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ANNEX 1: ACKNOWLEDGEMENT OF RECEIPT

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VALIDÉ

1. PURPOSE :

The purpose of this document is to:

- define the contractual quality and purchasing/supply requirements of Everaxis Industries (hereinafter referred to as the "Ordering Customer"), which suppliers agree to respect in the context of invitations to tender and transmitted orders,
- render the supplier responsible for the quality of provided products and services,
- involve the supplier in compliance with the Ordering Customer's policies (quality, environment, safety, ethics, etc.).

Contractually, this instruction is referenced and accessible (internet link) in the Ordering Customer's purchase orders.

Any exceptions to the conditions or requirements set out in this document will be identified either in the acknowledgement of receipt (Annex 1 of this document), or by clauses specified on the Ordering Customer's purchase order, or by a "standing" exemption (waiver) signed by the Ordering Customer.

This document is intended to establish a climate of trust between the Ordering Customer and its suppliers so as to obtain and maintain the level of quality required to meet its clients' requirements.

2. SCOPE :

The Ordering Customer's quality and purchasing requirements specified herein apply to all suppliers receiving mention of this instruction on purchase orders.

In all paragraphs and sections, the term supplier refers to: suppliers, subcontractors, manufacturers, distributors, and service providers of the Ordering Customer.

3. REFERENCE DOCUMENTS :

- EN ISO 9001 "Quality Management Systems - Requirements" in force,
- APQP4WIND (Advanced Product Quality Planning) standard developed and applied by wind farm operators and manufacturers - Website: www.apqp4wind.org,
- EVERAXIS Industries' "General Terms and Conditions of Purchase (GTCP)" currently in force.

4. DEFINITIONS – TERMINOLOGY :

Article: in this instruction, the term "article" identifies either a part specified in the Ordering Customer's design Drawing or a component.

Supplier: company producing parts in accordance with the Ordering Customer's design Drawing(s).

Subcontractor: company carrying out one or more manufacturing operations on articles supplied by the Ordering Customer.

Manufacturer: designs, manufactures, and maintains its products and sells them to various customers ("catalogue" parts).

Distributor: trading company that sells standard products manufactured by a third party ("catalogue" distributor).

Providers: service supplier.

APQP4Wind: abbreviation for "Advanced Product Quality Planning for the Wind Industry" (wind operators & manufacturers).

Version **7**

- Based on quality fundamentals, APQP is a product development method that uses a multi-phase planning process, during which phase-specific deliverables are identified, controlled, and monitored by project teams until their final validation. Associated risks are highlighted as they are identified.
- This method ensures that deadlines are met while respecting objectives in terms of performance, cost, quality, and customer satisfaction.
- The main objectives of APQP4Wind are to:
 - Achieve a harmonised approach to supplier quality in the wind industry,
 - Reduce risks when introducing new designs and new products,
 - Reduce non-quality costs through a preventive approach,
 - Define common standards for quality, training, methods, and procedures.
- For further explanations and tools (workbook, template), please visit: <https://www.apqp4wind.org>.

Special Characteristic: product characteristic whose variation has a significant influence on product safety, compliance with government regulations or standards, assembly, performance, life span, or implementation.

Delegation of Control/PQA: development of quality assurance purchasing for serial parts in general. The Supplier delivers parts under Product Quality Assurance (PQA). This means that the parts are placed directly into stock or production without being checked by the Ordering Customer's Acceptance Control Department.

- Each qualified Article/Supplier pair is considered under PQA.
- In the purchase order, the "PQA" information is listed on the qualified article line.
- After 3 compliant deliveries under PQA, the Ordering Customer's incoming inspection is lifted.

FAI (First Article Inspection): verifies that the manufacturing process is capable of producing mass-produced parts to specification, in accordance with client demand. The FAI inspection of a part must verify that 100% of the characteristics and parameters shown on the Drawings or in the associated specifications are met.

Frozen Process: a manufacturing method, process, procedure, or control method that has been approved/qualified by the Ordering Customer and that may not be changed without the Ordering Customer's written consent.

