



PURCHASES REGULATIONS
OF
CO-OPERATIVE GROUP LIMITED

Amended July 2018

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1. INTRODUCTION

1.1 These Purchases Regulations, together with the Appendices, are the regulations approved by the Board and the Council of Co-operative Group Limited (the **Society**) in accordance with Rule 12.2(d) of the Society's Rules (the **Rules**).

1.2 The Purchases Regulations are binding on the Society and its Members.

1.3 The Rules require the following information to be included in the Purchases Regulations:

- (a) Rule 38.1 – eligibility of Members to attend and vote on resolutions at Society General Meetings and vote in Member Nominated Director elections;
- (b) Rules 32.3, 32.4, 33.2, 33.3, 33.9, 122.2 and 122.5 – Qualifying Purchases for submitting motions and/or requisitioning meetings;
- (c) Rule 42(a) and (e)(i) – eligibility of Members to vote in a referendum;
- (d) Rule 27(c) – the type of Qualifying Purchases that the Council will consider when deciding whether a Member should be removed from Membership in accordance with the procedures set out in the Rules, having reached the conclusion that continued Membership would be detrimental to the Society;
- (e) Rule 38.3 – provisions for the weighted vote calculation and its application for Independent Society Members. The Purchases Regulations must deal with Independent Society Member Qualifying Purchases in order to calculate (i) the proportion of Qualifying Purchases relative to total Group Revenue and (ii) the ability to calculate the Qualifying Purchases of each Independent Society Member so that the Society can calculate the correct amount of weighted votes that each Independent Society Member has when it votes on a poll; and
- (f) Rule 120 – Qualifying Purchases for calculating dividend entitlement.

1.4 The Purchases Regulations are divided into three parts:

- (a) Part 1 sets out the Qualifying Purchases for the exercise of constitutional rights in accordance with the Rules referred to in paragraphs 1.3(a) to (d) above;
- (b) Part 2 sets out the provisions for the weighted vote calculation and its application for Independent Society Members in accordance with Rule 38.3 (as referred to in paragraph 1.3(e) above); and
- (c) Part 3 sets out Qualifying Purchases for calculating dividend entitlement in accordance with Rule 120 (as referred to in paragraph 1.3(f) above).

2. INTERPRETATION

2.1 In addition to terms defined elsewhere in the Purchases Regulations, the definitions and other provisions in Appendix 1 shall apply throughout the Purchases Regulations, unless the contrary intention appears. Capitalised terms used but not defined shall have the meaning given to them in the Rules.

2.2 Where there is any conflict or inconsistency between the Purchases Regulations and the Rules, the Rules shall take precedence.

3. DISPLAY ON WEBSITE

The Purchases Regulations shall be displayed in a place accessible by Members on the Society's website.

4. CHANGES

4.1 In accordance with Rule 12.3, the Group Secretary shall evaluate the adequacy of the Purchases Regulations annually and shall be responsible for updating them.

4.2 No changes should be made to the Purchases Regulations that would make them inconsistent with the Rules, the Statutes or any guidance published by the Registration Authority.

4.3 Subject to paragraph 4.2 above, any changes to the Purchases Regulations must be agreed by the Board, the Council and the board of Federal Retail and Trading Services Limited (the **FRTS Board**).

5. DISPUTES

The Group Secretary's decision on any disputes as to the interpretation of or arising out of these Purchases Regulations, including the Appendices, shall be final.

