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1.0 Introduction

This Supplier Quality Manual applies to all Direct Material Suppliers who do business with Guardian Industries and its fully and partially owned subsidiaries. References to “Guardian Glass” mean all entities owned, directly or indirectly or in whole or part, by Guardian Glass, LLC that produce float glass, whether coated or annealed or any fabricated glass products such as tempered glass or insulating glass units. References to “SRG Global” mean all entities owned, directly or indirectly or in whole or in part, by SRG Global, LLC. Not all sections are applicable to both Guardian Glass and SRG Global. Where a section is only applicable to one or other, it will be noted.

The success of Guardian Industries is based on supplying high quality products at a competitive price to our customers. Our suppliers are a key element in achieving and maintaining this high standard of performance and are an important part of the Guardian Industries team. Guardian Industries strives to develop and maintain positive working relationships with all our suppliers.

This document establishes Guardian Industries’ expectations of our suppliers. As a supplier to Guardian Industries, you agree to conform to the quality guidelines in this document.

Exceptions to these guidelines are not binding on Guardian Industries unless they are agreed to in a writing signed by an authorized employee of Guardian Industries.

This Manual and Guardian Industries General Terms and Conditions of Purchase are available on the Guardian Industries website at https://www.guardian.com/en/supplier_portal_1/ . In this document, “you” or “your” relates to the supplier and “we” or “us” relates to Guardian Industries and our subsidiaries. You are responsible to check the website periodically for updates.

2.0 Quality Systems Requirements

2.1 For Suppliers of SRG Global:

2.1.1 All Suppliers of products and services provided to SRG Global that affect customer requirements must develop, implement, and improve a quality management system (QMS) with the ultimate objective of becoming certified to IATF 16949. Supplier must be, at a minimum, ISO 9001 certified. If Supplier is not certified, SRG Global will place the supplier on “New Business Hold” and will replace the Supplier with a certified supplier that meets all of SRG Global’s requirements.

2.1.2 Supplier’s quality manuals and overall quality systems must conform to ISO 9001/IATF 16949 standards. SRG Global reserves the right to require more specific component requirements from its suppliers.

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2.1.3 Only for suppliers of components and materials for VW Group:

2.1.3.1 The minimum certification requirement is IATF16949

2.1.3.2 Supplier must plan an annual self-assessment according to VDA 6.3

2.1.3.3 Supplier must audit products according to VDA 6.5

2.2 For Suppliers of Direct Material to Guardian Glass:

2.2.1 “Direct Material” is defined as: material and supplies that are consumed during the manufacture product, and which are directly identified with that product and stay with the material when received by the customer.

2.2.2 For Guardian Float Glass Direct Material Suppliers Guardian's expectation is Supplier's quality management system closely conforms to the current ISO 9001 standard. It is not a requirement to be ISO 9001 certified.

See the Addendums at the back of this manual for regional specific requirements.

3.0 Quality Performance

You must provide parts, materials and services that meet all applicable specifications and result in zero claims. Guardian Industries will rate its suppliers on PPM, number and severity of rejections, and on-time delivery. Your quality performance will be taken into consideration when we make sourcing decisions.

4.0 Gifts, Meals, and Entertainment

Guardian Industries prides itself on building mutually beneficial relationships with its suppliers. While we appreciate our supplier's generosity, gifts, meals, and entertainment that are of any significant value are subject to a thorough internal review and approval process.

Please note that all Guardian Industries employees are strictly prohibited from giving or receiving gifts of cash or cash equivalents (e.g. gift cards or gift certificates). Offering, giving, soliciting or receiving any form of bribe or kickback is also strictly prohibited. Any offering, giving, soliciting or receiving of improper gifts, meals, or entertainment must be reported to Guardian Compliance and Ethics (compliance@guardian.com).

5.0 Advanced Product Quality Planning (SRG Global Inc. Supplier Only)

You will utilize the planning procedures and techniques provided in the most current *AIAG Advanced Product Quality Planning and Control Plan* (alternatively, VDA Maturity Level Assurance, if specifically required because the part/service is

for VW Group) reference manual. You may be asked to supply data at regular intervals prior to PPAP in order to conform to SRG Global's APQP Gate Process.

