

SUBJECT: INSTRUCTIONS FOR DECA DATA ATTRIBUTES ON COMMISSARIES.COM

1. Navigate to www.commissaries.com

The screenshot shows the homepage of the Commissaries website. At the top, the browser address bar displays "https://www.commissaries.com/". The website header includes the Commissaries logo, a location pin for "Fort Lee OPEN NOW" at "400 Shop Road Ft Lee, VA 23801-1743" with a "Change My Store" link, and a "Sales Flyer" button. A navigation menu contains "HOME", "REWARDS & SAVINGS", "SHOPPING", "HEALTHY LIVING & RECIPES", and "OUR AGENCY", along with a search icon. The main banner features fresh produce (garlic, asparagus, and bacon) on a wooden surface with the text "Live Happy. Live Healthy. See Exclusive Savings." and a "See All Savings" button. Below the banner is a section titled "MORE WAYS TO SAVE" with three sub-images: a "REWARDS" card, bags of fresh produce, and a woman driving a car with a child in the back seat.

2. Click on Our Agency link.

The screenshot shows the website <https://www.commissaries.com/>. The browser address bar shows the URL and the page title "Home | Commissaries". The website header includes the Commissaries logo (a circular emblem with "COMMISSARY SINCE 1967" and "UNITED STATES AIR FORCE") and a location pin for "Fort Lee OPEN NOW" at "400 Shop Road Ft Lee, VA 23801-1743" with a "Change My Store" link. A "Sales Flyer" button is in the top right. The navigation menu contains "HOME", "REWARDS & SAVINGS", "SHOPPING", "HEALTHY LIVING & RECIPES", "OUR AGENCY" (highlighted with a red box), and a search icon. The main content area is green and features four sections: "ABOUT DECA" (Mission), "NEWS ROOM" (Media Contact, News Releases & Food Recalls), "BUSINESS RESOURCES" (Marketing Materials), and "CAREERS WITH DECA" (BUSINESS WITH DECA: Contracting, EBS/Vendor Portal, Small Business). A footer banner reads "MORE WAYS TO SAVE".

3. Click on Business with DeCA link.

The screenshot shows the Commissary website interface. At the top left is the Commissary logo, which includes the text 'COMMISSARY SINCE 1951'. To the right of the logo, a location pin icon is followed by the text 'Fort Lee OPEN NOW', '400 Shop Road Ft Lee, VA 23801-1743', and a red link 'Change My Store'. In the top right corner, there is a green button labeled 'Sales Flyer'. Below this is a navigation bar with links for 'HOME', 'REWARDS & SAVINGS', 'SHOPPING', 'HEALTHY LIVING & RECIPES', and 'OUR AGENCY', along with a search icon. The main content area is dark green and contains several sections: 'ABOUT DECA' with a 'Mission' link; 'NEWS ROOM' with 'Media Contact' and 'News Releases & Food Recalls' links; 'BUSINESS RESOURCES' with a 'Marketing Materials' link; and 'CAREERS WITH DECA' with a 'BUSINESS WITH DECA' link highlighted in a red box, and sub-links for 'Contracting', 'EBS/Vendor Portal', and 'Small Business'. Below this is a section titled 'MORE WAYS TO SAVE' with three images: a 'REWARDS' card, bags of fresh produce, and a woman driving a car with a child in the back seat.

4. Click on Business Resources link.

The screenshot shows a web browser window with the URL "https://businesswithdeca.com". The page features a header with navigation links: HOME, REWARDS & SAVINGS, SHOPPING, HEALTHY LIVING & RECIPES, and OUR AGENCY. A search icon is visible in the top right. Below the header, a breadcrumb trail reads "Home / Our Agency / Business With DeCA". The main content area is titled "BUSINESS WITH DECA" and contains six tiles. The "Business Resources" tile is highlighted with a red rounded rectangle. It features an icon of a hand pointing to an information symbol and the text: "Business Resources" and "Access planograms, forms, Notices to the Trade and other resources." Other tiles include "Vendors/EBS", "Contracting", "Systems", "Small Business", and "More Opportunities". A "Sales Flyer" button is located in the top right corner. A "Scroll To Top" button is in the bottom right corner.

https://businesswithdeca.com

Fort Lee **OPEN NOW**
400 Shop Road Ft Lee, VA 23801-1743
[Change My Store](#)

[Sales Flyer](#)

[HOME](#) | [REWARDS & SAVINGS](#) | [SHOPPING](#) | [HEALTHY LIVING & RECIPES](#) | [OUR AGENCY](#)

[Home](#) / [Our Agency](#) / [Business With DeCA](#)

BUSINESS WITH DECA

Vendors/EBS
Find information and resources about becoming a DeCA vendor.

Contracting
View recently awarded contracts and more DeCA contractor info.

Business Resources
Access planograms, forms, Notices to the Trade and other resources.

Systems

Small Business

More Opportunities

[Scroll To Top](#)

5. Click on DeCA Data Attributes link.

https://www.commissaries.com/our-ag Business Resources | Com...

Fort Lee **OPEN NOW**
400 Shop Road Ft Lee, VA 23801-1743
[Change My Store](#)

HOME | REWARDS & SAVINGS | SHOPPING | HEALTHY LIVING & RECIPES | OUR AGENCY

[Home](#) / [Our Agency](#) / [Business Resources](#)

Business Resources

Access documents and websites that make your business with DeCA experience easier.

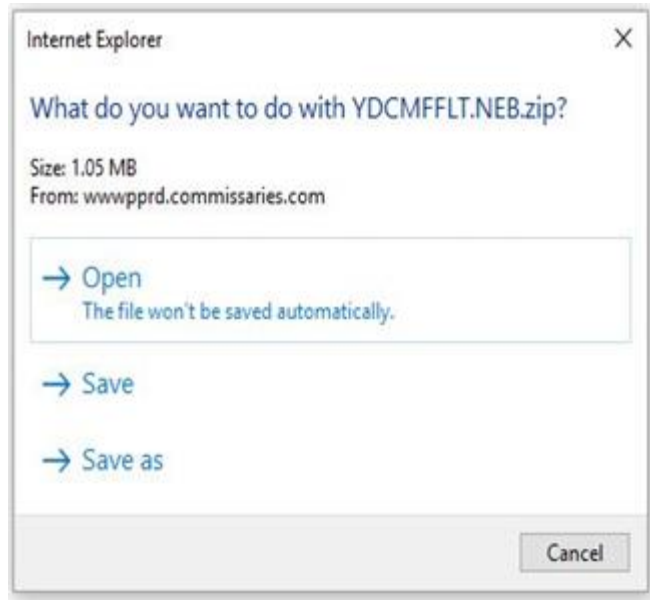
Pages & Links

- [American Logistics Association \(ALA\)](#)
- [Marketing Materials](#)
- [Product Look-Up Codes \(PLUs\)](#)
- [Promotions](#)
- [Planograms, Reset Schedules and Override List](#)
- [Notices to the Trade](#)
- [DeCA Data Attributes](#)

Documents & Forms

- [Sales Team Directory](#)
- [Secure Working Environment](#)

6. Select “Save As” and save the file to your desired location.



7. Open the flat file with program or tool of your choice (MS WordPad, MS Excel, etc.).

Here is the direct link if anyone wants it:

<https://www.commissaries.com/our-agency/business-resources/data-attributes>

DeCA data attributes files will be posted daily at 0900 EST

For connection issues with commissaries.com please contact the DeCA Enterprise Service Desk at service.desk@deca.mil; for any other technical issues please contact your local System Administrator or Service desk.