PART 1

QUALIFYING PURCHASES FOR THE EXERCISE OF CONSTITUTIONAL RIGHTS

1. This part of the Purchases Regulations specifies the purchases that fall within the definition of Qualifying Purchases for the purposes of exercising constitutional rights under the following Rules:
 - (a) Rules 38.1 and 42(a) and (e)(i) – Qualifying Purchases entitling Members to attend and vote on resolutions at Society General Meetings and vote in Member Nominated Director elections and in referenda;
 - (b) Rules 32.3, 32.4 and 33.9 – Qualifying Purchases required to be a Qualified Member entitled to join in an application to propose a motion for a resolution at an Annual General Meeting or Half Yearly Meeting under Rule 32;
 - (c) Rules 33.2, 33.3 and 33.9 – Qualifying Purchases required to be a Qualified Member entitled to join in an application to requisition a Special General Meeting under Rule 33;
 - (d) Rules 122.2 and 33.9 – Qualifying Purchases required to be a Qualified Member entitled to join in an application to requisition a Special General Meeting which has the only or main object or consequence of seeking the Board to consider, investigate or take any other steps relating to the demutualisation of the Society under Rule 122.2;
 - (e) Rules 122.5 and 33.9 – Qualifying Purchases required to be a Qualified Member entitled to join in an application to requisition a Special General Meeting to pass a Special Resolution in the way required by the Statutes to demutualise the Society; and
 - (f) Rule 27(c) – the type of Qualifying Purchases that the Council will consider when deciding whether a Member should be removed from Membership in accordance with the procedures set out in the Rules, having reached the conclusion that continued Membership would be detrimental to the Society.
2. An Individual Member will be deemed to meet the Qualifying Purchases requirements for the purposes of the Rules set out in paragraph 1 (a) to (e) above if he or she is shown in the records of the Group to have satisfied at least one of the following conditions as at the Calculation Date (as defined below):
 - (a) The Individual Member has recorded a minimum spend of £250 over the 12 months immediately prior to the Calculation Date in one or more of the following Co-operative Group businesses:
 - (i) Co-operative Food (which shall include spend with any Group appointed franchisee, as agreed by the Group); or
 - (ii) Electrical Buying Group (E-store);
 - (b) The Individual Member has been the named holder of a Co-operative Group insurance policy within the 12 months immediately prior to the Calculation Date;

- (c) The Individual Member has made any purchase from Co-operative Group Legal Services (excluding personal injury or probate services) within the 12 months immediately prior to the Calculation Date¹;
- (d) The Individual Member has purchased a Co-operative Funeralcare or a Fairways Pre-paid Funeral Plan as at the Calculation Date²;
- (e) The Individual Member has purchased a funeral or memorial masonry from The Co-operative Funeralcare or a funeral home operated by the Group within the 12 months immediately prior to the Calculation Date³; or
- (f) The Individual Member has recorded a level of trade with The Co-operative Bank p.l.c. (the **Bank**) equating to 250 or more membership points up to and including 31 December 2018.⁴

After 31 December 2018, Individual Members' trade with the Bank will no longer count towards their Qualifying Purchases requirement.

Subject to paragraph 5 below, in order to ensure expenditure is registered against their membership number in the records of the Society, Individual Members must swipe or scan their Membership Card or provide their membership details when making purchases from the relevant Group businesses. To register trade with the Bank and Insurance businesses Individual Members' personal details held by those businesses will be matched, through an independent third party, with the personal details the Group holds on the Register of Members.

Where:

Calculation Date means:

- (a) for Society General Meetings, referenda or Member Nominated Director elections held within the period from (and including) the end of the Financial Year to (and including) the day immediately preceding the Half Year End, the end of the Financial Year; and
- (b) for Society General Meetings, referenda or Member Nominated Director elections held within the period from (and including) the Half Year End to (and including) the day immediately preceding the end of the Financial Year, the Half Year End,

or, where this is not practicable on grounds of timing, such other date determined by the Group Secretary.

Financial Year End means the end of the Society's Financial Year decided in accordance with Rule 116⁵; and

Half Year End means the last Saturday in June or such other date as is determined by the Board.

¹ For wills, spend will be only be recorded against an Individual Member's name following full payment for the will. For conveyancing services, spend will only be recorded against an Individual Member's name on completion. For wills and conveyancing, spend will only be registered against the name of one Individual Member.

² References to Co-operative Funeralcare and a Fairways Pre-paid Funeral Plan are to purchases from Funeral Services Limited, part of the Group

³ References to Co-operative Funeralcare or a funeral home operated by the Group are to purchases from Funeral Services Limited, part of the Group

⁴ Individual Members' trade with the Bank up to and including 31 December 2018 will count towards their Qualifying Purchases requirements. After 31 December 2018, Individual Members' trade with the Bank will no longer count towards their Qualifying Purchases requirements. Details of how Individual Members can earn membership points through trade with the Bank up to 31 December 2018 can be accessed on the Group's Membership website (www.co-operative.coop/membership).

