

To: D'Arrigo Bros. Co. of New York Inc. Suppliers

Subject: Approved Supplier Program

D'Arrigo Bros. Co. of New York Inc. is committed to providing the highest quality and safest products to our customers. In order to ensure that the proper precautions and work practices are observed and documented throughout the supply chain, we are partnering with our suppliers to actively work together towards that goal.

In order to initiate or continue supplier relationships with our operation, we require the following information regarding the growing, harvesting, packing, shipping, and transporting of all products and materials that pass through the facility, provided within 10 business days of receiving this notification:

1. Signed copy of letter of guarantee (enclosed)
2. A COI including recall insurance listing D'Arrigo Bros. Co. of New York Inc. as additional insured.
3. Food Safety Profile
4. Copy of relevant 3rd party supplier audits (when applicable)
5. GFSI Certifications
6. Organic or Kosher certificates (when applicable)
7. Certificates of Analysis (applies to juices/ciders)

All related documentation can be sent to our Food Safety Department via fax, or email (preferred) to Foodsafety@darrigony.com as soon as possible. If there are any questions regarding these items please contact Bobby Stead at (718) 991-5900 x720. Please be aware that failure to respond to this request within the allotted time frame, may result in change in your supplier status.

Thank you,
D'Arrigo Bros. Co. of New York Inc.

For Internal Office Use Only

Record Detail:	Status:
Letter of Guarantee	<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete <input type="checkbox"/> Not Applicable
C.O.I.	<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete <input type="checkbox"/> Not Applicable
Supplier Profile	<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete <input type="checkbox"/> Not Applicable
3 rd party Supplier audits	<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete <input type="checkbox"/> Not Applicable
GFSI certifications	<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete <input type="checkbox"/> Not Applicable
Organic Certificate	<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete <input type="checkbox"/> Not Applicable
Kosher Certificate	<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete <input type="checkbox"/> Not Applicable
Certificate of Analysis	<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete <input type="checkbox"/> Not Applicable

Supplier name: _____

Letter of Guarantee

Suppliers, and any 3rd party service providers contracted by them, agree to the following:

1. Products supplied to D'Arrigo Bros. Co. of New York Inc. are manufactured in accordance to all GAP/GMP put forth by: the FDA's Federal Food, Drug, and Cosmetic Act; the Food Safety Modernization Act; and the USDA.
2. Products are not misbranded or adulterated.
3. Compliance with all local, state, and federal laws regarding manufacturing, registration, sales, transport and distribution within the countries where business is being conducted.
4. Packaging is rated to meet food contact guidelines.
5. Supplier is to contact relevant personnel at D'Arrigo immediately in the event a food safety issue shall arise.
6. Supplier provides copies of 3rd party audit certifications for all products supplied.
7. Supplier can obtain copies of 3rd party audit certifications upon request for any products or packaging materials brokered from another supplier.
8. Supplier has a documented allergen program.
9. Supplier has a documented glass, plastics, and ceramics program.
10. Supplier has a documented Pest Management Program.
11. Supplier has a documented recall program, and conducts periodic testing to ensure effectiveness.
12. Supplier maintains up to date registration with the FDA.

Signature of Authorized Agent _____

Approved Supplier Program
D'Arrigo New York
2017

Supplier Profile

Please provide all relevant contact information regarding the following:

Department	Name	Phone	Fax	Email
Sales				
Shipping				
Packing House				
Food Safety				
Emergency Recall				

Please list all products supplied to D'Arrigo Bros. Co. of New York:

The following is a list of items that we have identified as carrying a high-risk for foodborne illnesses*: Raspberries, Mesclun/Spring Mix, Basil, Spinach, Leafy Greens (kale, collards, lettuce, celery, broccoli, etc.), pre-cut fruit or vegetables, and unpasteurized juices or ciders.

*If you supply any of the following products to us you must be able to supply HACCP based information detailing critical control points and critical limit monitoring methods.

Do any of your products require special handling directions to prevent foodborne illness? If so, what are they? (Examples include: Product aging, internal temperature, product segregation, etc.)

Do you arrange the transportation of the product to our facility? If so, are transport vehicles inspected for appropriate condition and cleanliness under a documented process?

Signature of Authorized Agent _____

Approved Supplier Program
D'Arrigo New York
2017