6.0 Guardian Industries Access to Supplier Facility

Upon 24 hours' notice, you must allow us and our customers to have an on-site review of all materials, processes, tools and equipment, quality systems, and any work in process. This review may include a review of the materials, processes, tools, equipment, quality systems and work in process of sub-suppliers and sub-contractors if specified in the notice.

7.0 Production Part Approval Process/Homologation Process

7.1 Requirements and Expectations

7.2 Guardian Glass Suppliers Only – Homologation

For all Direct Material supplied to any Guardian Glass facility Supplier must provide the following before the products are delivered :

1. Manufacturing Location Declaration (signed by the supplier)
2. Material test data and Certificate of Analysis.
3. Copies of key control documents as specified by Guardian (risk assessment documents, control plan, instructions etc.).

7.3 SRG Global Inc. Suppliers Only

All PPAP's must be submitted electronically and utilize the SRG Global PPAP checklist https://www.guardian.com/en/supplier_portal_1.

Prior to Production Launch, at a minimum any parts shipped to a SRG Global facility must have the following:

4. Warrant
5. Dimensional layout
6. Material test data and Material Certifications
7. Evidence of special consideration of any pass-through characteristics.

The PPAP level required will be determined by SRG Global Supplier Quality and Purchasing. Level 3 is the default level unless specified otherwise in writing by SRG Global Supplier Quality.

As a supplier of product and/or service that effects customer requirements, you will ensure that all of your sub-suppliers meet all requirements of the latest revision of the AIAG PPAP Manual (alternatively, VDA Maturity Level Assurance, if specifically required because the part/service is for VW Group). SRG Global reserves the right to request inclusion of the sub supplier's PPAP within the supplier's PPAP submission.

Change control for all Guardian Industries Subsidiaries

Any modifications after PPAP/Homologation to part, material, process or facility must be communicated in writing no less than 90 days prior to the intended start of the part/product change or facility location change, using the Guardian Industries Supplier Product Process Change form (See Attachment “B”) and must be approved by Guardian Industries Strategic Sourcing and Operational Procurement as well as Guardian Supplier Quality prior to commencement of activity. The activity must include resubmission of PPAP/Homologation documents.

Product with Embedded Software (SRG Global Inc. Supplier Only)

If you provide product with embedded software you must have a process for software quality assurance. You must demonstrate software capability self-assessment through the development of your FMEA and for all risks and failure modes identified. Your process control plans must demonstrate the proper quality controls to mitigate failures.

Bulk Material

Requirements for bulk material PPAPs/Homologations are as follows:

1. Bulk Materials include, but are not limited to the following:
 - a. Adhesives and sealants – solders, elastomers
 - b. Chemicals – resins, polishes, additives, treatments, colors
 - c. Coating – topcoats, undercoats, primers, phosphates
 - d. Film and film laminates
 - e. Ferrous and non-ferrous metals – bulk steel, aluminum, coils, ingots
 - f. Monomers, pre-polymers and polymers – rubber, plastic, resin
 - g. Minerals (sand, dolomite, soda ash, salt cake, carbon etc.)
2. PPAP/Homologation submission and approval is required for:
 - a. Bulk material processing technologies that are new to suppliers and that have not been previously used for this application
 - b. Suppliers that are selling a new product or a product for use in a new application
 - c. Any change that would reasonably be expected to have an effect on the part and material formulation
3. Requirements: PPAP/Homologation will be expected as outlined above for Guardian Float Glass Suppliers. For SRG Global Suppliers the Bulk Materials Requirements Checklist must be utilized.
4. In addition to the above PPAP requirements, Guardian Industries requires its suppliers to provide the following data with every shipment:
 - a. Material certifications tested per required specifications
 - b. Color plaques or numeric color values, if applicable

- c. On-going SPC data, if specified

8.0 Revalidation and Certification (SRG Global Inc. Supplier Only)

Annual Revalidation

SRG Global requires you to revalidate supplied parts and material annually. (alternatively, every 3 years, if the part/service is exclusively provided for VW Group)

Revalidation will consist of the following:

- a. Dimensional layout (all characteristics on the current print)
- b. Performance testing
- c. Measurement system analysis
- d. Update of any SRG Global specific requirements

The supplier will retain records of the annual revalidation, which will be made available to SRG Global within 24 hours upon request.

