Food Safety Memo

To: Vendor Community
From: Food Safety and Quality Control
Date: June 5, 2025
Subject: Recall Policy/Procedure

In the event of a product recall, we ask all vendors to follow the procedures below. Timely and accurate reporting of all recalls will ensure the product in question is removed from the shelves and backstock as quickly as possible.

SUPPLIER RESPONSIBILITIES

WHO TO NOTIFY: (1) Weis Category Manager
(2) Weis Food Safety Department
- Primary contact – Mike Faust
  - Michael.Faust@weismarkets.com, WRecalls@weismarkets.com
- Secondary Contact – Candace Herb
  - Candace.Herb@weismarkets.com
  - Rachel.Harris@weismarkets.com

Important: *Notice of recall is NOT to be sent directly to stores. Stores will be notified through our Weis Markets recall procedure.*

INFORMATION NEEDED:

Supplier must confirm details of product(s) being recalled. This includes:
- Name of manufacturer/supplier
- Type of Recall *(Class I, Class II, Market Withdrawal, etc.)*
- Product Information: Product description, Product Size, Product UPC
- Sell by date/lot codes (if applicable)
- Number of units Weis received (if applicable)
- Reason behind recall
- Contact information for recalling firm
- Disposition Instruction of Product (Destroy at store level, Send to Reclaim, Pickup at Store level (DSD)

TYPE OF RECALL:
- **Class I**: Product(s) is scanned out, denatured, and destroyed at store level. When all codes are involved a stop scan is initiated and remains in effect for a minimum of 7 days.
- **Class II and III / Market Withdrawal:** Product(s) is scanned out at store and handled at the direction of the supplier (Destroy at store level - Return to reclaim for pick up – Hold for DSD vendor credit).
- **Unclassified Withdrawal**: If a recall is not classified, Weis Markets Category manager and Food Safety will evaluate the information and determine the classification based on the potential risk and impact to the consumer.

WEIS RECALL FEE: There is a $5,000 fee per SKU that is charged along with $0.50 per unit.
Weis Markets will deduct all invoiced amounts monthly from an open accounts payable account. Product Cost and all applicable unit handling charges will be displayed on each line-item detail of your invoice. Recall invoices will only be made available to our trading partners via IRC's website by registering at www.getirc.com/MFGACCESS. All disputes regarding recall invoices must be made in writing no more than 120-days from the date of the invoices at accountspayable@weismarkets.com. If Vendor does not dispute the validity of an invoice within the 120-day period, Vendor waives its right to dispute such invoice.