

# **SUPERFOOD**

## **INNOVATION CENTER™**

### **SOURCING POLICY | MISSION**

### **SUPPLIER QUALITY EVALUATION**

### **SELF-ASSESSMENT SURVEY**

### **2015**

**GOOD SUPERFOODS LLC**  
**GARDEN CITY IDAHO 83714**  
**877.393.5543**

**[SUPERFOODCHOCOLATE.COM](http://SUPERFOODCHOCOLATE.COM)**



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## SOURCING POLICY

### **PRODUCT QUALITY:**

All ingredients must meet the Good Superfoods™ standards of high quality and functionality.

### **ECONOMIC ACCOUNTABILITY:**

Economic transparency is required. Suppliers must be certified by a third-party who regularly ensures equitable payment to all suppliers in the supply chain.

### **SOCIAL RESPONSIBILITY:**

Good Superfoods™ endeavors to work with suppliers, vendors, and businesses that uphold high standards of Social Responsibility. Measures evaluated by third-party verifiers are in place to ensure safe, fair and humane working conditions internally, including protecting the rights of workers and providing adequate living conditions.

### **ENVIRONMENTAL LEADERSHIP:**

Good Superfoods™ reduces its carbon footprint by purchasing carbon-offset credits. Measures are consistently updated and evaluated to manage waste, protect water quality, conserve water and energy, preserve biodiversity and reduce agrochemical use. Good Superfoods™ is committed to business practices that ensure environmental recovery and sustainability for the long term.

### **PARTNERS/ VENDORS**

As our mission statement articulates, GS chooses to partner with vendors whose product and quality are congruent with our expectations. When GS assesses vendors, we only choose those that meet our high level of quality and can supply product on time, accurately, and without defect - every time.

## MISSION STATEMENT

### **CORE PHILOSOPHY**

Good Superfoods LLC is a mission-driven company that relies on a core set of values in all its dealings – these values are; honesty, integrity, social responsibility, diversity, family, success, hard work, passion, pride and modesty. Our mission to be a dynamic leader and innovator in the retail food and beverage industry is firmly rooted in a powerful work ethic and our conviction that we can and should make a difference. We will continually work toward exceeding the needs and expectations of all our stakeholders: our customers, employees, suppliers, partners, communities, the environment and the planet. Setting and adhering to high

standards is what we continually strive for – we will always be positive examples for other organizations and other people to emulate. Our vision carries well beyond our business or industry - we are forever bound to the people we engage and the world in which we live.

## **BUSINESS**

We believe in the right to profit through the voluntary exchange of goods and services with our customers, partners and associates. It is our belief that earned capital is a barometer of our success as a company, but not the only barometer – our success must also be based on making ethical and moral choices, earning the trust and loyalty of our customers and engaging our local communities through volunteer work and mentoring. We will act as a model for others who are interested in being socially and environmentally responsible, while being profitable. Good Superfoods firmly believes in the Fair Trade principles – we will be consistent in our support of companies and products that understand and follow Fair Trade principles. It is our mission to deliver the widest selection of organic, functional products to diverse markets in a timely manner.

## **PRODUCT**

Good Cacao has set a goal to sell the highest quality organic products at market competitive prices. Our product quality/ standards are based on nutritional value, functional efficacy, and of course they must have all natural and organic ingredients. We will never use a product that includes the use of trans-fats, highly refined sugars, GMO's, refined grains, nitrates, aspartame, artificial colors or flavors, BHA/ BHT/ Benzoate preservatives or chemical additives. We will deliver our products to market in safe, attractive, innovative, and ecologically friendly packaging.

## **PEOPLE**

We will treat all our customers, partners and associates with respect, dignity and trust. We will engage all people and business transactions honestly, fairly and with positive intent. We believe that exceeding expectations is crucial to building relationships, brand and loyalty. The lifeblood of our business is in the relationships we develop, and the belief that we are having a positive effect on the lives of everyone we engage. We will focus many of our programs on the health and benefit of children of all ages.

## **EARTH**

We believe we have a responsibility to treat mother earth with the same respect we bring to our business and our relationships. We make all efforts to use sustainable products, we recycle, reuse and reduce at all times. We support the use of local businesses, farmers and products - we continually strive to support socially responsible initiatives and technologies that foster stewardship of the land, protect the environment and allow us to leave a smaller overall footprint. To this end, we pledge to offset our business footprint by purchasing annual wind energy credits and employing energy saving technologies throughout our business.

## **TOMORROW**

Our mission statement reflects our goal to continually grow, and effect positive change within ourselves, our company, and the world in which we live. It reflects our hopes and passions to be the best we can be at all times and in all areas of our lives. Should we ever fall short of our goals, we will work together to re-invigorate that passion and help shape a better tomorrow.



