

April 08, 2021

WHAT YOU NEED TO KNOW - Summary of revisions in this issue:

Objective:

The DXL Group Vendor Compliance Guide is provided to all vendors and is the single common location of DXL Group basic requirements needed to achieve the manufacturing of a quality product deemed acceptable to DXL Group, Inc. This invaluable tool is updated and enhanced to ensure that our commitment to deliver merchandise to our customers is consistently met.

You must provide the contact information for the key roles and positions in your company that must be proficient and knowledgeable of the contents of the vendor guide to ensure future communications are sent to the most appropriate individuals. Email this information to Director of Vendor Compliance and Quality Assurance.

Be advised the packing instructions in this guide do not pertain to 'drop' shipments to the stores.

Table of Contents will note updated changes by category in red. Updated month and year will appear at the top of the table. Updated changes will reflect only changes made in the listed month; previous changes will be removed.

Thank you with regards,

Sandy Sherman VP,Tech Design & Vendor Compliance Destination XL Group, Inc. 555 Turnpike St • Canton • MA • 02021



Table of Contents

Updated January 20, 2019

DXL Group Vendor Compliance Requirements	
Chapter 1. Vendor/Factory Approval Process and Social Compliance	
Introduction Letter	
Overview of Responsibilities/General Information	
Vendor Set up	
Code of Conduct, Social Compliance Audit and C-TPAT	Social Compliance and C-TPAT
Chapter 2. Packaging Requirements	
EDI Technology Guidelines	
Packaging and Presentation Requirements Overview	
Chapter 3. Packing and Shipping Requirements	
General Carton/Packing Requirements	
Screen shots of MMS PO and EDI PO	
Vendor to Store Processing	
Trailer/Container and Pallet Loading	Century Booking page 15
Standard Shipping Terms	
Chapter 4. Logistics	
Import Routing	
Domestic Routing	
Drop Ship Guide	
Chargeback Policy and Assessment Fees	Updated Chart
Canada Shipping Instructions	
Chapter 5. Quality Assurance Program	
General Quality Assurance Policy Overview	
Fabric, Component, Garment Testing Requirements	
Final Random Inspection Requirements	
Chapter 6. Product Development Process	
Requirements	
Color Approval Process	
Sample Approval Process	
How To Measure Manual	
Rochester Big and Tall London store routing manual	Removed
Living XL	