Special Process: any production or service preparation process whose outputs cannot be verified by monitoring or measurement after the fact and whose deficiencies therefore only become apparent after the product is in use or the service is provided. E.g., welding, gluing, heat treatment of metals, surface treatment of a mechanical part, polymerisation, painting, etc.

5. APPLICABLE DOCUMENTS :

The following documents, applicable in descending order of priority, form the contract between EVERAXIS and the Supplier:

(1) the purchase order,

Important: Only purchase orders submitted in writing and signed by the Ordering Customer's Purchasing Department are valid.

(2) documents referred to in the purchase order, such as technical specifications (design Drawing, drawings, technical documents), procedures and instructions, specifications, etc...

(3) the current General Terms and Conditions of Purchase available on the EVERAXIS website: [Legal terms - Everaxis](#).

6. MANAGEMENT AND ACCEPTANCE OF THIS INSTRUCTION :

The Ordering Customer's Purchasing Department manages this instruction, with a website link on purchase orders making it accessible and consultable by all suppliers.

If there are any revisions (major or minor - type of change noted on the cover page), the Ordering Customer's Purchasing Department will include an alert message on the e-mail accompanying the purchase order, so that suppliers are informed of the revision.

For each **major** revision to this instruction, the Supplier shall return a completed and signed Acknowledgement of Receipt (see Annex 1) to the Ordering Customer's Purchasing Department.

If the Acknowledgement of Receipt is not returned, the Ordering Customer will assume that the Supplier has accepted its purchase order and tacitly accepted this instruction. The Ordering Customer will thus expect the Supplier to comply with all quality and purchasing requirements stipulated in this instruction.

This document is also available in French. In the event of a dispute, the FRENCH version will prevail.

VALIDÉ

7. QUALITY AND PURCHASING REQUIREMENTS

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.1 SELECTION OF SUPPLIERS						
The selection of a new supplier is formalised in the Ordering Customer's "Purchasing" process document (reference PR5).						
This process document is internal and is not communicated to the Ordering Customer's suppliers.						
7.2 EVALUATION AND MONITORING OF SUPPLIERS						
7.2.1	Communications					
7.2.1.1	<p>The Supplier must inform the Ordering Customer prior to making any of the following significant changes:</p> <ul style="list-style-type: none"> - Implementation of new technologies or manufacturing processes. - Modifications concerning its quality organisation (e.g.: change of Quality Manager, obtention or loss of quality certification, etc.). - Relocation. - Subcontracting of all or part of manufacturing operations. <p>At minimum, the Supplier must provide written identification of the product concerned, description of the change, the reason for it, its range of application, associated risks and the means implemented to control them, and the timetable.</p>	X	X			
7.2.1.2	<p>The name and email address of the buyer in charge of tracking the order is included on our purchase orders. All correspondence should be addressed to this person regardless of subject matter. Thus, the appropriate starting point for information exchanges is the Ordering Customer's Purchasing Department.</p> <p>In the event of contact with other employees or departments of the Ordering Customer, it is imperative that the buyer receive a copy of the correspondence.</p>	X	X	X	X	X
7.2.1.3	<p>Confidentiality of information:</p> <ul style="list-style-type: none"> - All information exchanged between the Ordering Customer and the Supplier is confidential. Consequently, the Supplier may only share this information with third parties subject to the Ordering Customer's written permission. - Exchanged information refers to both paper documents and documents exchanged by e-mail in the context of purchase order execution. 	X	X	X	X	X
7.2.2	Controls, suppliers audits / visits					
7.2.2.1	Order acceptance implies that the Supplier agrees to allow the Ordering Customer, its clients, and regulatory authorities free access to its premises and relevant documented information.	X	X	X	X	X