⁵ The Society's Financial Year End is ordinarily the first Saturday in January.

3. For the purposes of Rule 27(c) (as referred to in paragraph 1(f) above), Qualifying Purchases mean purchases of the type referred to in paragraph 2 above but it is for the Council to determine the appropriate amount of such purchases.
4. An Independent Society Member will be deemed to meet the Qualifying Purchases requirements for the purposes of the Rules set out in paragraph 1 above by virtue of its status as an Independent Society Member.
5. Where an individual has obtained a temporary card and has subsequently become an Individual Member in accordance with the terms and conditions of that card (as amended from time to time), Qualifying Purchases shall include any purchases of the type referred to in paragraph 2 above made by such Individual Member during the period from the issue of the temporary card until registration as an Individual Member. In order to ensure expenditure is registered against their name in the records of the Society, temporary card holders must swipe or scan their temporary cards or provide their temporary card details when making purchases from the relevant Group businesses.

PART 2

CALCULATION OF WEIGHTED VOTES FOR INDEPENDENT SOCIETY MEMBERS

1. Overview

- 1.1 In accordance with Rule 38.3, Independent Society Members that report a minimum level of Qualifying Purchases are entitled to additional “weighted” votes on resolutions to be passed on a poll at Society General Meetings and referenda. The relative voting strength of Independent Society Members (in aggregate), as against the voting strength of Individual Members, is based on Independent Society Members having 21.9 per cent. of the total number of votes on each motion to be passed on a poll, assuming that all Independent Society Members cast their vote(s) on such motions (the **Relevant Proportion**).⁶ Once votes cast by Individual Members have been counted, the Relevant Proportion will be applied to the number of votes cast by Individual Members on each relevant motion for a resolution in order to calculate the total number of additional Independent Society Member votes for each motion. The total number of additional Independent Society Member votes for each motion shall be divided among them according to the size of their respective Qualifying Purchases (as defined below).

2. Application

- 2.1 In accordance with Rule 38.3, Independent Society Members are entitled to weighted votes based on Qualifying Purchases on resolutions to be passed on a poll at Society General Meetings and referenda.
- 2.2 An Independent Society Member that has been allocated additional weighted votes must cast its weighted votes on each relevant motion in the same direction as a single aggregate vote. If an Independent Society Member that has been allocated additional weighted votes does not cast its votes on a relevant motion, its votes will be counted as an abstention.
- 2.3 Independent Society Members shall not be entitled to weighted votes based on Qualifying Purchases when casting votes in Member Nominated Director elections.

3. Qualifying Purchases: reporting and auditing requirements

- 3.1 An Independent Society Member is deemed to have made Qualifying Purchases for the purposes of Rule 38.3 if in scope goods and services (as defined in Appendix 2) are recorded against its name in the records of the Group. The value (in GBP) of the in scope goods and services shall exclude VAT.
- 3.2 In scope goods and services recorded against an Independent Society Member’s name in the Group’s trade ledger statements will automatically count towards its Qualifying Purchases. In order to record Qualifying Purchases (other than purchases recorded in the Group’s trade ledger statements) Independent Society Members must complete a self-declaration form (an **ISM Trading Form**) specifying in scope goods and services (excluding VAT) and return this to the Financial Accounts department at the Society’s Registered Office no later than two months following the end of the Society’s Financial Year.

⁶ The current Relevant Proportion is based on the proportion of Independent Society Member voting rights immediately prior to the registration of the Society’s new Rules on 30 September 2014. Under the old governance structure, the proportion of voting rights was based on trade with the Group and through other federal agreements in the previous Financial Year as a proportion of “Regional” trade over the same period. 21.9 per cent. is based on trade in 2013. As part of the Group’s ongoing governance reform process, the Board, the FRTS Board and the Council (or a duly authorised committee of each) are currently reviewing the calculation of the overall voting strength of Independent Society Members with the aim of agreeing a new and more appropriate formula for future Society General Meetings and referenda as soon as possible after the Annual General Meeting in 2016.

