



Quality & Regulatory Compliance Manual

Version 2.4

Approval Date: 2/25/2022



Policies and Procedures Manual Overview

This document includes basic policies, guidelines and rules for the processes, procedures and decision-making of the Family Dollar Quality and Regulatory Compliance Department. It is supported by SOPs, systems both internal and external to Family Dollar and Third Party documents such as test protocols, regulations and professional practices.

This is a controlled document. As changes become necessary, they must be routed through the Document Manager. Proposed updates, changes or additions shall be sent to the Director of Quality and Regulatory Compliance for review and approval.

Upon approval the Document Manager shall update the version number and reissue date, then record date and update summary in the Revision Comments Addendum. The updated document will be posted on PLM.

Section 1: General Information.....	3
Section 2: Corporate Responsibility and Factory Certification.....	6
Section 3: Purchase Order Shipment Requirements.....	8
Section 4: Product Specifications.....	15
Section 5: Toys and Children’s Products.....	17
Section 6: Recalls and Withdrawals.....	23
Section 7: Legal Requirements.....	24
Section 8: California Proposition 65.....	26
Appendix I: US Quality and Compliance Organization.....	28
Appendix II: Dollar Tree Priority Chemicals Policy.....	29
Appendix III: Inspection Requirements by Category.....	32
Appendix IV: Important Links and Contacts.....	33
Appendix V: Revision Log.....	34

Section 1: General Information

Purpose

Family Dollar Stores are committed to providing customers with quality products at a great value. The Family Dollar Quality & Compliance processes and procedures ensure products are purchased from ethical and sustainable sources and those products comply with all applicable laws, regulations and corporate standards. The US QA/Regulatory Compliance team with the Tar Heel Quality Team and Family Dollar's Laboratory Business Partners work together to assure:

- Family Dollar products are sourced from ethical and socially responsible suppliers and factories.
- Family Dollar products are safe to use and enjoy.
- Family Dollar products meet all regulatory requirements.
- Family Dollar products function as intended.
- Product quality of Family Dollar products meet or exceed customer expectations.

The purpose of this manual is to provide Family Dollar suppliers with basic guidelines to ensure our products meet all regulatory requirements, are safe to use and are a great value. **These procedures DO NOT replace the suppliers' responsibility to ensure that their factories have quality assurance and testing processes that meet Family Dollar's product quality, safety, functional and regulatory compliance requirements. Family Dollar reserves the right to adjust and apply new requirements as the business warrants.**

Scope

The Family Dollar Quality & Regulatory Compliance Process applies to all suppliers of private brand and non-national brand products as defined by Family Dollar, regardless of origin. A Private Brand is defined as any product manufactured uniquely for Family Dollar. Additionally, any National Brand product that is a direct import, wherein Family Dollar is the Importer of Record (IOR) is required to comply with the program. A supplier is defined as any manufacturer, factory, agent or party that provides merchandise to Family Dollar.

Organization

The Quality & Regulatory Compliance Process is administered and executed by the Quality and Regulatory Compliance organization in the US and by the Tar Heel Trading Company Quality Organization in China. Partnering with Family Dollar Quality and Regulatory Compliance and Tar Heel Trading to execute the Quality and Regulatory Compliance Process are our Third Party Laboratory Partners.

Tar Heel Trading Quality Team

Tar Heel Trading is a wholly owned subsidiary of Family Dollar Stores Inc. As our international entity, Tar Heel Trading is responsible for the execution of sourcing, quality and supplier development activities related to foreign made products supplied to Family Dollar and intended



for retail sale. All policies, procedures and standard operating procedures (SOPs) defined by Family Dollar apply to any interaction with Tar Heel Trading.

The Tar Heel Trading Quality Team serves as a key point of contact between manufacturing facilities and Family Dollar. In addition to daily interaction, they may visit the manufacturing location before or during production to assess technical capabilities and capacity, QA methods, potential violations to social responsibility policies, subcontracting finished goods production and other criteria.

Third Party Laboratory Business Partners

Third Party Laboratories are key business partners within the scope of the Family Dollar Quality and Regulatory Compliance Process. These laboratories are Bureau Veritas, Intertek, QIMA and SGS. These labs support the Family Dollar testing process by:

- Updating Family Dollar on regulatory changes that impact Family Dollar products.
- Developing testing protocols by product type.
- Performing product inspections and testing of Family Dollar products.
- A single Lab partner, QIMA, performs social compliance audits of all facilities manufacturing product for Family Dollar in Asia.

Lab partners are expected to fully comply with all quality and ethical requirements of the Family Dollar Quality & Regulatory Compliance process. They are also required to report any ethical violations encountered during their interactions with suppliers and factories.

Lab partners are accountable for correct execution of inspections, audits and testing according to Family Dollar approved procedures, protocols, conditions, specifications and limits. Although most reports from the laboratory partners include a pass/fail designation, **actual pass/fail conclusions are the sole responsibility of the Family Dollar Quality and Regulatory Compliance Teams.**

Changes to the lab pass/fail designations are communicated to the supplier before the shipment is made. Most often these are failure waivers.

Third Party Lab Partner Testing and Inspection Assignments

Family Dollar and Dollar Tree lab partners in conjunction with key individuals in Family Dollar and Dollar Tree have developed test protocols that are harmonized between banners and among all lab partners. These harmonized protocols ensure that all labs test the same product type to the same approved test protocol. Since our suppliers are customers of our approved lab partners, suppliers may select the lab partner with which they prefer to work, with limited exceptions as noted below.

The rules guiding lab selection are as follows:



- Once selected, supplier must remain with the chosen third party lab for at least 1 year. Changes within the 1-year time period must be approved by US QA and Regulatory and Tar Heel Trading.
- Third party labs are encouraged to solicit business from suppliers currently working with other labs. Family Dollar will not participate directly in this process unless there are capability or compliance issues.
- Lab changes are subject to approval by US Quality and Regulatory and by Tar Heel Trading.
- US QA and Regulatory and Tar Heel Trading will keep lists of each supplier's lab selections.
- If suppliers who provide product to both Family Dollar and Dollar Tree supplier must use the same lab partner for both banners unless approved by US Quality and Regulatory management and Tar Heel Trading.
- Lab changes for FDA regulated product (except food) must be approved by the Director, Quality and Regulatory Compliance for OTC, Medical Devices, Cosmetics, and Dietary Supplements.
- Family Dollar may assign a supplier to a specific lab partner if the lab has unique capabilities or other value-added characteristics.
- Testing for Family Dollar Private Brand consumables that are National Brand Equivalents (NBE) is normally done only in US based laboratories. Exceptions are at the discretion Family Dollar Quality & Regulatory Compliance Management.
- All costs associated with product testing are the responsibility of the supplier.

Section 2: Corporate Responsibility and Factory Certification

Policy

Family Dollar is committed to providing quality products to its Customers and developing meaningful relationships with suppliers who share common principles of ethics and social responsibility. Family Dollar Business partners and suppliers must ensure socially responsible sourcing, manufacturing and business practices as well as a proactive and committed position on social responsibility. These policies are summarized in the Code of Vendor Conduct. This document may be accessed by following this link: [Merchandise Vendors | Dollar Tree \(dollartreeinfo.com\)](#).

The Code of Vendor Conduct as must be signed and dated by all Business Partners in PLM. It must also be posted in English and in the shared language of its employees in a common area at all facilities that manufacture or handle Family Dollar products.



