

## Sharing communication-items in the BLkportal November 13, 2023

From early May 2021, users of the BLk portal will be able to share communication items with their supplier or customer(s).

According to the Better Life criteria, the processor who puts the final packaging around a product must have the final packaging accepted in their portal. However, in practice it often happens that the company that packages the product is not the one responsible for the design of the packaging.

For that reason it is now possible for you as a participant to share your communication-items with your supplier or customer (s). In this way it is visible in both portals that the communication item in question has been submitted.

Sharing communication items is only possible with the following types:

- Top label
- Back label
- Packaging

Following is a more detailed explanation of the options for sharing communication items with your supplier or customer (s).

### Sharing with customers

When a connection has been made between communication item and product, it can be indicated that the communication message may be shared with the customer (s) of the product.

Sharing communication items with buyers of a product is possible for suppliers with the following company types:

- Egg packing station with IKB
- Egg packing station without IK
- Processor
- Retail with a processing counter

To share a communication item with your customer(s), it must comply with the following:

- The communication item must have the status PENDING APPROVAL or ACCEPTED to be shown to the buyer of the product
- An active product relationship must exist between supplier and buyer. The product must be accepted as a raw material by the buyer in the BLk portal. After that, the customer can see the shared communication message in his / her portal.  
If the product / raw material is being deactivated, the linked communication item will no longer be displayed to the customer.

To share the communication item: scroll to the bottom of the page of the relevant communication message and click on the desired action.

#### SHARE THIS COMMUNICATION ITEM

You can share this communication item with your suppliers or customers for this product. When you select this option they can view this information and download the file(s) in their own environment. This only applies to the top label, the bottom label and the packaging, when available.

Share with customers

No, do NOT share this communication item with my customers for this product

If the above conditions are met, the customer can now see the communication item next to the product (raw material in the customer's portal) and in the overview list of communication items from third parties.

## Sharing with supplier

When a connection has been made between a raw material and communication item, it can be indicated that the communication item is shared with the supplier of the raw material.

Sharing a communication items with the supplier of raw materials is only possible for the following company types:

- Wholesaler 2b
- Trader 2c
- Retail
- Food service
- Butchery

A communication item can be linked to a raw material via the overview page of a product delivered to you. To get to this overview page, go to your raw material list and then click on the relevant raw material.

- The communication must have the status PENDING APPROVAL or ACCEPTED to be shown to the supplier of the product;
- There must be an active product relationship between supplier and customer. The delivered raw material must be accepted by the customer in the BLk portal. Otherwise the raw material cannot be linked to the communication item.

If the raw material is being deactivated, the communication item will no longer be displayed to the supplier.

To share the communication item: scroll to the bottom of the page of the relevant communication item and click on the desired action.

### SHARE THIS COMMUNICATION ITEM

You can share this communication item with your suppliers or customers for this product. When you select this option they can view this information and download the file(s) in their own environment. This only applies to the top label, the bottom label and the packaging, when available.

Share with suppliers



No, do NOT share this communication item with my suppliers for this product

If all the above conditions are met, the supplier can now see the shared communication item with the supplied product and in the overview list of communication items from third parties.

Should you have any questions concerning the sharing of communication item please feel free to contact the SBLk.