

	NS BRANDS LTD.	
	PROCEDURE /PROCEDIMIENTO	WW_TEMPL_QA_QMS_PROCEDURE_TEMPLAT E_V1_2025-03_12 (please refer to naming convention)
		No. Revisión:
	QMS PROCEDURE TEMPLATE / PLANTILLA PARA GENERACIÓN DE PROCEDIMIENTOS DEL SISTEMA DE GESTIÓN DE CALIDAD (update accordingly)	
		Fecha revisión:
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1. PURPOSE

Clearly and specifically describe what is expected to be achieved by carrying out the procedure, in addition to facilitating identification and understanding by the users.

This policy outlines the guidelines for handling products sourced from competitive growers.

2. SCOPE

Defines the boundaries or extent of the procedure, indicating which activities are included and which are excluded. Establishing the scope helps avoid misunderstandings and ensures that users know exactly which activities are covered by it.

All associates from NS Brands, Ltd., and subsidiaries are subject to compliance with this procedure, failing to do so may result in penalties and/or corrective actions.

3. RESPONSIBILITIES

Lists the individuals or roles responsible for carrying out each step of the procedure. Clarifying responsibilities helps ensure that tasks are completed efficiently and that there is a clear assignment of roles among the participants.

Approvers

- Refers to an individual or group of individuals who are designated with the authority to review and approve actions, decisions, or exceptions outlined within the policy. Approvers are responsible for ensuring that any proposed changes, deviations, or actions comply with the company's standards, objectives, and legal or operational requirements.

4. TERMS AND DEFINITIONS

This section lists all the terms, acronyms, and definitions that will be used for the correct interpretation of the procedure. It may include a link to a glossary on a shared site.

Approver- A person with the authority to approve or reject an exception after it has been reviewed.

CEO- Chief executive officer.

GHV NS Branded- are products that are packaged and labeled with the company's own logo, name, and branding elements. These products are marketed and sold under the company's

NS- Naturesweet

5. PROCEDURE

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Details the specific actions that need to be followed step by step to carry out the procedure in the proper order. It should provide a detailed guide on how to perform the required activities, SLAs, involved parties, etc.

5.1 Quality Waste Record

- The QA Market team sends the disposition of the fruit by email to Inventory Control for Waste in DC.
- Inventory Control places a Waste order in GP in the Quality account (Z-QUALITY-DGL) and informs the DC by mail of the disposition of the fruit. Note: The list of reasons for quality is found in annex 8.8.
- The DC identifies and segregate the pallets in retention to avoid sending them to the final customer.
- DC sends a BOL to Inventory Control to close the Waste order in GP.

6. FORMS AND REFERENCES

Includes any relevant references or documentation that may help users understand or complete the procedure effectively.

7. MATERIAL AND RESOURCES

Lists all the materials, tools, or resources necessary to carry out the procedure. Providing a list of materials and resources ensures that users have everything needed to complete the procedure smoothly and without interruptions.

8. RECORDS

This section includes the link to the repository of the current document.

9. VERSION CONTROL

Records any changes or updates made to the procedure, including the date and reason for the change. Keeping a record of revisions and updates ensures that the procedure is always up to date and reflects best practices and changes in organizational processes.

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Rev.	Date	Reason
1	03/06/2025	Document creation

10. APPENDIX/ATTACHMENTS

Any documents such as flowcharts, pivot tables, or graphs should be included in this section as an annex.