Bribery

We seek business partners who adhere to the highest ethical standards in their business practices and their interactions with Family Dollar / Tar Heel Trading. Family Dollar allows no exchange of favors, money or gifts with our employees or representatives of Family Dollar / Tar Heel Trading with the intent to influence business decisions. Family Dollar / Tar Heel Trading employees are similarly held to the same standards and are strictly prohibited from engaging in solicitation of anything of value from business partners.

Unauthorized Subcontracting

Unauthorized subcontracting is not tolerated. All production locations must be disclosed to Family Dollar / Tar Heel Trading and certified using the process described in this manual before production begins. Production, as a whole or in part, cannot be changed to another factory without permission of Family Dollar, even if the factory is fully certified. Subcontracting to an uncertified factory is a serious violation of Family Dollar policy and may result in the Factory and/or Supplier being permanently banned from doing business with Family Dollar and Dollar Tree.

Factory Certification

Factories must be certified before order commitments can be made. If you are currently a supplier or have been identified as a potential supplier, you are required to:

1. Complete a Family Dollar Supplier/Factory Profile through Family Dollar or Tar Heel Trading Company. This shall be completed in PLM.
2. Sign and post the Code of Vendor Conduct as specified above.
3. Pass a QIMA Ethical Audit

Family Dollar Ethical Audit

An Ethical Audit assesses a factory's labor practices, workplace conditions, treatment of employees, safety of employees, working hours and wages, and child labor. Audit is conducted by QIMA and scheduled by the supplier directly with QIMA. Contact Tar Heel Trading for information on how to schedule an Ethical Audit with QIMA. POs will only be placed with factories scoring Low Risk or Moderate Risk ratings. No POs will be placed with factories scoring a **Rejected** rating.

QIMA Ethical Audit Scoring

Low Risk – No or minor non-conformances - **Approved**

Moderate Risk – 1 or more major non-conformances. **Approved after corrective actions confirmed within 30 days.**

Rejected – One or more critical non-conformances.

Ongoing Ethical Audits

Ongoing compliance for approved factories will be monitored by completing a Yusen C-TPAT / Social Compliance questionnaire on an annual basis.



Factories new to Family Dollar are required to have an ethical audit scheduled before they can be set up in PLM.

Supplier is responsible for costs associated with ethical audits.

Section 3: Purchase Order Shipment Requirements

Basic Requirements

Before shipment all product for Family Dollar shall be:

1. Produced in a factory in accordance with the policies in Section 2.
2. Pass a DUPRO/FRI inspection if product is made for Family Dollar, Family Dollar is the Importer of Record and the product category is in the Inspections Required table in Appendix III.
3. Pass product testing according to the guidelines in this section for all product except that purchased for but not exclusive to Family Dollar where Family Dollar is not the Importer of Record.
4. Top of Production (TOP) sample approval is required before shipment release, in accordance with the policies in section 4.

Table below summarizes audit, inspection, and testing requirements by product classification.

Product Type		Product Requirement		
Product made for Family Dollar?	Is Family Dollar importer of record?	Social Compliance Audit	Product Testing	Product Inspection
Yes	Yes	?	?	Category Dependent
No	Yes	?	?	Category Dependent
Yes	No	?	?	Upon Request
No	No	Upon Request	Upon Request	Upon Request

1. **Made for Family Dollar:** Includes Family Dollar Private Brands, products sold only at Family Dollar, or product with a style, feature or formulation unique to Family Dollar.
2. **FD Importer of Record:** Product imported by Family Dollar.
3. **Upon Request:** Not normally required but may be requested.

Note: Licensed product is not considered National Brand

In some cases, particularly for regulated or sensitive categories such as Toys and Children’s products, a capability/capacity/risk management audit may be performed by the Tar Heel QA



team. Purpose is to determine if the factory has basic processes and procedures to ensure that fully compliant product is consistently produced. For questions about requirements, please contact Family Dollar Quality & Compliance.

Dollar Tree Priority Chemical Policy

Dollar Tree has established a Priority Chemicals Policy that applies to Dollar Tree Inc. and all subsidiaries including Family Dollar Stores Inc. Scope of the policy includes manufacturers, service providers, contractors, subcontractors, suppliers, partners and factories (collectively, “Vendors”) that do business with Dollar Tree, regardless of geographic location.

Dollar Tree has adopted this Policy as part of our commitment to providing our customers with safe, sustainable, exciting and affordable products. We are committed to complying with, as well as going beyond, all applicable federal, state and local laws regarding chemicals in our products. This policy is explained in detail in Appendix II.

Direct Import Food

A **Foreign Supplier Verification Program Report (FSVP)** is required for foreign factories producing human and animal food where Family Dollar is the FSVP Importer of Record. Report is completed by Family Dollar Quality and Regulatory Compliance. Following documents are required from the supplier:

1. Food safety plan
2. List of all products being manufactured
3. HACCP plan or risk analysis
4. FDA Registration information
5. Audit Package (full audit report to include date, grade, and location)
6. Factory Address (full name and full address of the factory where the food is being manufactured)
7. Internal sample collection documentation (internal practice for supplier during production)
8. Third party lab test results (most recent within a year)
9. Full list of ingredients
10. Labeling
11. Nutritional Facts Panel
12. Unique Facility Identifier
13. Declaration of bioengineered ingredients (if applicable)

These documents are required of the supplier to the designated contact in the US Family Dollar Quality and Regulatory Compliance Team before the Supplier/Factory is approved.

No shipments will be allowed without a completed FSVP and supplier approval.

All open food POs are checked monthly to ensure factory has a valid FSVP and the supplier is on an approved supplier list. Orders not meeting these requirements will be cancelled.



To remain an approved supplier the US QA and Regulatory Compliance Group shall ensure:

- All FSVPs are reissued before the 3-year expiration date.
- Ensure that BRC audits are not expired.
- There have been no import alerts from this factory.

Product specifications must be submitted with samples for all pet and human food at the time of testing. A passing test report is required before the item may ship.

California Cleaning Products Right to Know Act

California requires disclosure of ingredients in household cleaners, polish, dish detergents, laundry products, automotive cleaning products and air fresheners. The regulation excludes FDA and EPA regulated products and candles. Ingredient disclosures are required on both the product label and on the Family Dollar website.

Product Label Disclosures

The label must have the product's full ingredient list except fragrance and colorant ingredients, listed respectively "Fragrance" and "Colorant." If there are fragrance ingredients defined as fragrance allergens at a combined concentration of over 100ppm then the phrase "contains fragrance allergens" must be included. In all cases, the phrase "For more ingredient information visit www.MidwoodBrands.com or call 1-844-636-7687" must be present and a date code including month, day, and year must be included. Label ingredients for California Right to know are reviewed by BV to ensure the chemical nomenclature meets the requirements of regulation.

Website Ingredient Disclosures

A more detailed list of ingredients is required on the Family Dollar Website. This includes all fragrance and colorant ingredients with their respective CAS numbers and their function in the product. A Safety Data Sheet or SDS must be provided for the product as well. This information is posted on the Family Dollar website.

Product Inspection and Testing Policies

Product inspections are intended to assure visual, functional, package and label quality. Two types of inspections are conducted: During Production Inspections or DUPRO and Final Random Inspections or FRI. Both are carried out by the Lab Business Partner and in both cases the inspection criteria are ASQ Z1.4, Level 2, Single Sampling with accept reject levels at 0 Critical, 2.5 Major, and 4.0 Minor based on the total number produced.

Family Dollar inspection policies are as follows.

DUPRO inspections are performed during sample collection for categories listed in Appendix III.

- For one-part testing inspection is done in conjunction with sample collection.



