



January 1st 2025.

Letter from our QC Manager,

Dear Valued Vendor,

At Latin Specialties LLC, we are committed to maintaining the highest standards in food safety, environmental sustainability (ESG), and operational excellence. To meet compliance requirements under the Food Safety Modernization Act (FSMA) and ensure alignment with industry best practices, we require all produce, food, and food packaging vendors to provide and maintain up-to-date documentation.

To streamline compliance, we ask for the following:

Required Documentation

1. Food Safety Certification

- Provide a copy of your current food safety certification along with a signed copy of the Pure letter of guarantee prior to approval.
- Submit updated third-party certification documentation prior to expiration of your current certification.
- Certifications must meet or exceed Global Food Safety Initiative (GFSI)-recognized standards.

2. Direct Contact Information

- Provide direct contact information, including phone numbers, for your designated Preventive Controls Qualified Individual (PCQI), QA/QC representative, and Food Safety Manager.

3. Environmental, Social, and Governance (ESG) and Food Safety Documentation

- Maintain up-to-date documentation, including:
 - Valid third-party ESG certification, such as a 4-Pillar SMETA certification or equivalent.

- Foreign supplier verification records, Pure Food letters of guarantee, and other records required by FSMA or applicable local, state, or national food safety laws.

4. Accountability in Food Safety Emergencies

- Vendors are responsible for all costs and liabilities associated with any food safety recall or emergency caused by their products or actions.
- This includes bearing the full cost of recalls and reimbursing Latin Specialties LLC for associated expenses.

5. Audit and Inspection Requirements

- Vendors are subject to announced or unannounced audits conducted by Latin Specialties LLC or its representatives.
- Audits may include on-site inspections, document reviews, or remote e-audits to verify compliance with food safety, ESG, and operational standards.
- Vendors are expected to fully cooperate and provide all requested documentation or access promptly.

Submission and Updates

All requested documentation must be submitted to our QC Department annually, prior to expiration, and immediately upon any material changes to your food safety program. Maintaining up-to-date documentation is essential to ensure compliance with regulatory and operational requirements.

Please note that failure to provide or maintain accurate and current documentation may impact your ability to continue as a trading partner or to establish a new partnership with us.

We appreciate your cooperation and commitment to these standards. If you have questions or need further clarification, please reach out to our QC Department at **713-861-8107**, and we will be happy to assist.

Thank you for your prompt attention to this matter and for your continued partnership with Latin Specialties.

Sincerely,

QC Department
Latin Specialties LLC