

## CHAIN PROCUREMENT ASSESSMENT On Site Review & Interview

1. What percentage of your current foodservice spend is under price protection? Of that percentage, how does it break down into the following areas:

Off Invoice %: \_\_\_\_\_ Mfg. Contract Pricing %: \_\_\_\_\_ Rebate %: \_\_\_\_\_

2. How many supplier contracts do you currently manage?

Annually #: \_\_\_\_\_ Quarterly #: \_\_\_\_\_ Monthly #: \_\_\_\_\_

3. Who are your Top 10 contracted suppliers?

1. _____	6. _____
2. _____	7. _____
3. _____	8. _____
4. _____	9. _____
5. _____	10. _____

4. What are the Top 10 offerings that most define your foodservice concept/brand?

5. How did your contract pricing perform over the past year?

Rise       Fall       Remained Static

6. Are sustainable/green standards and products important to your foodservice concept/brand? What is your sourcing strategy and process in this area?

7. Is utilization of minority-owned vendor-suppliers important to your foodservice concept/brand? What is your current policy in this area?

8. Who is responsible for maintaining manufacturer liability documents?

Distributor     Procurement Dept.     R&D Dept.     Quality Assurance & Risk Management Dept.

9. What is your current supply chain structure and decision-making process?

10. What are your Top 3 procurement priorities over the next 12-months?

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

11. What is your current sourcing and supplier agreement contracting process?

12. What is your current procurement communication process?

13. What foodservice position currently runs your kitchen?
14. What is the current format and updating process for your recipe manuals?
15. What percentage of your recipes are attributed to each of the following areas?

Made-From Scratch %: \_\_\_\_\_ Value-Added %: \_\_\_\_\_ Heat & Serve %: \_\_\_\_\_

Par-Baked %: \_\_\_\_\_ Ready-To-Eat %: \_\_\_\_\_

16. What current special equipment needs should be considered in the sourcing process?
17. What are your current foodservice storage capabilities? (Check All That Apply)

- |  |   |                                   |
|--|---|-----------------------------------|
| <input type="checkbox"/> Walk-In Refrigeration | <input type="checkbox"/> Reach-In Refrigeration         | <input type="checkbox"/> BIB Room |
| <input type="checkbox"/> Walk-In Freezer       | <input type="checkbox"/> Reach-In Freezer               |                                   |
| <input type="checkbox"/> Dry Storage Room      | <input type="checkbox"/> Dry Storage Shelves or Carts   |                                   |
| <input type="checkbox"/> Chemical Room         | <input type="checkbox"/> Chemical Dispensing Station(s) |                                   |

18. Does foodservice currently operate on multiple floors?
19. How do distributors and vendor-suppliers currently make their deliveries to stores?

Loading Dock \_\_\_\_\_ Elevator \_\_\_\_\_ Stairs \_\_\_\_\_

20. Do stores accept unattended deliveries?    Y     N
21. Do Stores have outside delivery facilities?    Y     N
22. Do stores maintain liability certificates on distributors and vendor-suppliers?    Y     N



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