- 3.3 The Financial Accounts department shall determine the form of the ISM Trading Form and will supply an electronic copy to Independent Society Members following the end of each Financial Year.
- 3.4 Each Independent Society Member returning an ISM Trading Form must have the form certified by their Chief Executive Officer and Chief Finance Officer (or equivalent) .
- 3.5 Upon receiving completed ISM Trading Forms, the Financial Accounts department may query or challenge the content of any such form and, in consultation with the Group Secretary, will have the discretion to suspend or alter the time period or procedural requirements referred to in this paragraph 3.

4. Calculation of weighted votes

The steps below specify the method for calculating and exercising the weighted votes.

(a) Step 1: Independent Society Member voting strength

The Relevant Proportion ensures that the Independent Society Members are entitled to 21.9 per cent. of the total number of votes on each motion to be passed on a poll, assuming that all Independent Society Members cast their vote(s) on such motions.

(b) Step 2: Number of votes for Independent Society Members collectively

The number of votes allocated to Independent Society Members will depend on the number of votes cast by Individual Members on each motion for resolution to be passed on a poll. The number of votes Independent Society Members have on each motion (in aggregate) is calculated as follows:

$$\text{Total number of Independent Society Member votes} = \frac{Y \times M}{(1 - Y)}$$

Where:

M = the number of votes cast on the relevant motion by Individual Members

Y = the voting strength allocated to Independent Society Members in Step 1 above

(c) Step 3: Number of votes for each Independent Society Member

In accordance with Rule 38.3(c), the total Independent Society Member voting strength shall be divided among them according to the size of their respective Qualifying Purchases.

If during the Relevant Period the value (in GBP) of an Independent Society Member's Qualifying Purchases is:

- (a) less than £12,500, then the Independent Society Member will have one vote;
- (b) more than £12,500, then the Independent Society Member (a **Trading ISM**) will have one vote plus additional votes as follows:

$$\text{Additional votes for each Trading ISM} = \frac{\text{Qualifying Purchases of the Trading ISM for the Relevant Period}}{\text{Total ISM Qualifying Purchases of all Independent Society Members for the Relevant Period}} \times V$$

Where:

Relevant Period means the relevant Financial Year of the Society ending on the date decided in accordance with Rule 116. For the purposes of Society General Meetings or referenda, the relevant Financial Year shall be the Financial Year preceding the date of the notice of the Society General Meeting or referendum;

Total ISM Qualifying Purchases means the total value (in GBP) of the Qualifying Purchases recorded against the names of all Independent Society Members in the records of the Group in accordance with paragraph 3 above; and

V = the total number of Independent Society Member votes on each motion (in aggregate) calculated in accordance with Step 2 above, less one vote per Independent Society Member.

The number of additional votes for each Trading ISM shall be rounded down.

In accordance with paragraph 2.2 above, each Trading ISM must cast its weighted votes on each relevant motion as a single vote. If a Trading ISM does not cast its votes on a relevant motion, its votes will be counted as an abstention.

PART 3

QUALIFYING PURCHASES FOR CALCULATING DIVIDEND ENTITLEMENT

1. Introduction

- 1.1 This part of the Purchases Regulations identifies the transactions and purchases that fall within the definition of Qualifying Purchases for Independent Society Members and Individual Members for the purposes of Rule 120.
- 1.2 Subject to the Board determining that there are Profits Available for Distribution in accordance with Rule 120.1, the calculation method, payment and extent of any dividend paid to Individual Members, Independent Society Members or otherwise is a matter for the Council to determine and recommend to Members in accordance with the Rules. In accordance with Rule 79.5, when exercising its discretion the Council shall have regard in particular to the constituencies of Members it represents and in balancing their interests.

2. Independent Society Members

If the Council decides to recommend that a proportion of Profits Available for Distribution shall be allocated to Independent Society Members as a dividend (**ISM Dividend**), the starting point for the definition of Qualifying Purchases that may be used to determine the relative share of ISM Dividend (as between Independent Society Members) shall be the value of in scope goods and services recorded against the name of each Independent Society Member in the records of the Group in accordance with Part 2 of these Purchases Regulations, adjusted to account for goods and services that must be excluded for dividend (**Excluded Purchases**). Excluded Purchases shall be determined by the Council (in consultation with the FRTS Board) from time to time and shall include (without limitation):

- (a) Craft Bakery (crusty bread, cakes etc.);
- (b) One off purchases;
- (c) Restaurant/ concessions;
- (d) Continuity promotions;
- (e) Mobile phone top up cards;
- (f) Lottery; and
- (g) Manufacturing interests or equivalent.

