Product Traceability Program

GWSI provides traceability for food products received into and delivered from the GWSI warehouse in support of our customer's management of food safety and product recall programs

Traceability

According to the following shipment status, food products and other commodities can be traced in the Extensiv Warehouse Management System (WMS).

- Advance Shipping Notice for shipments consigned to GWSI that have not yet arrived
- Shipments received by GWSI and currently in inventory
- Shipments received by GWSI and subsequently delivered for customer orders

If our customer initiates a Product Recall or inquiry for unsafe or potentially unsafe products that are hazardous to the consumers, GWSI will take the following actions:

- Determine the current status of the shipment.
- Stop the distribution and sale of hazardous products and, in doing so, minimize the risk of injury to the consumer.
- To ensure food safety, track all products ordered from GWSI associated with supplier-initiated recalls or food safety concerns. Provide comprehensive information on each delivery.
- Isolate and hold any products in inventory at GWSI identified by the shipper as unsafe for distribution. In some cases, the product may be re-categorized for distribution as a non-food-grade product.

The following tools are available in Extensiv WMS to trace the current inventory and activity for any given product handled by GWSI. All customers should refer to the GWSI tutorial videos to navigate these sections of the customer portal of the Extensiv WMS.

- Stock Status Report
- Manage Inventory Module
- Find Receiving Function
- Find Order Function
- Item Activity Report

Stock Status Report

An inventory stock status report is available in Extensiv, which will show all inventory in the warehouse for each customer.

- Users can format stock status reports for each customer according to their requirements, showing the data pertinent to how each customer needs to view their inventory.
- Stock status reports can also show warehouse location, date received, lot or batch number, and serial number.
- Search results can be exported to Excel to manipulate and compare with customer's records.

Manage Inventory Module

The Manage Inventory module in Extensiv will show all pertinent inventory details in question on hand.

The customer can rearrange the search results screen to display the required information.

Search results can be exported to Excel to manipulate and compare with customer's records.

Find Receiving Report

Find Receiving can be used to look up any receiving transactions to trace if and when a shipment is received. The user can search by multiple factors such as Container/Trailer, SKU, Lot Number, and PO number.

The user can also select the shipment status, open or closed, to determine if the shipment is en route to GWSI or if GWSI has received it.

Find Orders Report

Find Orders is used to track all shipments delivered from GWSI. The user can search by multiple factors such as Container/Trailer, SKU, Lot Number, and PO number.

The user can also select the shipment status, open or closed, to determine if the order is open, the cargo is still in the warehouse or closed, the shipment is complete, and the cargo is delivered.

Item Activity Report

Users can use the Item Activity Report to track all activity, receipts, and delivery for one or more SKU's. The report can also search for activity for a specified date range.

The user can also use the Item Activity Report to search for all activity by detail, such as Lot Number, Serial Number, expiration date, and warehouse location.

Based on the criteria entered, the Item activity report will provide the user with a detailed list of all transactions, Receiving, Shipping, or Adjustment. The user can then pull up the transaction report by clicking on the highlighted transaction number.

Each customer has online access to the same reports and functions as GWSI personnel. By utilizing the Stock Status Report, Find Receiving Function, Find Order Function, and Item Activity Report, the customer can trace their product independently from GWSI.

When GWSI initiates the food safety concern for products in storage, the customer is immediately notified, and the same process is followed to trace the shipments involved.

The following processes are utilized in the Extensiv WMS to provide our customers with complete details as to the status of their shipments.

- Advance Shipping Notice
- Warehouse Receipt
- Order Out – Delivery from GWSI
- Inventory – Stock Status

Advance Shipping Notice

The customer will notify GWSI of any shipments consigned to GWSI for handling and distribution. Each advance notice will contain pertinent information, such as

- Container Number
- Bill of Lading or Manifest Number
- SKU(s) and quantity
- Batch or lot number

GWSI will create a receiver in Extensiv WMS with the data available in the ASN. Additional information may be added when the shipment arrives at GWSI.

The warehouse receiver will remain in Open Status until the shipment arrives at GWSI.

Warehouse Receipt for Products Received by GWSI

For each shipment received by GWSI, a Receiver is entered into the Extensiv Warehouse Management System. Each receiver and order has a unique transaction number and reference number.

Each shipment received in inventory is recorded into inventory using the supplier's reference or SKU for each item. To maintain consistency with the supplier's description of each product, we use the same SKU and product description as used by the supplier.

We record each batch or lot number supplied by the shipper. Each pallet is segregated by batch or lot number when there are multiple batches or lots for a shipment.

When the supplier provides an expiration date for a product, GWSI will record the expiration date in a unique field. The system checks the expiration date for each order entered, and an automated warning is issued when orders are entered within a described period before the expiration date.

If a customer can provide a unique serial number for each package, GWSI can retain and trace the unique serial number provided.

GWSI will print a pallet label for each pallet or tote received. On each label, we record the following when provided.

- A unique pallet number and barcode for the pallet number
- Product Description
- Quantity of pieces on each pallet
- The batch number or lot number
- The serial number is provided

A warehouse location is recorded for each placed in storage. The transaction is confirmed in Extensiv when the receiver is complete and a warehouse receipt is generated. Signed documentation and any pictures are uploaded and attached to the system transaction.

Order Out for Products Delivered from GWSI.

Cargo delivery from the GWSI Warehouse is tracked by entering the customer's order in Extensiv. Each order has a unique reference and transaction number. Orders are entered referencing the Item SKU, batch or lot number, and serial number when available.

A pick ticket is generated listing the SKU, items to be shipped, and the warehouse location for each pallet. Pallets and totes are pulled from inventory according to the parameters of the pick ticket. Each pallet is inspected for any damage or contamination and then loaded out.

When the shipment is complete, the order transaction is confirmed in Extensiv, and a warehouse packing list and bill of lading are generated.