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## SUPPLIER EVALUATION & SELF ASSESSMENT

DATE:

COMPANY:

CONTACTS:

MAILING ADDRESS:

PRODUCTS SENT TO GOOD SUPERFOODS:

TELEPHONE:

E-Mail:

Please Provide the Following Documentation:

Please Check

- Supplier specification(s) Physical, Chemical, Biological, Storage Instructions, Shelf-Life
- Package Size and Type
- Allergen Statement
- Nutritional Information
- Copy of Label Ingredient Statement if not on Specification
- Continuing Guarantee (On Company Letterhead)
- Country of Origin
- All Certifications – Kosher, Organic, etc.
- GMO Statement
- Prop 65 Statement
- Gluten-Free Statement
- Material Safety Data Sheet (MSDS)

1.	Quality Program	Yes	No
	• Does a formal quality program exist?	<input type="checkbox"/>	<input type="checkbox"/>
	• Are employees, suppliers, and customers made aware of the program?	<input type="checkbox"/>	<input type="checkbox"/>
2.	Customer Requirements	Yes	No
	• Does a system exist to provide your customers with a certificate of analysis from each shipment outlining ingredient codes, amounts, microbiological results, physical, and chemical results?	<input type="checkbox"/>	<input type="checkbox"/>
3.	Product identification and Traceability	Yes	No
	• Do you include on the finished product label:		
	- Manufacturer name?	<input type="checkbox"/>	<input type="checkbox"/>
	- Ingredient name?	<input type="checkbox"/>	<input type="checkbox"/>
	- Net weight?	<input type="checkbox"/>	<input type="checkbox"/>
	- Manufacturer lot/batch code?	<input type="checkbox"/>	<input type="checkbox"/>
	- Expiration Date?	<input type="checkbox"/>	<input type="checkbox"/>
	- Certifications (logos)?	<input type="checkbox"/>	<input type="checkbox"/>

4.	Process Control	Yes	No
	• Do you monitor finished product for conformance to customer requirements?	<input type="checkbox"/>	<input type="checkbox"/>

	<ul style="list-style-type: none"> <li>• Do you have a documented, implemented HACCP program? <ul style="list-style-type: none"> <li>- Is the program certified?</li> </ul> </li> <li>• Do you maintain retentions for finished materials? For how long?</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
5.	<b>Product Analysis</b>	Yes	No
5.1	<b>Microbiological</b>		
	<ul style="list-style-type: none"> <li>• Do you have an in-house microbiological laboratory?</li> <li>• Do you use an outside laboratory? If so, please name:</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
	<ul style="list-style-type: none"> <li>• What is the frequency of your microbiological sampling program? Please describe:</li> </ul>		
5.2	<b>Chemical</b>	Yes	No
	<ul style="list-style-type: none"> <li>• Do you have an in-house chemical laboratory?</li> <li>• Do you have an outside laboratory? If so, please name:</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
5.3	<b>Foreign Objects</b>		
	<ul style="list-style-type: none"> <li>• Do you use foreign object detection and removal devices? <ul style="list-style-type: none"> <li>- Screens?</li> <li>- Magnets?</li> <li>- Metal Detectors?</li> </ul> </li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
6.	<b>Good Manufacturing Practices</b>		
	<ul style="list-style-type: none"> <li>• Do you have an employee sanitation/hygiene practices policy? <i>If so, please attach.</i></li> <li>• Do you have a documented Pest Control program? If so, please attach.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
7.	<b>Quality Audits</b>		
	<ul style="list-style-type: none"> <li>• Do you perform internal quality audits on a scheduled basis? If so, what is the Frequency?</li> <li>• Is your facility regularly audited by an outside agency such as Silliker Laboratories, Cook and Thurber, or AIB? If so, please attach a copy of an audit summary</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
8.	<b>Food Security</b>		
	<ul style="list-style-type: none"> <li>• Do you have a food security system in place? <ul style="list-style-type: none"> <li>- Is facility secured to effectively limit access to authorized personnel only?</li> <li>- Are inbound and outbound shipments secured with seals?</li> <li>- Are food security measures in compliance with FDA recommendations?</li> </ul> </li> <li>• Do you have a documented Supplier Approval program?</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
9.	<b>Communication</b>		
	<ul style="list-style-type: none"> <li>• Who is the 24 hour contact in the event of an emergency? Name: _____ Title: _____ Ph#: _____</li> <li>• What is the name of your Quality Assurance Manager? Name: _____ E-Mail: _____ Ph#: _____</li> </ul>		
10.	<b>Comments:</b>		

<p><b>Quality Evaluation Completed By:</b></p> <p><b>Name:</b> _____</p> <p><b>Title:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date Completed:</b> _____</p>
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