Internal Own Brand Process - China TMall 2.14.19

URBN

Process

1) PD / Production will identify styles during development that are T-Mall eligible based on the fabric FDS, garment construction, and planned wash/dye method.
Production will provide the proposed T-Mall style list to the heads of Buying at Finalization/MSR/Proto Review. Brand will then choose a planned assort.

2) **Production** will pass the list of planned assort T-Mall styles to each vendor, with units to be booked, within one week of POHO. T-Mall eligible styles must adhere to a Bulk Order Qty of 1000 units minimum across all Buying Channels CN/NA/EU. If initial order is under the 1000 unit threshold then is cannot be considered to ship to T-Mall. **Production** will advise brand.

3) T-Mall units will be issued on the NA PO's post POHO. Vendor is required to provide SGS Test Report to **Tech Team** verifying that the style passes the China Test Requirements.   CN Pull Out PO's will be issued 45 days prior to NA ship date. CN PO ship dates will mirror the NA PO ship date however mode may need to be changed.

4) If a CN style does not pass the China Test Requirements, Production will alert brand and buyer will cancel the CN PO's and those units will be added back to the NA PO's.

5) Global Care Label needs to be attached to all product REGARDLESS of the SHIP TO destination (CN/NA/EU)

6) Factory is required to attach Safety Tag to all units shipping into China. CN PO's will indicate the China SHIP TO destination. The Safety Tag can be ordered before PO's are issued, however vendors are required to ensure fiber content and product information is accurate.

a) If labels or hangtags need to be remade due to inaccuracy of FDS (fiber content), then mills are responsible for the additional costs and will be charged back.
b) If labels or hangtags need to be remade due to inaccuracy of translation or information listed, then factories are responsible for the additional costs and will be charged back.

7) Separate CN TOP's are required for approval and must include the China Safety Tag attached as well as the Global Care Label. We require one piece of each color ordered on CN PO's to be sent to Home Office. A copy of the approved Garment Testing must be attached to the CN Safety Tag. **Tech Team** will not approve TOP's submitted without properly labelled and tagged garments.

8) REORDERS
a) Initial reorders (same colors as initial order) – **Production** will cross check initial SGS Test Report and verify colors and style passed China testing.
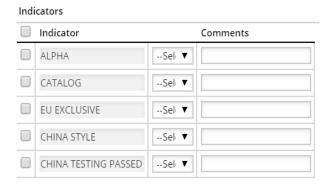
b) Reorders with new CC – New CC will need to be tested. If **Production** is unsure of which color to choose for testing, then they need to check with their manager for direction.

TS Support – How to's

Tech Spec Overview Page
Below information will be entered on the tech spec product overview page. Screen shots and brief descriptions are listed.
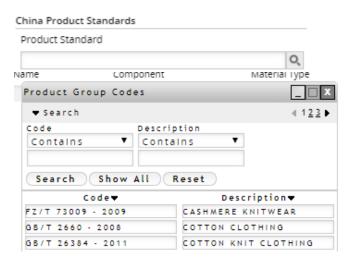
1.) <u>Indicators:</u>

China Style: At set up stage PD will indicate if the style is expected to be eligible for selling to T-Mall by selecting "QUALIFIES" from the drop-down menu. This will allow everyone to know the expectation is that it will qualify to offer it in China. It does not mean it passes testing or is bought for China. If the style is not appropriate for China, PD will select "NOT QUALIFIED". Once buyers confirm they want to buy it for China, Production will update to "CHINA ADOPTED."

Color to test: Production will indicate the color to be tested in this field.

China Testing Passed: Tech will select YES or NO once it is tested using the proper product testing guidelines. Timeline for testing is 10-14 days upon receipt of bulk goods.

2.) China Product Standards:

China Product Standards

Product Standard

[   ] 🔍

Name   Component   Material Type

Product Group Codes [_][□][X]

▼ Search   ◄ 1 2 3 ►

Code   Description
[Contains ▼]   [Contains ▼]

[   ]   [   ]

(Search) (Show All) (Reset)

Code▼	Description▼
FZ/T 73009 - 2009	CASHMERE KNITWEAR
GB/T 2660 - 2008	COTTON CLOTHING
GB/T 26384 - 2011	COTTON KNIT CLOTHING

China Product Standards: Tech Team will enter the correct product standard with first fit comments. To select from the list, you can click on the magnifying glass and hit "show all". This will pull up all codes and descriptions that can be selected. You will select what is appropriate for the style.

3.) National Safety Standard:

National Safety Standard

[   ] 🔍

Sub Category [_][□][X]

▼ Search   ◄ 1 2 ►

Code   Description
[Contains ▼]   [Contains ▼]

[   ]   [   ]

(Search) (Show All) (Reset)

Code▼	Description▼
GB 31701 C	INFANTS AND CHILDREN TEX
GB 31701 A	INFANTS AND CHILDREN TEX

National Safety Standard: Tech Team will enter the correct product standard with first fit comments. To select from the list, you can click on the magnifying glass and hit "show all". This will pull up all codes and descriptions that can be selected. You will select what is appropriate for the style.

Style Page

Below information will pull from the tech spec or can be entered on the style page. For the product to be classed properly these fields must be filled out.