

Crate Stocktake

Coles RPC Transition to CHEP



Why is a stocktake required?



A Brambles Company

1. CHEP will provide an end-to-end RPC pooling service to Coles and its suppliers from 13 October 2020. As part of this change, CHEP has acquired Coles' pool of Foldable Black RPCs.
2. A stocktake is a physical count of the total number of crates (Coles Foldable Black RPCs) that you have at your site at the time of the stocktake.
3. The crate count that is the output of the stocktake will be used as the crate opening balance of your CHEP Account.
4. It is essential that the opening balance is accurate to avoid unnecessary asset and account reconciliation issues in the future.
5. Both scenarios, an account opening balance that is either more or less than the actual physical count of crates, will create transaction management issues in the future.

What is the suggested way to do the physical count?

A stocktake should be done at each site (CHEP Account). A total count of crates, not individual sizes, is required by 10 am on 12 October 2020. Following are some suggested steps for the stock count; more details are available in the Crate Stocktake Guide.

1. PREPARATION –

- Establish a timetable
- Set stock count date
- Prepare a site and location plan
- Nominate staff
- Prepare count tally sheets
- Display crates for identification

2. STOCKTAKE –

- Final briefing to staff
- Provide count tally sheets
- Direct staff to designated locations
- Count the crates
- Sign and date all tally sheets
- Email output to CHEP

How should CHEP be informed about the stocktake outcome?

A

Crate Stocktake Declaration Sheet



Business Name:	
CHEP Account Number:	
Site / Location Address:	
Date of Stocktake:	

Sheet Number: of

Location	Count – write in numbers only										TOTAL	
Empty (Unused / Clean)												
WIP (Work - In Progress)												
Storage												
Filled (Ready for Dispatch)												
Any Other												
GRAND TOTAL												

I am duly authorised by the abovementioned Company to make this legal declaration, and I declare that all the stock take data provided here is a true and correct account of the CHEP equipment in the company's possession.

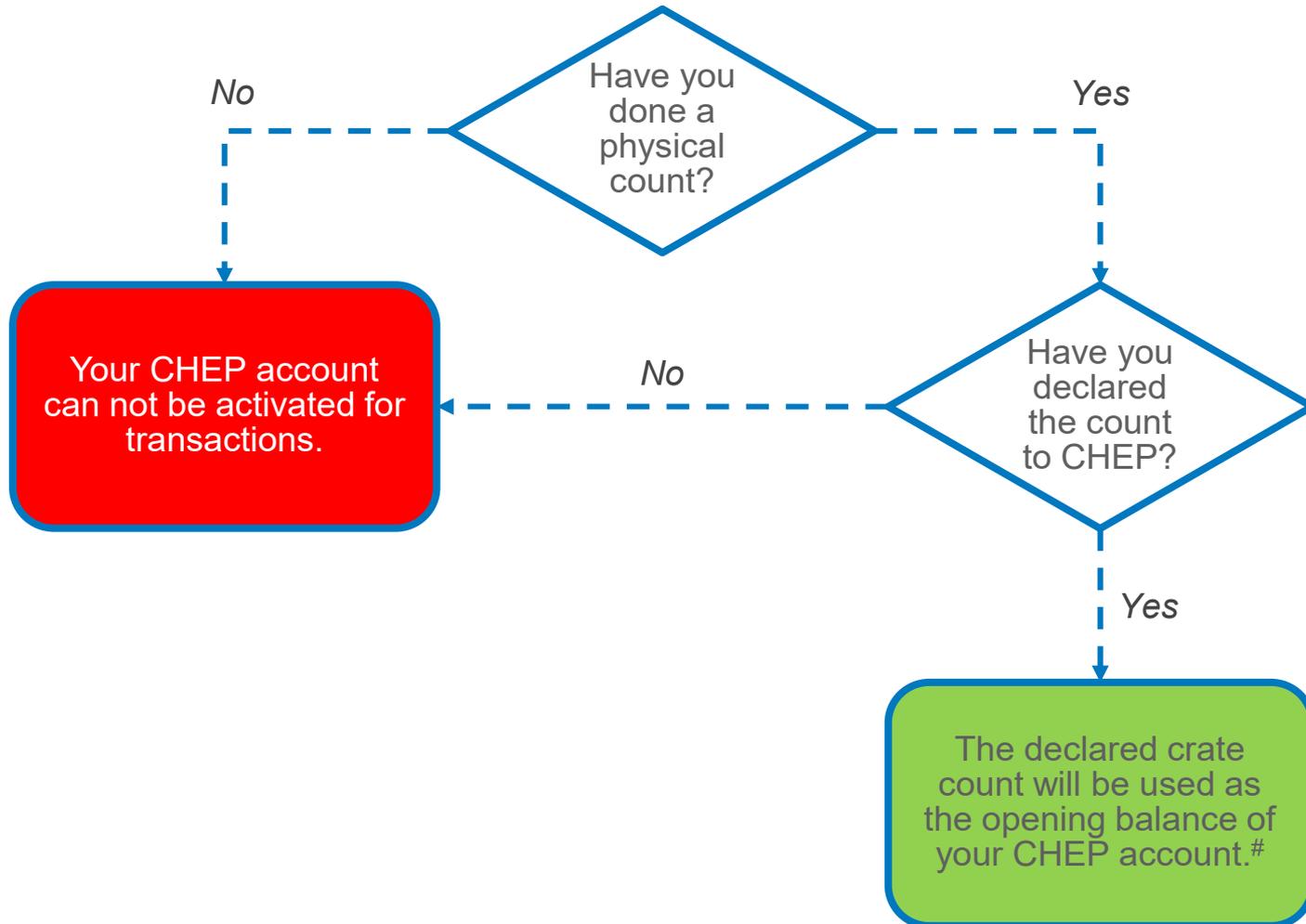
Lead Counter:		Manager / Witness:	
Name:		Name:	
Position:		Position:	
Email:		Email:	
Signature:		Signature:	

B

C

1. Complete the “Crate Stocktake Declaration” Sheet for each site (CHEP Account).
2. Ensure all critical information is captured.
 1. Account Name, CHEP Account Number, Site Address, and Date of Stocktake.
 2. Capture total count of crates at each location of the site.
 3. Capture details of person responsible for the count.
3. Scan and email stock take sheets to ColesCrateStocktake@chep.com.
4. All suppliers need to submit their stock count balance by 10am on 12 October 2020.

How will the account opening balance be populated?



#You will have the opportunity to correct the opening balance if necessary, after due validation, till 12 April 2021.

Thank you.

This presentation is and remains proprietary to CHEP.

The information contained in the presentation is confidential. The presentation, either in whole or in part, may not be reproduced or disclosed in any form or by any means, without our prior approval.

All information contained in the presentation is for guidance purposes only and should not be treated as definitive. Whilst all reasonable care has been taken to ensure that the information contained here is accurate and not misleading.

CHEP shall not be liable for any loss resulting from reliance placed on the information contained in this presentation.