



WEEKLY PLANNING BULLETIN

• CUSTOMER SERVICE • CLEAN STORE • PRICING/PROMOTION • STAFFING/PEOPLE • PRESENTATION •

WEEK 03

SYSTEM INFORMATION

Attention Store General Manager: *UPDATE* TCE for Cashiers

Effective Immediately: The Complete Experience (TCE) related to the Cashier Profile has been updated.

All stores received a memo in the Week 2 Mailbag.

You will be required to use the new document to train **new cashiers** as an ILT (Instructor Lead Training). Your existing cashiers are **not required** to retake CA 201 CRO. Please complete the following to confirm all cashiers and managers have completed a review of the changes:

- Print off a Training Saturation Report for the Cashier and Manager profile
- Print off this email to call out the key points
- Attach the saturation report and this email to the training tools from P2L.
 - Review the Cashier TCE changes on **Page 2 of the Facilitators Guide**
 - Explain Sales Assoc. 6666 and why the term "Walk-up" has been removed.
- Once you have reviewed these points with your cashiers/managers check them off of your training saturation report.
- When you have completed your review with each cashier/manager, **email your District Manager**, outlining your team has received the updated training. **Please submit your email to your District Manager by Friday, February 19, 2016.**
- Reminder: Use the Huddle Focus Guide (posted in WK 1) as a reference during your discussions.

If you have any questions or concerns please contact your Regional Systems Trainer.

State of the Union

In your News Feed folder you will find a document designed to provide updates on the allocation and distribution of product to your stores. The Merchandising Group State of the Union report will come out every 2 weeks and will highlight the following:

Inventory flow and distribution strategy by category

- This is general information that include the following:
 - What's coming from the DC and the strategy behind the flow of the product
- Any product that is late arriving in the DC
- General DC updates
- **DC stock issues by category**
 - This section highlights product that is either very low in stock or completely out of stock in the DC
 - This section will be especially valuable when you are filling out your product feedback forms

Please ensure that you reference it in advance of sending in a form as it may contain the answer to your question.

IMPACT PLAYERS

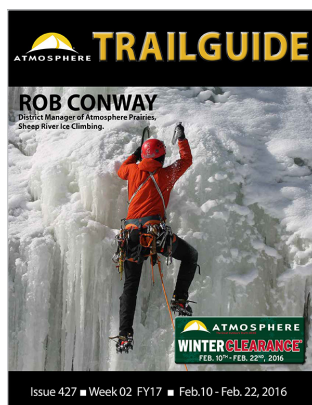
★ **Week 01 FY17 Sales 100%+ vs. LY** ★

Congratulations to the management and teams who achieved 110% or greater comp sales.

	SALES % CHG		SALES % CHG		SALES % CHG
SC 355 SQUARE ONE	206.0%	SC 279 SARNIA	125.7%	SC 364 BRANDON SHOPPERS WORLD	117.0%
SC 327 BROADWAY & ONTARIO	187.5%	SC 262 TIMMINS	125.4%	SC 329 SOUTHLAND MALL	117.0%
SC 5133 8K TERRACE	178.2%	SC 5144 8K GRAND FALLS - WINDSOR	125.1%	SC 344 STRAWBERRY HILL	116.8%
SC 375 YORKDALE	173.9%	SC 5139 8K SUMMERSIDE	125.1%	SC 265 ST.VITAL	116.3%
SC 201 CORNER BROOK PLAZA	167.3%	SC 299 LIMERIDGE MALL	125.1%	SC 342 SASKATOON	116.1%
SC 322 CATARAQUI	156.4%	SC 258 DARTMOUTH CROSSING	124.7%	SC 328 MEADOWTOWN CENTRE	116.0%