Material Certification

The supplier will provide evidence of material certification (conformance to specification) with each lot/batch or shipment to the receiving SRG Global facility. In some cases, the supplier may be asked to participate in “pre-certification” approval processes prior to actual shipment.

All materials with a Certificate of Analysis (COA) should be emailed to the SRG Global receiving plant prior to the material arrival. The address used is based on the commodity you are supplying. The email addresses may be found at https://www.guardian.com/en/supplier_portal_1

Material certifications that include a date of manufacture, expiration or use by date must have that same date of manufacture, expiration or use by date marked on the label of the material packaging. Material shipped to a SRG Global facility shall have no less than 75 percent of its useable shelf life remaining.

9.0 Statistical Process Control (SRG Global Inc. Supplier Only)

If requested, the supplier will provide evidence of control and on-going capability as required for submittal at PPAP revalidation. SPC monitoring is required where applicable for prototype, preproduction trial runs, PPAP and continuous improvement monitoring. Minimum capability values are Ppk/Cpk of 1.67 for the pre-production trial runs and Ppk/Cpk 1.33 for PPAP.

Evidence of control and on-going capability may be required for submittal on a regular basis.

10.0 Nonconforming Product

In the event that you supply product that Guardian Industries believes is nonconforming (for SRG Global Inc. automotive suppliers all products shipped past an interim date or without full PPAP approval are considered nonconforming), you will be responsible for the nonconforming product and subject to the following actions:

1. We can return the entire lot of product, or any portion thereof, to you at your sole cost. You will refund us for the cost of the product or replace it with conforming product free of charge at Guardian Industries' sole option. (This is only applicable if there is adequate stock to maintain production until certified product is available.)
2. At our request, you will sort the product at our facility within the timeframe specified by us to identify conforming product that we can consume to maintain production.
3. In the event you are unable or unwilling to sort product within twenty-four hours (unless specified otherwise), we will have the option to:
 - i. Sort the product for a specified hourly rate. (See regional addendum for sort costs), or
 - ii. Have the product sorted by an impartial third party approved by us. You will pay all of the third party sorting company fees.
 - iii. Charge an administrative/manpower fee (a one-time fee applied to either of the above charges, see regional addendum for administrative fees).

In the event that the nonconforming product is found at a Guardian Industries' or its subsidiaries customer location, you will be responsible for any sorting costs in addition to any charge-backs incurred by Guardian Industries, our subsidiaries from its customer. In addition, we reserve the right to debit any warranty charges where applicable, incurred for defects caused by your nonconforming product. These charges may include, but are not limited to, transportation costs for return materials, evaluation costs incurred by Guardian Industries or its subsidiaries personnel, dealer markup, and any punitive costs incurred from Guardian Industries or its subsidiaries' customer. You will also be expected to support customer-designated meetings to resolve warranty issues related to your product.

The remedies listed in this document for nonconforming product are not meant to be exclusive and, in addition to those remedies or actions set forth in this document, Guardian Industries shall have the right to seek all other remedies, either in law or by contract, available to it to address nonconforming product.

10.1 Containment and Corrective Action

You will take all necessary actions to contain and correct the nonconformity both in-house and at the Guardian Industries location. This may include, at a minimum, sorting and/or rework. Supplier is responsible for shipping costs for returned material and the cost of replacement of material. For suppliers to SRG Global Inc. all products shipped past an interim date or without full PPAP approval are considered nonconforming.

10.2 Controlled Shipping (*SRG Global Inc. Supplier Only*)

The standard guidelines for implementation of controlled shipping take into consideration one or more of the following:

- Inadequate containment and/or resolution of nonconformance via corrective actions.
- Untimely responsiveness for a nonconformance via corrective actions.
- Repeat corrective action requests from one or multiple SRG Global plants.
- Incapable processes.
- SRG Global customer quality rejection due to a supplier component.