3. Individual Members

- 3.1 If the Council decides to recommend that a proportion of Profits Available for Distribution shall be allocated to Individual Members as a dividend (**IM Dividend**), Qualifying Purchases for calculating the relative share of IM Dividend (as between Individual Members) will be determined by reference to the number of membership points that each Individual Member has earned through the Membership Scheme which, in the case of an individual who obtained a **temporary card** and has subsequently become an Individual Member in accordance with the terms and conditions of that card (as amended from time to time), may include membership points (if any) allocated to such Individual Member during the period from the issue of the **temporary card** until registration as an Individual

Member in accordance with the terms and conditions of that card (as amended from time to time). In order that membership points (if any) are registered against their name in the records of the Society, temporary card holders must swipe or scan their temporary cards or provide their temporary card details when making purchases from the relevant Group businesses.

- 3.2 The latest version of the terms and conditions of the Membership Scheme are available online at www.co-operative.coop/membership.

APPENDIX 1
INTERPRETATION

Bank means The Co-operative Bank p.l.c.;

Calculation Date has the meaning given to it in Part 1, paragraph 2;

Excluded Purchases has the meaning given to it in Part 3, paragraph 2;

Financial Accounts means the Group's Financial Accounts - Group Finance department, or its successor department from time to time;

Financial Year means the financial year of the Society;

FRTS Board has the meaning given to it in paragraph 4.3;

GBP means British pound sterling;

Group means the Society and its subsidiaries;

Half Year End has the meaning given to it in Part 1, paragraph 2;

Individual Member has the meaning given to it in the Rules;

Independent Society Member has the meaning given to it in the Rules;

IM Dividend has the meaning given to it in Part 3, paragraph 3;

ISM Auditors has the meaning given to it in Part 2, paragraph 3.4;

ISM Dividend has the meaning given to it in Part 3, paragraph 2;

ISM Trading Form has the meaning given to it in Part 2, paragraph 3.2;

Member means Individual Member or an Independent Society Member;

Membership Scheme means the terms and conditions of the Society's membership scheme referred to in Part 3, paragraph 3;

Profits Available for Distribution has the meaning given to it in the Rules;

Society means Co-operative Group Limited;

Statutes has the meaning given to it in the Rules;

Registration Authority means the Financial Conduct Authority, or its successor body from time to time;

Relevant Period has the meaning give to it in Part 2, paragraph 4(c);

Relevant Proportion has the meaning given to it in Part 2, paragraph 1;

Rules has the meaning give to it in paragraph 1.1;

Total ISM Qualifying Purchases has the meaning give to it in Part 2, paragraph 4(c);

Trading ISM has the meaning given to it in Part 2, paragraph 4 (c); and

VAT means value-added tax chargeable under or pursuant to the Value Added Tax Act 1994 or Council Directive 2006/112/EC.

APPENDIX 2

QUALIFYING PURCHASES FOR PART 2

This Appendix sets out the goods and services that are in scope and out of scope for the purposes of Part 2 of the Purchases Regulations.