SC 256 MAYFLOWER MALL	148.0%	SC 357 HYLANDS	124.7%	SC 319 NIAGARA SQUARE	115.8%
SC 348 EMERALD HILLS CENTRE	145.9%	SC 392 METROPOLIS	124.6%	SC 237 CORNWALL	115.6%
SC 334 PARK ROYAL	145.9%	SC 371 VILLAGE SHOPPING CENTRE	123.9%	SC 313 MEDICINE HAT	115.2%
SC 5119 8K CRANBROOK	145.0%	ATM 7410 POLO PARK NORTH	123.8%	SC 5132 STOUFFVILLE	115.1%
SC 340 BRAMALEA CITY CENTRE	141.7%	ATM 158 SOUTHLAND MALL	123.3%	SC 282 PINE CENTRE	115.1%
SC 5125 MARINE DRIVE	141.5%	ATM 100 KITSILANO	122.8%	SC 242 LONDON NORTH	115.1%
SC 349 QUINTE MALL	141.4%	SC 346 POLO PARK	122.7%	SC 263 EGLINTON CORNERS	114.9%
SC 5120 HILLSIDE MALL, BC	138.6%	SC 323 PEMBROKE	122.6%	SC 213 WOODSTOCK	114.7%
SC 363 PORT COQUITLAM	138.3%	SC 276 LOUGHEED MALL BURNABY	122.5%	SC 290 VICTORIA BAY CENTRE	114.3%
SC 246 BIG BEND CROSSING	138.2%	SC 5115 8K YARMOUTH	122.4%	SC 278 VILLAGE GREEN VERNON	114.0%
SC 359 INTERCITY MALL	137.9%	SC 238 DUNCAN	122.2%	SC 354 PROMENADE	114.0%
ATM 7411 GUILDFORD	137.4%	SC 345 LINDEN RIDGE	121.9%	SC 253 WHITBY	113.9%
SC 291 WHITE OAKS	136.8%	SC 335 KELOWNA	121.7%	SC 288 MILTON CROSSROADS	113.8%
ATM 7402 KELOWNA	135.7%	ATM 107 CALGARY	121.4%	SC 294 HEARTLAND	113.7%
SC 272 RICHMOND CENTRE	135.7%	SC 380 CHARLOTTETOWN	121.1%	SC 377 FAIRWAY BEST MALL	113.3%
SC 369 GUILDFORD TOWN CENTRE	135.7%	SC 284 REGENT MALL	120.8%	SC 5143 YORKTON	113.2%
SC 224 8K NORTH BATTLEFORD	133.4%	SC 362 OSHAWA	120.8%	SC 292 PEN CENTRE	112.6%
SC 5114 8K GANDER MALL	133.2%	SC 219 BEDFORD	120.5%	SC 347 KILDONAN	112.5%
SC 370 BAYERS LAKE	132.2%	SC 394 DEVONSHIRE MALL	120.5%	ATM 7403 COUNTRY CLUB	112.4%
SC 5148 BARRIE - SOUTH	131.2%	SC 5118 WINNIPEG UNICITY	120.4%	SC 393 CHATHAM	112.1%
SC 367 HERITAGE PLACE	129.5%	SC 298 LANSDOWNE PLACE	120.1%	SC 320 ST. ALBERT	112.0%
SC 385 WILLOWBROOK	129.1%	ATM 162 LANGLEY POWER CENTRE	120.0%	SC 254 NORTHUMBERLAND	111.9%
SC 366 COTTONWOOD	129.0%	SC 245 HIGHLAND SQUARE MALL	120.0%	SC 311 PARK PLACE MALL	111.8%
SC 5113 COURTENAY	129.0%	SC 227 8K LINDSAY	119.4%	SC 267 PEACHTREE SQUARE	111.6%
SC 336 ISLAND HOME CENTRE	127.3%	SC 243 SHERWAY GARDENS	119.0%	SC 5117 8K OKOTOKS AB	111.5%
SC 339 GATEWAY	126.6%	SC 308 SOUTHPARK	118.5%	SC 283 WOODBRIDGE	110.8%
SC 368 SEVENOAKS SHOPPING CENTRE	126.4%	SC 5150 8K WILLIAMS LAKE	118.4%	SC 257 APPLEBY CROSSING	110.4%
SC 264 RIOCAN MARKETPLACE	126.0%	SC 275 WESTRIDGE PLACE	118.4%	SC 382 FESTIVAL MARKETPLACE	110.3%
SC 271 ST. CATHARINES	125.7%	SC 386 STATION MALL	117.4%	SC 5129 OSHAWA NORTH	110.0%
ATM 7404 WEST OAKS	125.7%	SC 317 WINSTON POWER CENTRE	117.2%		

TRAILGUIDE SUBMISSIONS



Please send stories, pictures and info on all the great things you and your team are doing to live a Healthy and Active Lifestyle. Pictures should be in high resolution, color; vertical images are better for the covers. Please include names, dates and places for all your pictures. A one or two paragraph story needs to accompany the images. Make sure we see your safety gear, such as helmets being used. Sending a larger file is going to make it for a better image on the cover! So, you may need to send a CD or USB stick if you like too! Please refrain from any pictures that are depicting dangerous or inappropriate content. Thank you!

Email them to Trailguide@fglsports.com.