Two levels of controlled shipping exist:

- a. Level 1 controlled shipping is defined as an additional 100% inspection process after final inspection in a separate inspection area. Your employees at your location will complete the sort in order to make sure SRG Global does not receive nonconforming parts/material. You must communicate the containment results daily to us.
- b. Level 2 controlled shipping is the same activity but the “person(s) performing the sort” must be employees of an impartial third party. We must approve the sort company that you select. You will pay all of the third-party sorting company fees. The Level 2 containment may take place anywhere throughout the supply chain as designated by SRG Global. Level 2 containment is in addition to the Level 1 requirements already put in place. Notification to supplier’s quality registrar will take place with request for re-audit of supplier’s systems. You must communicate the containment results daily to us.

We will notify you in writing of the controlled shipping level exit criteria.

If you are placed on a customer special status (e.g., GM CSII, Ford Q-1 revocation) for quality / delivery spills with product that is shipped to customers other than SRG Global, you are required to still notify SRG Global Supplier Quality of the customer special status.

See the Addendums at the back of this manual for regional specific requirements.

11.0 Supplier Corrective Action Requests

You are required to respond via email (Guardian Industries suppliers) or to an online SCAR (Supplier Corrective Action Request) System (SRG Global Inc. Suppliers).

This report will be forwarded with supporting documentation to the requestor within 14 working days of the occurrence. Initial response for containment must be within 24 hours.

If we do not find the report acceptable, you will address all issues identified by the requestor and resubmit by the original deadline provided. Lack of proper response will affect your quality rating and sourcing of new business with us.

Delivery

12.1 Releases

We will communicate quantity and delivery requirements to suppliers using procurement releases or SRM.

In the event of a change in release, you will request and receive a copy of the updated release from the appropriate Guardian Industries facility. Failure to comply may result in a negative impact to delivery performance.

12.2 Quantities

You will ship purchased components and services to the exact quantity per the release. Bulk material quantities will be within 5% of the requirement indicated per the release.

You must immediately contact the receiving Guardian Industries plant in the event that a required quantity cannot be met.

12.3 On-Time Delivery

The expectation for delivery is 100% on-time.

12.4 Advance Shipping Notice

If required by Guardian Industries, the supplier will forward (by Fax or EDI) an Advance Shipping Notice (ASN) to the receiving Guardian Industries facility.

12.5 Excess Freight Charges

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If we incur excess freight charges due to the fault of the supplier, the supplier will be responsible for these excess charges.

You are responsible for the freight when multiple shipments are required due to your inability to meet our production schedule.

12.6 Hazardous Material

The supplier will annually provide a Material Safety Data Sheet (MSDS) to the Guardian Industries facility receiving any Hazardous Material or parts/components containing Hazardous Materials. All material classified as hazardous by local, state or central government regulations will be identified, documented, handled, packaged, and shipped as required by applicable laws, rules and regulations. In addition, the supplier must conform to additional restricted material per the list at https://www.guardian.com/en/supplier_portal_1

12.7 Packaging and Labeling

All Parts and materials shall be properly packaged, labeled, and marked at your expense in accordance with Guardian Industries requirements.

Unless Guardian Industries specifies otherwise, such requirements shall be in accordance with good industry practices and in such a manner that will not only protect the parts and materials against hazards of shipment, storage, and exposure, but will permit the securing of the lowest transportation rates.

You will obtain packaging and labeling requirements and approvals from the receiving Guardian Industries facility. These requirements shall be included in the PPAP/Homologation package where applicable and include photos as examples documented prior to PPAP/Homologation approval. You are responsible for making sure that all shipments of Hazardous Materials or parts/components containing Hazardous Materials comply with all Local, State, Federal and Regional Government Hazardous Material laws, rules and regulations.

Each packing slip, bill of lading, shipping notice and invoice shall bear Guardian Industries' applicable part number, Release number, Purchase Order number, date of shipment, quantity shipped, address of Guardian Industries facility, forwarding information and any other information requested by Guardian Industries.

Any deviation from Guardian Industries shipping and billing instructions shall be at your risk.

12.8 Import Requirements

See the Addendums at the back of this manual for regional specific requirements.

12.9 Contingency Planning

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You will conduct a risk assessment of your operations that support Guardian Industries production facilities, quality requirements, and delivery schedules. Each assessment should consider, at a minimum, the impact arising from:

- Natural disasters
- Utility disruptions
- Geo-political hazards
- Supply chain disruptions
- Facility or system issues
- Information loss – including data breach
- Fire
- Intellectual property claims
- Personnel concerns
- Equipment problems

You will prepare contingency plans to ensure continued operations at Guardian Industries. In case of a risk to Guardian Industries you must communicate your action plan within 24 hours to us. You will provide the contingency plans to Guardian Industries when requested.

