

Policy: Disposal/Scrap Sales of Branded Material

PL No. – 70

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Applicability – Warehouse and Sales Employees at all Units

Total Number of Pages – 1

Recently I was told that we sold in scrap our Branded bags which later the scrapper sold to someone into rice industry only. Who further packed rice into it and sold into the Market. This is bad since it hampers the image of our brand and not only that, but it also creates the possibility of heavy legal issues for us. Since we own the brand, hence anyone packing anything in it, will be our legal liability.

Hence following shall be the procedure before disposing or scrap selling any brand bag or branded Material (Be it for our Brand or Our Customer's Brand).

- 1- Always paint a prominently visible cross sign on the bag. So, it is not in a condition of reusability.
- 2- If you have painted it by spray or brush, let it dry.
- 3- Inform the vendor buying the material strictly that he shall make sure that these are not at all to be used for repacking or in anyway reused for any purpose that puts them into market as our brand.
- 4- This must be made sure by those who are in the selling of the scrap or disposition of it and the store staff.
- 5- This is to be followed strictly for all our or our Customer's Brands.

OK Approved
Written By
Head – HR



OK Approved
Approved By
Management