

UPC Updates to North Carolina WIC Approved Foods List Effective October 1, 2015

The North Carolina WIC Program wants to assure that all sizes of North Carolina approved foods are available for purchase by WIC participants. We are requesting updated information on UPC data for any of the foods currently found on the North Carolina WIC Approved Foods List effective October 1, 2015.

The UPC list is updated quarterly and posted to www.nutritionnc.com. See table below for time frames. We will continually accept UPC data. All accepted updates received by the submission deadline as listed below will be reflected on the next scheduled update.

Submission Deadline	UPC Update Published
November 15, 2016	January 2017
February 15, 2017	April 2017
May 15, 2017	July 2017
August 15, 2017	October 2017
November 15, 2017	January 2018

Please follow the instructions below to submit any updated UPC data for your currently approved foods. Nutrition Services Branch staff will review all complete submissions to ensure that they match currently approved foods and reflects only a change of the UPC or an additional UPC. **No new foods will be considered as part of this process.**

REQUIRED SUBMISSIONS:

1. Product package flats or complete product labels, as they will be seen by the consumer in the store, must be provided for each UPC update submitted. The complete product label must include the name, UPC, nutrition facts panel and the list of ingredients.

Send product package flats or product labels to:

Ground Shipping Address

Rachel Pedersen
Nutrition Services Branch
5601 Six Forks Road, 1st Floor
Raleigh, NC 27609
Phone: (919) 707-5783

US Postal Service Mailing Address

Rachel Pedersen
Nutrition Services Branch
1914 Mail Service Center
Raleigh, NC 27699-1914

Electronic copies of the package flats or labels will be accepted only if they are clear, legible scanned copies of the actual product label. Acceptable file formats are jpeg and pdf. Electronic promotional photos will not be accepted. Electronic copies can be forwarded to: ncwicfoods@dhhs.nc.gov.

The submitting company is responsible for submitting labels in an appropriate format within submission time frames. If the Nutrition Services Branch staff encounters problems with opening or reading any labels, a request for re-submission will be made to the submitting company. The re-submission data will be included in the next scheduled UPC update.

2. Products must be currently listed on the October 2015 North Carolina WIC Approved Foods List. **No new foods will be considered as part of this process.**
3. Submission of all requested information is required before your submission will be considered complete. Only complete submissions will be reviewed.
4. Updates are published quarterly, as per the schedule above, on our website at www.nutritionnc.com

Contact information is kept on file. Should the contact information for your organization change please notify the Nutrition Services Branch as soon as possible through ncwicfoods@dhhs.nc.gov.

Send any questions regarding the UPC Update procedure to ncwicfoods@dhhs.nc.gov. You may also direct questions to Rachel Pedersen at rachel.pedersen@dhhs.nc.gov or (919) 707-5761.

Thank you for your interest in the NC WIC Program.