

# Update Social Compliance

## Login

1. Login to <https://partnerpass.krogerapps.com/>

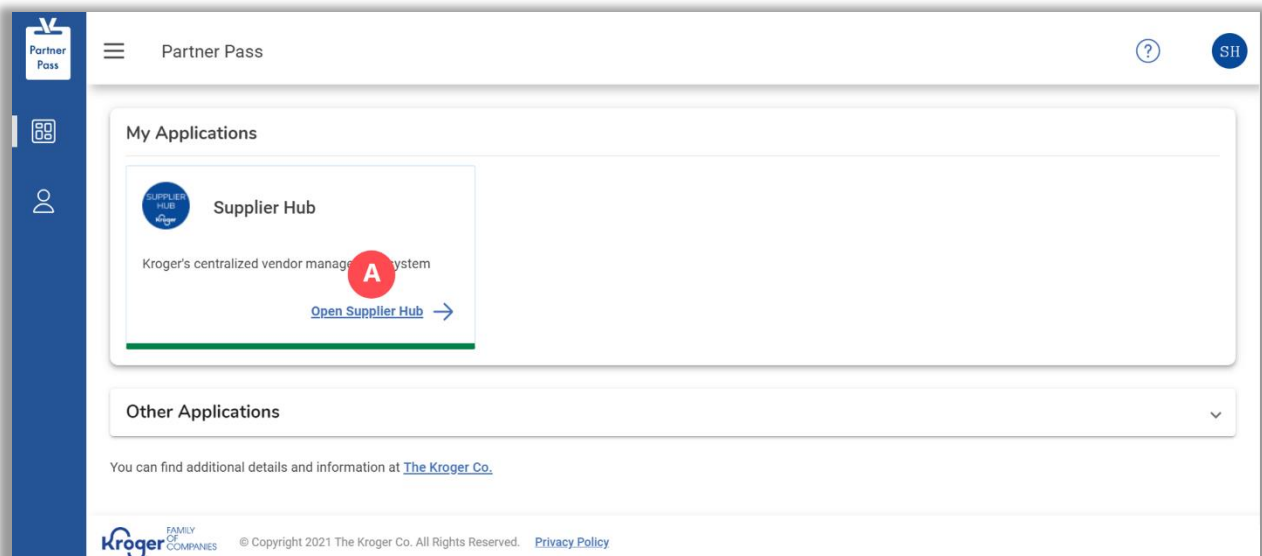
**Note:** Partner Pass is a secure single sign-on dashboard that allows you to access multiple Kroger applications with one ID and password.

Partner Pass works with the Okta Verify app to allow you to verify your identity and make it less likely that someone pretending to be you can gain access to your account.

For additional information, please see:

- [Partner Pass information page](#)
- [Partner Pass help page](#)

2. On the Supplier Hub tile, click **Open Supplier Hub (A)**.



## Facility Address Book Screen

3. Click **Facility Address Book (A)**.

KROGERTECHNOLOGY Vendor Profile & User Manager

Administration

General

Company Profile

Organization

Categorization

Legal Information

Diversity

Organization Contacts

Remit & Order Address

**Facility Address Book** (A)

**General**

Organization Name Job, LLC Dun & Bradstreet (DUNS) Number 068100193 Update

Vendor Onboarding Status: Vendor Registration Pending

Hide Instructions

Welcome to the Kroger Supplier Hub! Use the menu on the left to go to the desired section, or use the buttons at the top right of the screen to navigate between sections.

If this is your first time accessing the Supplier Hub or you would like to review information on completing and maintaining your profile, please click the link to our overview and tutorials page: [click here](#)

If you need assistance with your DUNS number, submit your request to <https://support.dnb.com/?CUST=Kroger>. This will take you directly to the D&B support site. For detailed instruction [click here](#).

To ensure proper routing of purchase orders, click on 'Create Order Address' in the 'Remit & Order Address Book'.

4. Click the **pencil (B)** to update the desired facility.

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Facility Address Book

**Facility Address Book**

Organization Name Job, LLC Dun & Bradstreet (DUNS) Number 068100193

Vendor Onboarding Status: Vendor Registration Pending

Hide Instructions

The Facility Address Book is where vendors of products, ingredients or packaging manage the information for each of their production facility locations.

Each production facility registration begins by clicking on 'Create Facility'.

Click here for guidance on which of your production facilities require registration. For further instructions on completing this section click [here](#)

Reminder: Visit the Review and Submit page to check completion status. Submit your record upon completion and after updating details.

Back Remit Next

**Active Facilities**

Create Facility

| Address Name    | Address DUNS Number | Ownership Address | Country             | Food Safety Compliance Status | Social Compliance Status      | Update                    | Remove |
|-----------------|---------------------|-------------------|---------------------|-------------------------------|-------------------------------|---------------------------|--------|
| Automation      | 171503613           | Yes               | 6529 John Mosby Hwy | United States                 | Supplier Information Required | Not Applicable            |        |
| Quishing Grapes | 879442711           | Yes               | 101 S Dale Dr       | United States                 | Not Applicable                | Review & Submit - Pending |        |
| Minhou Mining   | 979845425           | Yes               | Marcos Paz 2576     | Argentina                     | Not Applicable                | Review & Submit - Pending |        |

(B)

5. Click **Social Compliance (C)**.

KROGERTECHNOLOGY Vendor Profile & User Manager

Administration: Facility Address Book >

**Update Address Details**

Close Save Profile Categorization Item Contacts **Social Compliance** Sustainability Complete

\* Indicates required field

Organization Name Job, LLC

Hide Instructions

Use this screen to complete or update your production facility address details. Use the buttons at the top right to navigate to the required contacts or compliance section(s). Be sure to click the "Complete" button when you are finished.

The D-U-N-S Number and Address Details on this page should correspond to the actual production site for the product, raw material or ingredients supplied to Kroger from this location.

For instructions on completing this section [click here](#)

(C)

6. If necessary, update the **Previous Audit History question (D)** and the **C-TPAT Status question (E)**.

**Note:** If you select “yes,” additional questions need to be answered.

7. If necessary, update the **Facility Assessment Contact section (F)** and the **Facility Information section (G)**.

**Note:** Provide an estimate of the number of workers at the facility site.

8. Click **Save (H)**.

9. Click **Next (I)**.

Social Compliance Status

Compliance Status

Supplier Information Required

Assessment Type

Assessment Result

Future Assessment Window

Assessment Completed Date

Previous Audit History

The following questions are only used to inform the type of assessment your facility may receive. Responses to these questions do not fulfill any Kroger requirements.

**D** \* Can you provide an audit report that meets the following criteria?

- You can provide PDF documentation of the complete audit report, along with any supporting files that show evidence of corrective action, if applicable.
- The audit was conducted within the past 9 months at the facility address displayed at the top of this webpage.

☐ Yes  
☐ No

C-TPAT Status

**E** \* Does this facility have a Customs-Trade Partnership Against Terrorism (C-TPAT) Audit Report?

☐ Yes  
☐ No

Facility Assessment Contact

The assessment process requires a contact that will facilitate the completion of the assessment and coordinate payment. Please review your facility contacts and select one below. **Please note:** Facilities that deny access to an auditor or miss their audit window will NOT be reimbursed.

**F** \* Select the facility assessment contact.

First Name

Last Name

Country Code

Phone Number

Ext.

Facility Information

**G** \* Number of Workers at Facility Site

Number of Buildings at Facility Site

Li & Fung Factory Code (if applicable)

Product Type

H

I

Home

Save

Next

**Note:** Changes have been saved successfully.

10. Click **Home (J)**.

