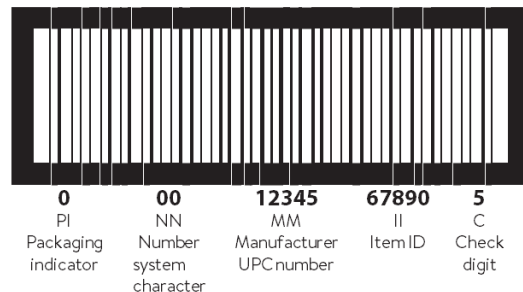
Business Confidential | © 2018 Walmart Stores, Inc. The examples shown are for reference only.

## Example of creating the GTIN-14

Below is an easy way to create the 14-digit case GTIN from your 12-digit item UPC.

### Example: 12-digit item UPC – 012345 67890 5

1. Drop check digit on item UPC and add a leading zero: 001234567890 (*do not add leading zero if using an EAN-13 to generate the GTIN-14 barcode*)
2. Establish the Packaging Indicator (PI). Cans of corn in a case are all the same. A six pack is the smallest pack size for this item. The PI would be: 1001234567890
3. Calculate a new check digit following the steps above: 10012345678902



**Single packed items with one selling unit in the vendor pack case do not require a 14-digit case GTIN. The item UPC should be put on the cases and be visible on the item when it is received. If you use a removable UPC or tear-off UPC label, it must be applied so it can withstand the conditions of the warehouse receiving systems so it does not come off.**

## ASN SSCC-18 (serial shipping container code)

An SSCC-18 ASN barcode is required for PO type 73 (DSDC), product pallet labels, and some PO type 07 (DTS) where the SSCC-18 barcode is used for receiving purposes. Suppliers may use internal SSCC-18 barcodes.

**These barcodes should not interfere with or replace the required 14-digit case GTIN.**

# 14-digit case GTIN (ITF-14) barcode

## Character identification

### First digit: packaging indicator

The packaging indicator (PI) can be any number from 1 to 8. When the vendor pack contains a pack of all the same item UPC, a PI ranging from 1 to 8 may be used (e.g. 1 may represent a pack of 12, 2 may represent a pack of 36, etc.). The PI must be unique only within the same item UPC. It is not necessary to maintain the same PI across different items.

When a case contains more than one selling unit of multiple different UPCs, a unique GTIN is assigned.

A new item number must be assigned for a standard assortment. The assigned item number must be unique from any other item in your category of products.

### Second and third digits: number system character

To create a GTIN-14, you should use your full GS1 company prefix which includes the leading zero. If your GS1 company prefix starts with 1-9, continue to use the full prefix. For example:

- If your selling unit UPC is 0 12345 67890 5  
– the NN is 00.
- If your selling unit UPC is 6 12345 67890 7  
– the NN is 06.
- If the 14-digit case GTIN is based off the EAN-13, a zero should not be inserted.

### Digits four thru eight: manufacturer's UPC number

This 5-digit number is always the manufacturer's UPC identification number. When the number system character is added, the complete manufacturer's ID number is six digits long.

### Digits nine thru thirteen: item ID

There are two ways to assign an item ID:

1. Use the same 5-digit number assigned to the UPC of the item in the case. Bonus packs, promotional packs, special displays, and product containers with matching UPC item numbers and standard pack replenishment item numbers must be identified by a unique item number used in conjunction with a packaging indicator of 0. On these items, a unique packaging indicator may be used to differentiate these products.

2. Use a unique 5-digit number for each level of packaging of the same product. A unique item number must always be used to identify assortments with more than one consumer package UPC inside the inner carton or shipping container. When the item number is different than the product inside the shipping container, you must use 0 as the packaging indicator.

### Digit fourteen: check digit

The check digit is based on the data from the other 13 digits and the following formula:

**Shipping container code: 0 0012345 67890 5**

1. Starting with the packaging indicator, add all the characters in the odd positions.  
 $0+0+2+4+6+8+0=20$
2. Multiply the sum by three.  
 $20 \times 3 = 60$
3. Add all the characters in the even positions.  
 $0+1+3+5+7+9=25$
4. Add the product from the second step to the sum of the third step.  
 $60+25=85$
5. The check digit will be the number that gives the next highest multiple of 10 when added to the sum of step 4.  $85+5=90$  The check digit is 5.

Use verification equipment to test the shipping container code. Be sure to verify all 14 digits, including the check digit.

### Additional information

For detailed information on shipping container codes, contact the GS1 US [www.gs1us.org](http://www.gs1us.org).

# Unitized stacking

There are 2 types of pallet stacking configurations. The pallet pattern chosen will depend on the individual tray/case design and material selection. Ship testing should be conducted to determine the most suitable pallet stacking pattern.

## Column stacking

- Column stacking is the best pallet pattern for strength but is less stable than interlocking.
- When stacking in columns make sure that all boxes are properly aligned.
- If boxes are misaligned by as little as 1/2" (1.27 cm) in a three stack arrangement, stacking compression performance will drop by as much as 29%.



**Tier sheets or a hybrid stacking pattern can be used to aid in pallet stability if needed. An example of a hybrid stacking pattern would be the two bottom layers column stacked and top layer interlocked.**

## Interlock stacking

- Interlocking pallet patterns are more stable than column stacking. Each layer is arranged in opposing directions and boxes do not align, resulting in reduced compression strength.
- The four corners of the container do not all align; three of the four sides rest on the side panel of the container below. This type of stacking results in a 45% to 55% loss in compression strength.



# Slip sheets

## Slip sheets for direct imports

Unitized loads shipped on slip sheets to our distribution centers are allowed only under the conditions below.

- Slip sheets can be used for certain approved items when trailer cube utilization is a significant factor. If your item weighs out before it cubes out on a trailer, a pallet is required.
- Slip sheets must have at least 3" flaps on two adjacent sides and be made of quality corrugated board, solid fiber, or plastic, which can be pushed or pulled repeatedly without damage.
- Use slip sheets that allow you to stack the merchandise on a 48" x 40" footprint with no overhang so the load can be placed on a 48" x 40" pallet and moved within the DC.
- Stack merchandise on slip sheets as you would pallets using the same standards.
- The DCs will use slipsheet equipment to handle units that arrive on slip sheets. However, if the slip sheet is compromised or is of poor quality, be aware that clamping methods will then be used. These shipments will be subjected to side clamping forces that may expose the displays to damage not tested for during normal ISTA 2E testing protocols.



**Walmart senior merchandise support manager packaging must approve any products shipped on slip sheets prior to shipping at [logpkg@wal-mart.com](mailto:logpkg@wal-mart.com)**