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.2.2.2	Supplier performance results may trigger specific follow-up by the Ordering Customer (assessment, visit, audit, etc.) in order to determine the reasons for an exemption or take necessary actions to achieve objectives.	X	X	X	X	
7.2.2.3	<p>- The Ordering Customer reserves the right, with or without the presence of its client or representative, to check (or have checked by an organisation of its choice) the article ordered in the premises of the Supplier and/or his subcontractors and suppliers; the Ordering Customer must notify the Supplier of this request and make arrangements to view the article five (5) days prior to the visit.</p> <p>- This verification does not relieve the Supplier of its obligation to deliver an article in conformity with the order, nor does it prevent subsequent rejection of the article due to a detected non-conformity.</p>	X	X	X	X	
7.2.2.4	<p>- The Ordering Customer reserves the right to carry out audits or visits on the Supplier's premises or those of its subcontractors. Such audits/visits may be conducted by the Ordering Customer alone or with the Ordering Customer's clients in attendance.</p> <p>- These audits or visits may be planned or triggered due to an issue: the Supplier guarantees the Ordering Customer and its clients (or their representative) easy access to all documentation intended to show that supply has been carried out in accordance with design Drawings and order requirements.</p>	X	X	X	X	
7.2.2.5	<p>Following each audit, a report will be written and sent to the Supplier. This report will summarise the main points raised during the audit as well as any remarks and exemptions requiring an action plan. In this case, the Supplier is obliged to:</p> <p>- establish an action plan with the root cause, the details of the corrective action(s), the action leader, and the deadline ,</p> <p>- transmit evidence of corrective action implementation.</p>	X	X	X	X	
7.2.2.6	The requirements of this instruction must be demonstrable during visits and audits by the Ordering Customer or upon request.	X	X	X	X	
7.2.2.7	<p>The Ordering Customer monitors Supplier performance using the following indicators:</p> <ul style="list-style-type: none"> - compliant receipt rate: ratio of compliant delivery lines/total delivery lines for the month, - OTD (On Time Delivery): ratio of delivery lines received on time (D +/- 5 days)/ total delivery lines planned for the month. <p>Depending on results, the Ordering Customer may set targets and, if necessary, request improvement actions from certain Suppliers.</p>	X	X	X	X	


For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.3 CONSULTATION/QUOTATION						
7.3.1	<p>When responding to a consultation, the Supplier agrees to comply with the purchasing and quality requirements established in this instruction (IGI 603) and/or any other document provided by the Ordering Customer during this step (e.g., design Drawing, DI 118 "Document of Requirements for parts from design Drawings").</p> <p>The Supplier is responsible for:</p> <ul style="list-style-type: none"> - verifying that it is in possession of design Drawings that match those presented at the time of consultation. IMPORTANT: Management of design Drawing revision <ul style="list-style-type: none"> - Drawing with two columns in the title block "Amendment" (Amdt) and "Correction" (Cor.): on the purchase order, the Drawing version corresponds to the "Amendment" column. - Drawing with a "Version" column in the title block: on the purchase order, the Drawing version corresponds to the "Version" column. - Only design Drawings identified as "valid" should be used by the supplier in response to the consultation. - Ask the Ordering Customer's Purchasing Department for any additional information necessary to respond to the consultation (e.g., for the article's design or control). 	X	X	X	X	
7.3.2	<p>The Ordering Customer does not provide national or international norms/standards that may be referred to in this instruction or in transmitted documents (purchase orders, design Drawings, etc...).</p> <p>If any, the Supplier must obtain these national or international norms/standards through its own means, ensuring that it possesses the revision in force.</p>	X	X	X	X	
7.3.3	<p>During the consultation review, the Supplier must communicate any exemption from the consultation (design Drawing, specifications) to the Ordering Customer for analysis and decision (agreement, rejection, exemption, etc..).</p>	X	X	X	X	
7.3.4	<ul style="list-style-type: none"> - Articles subject to an expiry date: the Supplier must respect the minimum expiry date indicated on purchase orders. - If unable to comply with the expiry date, the Supplier shall inform the Ordering Customer for analysis and potential exemption. - For an article subject to expiry: in its response to a quotation, the Supplier must identify the batch and data relating to its manufacture and expiry date. 			X	X	
7.4 ORDER REVIEW AND ACCEPTANCE						
7.4.1	<p>For each purchase order, the Supplier must send an Acknowledgement of Receipt in accordance with the deadline noted therein.</p>	X	X	X	X	