- For four-part testing inspections are done in conjunction with sample collection at the 30% stage.

Final Random Inspections (FRI) are performed at the request of Family Dollar / Tar Heel Trading, often as part of a CAP. An FRI is performed when of the 100% order is produced and a minimum of 80% is packed.

Product specifications and Family Dollar approved reference samples must be available at the factory for inspections to take place.

If production is not within the required completion level on the scheduled inspection date the supplier is responsible for a “visit in vain” charge from the inspection service.

Multi SKU/Style Inspections

Up to 4 SKUs from a single PO may be included in a single DUPRO or FRI inspection report. In all cases the following conditions must apply:

1. All SKUs must be similar in nature and from the same PO.
2. Each SKU is evaluated as separate AQLs according to ANSI / ASQ Z1.4, **Level II**, Single Sampling with accept reject levels at 0 Critical, 2.5 Major, and 4.0 Minor based on the total number of the SKU produced.
3. If testing is required sample collection for each of the SKUs is performed with the inspection. Note that Level II sampling has a smaller sample size, but the correct quantity of testing samples must be collected
4. Pass/Fail is determined SKU by SKU, not for the entire PO.

Product Testing Policies

All products manufactured for Family Dollar must comply with applicable laws, regulations, claims, guidelines and rules, and performance criteria. Scope includes direct import, domestic import and domestic product. If a product does not meet these requirements the supplier must notify Family Dollar Quality and Regulatory Compliance as soon as the supplier is aware of the non-compliance. Disposition of non-compliant orders is at the discretion of Family Dollar Quality and Regulatory Compliance and is directly related to the type and severity of the non-compliance. Disposition may include cancellation with full witness destruction of the order, corrective action with re-testing, re-inspection and other options.

Test Protocols have been developed for Family Dollar products by our lab partners. These define the testing required for each product based on applicable and Federal regulations, laws, safety, reporting requirements, state legal constraints, workmanship, performance, fit and other product requirements as well as packaging and labeling requirements. These are summarized as test protocols that are specific for the items tested. The lab partners have further refined them by harmonizing the protocols so that each lab’s protocol is similar and includes lines for both Family



Dollar and Dollar Tree/Dollar Tree Canada. Harmonized protocols are updated as new regulations are added.

Testing is performed in accordance with these protocols. It is the supplier's responsibility to work directly with their chosen lab partner to submit all necessary on-line forms, including any applicable supplemental documents, and successfully complete testing requirements within the required timeline to meet business obligations and shipping schedules.

The supplier is responsible for obtaining Family Dollar testing protocols from their chosen lab partner. Harmonized protocols are available from any of the 4 lab partners. Contact information is in Appendix IV. All product testing must be submitted to the vendor selected lab partner. The lab will test according to the Family Dollar test lines in the appropriate harmonized protocol. A passing test report is required for booking. All charges related to product testing are the responsibility of the supplier. The product must pass all testing requirements before it is released for sale.

Test Frequency

Product tests are valid for **1 year** from the date of the most recent full protocol test report or until next defined test period is required, whichever is earlier.

- Suppliers are accountable for renewal testing within the appropriate timeline to avoid delays, added cost or cancelations due to expired testing.
- Direct Import product tests must be current from cargo ready date plus 45 days (CRD+45). This means that if the product ship window is within 45 days of test expiry date. Product must be tested and approved before release.
- Domestic Import and Domestic product cannot be released unless the testing is current, meaning less than 1 year since the previous test.

Item Grouping

When multiple items assigned to one Family Dollar PO vary in construction and content, then all items must be tested. If items are not identical but have common major components, then full protocol may be conducted on one identical component and the dissimilar components. It is in the supplier's best interest to fully understand this requirement to avoid delays or added testing costs.

All item grouping must be approved by US Family Dollar QA or Tar Heel QA. Examples include:

- Apparel Sets that include tops and bottoms
- One t-shirt style with multiple color-ways
- Floral item with same green-base but multiple color-ways
- Plastic beverage container with same straw but three different color lids
- Earring Sets
- Socks and gloves

If there are any questions regarding the item grouping requirements, contact Family Dollar QA or Tar Heel Trading QA.

Item groupings are NOT ALLOWED for toys. Some children's product, such as sock sets may be grouped if approved by Tar Heel QA or US QA.



Test Sample Submission Guidelines

Samples for testing are normally collected by the testing lab. The supplier completes a TRF or Test Request Form on the Lab's website to initiate the process. The lab then dispatches an inspector to collect the required number of samples at the factory. The inspector may also perform an inspection if required. Samples collected are labeled and sealed by the inspector with the laboratory's address. Supplier must send these samples to the laboratory. If there is evidence of tampering with the seals, the samples will be destroyed, and it may be considered a breach of ethics by the supplier. In all cases samples will not be returned.

In situations where in-person sample collection is impossible or would cause significant delays, a remote sample collection may be requested by the Lab Partner and will be allowed with approval by Family Dollar Quality and Regulatory Compliance.

Toys and children's product require 4-part testing. Sample collections are done at first off line, 30%, 60% and 100% completion. DUPRO inspection is done at 30% completion. First off line and 60% tests are partial protocol tests; 30% and 100% tests are full protocol tests. Inspectors will collect the appropriate number of samples for each stage.

Synergy and H2 QA and Testing Policies

Synergy items are defined as an identical item sold to both Dollar Tree and Family Dollar that may have the same or different packaging or case pack quantity. Synergy items are made by a single supplier and produced for both banners in a single factory. In all cases, the product should be identified as a synergy item on the Lab TRF. Testing policies for synergy items are as follows:

- Non-Children's Product: A single test is required for both banners according to Dollar Tree test protocols and Dollar Tree test intervals. If Dollar Tree no longer purchases the item then test interval will be annual.
- Toys and Children's Product: Product will undergo 4-part testing according to Dollar Tree test protocols. Test interval is every PO regardless of banner.
- Label, packaging, tracking number and Distribution Statement for synergy items shall be specific to the banner.
- Lab shall produce COC/GCC/CPC documents for both banners when issuing the test report.
- Inspections are required only for Toys and Children's Product.

H2 items are Dollar Tree items purchased by Family Dollar for sale in Family Dollar stores. Packaging and product are exactly the same for each banner. Testing shall be to Dollar Tree test protocols and frequency. Inspections of H2 items are not required.



Pre-Production Testing

Prior to going into production, suppliers are strongly encouraged to submit pre-production samples to the designated laboratory, or a supplier chosen lab to assure the item will pass production testing.

Note that pre-production testing is not a substitute for production testing. Orders will be released for shipment based on production testing at the designated lab only. All costs associated with Product Testing are the responsibility of the supplier.

Inspection and Testing Failure Policies

Supplier must notify Family Dollar Quality and Regulatory Compliance as soon as the supplier is aware of a failed inspection or test. Failure to do so will result in severe penalties for the supplier and factory.

It is Family Dollar's policy to take a very conservative approach to testing and inspection failures. Failures related to Safety, Regulatory Compliance and Function cannot be waived.

All regulatory and certain other toys and children's product test failures for shall result in the following:

- a. Purchase Order cancellation.**
- b. Witness destruction of the entire PO.**
- c. Factory is banned from ever making that product**

More details are in Section 5: Toys and Children's Products.

Corrective Action Plan (CAP)

Except for toys and children's product and depending on the failure reason, Family Dollar may allow the Supplier to complete a Corrective Action Plan (CAP) to mitigate the failure and ensure Family Dollar receives none of the non-conforming product. The CAP requires a substantive explanation of the failure and reason for the failure, as well as a detailed corrective action plan. The corrective action plan must be specific, detailed, and appropriate for the type of failure. CAPs are approved by Tar Heel Trading and US Quality and Regulatory Compliance. If approved the PO shall be tested and, if required, inspected before the shipment is released.