Section 1: In scope goods and services

Section 2: Other in scope contractual arrangements

Section 3: Out of scope goods and services

SECTION 1

In scope goods and services

Category	Department	Section Name
BWS, Tob & Frozen	BEERS & SPIRITS	Beer / Lager & Cider
BWS, Tob & Frozen	BEERS & SPIRITS	Fortified Wines
BWS, Tob & Frozen	BEERS & SPIRITS	Spirits
BWS, Tob & Frozen	Cigarettes & Tobacco	Accessories
BWS, Tob & Frozen	Cigarettes & Tobacco	Cigarettes
BWS, Tob & Frozen	Cigarettes & Tobacco	Cigars
BWS, Tob & Frozen	Cigarettes & Tobacco	Tobacco
BWS, Tob & Frozen	Frozen	Frozen Confectionery
BWS, Tob & Frozen	Frozen	Frozen Fish
BWS, Tob & Frozen	Frozen	Frozen Meat
BWS, Tob & Frozen	Frozen	Frozen Pizza
BWS, Tob & Frozen	Frozen	Frozen Poultry
BWS, Tob & Frozen	Frozen	Frozen Vegetables
BWS, Tob & Frozen	Frozen	Ice Cream & Related
BWS, Tob & Frozen	Frozen	Meat Free Products
BWS, Tob & Frozen	Frozen	Ready Meals Frz
BWS, Tob & Frozen	Frozen	Savoury
BWS, Tob & Frozen	Wines	Affordable
BWS, Tob & Frozen	Wines	Champagne
BWS, Tob & Frozen	Wines	Red Wine
BWS, Tob & Frozen	Wines	Rose Wine
BWS, Tob & Frozen	Wines	Sparkling Wine
BWS, Tob & Frozen	Wines	White Wine
Chilled/Bakery	Bakery	Bake-Off
Chilled/Bakery	Bakery	Bread
Chilled/Bakery	Bakery	Cakes
Chilled/Bakery	Bakery	Craft
Chilled/Bakery	Bakery	ISB
Chilled/Bakery	Bakery	Morning Goods

Category	Department	Section Name
Chilled/Bakery	Bakery	Pies/Flans
Chilled/Bakery	Dairy	Cheese
Chilled/Bakery	Dairy	Cream
Chilled/Bakery	Dairy	Cream Cakes
Chilled/Bakery	Dairy	Family, Hot & Continental Desserts
Chilled/Bakery	Dairy	Fats
Chilled/Bakery	Dairy	Juice
Chilled/Bakery	Dairy	Milk
Chilled/Bakery	Dairy	Yogurts & Desserts
Chilled/Bakery	Food To Go	Deli - Cooked Meat
Chilled/Bakery	Food To Go	Deli - Ethnic
Chilled/Bakery	Food To Go	Deli - Pies
Chilled/Bakery	Food To Go	Deli - Salads
Chilled/Bakery	Food To Go	Hot Food
Chilled/Bakery	Food To Go	Rotisserie
Chilled/Bakery	Food To Go	Sandwiches & Snacks
Chilled/Bakery	Food To Go	Self Serve Coffee
Chilled/Bakery	Prepared	Pies
Chilled/Bakery	Prepared	Pizza
Chilled/Bakery	Prepared	Ready Meals
Chilled/Bakery	Prepared	Salad
Chilled/Bakery	Protein	Bacon.
Chilled/Bakery	Protein	Beef
Chilled/Bakery	Protein	Chicken
Chilled/Bakery	Protein	Cooked Meat
Chilled/Bakery	Protein	Eggs
Chilled/Bakery	Protein	Fish
Chilled/Bakery	Protein	Lamb
Chilled/Bakery	Protein	Pork
Chilled/Bakery	Protein	Sausage
Chilled/Bakery	Protein	Simply Cook
Chilled/Bakery	Protein	Turkey
Grocery	Grocery Edibles	Beverages
Grocery	Grocery Edibles	Breakfast Cereals
Grocery	Grocery Edibles	Canned & Powdered Milk & Creams
Grocery	Grocery Edibles	Canned Fish
Grocery	Grocery Edibles	Canned Fruit
Grocery	Grocery Edibles	Canned Meats
Grocery	Grocery Edibles	Canned Vegetables
Grocery	Grocery Edibles	Catering Products
Grocery	Grocery Edibles	Colourings & Flavourings
Grocery	Grocery Edibles	Cooking Aids
Grocery	Grocery Edibles	Desserts/Puddings