13.0 Material Identification and Traceability

You must be able to identify a specific lot or batch through all states of production, packaging and delivery. For SRG Global Inc. Suppliers this must include any out-sourced operation. Injection molded product must have cavity identification.

You must also record the raw material/component lot/batch number assigned by the sub-supplier that is used to produce each specific lot/batch of final product.

The specific lot/batch number will be recorded on all documentation pertaining to the delivered product. This documentation will include, at a minimum:

- Raw material lot number
- Production log
- Control charts
- Job set-up sheet
- Inspection/testing methods
- Traveler tags

14.0 Purchased Products and Services (Sub-suppliers)

All applicable statutory and regulatory requirements including special product and process characteristics must be cascaded down your supply chain to the point of manufacture.

The use of customer designated subcontractors does not relieve the supplier of the responsibility of ensuring the quality of subcontracted parts, materials and services. This may include:

- Product Containment Levels 1 and 2
- Designation of Registration Requirements
- Increased inspection methods

15.0 Tooling and Gauges (SRG Global Inc. Supplier Only)

You shall maintain all tooling and gauges provided by SRG Global and our customers, in good condition so that the manufacture of the parts are not interrupted. Tooling and Equipment maintenance records must be maintained and

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be available upon request from SRG Global. You shall maintain and calibrate all gauges provided by SRG Global and our customers.

You shall properly house, care for, repair or, if necessary, replace all Vendor Tooling and shall bear the risk of loss or damage thereto (including normal wear and tear) at your expense for the life of the program. The Vendor Tooling is lent by SRG Global to the supplier.

You shall only use the Vendor Tooling for manufacturing parts for SRG Global. You shall, immediately upon SRG Global's request, deliver the Vendor Tooling to SRG or its nominee in accordance with SRG Global's instructions. You shall not modify, lease, transfer or dispose of any Vendor Tooling unless Supplier obtains SRG Global's prior written consent. Suppliers are not allowed to relocate tools or subcontract SRG Global's business after award without a prior written approval from our Purchasing department.

You shall use best efforts to produce the Vendor Tooling at the lowest possible cost consistent with SRG Global's production part quality requirements. SRG Global reserves the right to audit Vendor Tooling costs.

Detailed tooling and equipment drawings, including processing parameters and list of perishable tooling, must be provided for all SRG Global funded investments.

In order to receive tooling payment from SRG, the following documentation must be provided on or before submitting your invoice:

1. SRG Global purchase order
2. Detail tooling drawings / pictures
3. Approved sample submission paperwork, complete with our full approval signature.

The following statement must appear on your invoice: "The tools included in this invoice have been stamped or stenciled with a tool number and our part number & are clearly labeled; "Property of SRG Global."

Production tooling must permanently be identified and readily visible with ownership information as indicated on the purchase order. All PPAP's must include digital photos as evidence of the above requirements.

All Tools considered "Production Tools" are required to meet the quoted run rate at 100% efficiency. The right, title and interest to all supplies, materials, tools, jigs, dies, gauges, fixtures, molds, patterns, equipment, designs, drawings, gages, specifications, spare parts, trial parts, ancillary products, or items owned by SRG Global (or by its customer) and other items furnished by SRG Global (or by its customer) ("Bailed Tools") to supplier for use in manufacturing the goods, or for which supplier is reimbursed by SRG Global (or its customer), shall be and remain the property of SRG Global (or its customer). In the event that SRG Global issues a Tooling Purchase Order, all right, title, and interest in and to any part of the Tooling, including any and all supplies, materials, tools, jigs, dies, gauges, fixtures, molds, patterns, equipment, designs, drawings, specifications, spare parts, trial

parts and ancillary products, shall pass to SRG Global as soon as it is acquired or fabricated in accordance with a Tooling Purchase Order or other written documentation issued by SRG Global (“SRG Global-owned Tooling”, together with Bailed Tools are collectively referred to herein as “Tools”). During the term of a Purchase Order, all Tools in the possession of supplier shall be deemed to be bailed property and shall not be deemed to be a fixture or a part of supplier’s real property. Supplier shall bear the risk of loss of and damage to SRG Global’s property, including but not limited to any Tools.

