

LCBO

let's get together.

January 21, 2016

To: All Trade Councils

Re: NISS (New Item Submission System) Enhancements

Dear Trade Partners,

I am pleased to announce the following enhancements to NISS system applications will be implemented on Sunday, January 24, 2016:

1. For beer submissions the "Additional Information" field now has a new option - "Manufacturing Process"- that allows users to upload documentation required by Canada Border Services. These documents help our customs department to properly categorize the beer. The minimum supporting documentation required is one supporting document; maximum is five. The total file size limit is 5 MB.
2. A "VQA Approved" field has been added. If "yes" is selected by the user, the VQA appellation must be identified from the drop-down list. If the product has a valid Certificate of Analysis from an accredited ISO-17025 laboratory, users are encouraged to upload that supporting document.
3. With new NISS submissions, users are now able to copy a previous submission. The following sections will be copied:
 - o All data on the **Agent** page and **Supplier** page;
 - o All data on the **Product** page with the exception of "Product Name". And all fields following that, up to and including SCC;
 - o All data on the **Price/Pack** page.
4. A new session timer has been added in the top right-hand corner of each page. When user activity on the page ceases for 60 minutes, the session will begin to time out. Users will see a one-minute warning before being logged out and will then be redirected to the login page.

Questions may be directed to merchandising.support@lcbo.com.

Thank you for your continued support.

Sincerely,



Pankaj Kumar Singh
Manager, Project Services
Products, Sales and Merchandising

cc: Nancy Cardinal
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