Witness Destruction

In cases where corrective action requires full replacement of an item or item component(s) the item or component that failed testing requires a witness destruction to assure that it is not used in the remade shipment. Witness Destruction Inspections are performed by our third party lab partners. They both document that the destruction is being done properly and account for all items and components. A report is sent to the Supplier and to Family Dollar Quality and Regulatory Compliance. Supplier is responsible for all costs related to the CAP process including witness destruction.



Re-testing Policy

Re-testing, defined as resubmitting product from the same PO that failed initial testing, with no corrective action to the same or different laboratory is **NOT ALLOWED without written approval from the Director, Quality and Regulatory Compliance.**

Retesting children's product is not allowed under any circumstances.

Section 4: Product Specifications and Sample Requirements

Product Specifications

Suppliers must provide detailed product specification sheets for every item to Family Dollar/Tar Heel Trading upon initial quote and item finalization. Final manufacturing product specifications must be approved by Family Dollar / Tar Heel Trading before a commitment and/or purchase order is issued. Product specifications must be submitted with samples for all pet and human food at the time of testing

When children's or adult wearing apparel are sold in sets, such as 1 top with 2 bottoms, vendors will be required to fill out an additional specification form listing the testing requirements for each style. For example, if there is one children's SKU# with 2-3 styles, one of which has silk screen, plastic embellishments, foil, sequins or appliques the item will require 4-part testing. If one of those bottoms has foil on it, that bottom also requires 4-part testing. These spec sheets must also be approved by Family Dollar / Tar Heel Trading before a commitment and/or purchase order is issued.

No changes can occur to final manufacturing product specifications unless approved by Family Dollar and/or Tar Heel Trading. If product specification changes are approved, product must be re-tested in accordance with the Family Dollar Quality & Compliance Program.

Raw Materials

Recycled Resin

Recycled plastic resin is a cheap raw material made by mixing scrap from dissimilar products if base resin is somewhat similar. This means that the supplier will have no knowledge of the additives in the resin. Very high levels of regulated chemicals like flame retardants and heavy metals have been found in children's product made with recycled resin. In these cases, the orders are cancelled, and factory is banned from making the product again. It is in no one's interest to use recycled resin, especially in children's product.



Special Note Regarding PVC (Polyvinyl Chloride)

The most common reason for order cancellation, witness destruction and banned suppliers is the presence of regulated phthalates and high levels of lead in PVC. It is vitally important that **ALL SUPPLIERS** whose products contain flexible PVC strictly control their raw materials to ensure they contain no regulated phthalates and lead levels are well within limits acceptable for the product. Refer to Section 5 for the list of phthalates banned for use in toys and children’s products and Section 8 for phthalates listed under California Proposition 65.

Sample Requirements

Sample Description	Timing / Detail	Total # required to submit	# Required for Tar Heel Trading	# Required for Family Dollar Sourcing
Pre-Production Sample (PP)	<ul style="list-style-type: none"> • Samples submitted at least 7 days Prior to production start. • PP Sample must include all Final packaging & trims. • The approved PP Sample shall be used during inspection. 	3-4*	2	1-2*
Top of Production Sample (TOP)	<ul style="list-style-type: none"> • From DUPRO inspection or testing sample collection. 	1	1	0

***Note:** The number of samples required is a minimum, additional samples may be requested.

Sample may not be required, however, may be requested for merchandising display, etc.

Pre-Production Sample Approval

Suppliers must provide Family Dollar US Global Sourcing and / or Tar Heel Trading with pre-production sample(s) for new item(s). Samples will be evaluated for overall appearance and visual conformance to product specifications and packaging, inclusive of PDQ’s and any/all product packaging, as it is to be seen by the Customer. US Global Sourcing / Buyer or Private Brands (if applicable) will sign off on the pre-production sample(s). Once sample is approved, production may begin. In the case where an inspection is required one set of approved samples will be mailed to the factory for the third party DUPRO inspection by FD/THT.

Note that all regulatory information packaging is verified by third party lab testing. Pre-production samples are required for new or revised products, new or revised packaging, or a new factory.



Top of Production Samples

Suppliers must provide Family Dollar US Sourcing and or Tar Heel Trading with a Top of Production (TOP) sample(s) from the initial production run for a new Family Dollar item. The samples will be evaluated for overall appearance and visual conformance to product specifications and packaging, inclusive of PDQs and any/all product packaging, as it is to be seen by the customer.

Section 5: Toys and Children's Products

Toys and children's products are highly regulated categories. It is Family Dollar policy to assure that all children's product is thoroughly reviewed, inspected, and tested to ensure safety, regulatory compliance, function and quality. Family Dollar expects and shall confirm that our supplier partners and manufacturers recognize the importance of these categories and are fully capable of meeting our needs. Both Direct Import and Domestic Toys and Children's Product must undergo 4-part testing as outlined below.

Toys and children's products are defined as age graded or marketed for ages 12 and below. Toys are items with play value and children's product includes baby accessories such as jewelry and bags, some types of apparel, cups, bowls, consumables and items like back to school that are marketed to children. Four-part testing will be applied to both direct import and domestic. No product groupings are allowed for toys and children's products without prior authorization from the Dollar Tree/Family Dollar Quality and Regulatory Department.

Most toys and children's products require an enhanced 4-part testing process as summarized below.

Samples are collected at the four production stages below. Lab inspectors will collect the samples. Full protocol testing will occur at 30% and 100% stages. Partial testing is done at First Off Line and 60%. DUPRO inspection is done at the 30% stage.

- First Off-Line – Partial protocol testing.
- 30% completion – Full protocol testing. – Inspection at this stage
- 60% completion – Partial protocol testing
- 100% completion – Full protocol testing.

Test

Exceptions to 4-part testing:

1. The following National Brands require only CPC review, not testing.

- Hasbro
- Mattel
- MGA
- Dorel
- Moose Toys



2. Children’s themed graphite pencils require 1-part testing.
3. Paper stickers (excluding plastic and foam stickers) require 1-part testing.
4. Paper flash cards and playing cards require 1-part testing.
5. Apparel where fabric is not painted and that have no plastic, ink, or foil components, screen or appliques require 1-part testing.

All exceptions to 4-part testing must be approved by US Quality and Regulatory Department. A list of exceptions will be updated and communicated as new items are added.

Inspection and test failures for toys and children’s product shall not be waived or re-tested. Family Dollar will disposition all failures as order cancellation, full witness destruction and ban the factory from making the failed item.

Special Mechanical Hazards Testing

Family Dollar requires additional Mechanical Hazards testing for Toys and Children’s Products. This includes testing at least twelve additional samples per SKU for children’s product and 24 additional samples per SKU for toys beyond the normal amount for the regular protocol testing. These samples are evaluated using impact, torque/tension, compression, flexure and seam pull. The products are then evaluated for small parts, sharp points, sharp edges, small balls and rattles. Each color shall be evenly divided among the 24 samples.

Phthalates in Children’s Product

Phthalates are a class of chemicals that are commonly used as plasticizers in polyvinylchloride (PVC) resin. Plasticizers are added to make PVC flexible or to make it liquid so it can be used as a coating on handles or screen-printed textiles. The Consumer Product Safety Commission (CPSC) has banned the 8 phthalates listed below at concentrations of more than 0.1% in toys and children’s products. It is strongly recommended that where possible the use of PVC in children’s products should be avoided.

