ATTENTION:
• Merchants and Suppliers of formulated products for Walmart, Walmart.com, Sam’s Club and Sam’s Club.com

October 24, 2013

BACKGROUND:
The United States EPA, various state agencies, and local air quality districts place limits on the amount of volatile organic compounds (VOCs) contained in certain formulated products. Manufacturers, wholesalers, and retailers of formulated products can face criminal and civil penalties if products exceed the allowable VOC limits for that product category. While Walmart and Sam’s Club require suppliers to ensure that all products sold are compliant with applicable VOC limits, the collection of VOC levels in private label formulated products through the WERCS is necessary to successfully manage our VOC compliance program.

GENERAL REQUIREMENTS:
All suppliers of private label formulated products are required to update WERCS with the VOC content of their products. Product Safety and Compliance will review this information and notify the merchandising team and the supplier if any products are identified as being non-compliant for any location. Products for which the VOC data is not updated in WERCS, or are found to have VOC content that exceeds the legal limits, will be removed from sale. As newly created items are entered into WERCS, they will be reviewed to ensure compliance. Non-compliant products will be removed from sale.

ACTION NEEDED:
Merchants – Please forward this Notice to all suppliers of private label formulated products in your category. (NOTE: Compliance does not have a distribution list and will not be forwarding to any suppliers.)

Suppliers – Please access WERCS by (date) to update VOC content for all active private label formulated products that contain VOCs which you supply to Walmart and Sam’s Club. Instructions on how to update WERCS information can be found in the following VOC Supplier Re-Certification Instructions.
VOC SUPPLIER RE-CERTIFICATION INSTRUCTIONS:
Vendors may access the list of identified products by logging into their account at https://secure.supplierwercs.com/. Vendors will see a scrolling message inviting them to view the products which require Recertification:

Clicking on this link will bring up a list of products which require Recertification.

Selection of a product will display the reason for the recertification request, and the available actions for the product. For this effort, the reason for recertification will include “VOC Update”. Vendors will have two options for each product; to either archive the product, or update the VOC data and proceed with the recertification process.

If a product is archived no further action will be required. **NOTE: A product should only be archived if it is no longer valid, and will not be active again in the future.** If the vendor selects Edit Data, they will be able to update the specified fields to support VOC compliance questions.
Once Edit Data is selected, the vendor will be able to first select a revised Recommended Use for the product. This will redirect the product into the VOC logic flow.

The next screen will ask for verification of the Recommended Use and the formulation. **Note: This update does not allow for formulation updates which may impact other WERCsmart™ results. If a formulation has been revised, a new assessment will be required.**
If the data is correct the vendor should select “Yes” at the bottom of the screen, and press the Next button to advance.

The product will now enter the VOC flow and present a series of questions about the product, including the VOC content.
Based on the answers given, the WERCsmart™ system will present immediate feedback to the vendor as to the status of their product with respect to the applicable VOC regulations.

Next, the vendor will be given the opportunity to review the product data:
If no other services are ordered, the vendor will receive a $0 (zero) balance invoice via email upon Checkout.

The vendor may then continue with other portal submissions or exit WERCSmart™.
Products submitted for recertification will be submitted through the WERCSmart™ functionality in a manner similar to new submissions.

While a product is in Recertification, it cannot be forwarded to another retailer, nor may a UPC be added to the submission. The submission is “locked” until the product is either Archived, or the VOC Recertification is executed.

For additional information on VOC regulations, please see the “VOC Users’ Guide” available at the WERCSmart™ website.

**DISCLAIMER:**
Walmart does not provide legal advice to its suppliers, so suppliers should seek their own legal counsel on how to comply with all laws applicable to their product.

**QUESTIONS OR COMMENTS:**
Suppliers may submit questions or comments by emailing them to gmcomply@wal-mart.com.

Suppliers who have any questions regarding imputing VOC content into WERCS should direct their questions to customer service representatives at WERCS by clicking on the “Support” link on the WERCSmart™ homepage. [https://secure.supplierwercs.com/](https://secure.supplierwercs.com/).

To learn more about the Product Safety and Compliance Library please refer to the PSC Library Welcome Document: Retail Link → Site Map → Product Safety and Compliance Library → “1 PSC Library Welcome Document – REVIEW FIRST” folder.