



DEFENSE COMMISSARY AGENCY
HEADQUARTERS AND SUPPORT CENTER
1300 EISENHOWER AVENUE
FORT LEE, VIRGINIA 23801-1800

MSN

February 5, 2026

NOTICE TO THE TRADE – DeCA NOTICE 26-62

SUBJECT: Category Review Notification – Picnicware/Napkins

The purpose of this notice is to advise Industry the Sales Directorate will begin the Category Review for Picnicware/Napkins in February, 2026. In accordance with Notice to the Trade 26-05 - Calendar Year 2026 Category Review Schedule, DeCA will begin leveraging the Category Captains and Validators model.

Category Captain Supplier/Broker: GEORGIA PACIFIC/S&K
Category Validator Broker: EURPAC

Appointments/presentations will be held March 24th – 27th, 2026. Appointment requests must be submitted to Audrey Callen no later than Feb 27th, 2026.

All files larger than 5 MB should be uploaded to the DoD SAFE at the following website: <https://safe.apps.mil>. This review is open for current and potential new vendors seeking business opportunities with DeCA. The attached template identifies the categories to be reviewed, category review objectives, and relevant inform

Questions regarding this evaluation may be directed to Ms. Audrey Callen, Merchandising Specialist, at audrey.callen@deca.mil or 804-734-8000 extension 86026.

Robert B. Culbreth
Director of Sales, Non-Fresh

Attachments:
As stated

CATEGORY PLAN

(Publish 30 Days Prior to Category Review)

Category:	3350 PICNICWARE/NAPKINS
Universe of Items Included (e.g. D/C/G codes) :	3350
Planogram Name / Number*:	3350
<i>*Category definition based on current and previous published planograms (to include items that have been phased out).</i>	
Regional items (Include / Exclude):	Include
Optional items (Include / Exclude):	Include
One-time buy/seasonal items (Include / Exclude):	Include
Club packs (Include / Exclude):	Include
Category Segmentation (if different than D/C/G codes identified above):	

Category Review Month (MM/YYYY):	MARCH 2026
Date Last Completed (MM/YYYY):	SEPTEMBER 2025

Category Manager:	Darrell Clary
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Implementation / Scorecard to be Managed by:	Audrey Callen / Darrell Clary
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Category Role (e.g. Destination, Routine, Convenience) :	DESTINATION
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Marketing Strategy:

To be determined by Industry/DeCA during review. Discussion to include, but not limited to, topics below:

Number of Promotions Per Year:	
Seasonal Promotions?:	
Theme Event?	
Method (i.e. Mandate):	

Category Objectives:	Increase sales for the category by using retail best practice, and optimize variety while meeting customer needs.
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Special Factors/Notes:	Focus on new innovation while maintaining top core sellers.
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(Examples - Focus on emerging category trends, new item introductions, consumer segmentation...)

Evaluation Criteria:

Current Category POG Size (in Linear Feet):	RACK
K5 (e.g. 12ft)	
K4 (e.g. 12ft)	
K3 (e.g. 12ft)	20,24,28,32,36,40,44,48FT
K2 (e.g. 12ft)	
K1 (e.g. 8ft)	12, 16FT
Preferred Period Ending for (MM/YYYY):	February 2026
Preferred Timeframe for Data (e.g 26 Weeks)	52 Weeks
Data - Geography (e.g. Worldwide, ConUS)	Worldwide
Primary Ranking of Data (Packages, Dollars)	Patron Savings/Dollars/Units
Secondary Ranking of Data (Packages, Dollars):	ACV
Comparison Retail Market (e.g. All Other Channels**, Remaining Markets)	Remaining Market and xAOC

Review Milestones

NTT Release	FEBRUARY 2026
Vendor Presentations	MARCH 17 - 20 2026
Results Published	MAY 1, 2026
New Item Start Date	JUNE 16, 2026
New Items in Distributor by	JULY 1, 2026
POG's Published	JULY 1, 2026
Store Resets Start	JULY 16, 2026

Comments	Dates are flexible
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