Phthalates Not to Exceed 0.1% in Toys & Children’s Products

DBP: di-butyl phthalate

BBP: benzyl butyl phthalate

DINP: diisononyl phthalate

DEHP: diethylhexyl phthalate

DHEXP: di-n-hexyl phthalate

DIBP: diisobutyl phthalate

DCHP: dicyclohexyl phthalate

DPENP: di-n-pentylphthalate



Consumer Product Safety Improvement Act (CPSIA)

This Federal consumer product safety law amends and enhances several CPSC statutes with significant regulatory and enforcement tools. CPSIA includes provisions addressing, among other things, lead, phthalates, toy safety, durable infant or toddler products, third-party testing and certification and tracking labels.

CPSIA defines a "children's product" as a consumer product designed or intended primarily for children 12 years of age or younger. Other CSPIA requirements include:

1. A statement by the manufacturer regarding the item's intended use, including a label on the product, if such statement is reasonable.
2. Representation in the product's packaging, display, promotion, or advertising as appropriate for use by children 12 years of age or younger.
3. The product is commonly recognized by consumers as being intended for use by a child 12 years of age or younger.
4. Application of Age grading using guidelines issued by CPSC.

In addition to compliance with all applicable children's product safety rules, CPSIA requires:

1. Testing by a CPSC-accepted accredited laboratory, unless subject to an exception.
2. Permanent tracking information affixed to the product and its packaging where practical.
3. Written Children's Product Certificate (CPC) that provides evidence of compliance.

Children's Tracking Labels

CSPIA requires that all toys and children's product have a tracking code on both the individual items and packaging to identify, at a minimum, the producing factory and date of production. This is applicable to ALL children's product regardless of source. Tracking labels must be permanent on packaging or hangtag and permanent on the product itself. On the item they may be molded in, stamped, or printed with permanent ink. **Stickers are not acceptable.** The product tracking code and packaging tracking code should be an exact match. Packaging tracking code is required to be printed on the packaging but may be a printed sticker that is permanently affixed. Date of manufacture must represent. **Date of manufacture must represent production date, not ship window.**

<p>All other Private Brand or Non-National Brand / Licensed Brand</p>	<p>Products with UPCs</p> <p>Use MidwoodBrandsLLC+ product UPC # + date of manufacture (month and year)</p> <p style="font-family: monospace;">MidwoodBrandsLLC0322510278880709</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="text-align: center;"> <p>Identifies Family Dollar</p> </div> <div style="text-align: center;"> <p>Product UPC</p> </div> <div style="text-align: center;"> <p>Date</p> </div> </div> <p>Products without UPCs (only SKU #)</p> <p>Use MidwoodBrandsLLC+ Supplier # + SKU # + date of manufacture (month and year)</p> <p style="font-family: monospace;">MidwoodBrandsLLC12345616002410709</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="text-align: center;"> <p>Identifies Family Dollar</p> </div> <div style="text-align: center;"> <p>Supplier #</p> </div> <div style="text-align: center;"> <p>SKU</p> </div> <div style="text-align: center;"> <p>Date</p> </div> </div>
--	--

Children’s Product Certificates (CPC)

The manufacturer or importer of children’s products is required to have a written Children's Product Certificate (CPC), which certifies that the product complies with all applicable CPSIA regulations and was tested by a CPSC accredited laboratory. The testing lab must produce a CPC with the test report and it must be accessible at least in the lab’s test report database.

Chemicals of High Concern for Children (CHCC)

Family Dollar is required to report Chemicals of High Concern for Children to the states of Maine, Vermont and Oregon. These states publish a list of chemicals that, if present in toys or children’s product above the PQL or Practical Quantitation Limit and sold in the state during the specified period, must be reported in the state database. The states have different formats for reporting but are similar in that:

1. Product is identified as a Brick in all states. Vermont and Oregon require the item’s model number as well.
2. The chemical’s origin is required, either intentionally added or a contaminant.
3. The item is classified as either mouthable or non-mouthable.
4. The chemical’s concentration is reported as a range. Ranges are specified by the state.
5. Maine and Oregon require total volume sold in the state during the reporting period.
6. Reporting periods are biennial for Oregon, annual for Vermont and monthly for Maine if there are products that have not been previously reported.

Children’s products are tested for CHCC chemicals by the labs and data are entered into a database called AssurX. At the prescribed reporting intervals, data for reporting is extracted from the system using a query developed for each state, by banner and reporting period

Direct Import Children’s Sleepwear Process

Family Dollar expects all Suppliers from which we purchase children’s sleepwear to be in full compliance with all CPSC (Consumer Product Safety Commission) Regulations for both flame resistant and tight fit garments.



The chart below shows a high-level summary of requirements for each type of sleepwear garments. Reference: CPSC.gov for complete information. A business guidance document from the CPSC is available at the following link: [CPSC Business Guidance- Children’s Sleepwear](#)

Type of Sleepwear Garment	Flammability Testing Requirements	Labeling	Other Requirements
Flame resistant garments that are “loose fit”, ages over 9 months to 14 yrs.	16 CFR Part 1615 (sizes 0-6x) 16 CFP Part 1616 (sizes 7-14)	*Permanent label with instruction on how to care for garments in order to not reduce its flame resistance (each piece). *Permanent label with required CPSC identification/tracking information	Testing required for fabric, prototypes for seams, trims and for garments.
Tight fit garments that are intended to be worn tight fitting, ages over 9 months to 14 yrs.	16 CFR Part 1610 (general wearing apparel)	*Hang tag (or label on exterior packing if packaged) indicating not Flame resistant /wear snug fit (the “yellow “tag). *Permanent label indicating not flame resistant /wear snug fit.	Must meet size specifications defined by the CPSC.
Infant sleepwear, garment for ages 9 months or younger.	16 CFR Part 1610 (general wearing apparel)	Label stating the age in months of the child for whom the garment is intended.	Must also meet CPSC size specifications

FPU#s and GPU# – Applicable to Flame Resistant Sleepwear

Each Fabric Production Unit (FPU) to be tested must have a unique, identifying FPU#.

Each Garment Production Unit (GPU) to be tested is required to have a unique, identifying GPU#. The FPU and GPU#s will be assigned by Family Dollar, the format is noted below for reference.

- Each FPU# shall consist of the Family Dollar PO# and the SKU # separated by a dash.
EX: FPU# 12345678-0456789
- Should more than 1 FPU be required, letters are added at the end of the FPU#, preceded by a dash.
EX: FPU# 12345678-0456789-A
- Each GPU# shall consist of the Family Dollar SKU# and the start ship date separated by a dash.
EX: GPU# 0123456-0317

Testing and Completing the Test Request Form (TRF)

- Testing must be conducted by the assigned Family Dollar lab partner, under the FD program.
- Please note “**Flammability** Testing for Children’s Sleepwear” in comment section of the test request form.
- The FPU# and GPU# must be noted on the test request form.
- In the “Report Recipient Email” field on the test request form add text as shown, enter both of the following email addresses:

QualityandCompliance-DirectImport@familydollar.com

QualityandCompliance-Domestic@familydollar.com



CPSC Required Record Keeping – Applicable to Flame Resistant Sleepwear

SUBMITTER INFORMATION	
Company Name:	BUREAU VERITAS CONSUMER PRODUCTS SERVICES, INC. (BUFFALO)
Address:	100 NORTHPOINTE PARKWAY
Contact Person:	ROBERT MOSS
Telephone Number:	704-814-5631
Email Address:	robert.moss@us.bureauveritas.com
Report Recipient:	
Report Recipient Email:	
Report cc Emails:	

Family Dollar maintains all necessary documents and samples in the US QA Office, QA/Regulatory Compliance Department

Each supplier must submit the following to Family Dollar US QC.