Category	Department	Section Name
Grocery	Grocery Edibles	Dry Sauce Mixes
Grocery	Grocery Edibles	Ethnic
Grocery	Grocery Edibles	Health Foods
Grocery	Grocery Edibles	Herbs & Spices
Grocery	Grocery Edibles	Home Baking
Grocery	Grocery Edibles	International
Grocery	Grocery Edibles	International - Rice
Grocery	Grocery Edibles	Long Life Milk
Grocery	Grocery Edibles	Preserves/Spreads
Grocery	Grocery Edibles	Sauces & Pickles
Grocery	Grocery Edibles	Savoury Pastes & Spreads
Grocery	Grocery Edibles	Snack Meals
Grocery	Grocery Edibles	Soups
Grocery	Grocery Edibles	Sugar
Grocery	Grocery Impulse	Biscuits and Crispbread
Grocery	Grocery Impulse	Crisps / Snacks / Nuts
Grocery	Grocery Impulse	Fruit Juice
Grocery	Grocery Impulse	Soft Drinks
Grocery	Grocery Non Edibles	Batteries
Grocery	Grocery Non Edibles	Food Wrap
Grocery	Grocery Non Edibles	Household
Grocery	Grocery Non Edibles	Laundry & Detergents
Grocery	Grocery Non Edibles	Paper Products
Grocery	Grocery Non Edibles	Petfood
Grocery	Health & Beauty	Baby Food
Grocery	Health & Beauty	Baby Needs-Toiletries
Grocery	Health & Beauty	Hosiery
Grocery	Health & Beauty	Medicinal
Grocery	Health & Beauty	Toiletries-Dental
Grocery	Health & Beauty	Toiletries-Deodorants
Grocery	Health & Beauty	Toiletries-Haircare
Grocery	Health & Beauty	Toiletries-Mens
Grocery	Health & Beauty	Toiletries-Sanpro
Grocery	Health & Beauty	Toiletries-Skincare
Grocery	Health & Beauty	Toiletries-Sunprep
Grocery	Health & Beauty	Toiletries-Talcum Powder / Fine Fragrances / cosmetics
Grocery	Health & Beauty	Toiletries-Washing & Bathing
Non Food	Electrical	Audio
Non Food	Electrical	Communications
Non Food	Electrical	Cookers
Non Food	Electrical	Floorcare
Non Food	Electrical	Heating
Non Food	Electrical	Home Laundry

Category	Department	Section Name
Non Food	Electrical	Microwaves
Non Food	Electrical	Refrigeration
Non Food	Electrical	Small Electrical
Non Food	Electrical	Televisions
Non Food	Electrical	Video
Non Food	Newspapers & Magazines	Magazines
Non Food	Newspapers & Magazines	Newspapers
Non Food	Non Food & Kiosk	Bedding
Non Food	Non Food & Kiosk	Books
Non Food	Non Food & Kiosk	Car Care
Non Food	Non Food & Kiosk	Car Wash
Non Food	Non Food & Kiosk	Cards/Wrapping
Non Food	Non Food & Kiosk	Christmas
Non Food	Non Food & Kiosk	Cookshop
Non Food	Non Food & Kiosk	Entertainment
Non Food	Non Food & Kiosk	Gardening
Non Food	Non Food & Kiosk	Giftware
Non Food	Non Food & Kiosk	Halloween
Non Food	Non Food & Kiosk	Phone cards
Non Food	Non Food & Kiosk	Postage Stamps
Non Food	Non Food & Kiosk	Stationery
Non Food	Non Food & Kiosk	Tabletop
Non Food	Non Food & Kiosk	Toys
Produce	Produce - Fruit & Horticulture	Fruit
Produce	Produce - Fruit & Horticulture	Horticultural
Produce	Produce - Fruit & Horticulture	Seasonal
Produce	Produce - Veg & Salad	Fresh Processed Salad
Produce	Produce - Veg & Salad	Organics
Produce	Produce - Veg & Salad	Potatoes
Produce	Produce - Veg & Salad	Salads
Produce	Produce - Veg & Salad	Vegetables

SECTION 2

Other in scope contractual arrangements

- Petrol (national agreement)
- Funerals (coffins)
- Other federal participation (e.g. energy purchases)
- Goods not for resale

SECTION 3

Out of scope goods and services

Section name
Continuity/Grey Buying
Special/One-off Purchases
Local Sourcing
Lottery
Restaurant
Concessions
Craft Bakery (Crusty bread, cakes etc.)
Manufacturing Interests or equivalent (milk, bread, meat etc.)
Any products or services provided by or on behalf of the Bank
Other (Specify) i.e. product not purchased via FRTS Buying Arrangements