16.0 Service Parts (SRG Global Inc. Supplier Only)

Unless otherwise agreed in writing between the Parties, Supplier agrees to continue to supply service parts, as required by SRG Global (“Service Parts”), for each model of vehicle, for fifteen (15) years from the date of last production of such vehicle model for which the Parts were supplied. The Service Parts shall be supplied at full production assembly level and/or at sub-component level, as required by SRG Global. The Service Parts shall meet all Specifications provided by SRG. The Price for the Service Parts will be the same as under Purchase Orders for corresponding production Parts.

17.0 Corporate Social Responsibility

As a supplier to Guardian Industries you must operate consistent with Koch Industries Corporation’s Code of Conduct <https://codeofconduct.kochind.com/en-US/Front-cover#main> and comply with all applicable Local, State, Federal Laws, and those laws applicable to the country/territory the supplier operates in. This intent includes but is not limited to:

- a. Labor laws – the use of child labor or forced compulsory work is prohibited for any supplier producing product for Guardian Industries.
- b. Fair wage and work practice – suppliers’ wage scales, overtime practices, work schedules and approach to collective bargaining will comply with all applicable laws.
- c. Discrimination – Suppliers will not engage in any form of discrimination for any reason (race, gender, color, religion, military affiliation etc.). The supplier should foster an environment that allows easy flow of communication from the work force to Management without fear of reprisal or persecution.
- d. Environmental Compliance – The supplier will comply with all applicable environmental laws and regulations.
- e. Work Place Safety – Compliance with all applicable work place safety regulation including but not limited to, proper protective equipment, training and equipment safeguards.
- f. Conflict Minerals, Fair Trade, and Social Responsibility – Suppliers will comply with all reasonable requests or requirements related to



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Guardian Industries or its customers ongoing compliance with the SEC Conflict Mineral Rules and other efforts to end illicit trade, human trafficking, or any other abuses or acts against humanity.

If you are found to be in violation of any applicable law, Guardian Industries will take swift and immediate action to remove current business from you. You will also lose the ability to compete and secure future business awards.

The intent of Guardian Industries is to partner with only those suppliers that not only demonstrate the desired combination of quality, commercial competitiveness and innovation, but more importantly those suppliers that do so while maintaining strict adherence to all applicable laws, fostering a positive, safe, and ethical work environment.

17.1 Product Safety and Conformity Representative (PSCR) Requirements (SRG Global Inc. Supplier Only)

You must select a Product Safety and Conformity Representative. The duties and responsibilities of the PSCR are as follows:

- Have knowledge of the product manufactured: its mode of operation, a detailed understanding of the onsite production process, and its intended purpose for customers.
- Assist to define, develop and set priorities for the elimination and/or prevention of defects related to product safety during the product development phase (fault prevention).
- Assure that Process FMEA's are developed for safety related issues.
- Assure the launch of new products are part of "lessons learned" in order to prevent safety-related faults from occurring during the production, assembly and testing processes.
- Formulating "lessons learned" check lists for the qualified inspection of designs and processes with regard to product safety.
- Independently implementing and/or arranging regular production and product checks of current production in order to validate the product's safety for the use (including foreseeable misuse).
- Introduction and subsequent monitoring of (immediate) measures in case of relevant deviations.
- Verifying the rapid implementation and sustainable effectiveness of planned corrective measures in the event of a complaint.
- Ability to suspend components for the current production, e.g. in case of safety related complaints.

Regional Specific Addendums

In addition to the requirements outlined in the previous sections of the Guardian Industries **Supplier Quality Manual**, **each Region (North America, Europe, Asia etc.) may have additional or specific requirements. The following addendums outline those requirements. These are in addition to the requirements listed above, not in lieu of. When supplying Guardian Industries Plants** in multiple regions, the shipment and expectations are governed by the Supplier Quality Manual and the applicable addendum for that region.