1. Finished fabric samples just as you sent to the lab for FPU testing (in case CPSC requires retesting).
2. Prototype test samples just as you sent to the lab for prototype testing of seams and trims.
3. A complete untested garment from each GPU (in addition to any PP, TOP or other samples).
4. If any flame retardants are used on the fabric, the name, chemical make-up and method of application are also required.

Distribution Statements

Family Dollar distribution statements are required for all private label brands, non-national brands and licensed brands.

Private Label Brand (Includes “Family” in the label name)	For all other Private Label Non-National Brand and Licensed Brand
Distributed by MIDWOOD BRANDS, LLC 500 VOLVO PARKWAY, CHESAPEAKE, VA 23320 USA	

Section 6: Pull and Holds and Withdrawals

All products sold to Family Dollar are required to comply with all regulatory requirements and Family Dollar quality expectations. Products deemed non-compliant may be subject to withdrawal from the Family Dollar distribution channel at the store and/or distribution centers. The nature



and risk of non-compliance is determined through collaboration between Legal Counsel, Category Merchant and the Director of Quality & Compliance.

Once deemed non-compliant, the withdrawal disposition plan is generated and discussed with the vendor. Disposition may include, but is not limited to, product destruction or Returning Product to Vendor (RTV). The use of Family Dollar approved third-party services is required at the store level to return products to vendor, sort non-compliant goods or for complex destruction methods. For any regulatory recall mandated by the CPSC or FDA the disposition plan is determined by the regulating body's instructions.

The cost of disposition is the responsibility of the vendor. Cost associated with disposition may include the following:

- Labor at the Store and or DC's
- Cost of Goods
- Hazmat Destruction Fees
- DC RTV Fees
- Lost Sales (Determined by category merchant)

Approval and acceptance of these fees must be received prior to the destruction of goods. Family Dollar reserves the right to remove product from shelves or destroy product when deemed a liability to Family Dollar employees, other products or Family Dollar facilities.

Section 7: Legal Requirements

Products manufactured for Family Dollar shall be in compliance with all applicable US and international laws, regulations, guidelines and rules. If it is determined that a product produced for Family Dollar is not in compliance with such requirements or Family Dollar standards, Family Dollar has the right to reject delivery or issue a product withdrawal for disposition of the product at the supplier's expense. The supplier will be liable for Family Dollar fines, penalties, or further damages imposed by any other regulatory agency in the United States or international markets.

All suppliers are responsible for maintaining the documentation necessary to show compliance with applicable regulations, including copies of test reports. Following is a brief summary of laws that may be applicable to Family Dollar supplier's product.

This is intended for directional use only and is not comprehensive. Family Dollar requires all suppliers to fully understand and comply with all regulatory requirements relative to their product.

Federal Hazardous Substance Act (16 CFR 1500 etc.)

This law covers all hazardous substances (including household chemicals, cleaners, paints, etc.), toys and other articles intended for children. This law contains labeling and warning requirements



and states that certain products, especially toys and other children's articles, must pass specific tests.

Federal Food, Drug, and Cosmetic Act (FD&C 21 CFR 1 ET)

This Act created the Food and Drug Administration (FDA) and provides key regulations for all products that are used in or on the consumer's body.

Flammable Fabrics Act (16 CFR 1602-1632)

The Flammable Fabrics Act established regulations for the flammability of clothing, carpets, rugs, children's sleepwear, mattresses and mattress pads.

Fair Packaging and Labeling Act (16 CFR 500)

This Act provides regulations for the manufacturer name, statement of identity, net quantity and units of measure used in the labeling of packages for consumer goods.

The Federal Insecticide, Fungicide and Rodenticide Act (FIFRA)

The Federal Insecticide, Fungicide and Rodenticide Act provides regulations for consumer products that make a "kill claim" and are not used in or on the consumer's body. Examples of "kill claim" statements include but are not limited to: "protects against germs," "anti-bacterial protection," or "anti-microbial protection." Other "kill claims" may refer to protection against viruses, mildew, mold, fungus, algae, dust mites and microbes. In addition, to the extent a product is deemed a "device" under FIFRA, suppliers may be required to obtain an establishment number for the place of manufacture, and that establishment number must be included on the product label.

Textile Fiber Identification Act

The Textile Fiber Identification Act requires textile products to be labeled with the generic names and percentages by weight of each fiber in the garment or textile product. The textile must also be labeled with the name of the responsible party or RN number either of which must be accompanied by the name of the country where the product was manufactured.

The Model Toxics in Packaging Act (formerly known as CONEG)

This legislation prohibits the intentional addition to packaging of any amount of lead, cadmium, hexavalent chromium or mercury and otherwise places limits on the amounts of lead, cadmium, hexavalent chromium and mercury that can be in product packaging and requires suppliers to obtain and retain certificates of conformity confirming that the product packaging complies with this legislation.

Airborne Toxic Control Measure to Reduce Formaldehyde Emissions

The Airborne Toxic Control Measure (ATCM), approved by the California Air Resources Board (CARB) to reduce the formaldehyde emissions from composite wood products, requires that all products containing composite wood panels comply and be labeled with the following



information: the fabricator's name, the date the finished good was produced and a marking to denote that the product was made with HWPW, PB, or MDF that complies with the applicable Phase 1 or Phase 2 emission standards in section.

Bisphenol A (BPA)

BPA has been banned by the FDA for use in certain baby care items and has been added as a hazardous chemical under California's Safe Water and Toxic Enforcement Act, also known as "Prop 65". Other state and municipality governing agencies have instituted additional regulations that further restrict the use/content of BPA in other consumer products.

Conflict Minerals

Section 1502 of the Dodd-Frank Act was recently enacted because of concerns that exploitation and trade of conflict minerals by armed groups is helping to finance conflict in the Democratic Republic of Congo Region and is contributing to an emergency humanitarian crisis. Any products containing tin, tantalum, gold or tungsten ("conflict minerals") supplied to Family Dollar may not be from the Congo Region. Disclosure of the origin of such minerals may be required in certain circumstances.

Section 8: California Proposition 65

California Proposition 65

Proposition 65, officially known as the Safe Drinking Water and Toxic Enforcement Act of 1986, was enacted by California in 1986 to protect the state's drinking water sources from being contaminated with chemicals known to cause cancer, birth defects or other reproductive harm. It is known as a "right to know" law requiring businesses to inform customers in California about exposures to such chemicals. These warnings must be at POS as in-store signage, on SKU packaging, or at e-commerce POS.

California's OEHHA (Office of Environmental Health Hazard) publish a list of chemicals that require a warning when present in concentrations above a safe harbor level. Enforcement is primarily through private party lawsuits.

It is Family Dollar's general policy to comply with Proposition 65 so items may be sold in California with no warnings. Exceptions to this policy are summarized below and classified in terms of where the warnings are displayed. Further exceptions are considered on a case-by-case basis by the Legal Department.

In-Store Warnings

1. Acrylamides in baked or fried food and snacks
2. Lead in spices
3. Bisphenol A in polycarbonate or epoxy resins
4. Polychlorinated Bisphenols (PCB) in toilet paper, facial tissue and feminine hygiene products



- 5. Proposition 65 warning on adult beverages
- 6. Various workplace warnings

Warnings on Individual SKUs

All warnings on individual products are considered on a case-by-case basis based on expected use and other considerations. For example, a children’s product which is not a toy or childcare item may not be covered by CPSIA, but it would be inappropriate to be sold with a Prop 65 warning.

1. Phthalates

Most often used as plasticizers to render polyvinyl chloride (PVC) resins flexible and as carriers for cosmetics. Six common phthalates require a Proposition 65 warning.

DBP: di-butyl phthalate

DINP: diisononyl phthalate

DEHP: bis(2-ethylhexyl) phthalate **BBP: butyl benzyl phthalate**

DIDP: di-isodecyl phthalate **DnHP: di-n-hexyl phthalate**

Rather than rely only on testing, Family Dollar requires the supplier to disclose if PVC is used in the item and the phthalate types used. If a phthalate is being used a Prop 65 warning like the example below shall be on the packaging at least for California stores.



WARNING! This product can expose users to Bis (2-ethylhexyl) (DEHP) and/or other phthalates, known to the state of California to cause cancer, birth defects and/or reproductive harm. www.p65warnings.ca.gov/product

Alternatives to flexible PVC resin are best practice to avoid the requirement for Proposition 65 labeling.

2. PFOA and PFOS

PFOA is Perfluorooctanoic acid; PFOS is Perfluorooctane sulfonate. Both substances have been used in a variety of consumer products including carpets, textiles, leather, non-stick cookware and paper coatings used in food packaging, for stain, grease and water resistance.

PFOA is used in the production of fluoropolymers such as Teflon and these substances may be generated as degradation products of other perfluorinated compounds.

Products of concern include:

- Non-stick cookware and utensils
- Flooring intended for moist environments: outdoor, bath, and kitchen.
- Rain resistant apparel
- Food packaging and food wrap



These chemicals are included in Dollar Tree's Priority Chemicals Policy and are recent additions to the Proposition 65 list for reproductive harm. Currently there are no consent judgments to set safe harbor levels, but tests have been developed by our Lab Partners.

Current policy

Ask supplier of products of concern if they contain these substances.

Label product containing these substances with a reproductive harm warning.

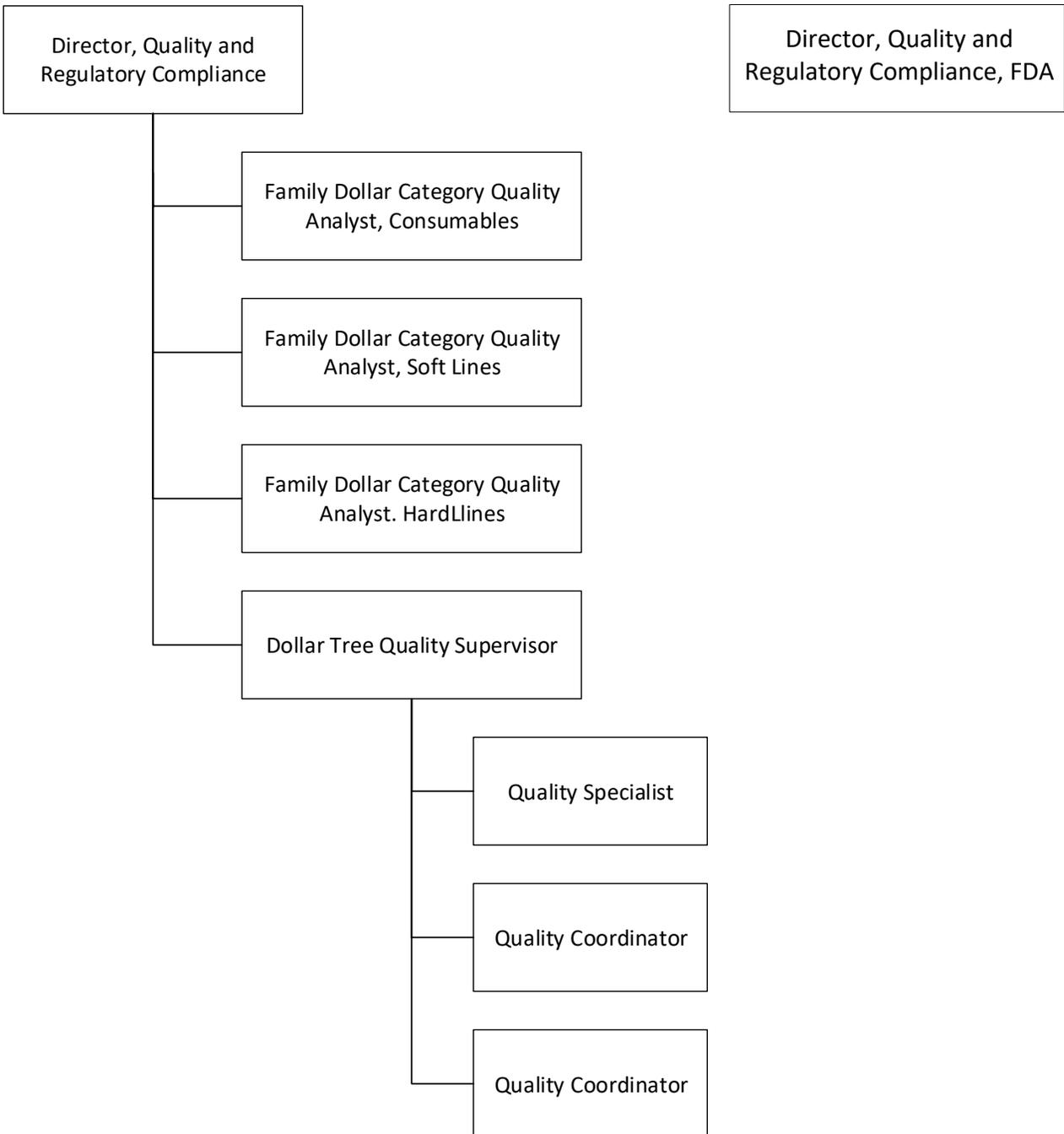
3. Lead

Lead can be present in a variety of products containing white metal and other metal alloys, in plastics such as PVC used as wire insulation or Christmas tree needles, coatings and glazes, colorants and other products. It is strictly enforced in federal, state and local regulations, particularly for children's products. Items containing lead above those levels' regulations shall not be sold in Family Dollar stores. If an item contains lead at concentrations below regulated levels but above the Prop 65 threshold, they may be sold with a proper Proposition 65 warning if approved by Family Dollar Quality and Compliance. Below is an example of the warning.



WARNING! This product can expose users to lead, known to the state of California to cause birth defects and/or reproductive harm. www.p65warnings.ca.gov/product

Appendix I: US Quality and Regulatory Compliance Organization





Appendix II: Dollar Tree Priority Chemicals Policy

Audience

This Chemical Policy applies to all officers, directors, and employees of Dollar Tree, Inc. and each of its subsidiaries, including Family Dollar Stores, Inc. (jointly, "Dollar Tree") as well as manufacturers, service providers, contractors, subcontractors, suppliers, partners, and factories (collectively, "Vendors") that do business with Dollar Tree, regardless of geographic location.

Purpose

Dollar Tree has adopted this Policy as part of our commitment to providing our customers with safe, sustainable, exciting and affordable products. We are committed to complying with, as well as going beyond, all applicable federal, state and local laws regarding chemicals in our products.

The Company has developed this Policy in concert with our stakeholders and with guidance from internationally accepted health and safety standards. The Company's progress in implementing and enhancing this policy will be regularly reported to the Board of Directors.

Policy

Dollar Tree has established the following list of priority chemicals, which will be reviewed at least every two years to consider incorporating new chemicals.