Addendum “A” North America Specific Requirements

2.0 Quality Systems Requirements

Suppliers providing SRG Global with heat treated, plated or coated product / material shall meet the requirements of the AIAG CQI- 9, 11,12,15, 23 Heat Treat, Plating, Coating and Welding, Molding System Assessments. Records of these assessments including any corrective actions required for compliance shall be maintained and made available upon request by SRG Global.

10.0 Nonconforming Product

In the event any of the SRG Global North American Plants have to sort product due to the supplier’s inability or unwillingness to do so, a rate of \$120 per person, per hour will apply.

Administrative/Manpower fees shall be a one-time charge per incident of \$500.

12.0 Delivery

12.8 Import Requirements

All suppliers must be in compliance with US Customs regulations and the import and export laws and regulations of the United States and those of any other jurisdiction or country as may be applicable. Requirements include completion of annual NAFTA (or other applicable free trade agreement) Certificate of Origin for all parts supplied, C-TPAT (Customs-Trade Partnership Against Terrorism) questionnaire, TSCA (Toxic Substance Control Act) certification and any other applicable laws or regulations.

The United States government requires that SRG Global and our suppliers utilize packing/packaging/crating/pallets that have been certified as having been constructed from wood that has been treated/fumigated. The packing/packaging/crating/pallets need to bear a seal, showing certification. The US requirement affects all inbound shipments into the United States. For more information visit the following web site <http://www.aphis.usda.gov/ppq/wpm/>.

Addendum “B” Europe Specific Requirements

10.0 Nonconforming Product

In the event any of the SRG Global Europe Plants have to sort product due to the supplier’s inability or unwillingness to do so, a rate of 32 euros per person, per hour will apply.

Administrative/Manpower fees shall be a one-time charge per incident of 250 euros.

12.0 Delivery

12.6 Hazardous Material

REACH (Registration, Evaluation and Authorization of Chemicals)

Suppliers must comply with European Union Regulation **R**egistration **E**valuation **A**uthorization and **R**estriction of **C**hemicals (REACH) and any/all amendments. This applies to suppliers that provide substances on their own, in preparations or in articles. For information about how to comply with this requirement and you can also obtain information from the following web site: <http://www.echa.europa.eu>.

12.8 Import Requirements

All suppliers must be in compliance with EU Customs regulations and the import and export laws and regulations of the European Union and those of any other jurisdiction or country as may be applicable. This regulation (Council Regulation (EC) No 260/2009 of 26 February 2009 on the common rules for imports) aims to establish common rules for imports into the European Union (EU) based on the principle of the freedom of import and to define the procedures enabling the EU to implement, where necessary, the surveillance and safeguard measures required to protect its interests.

Addendum “C” Asia Specific Requirements

10.0 Nonconforming Product

In the event SRG Global has to sort product due to the supplier's inability or unwillingness to do so, a rate of 50 RMB per person, per hour will apply.

Administrative/Manpower fees shall be a one-time charge per incident of 500 RMB.



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Supplier Product/Process Change Request

Tracking #: _____

Supplier Name & Contact:	<input type="checkbox"/>	Change	<input type="checkbox"/>	Deviation
Part Name:	<input type="checkbox"/>	Permanent Start Date:		
Part Number:	<input type="checkbox"/>	Temporary From:	To:	
Program/Prj Name (if exists):		Running Change? (Y or N)	Submission Date:	

Plant(s) Affected: list all if supplying to multiple

Current Process or Condition:

Proposed Change to Process or Condition (including whether this affects (pre-)production, or service where applicable):

Reason for Change:

Effect(s) of Change:

How Will the Change be Verified?

Estimated Cost:		Part Cost Affected <input type="checkbox"/> Yes <input type="checkbox"/> No	Old Price:		New Price:	
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Remainder of document to be Filled out by Guardian/SRG

Effect(s) of Change: Guardian/SRG After review, including detail/impacts on quality, process, safety, environment, etc):

How Will the Change be Verified?

Guardian/SRG Approval:	Approve	Reject	Approver Name:	Comments
Buyer/SS&P	<input type="checkbox"/>	<input type="checkbox"/>		
Supplier Quality	<input type="checkbox"/>	<input type="checkbox"/>		
Plant Operations/Qty	<input type="checkbox"/>	<input type="checkbox"/>		
Technical Approval	<input type="checkbox"/>	<input type="checkbox"/>		