1. Lead in children's products
2. Asbestos in children's products
3. BPA in children's product
4. Formaldehyde
5. Cadmium and Cadmium compounds
6. Toluene
7. 1-Bromopropane
8. Diethyl phthalate
9. 1,4-Dioxane
10. Nonylphenol ethoxylates
11. Cyclic Aliphatic Bromides Cluster of flame retardants (HBCD)



12. Butylparaben
13. Octamethylcyclotetrasiloxane (D4)
14. Dibutyl phthalate
15. Tetrachloroethylene (PERC)
16. Propylparaben.
17. Trichloroethylene
18. Human food products and direct contact packaging containing
 - a. Phthalates
 - b. PFAS (Per- and polyfluoroalkyl substances)
19. Pet food products and direct contact packaging containing PFAS (Per- and (polyfluoroalkyl substances)
20. PVC in children's products

Dollar Tree encourages our suppliers of national brand products and private label goods to find safer alternatives to the chemicals listed on our priority chemical list and continue to innovate and provide options for safe, effective products that meet the expectations of our consumers.

Commitments

As part of these continued efforts, we commit that:

- Effective in 2020, Dollar Tree prohibits intentionally added chemicals 1-17 in the above list of Priority Chemicals for active formulated private-brand products.
- By 2023, we will eliminate the intentional use of PFAS chemicals and phthalates in packaging from all private-brand food and beverage products.
- By 2024, we will eliminate the intentional use of PFAS chemicals from all private-brand pet food products.
- By 2024, we will eliminate the use of PVC in all private-brand children's products.

Transparency

We are challenging our suppliers and will require that they disclose full ingredients for formulated products as part of their base formulation. Examples include but are not limited to categories such as household cleaning products, health and beauty products and hardware products. We will measure by UPC the number of items registered within our chosen independent third-party platform to collect, manage and evaluate manufacturer product data.



We will identify and measure the number of items within our assortment that contain Priority Chemicals. We will identify and measure the number of suppliers that have products containing Priority Chemicals. We encourage our suppliers of national brand products to disclose product ingredients online by product. We are active participants in the Chemical Footprint Project.

We will operate under an environment of continuous improvement to ensure we provide the very best possible product to our customers.

Reporting And Non-Retaliation

Dollar Tree prohibits retaliation against any Associate who, in good faith, reports an actual or suspected violation of this Policy. Concerns about any Policy violations should be reported using:

- Dollar Tree/Family Dollar Speak Up Line at 1-888-835-5792
- [Code Of Ethics](#)

Appendix III: Inspection Requirements by Category

Table 1

Inspection Needed	
Category Name	Category Number
LADIES TOPS	301
LADIES BOTTOMS	302
LADIES BASICS	304
PLUS TOPS	306
PLUS BOTTOMS	307
SLEEPWEAR/SCRUBS	308
NEWBORN INF TODDLER	310
GIRLS APPAREL	311
BOYS APPAREL	312
MENS APPAREL	313
FOOTWEAR	314
MENS BASIC	315
CHILDRENS BASICS	316
BEDDING	320
WINDOW TEXTILES	321
BATH TEXTILES	322
KITCHEN TEXTILES	323

Table 2

No Inspection Needed	
Category Name	Category Number
ACCESSORIES	305
HOUSEWARES	324
HOME DÉCOR	325
FLOORING	326
LAUNDRY CARE	330
HOUSEHOLD CLEANING	331
HOUSEHOLD PAPER	332
DISP BAG/WRAP/TABLE	333
PET	335
BEAUTY CARE	340
HAIR CARE	341
PERSONAL CARE	342
BATH / BODY	343
HEALTH OTC	344
CHRONIC HEALTH CARE	346
ROUTINE HEALTH	347
ORAL CARE	348



BABY CARE	345
TOYS	356
IMPULSE	359
FLORAL	371

AUTOMOTIVES	350
HARDWARE	351
ELECTRONICS	352
SCHOOL/OFFICE SUPPLY	354
LAWN AND GDN/PATIO	357
PARTY/CARD SHOP	355
VALUE	376

Appendix IV: Important Links and Contacts

Family Dollar / Tar Heel Trading Email Contact information

Email address: QualityandCompliance-DirectImport@familydollar.com

Family Dollar US Quality and Compliance Team – US office

Email address: QualityandCompliance-Domestic@familydollar.com

Bureau Veritas (BV)

USA and America

Amanda Meinke: amanda.meinke@bureauveritas.com

Testing US Only

Chris Wesolowski: chris.wesolowski@bureauveritas.com

Testing (all regions except US

Olivia Fu Olivia.Fu@bureauveritas.com

Inspections all regions

Emma Xie: emma.xie@bureauveritas.com

Intertek (ITS)

USA and America

Jay Wright jerry.wright@intertek.com

China and Asia

Hardlines

Nina Mi = nina.mi@intertek.com

Ryan Kam = ryan.kam@intertek.com

Electrical

Sally S Hu = sallys.hu@intertek.com

Softlines

Steven J Wang = steven.j.wang@intertek.com

SGS

USA and America

Cheryl Matias: cheryl.matias@sgs.com +1 862-400-3454

China and Asia

Ally Chiang: Ally.Chiang@sgs.com +852 6018 5430

QIMA



USA and America

Chris Goller: chris.goller@qima.com +716-635-1180

China and Asia

Marvin Chong: marvin.chong@qima.com +852-3185-803

Appendix V: Revision Log

Version	Date of Revision	Approved By	Date of Approval	Revision Comments
1.1	12/2016		12/2016	<ul style="list-style-type: none"> DUPRO product inspections are now required to take place at the factory when 40-60% of total purchase order quantity produced. This is a change from 10 to 25% produced. If an item's production quantity is not at minimum 40% produced, inspection will be cancelled and rescheduled Inspection will be required.
1.2	12/2016		12/2016	<ul style="list-style-type: none"> Additional 12 samples are required for use and abuse testing.
1.3	12/2016		12/2016	<ul style="list-style-type: none"> Witness Destruction Inspections by our approved third party required for regulatory failures for children's products and may be required upon request for other regulatory product failures.
1.4	12/2016		12/2016	<ul style="list-style-type: none"> Factory Social Audit rating revisions for Orange High Risk level include rating from 51 to 70 with no zero tolerance issues And written approval from Family Dollar or Tar Heel Trading.
1.5	05/2017		05/2017	<ul style="list-style-type: none"> Supplier Guidance for new Children's Sleepwear process Added. Includes supplier providing required retention samples And other documents. Primarily for flame resistant styles.
1.6	07/2017		07/2017	<ul style="list-style-type: none"> Removed references to technical audits. Noted for product regulated by FDA a valid GMP or BRC certificate is required
1.7	08/2017		08/2017	<ul style="list-style-type: none"> Added CHCC testing information
2.0	11/2018	DSommers	11/2018	<ul style="list-style-type: none"> General Manual Update
2.1	3/2020	DSommers	4/3/2020	<ul style="list-style-type: none"> Updating for 4 part testing, California Cleaning Chemicals Right to Know Law
2.2	10/1/30/2020	DSommers	10/30/2020	<ul style="list-style-type: none"> Updates lab assignments, Ethical audits,
2.3	10/12/2021	DSommers	10/12/2021	<ul style="list-style-type: none"> Updated suppliers choice of lab partners and GBI/FD Priority Chemicals Policy
2.4	2/5/2022	DSommers	2/5/2022	<ul style="list-style-type: none"> Link to updated Code of Vendor Conduct