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.4.2	<p>By accepting the purchase order, the Supplier acknowledges that it has received all information required for its execution.</p> <p>It is the Supplier's responsibility to ask the Ordering Customer for any additional information deemed necessary for the article's design, manufacture, or control.</p> <p>The Acknowledgement of Receipt is binding on the Supplier, who must then comply with all requirements specified on purchase order and in this instruction.</p>	X	X	X	X	
7.4.3	<p>By accepting the purchase order, the Supplier is responsible for:</p> <ul style="list-style-type: none"> - verifying that it is in possession of design Drawings having the same version as those of the purchase order. IMPORTANT: Management of design Drawing revision - Drawing with two columns in the title block "Amendment" (Amdt) and "Correction" (Cor.): on the purchase order, the Drawing version corresponds to the "Amendment" column. - Drawing with a "Version" column in the title block: on the purchase order, the Drawing version corresponds to the "Version" column. - only design Drawing identified as "valid" are to be used by the Supplier to fulfil the purchase order. - asking the Ordering Customer's Purchasing Department for any additional information necessary to respond to the purchase order (e.g., for the article's design or control). 	X	X			
7.4.4	<p>The Ordering Customer does not provide national or international norms/standards that may be referred to in this instruction or in transmitted documents (purchase orders, design Drawings).</p> <p>If any, the Supplier must obtain these national or international norms/standards through its own means, ensuring that it possesses the revision in force.</p>	X	X	X	X	
7.4.5	<p>During purchase order review, the Supplier must communicate any exemption from the order (design Drawing, specifications, etc.) to the Ordering Customer for analysis and decision (agreement, rejection, exemption, etc.).</p>	X	X	X	X	X
7.4.6	<p>As soon as the Supplier becomes aware of a risk of delay or a delay in delivery, it shall immediately inform the Ordering Customer.</p>	X	X	X	X	
7.4.7	<p>Within the framework of the purchase order, the Supplier agrees to implement all means to meet its contractual commitments, particularly in terms of deadlines.</p> <p>This commitment on the part of the Supplier also includes those of its own suppliers, even if they are imposed by the Ordering Customer.</p> <p>The Supplier must anticipate outsourced operations in order to control possible drifts and avoid impacting deadlines set by the Ordering Customer.</p>	X	X	X	X	

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.5 PRODUCTION MANAGEMENT						
7.5.1	Manufacturing and control facilities					
7.5.1.1	The Supplier must ensure that the processes and means used are suitable for providing a compliant product.	X	X	X		
7.5.1.2	Measuring instruments and metrology equipment must be chosen in such a way as to ensure that the checks carried out are relevant and compliant. They must undergo periodic calibration and be linked to national or international standards.	X	X	X		
7.5.1.3	The Supplier must ensure adequate preventive maintenance for manufacturing and control equipment.	X	X	X		
7.5.2	Skills management					
7.5.2.1	The Supplier must manage and maintain a competence matrix for activities that affect product quality and conformity.	X	X	X	X	X
7.5.2.2	The Supplier must: <ul style="list-style-type: none"> - evaluate and qualify operators by competence, - identify and engage in appropriate training. 	X	X	X	X	X
7.5.3	Production planning - Capacity management					
7.5.3.1	The Supplier must have a production management system adapted to activity.	X	X	X	X	
7.5.3.2	The Supplier must take the Ordering Customer's data (orders, contracts, forecasts, etc.) into account in production planning and in the calculation of the needs (resources and means).	X	X	X	X	
7.5.4	Stock management of finished products					
7.5.4.1	The Supplier must define and implement a method of tracking inventory that allows: <ul style="list-style-type: none"> - an exact statement of quantities, - traceability (batch number, manufacturing order, etc.) and product identification (part number and revision), - product preservation. 	X	X	X	X	

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.5.5	Tools owned by the Ordering Customer					
7.5.5.1	<p>All tools provided or financed by the Ordering Customer are its physical property.</p> <p>Being responsible for these tools, the Supplier must:</p> <ul style="list-style-type: none"> - check them upon receipt, - identify and list them, - ensure periodic verification, maintenance, and storage in conditions that guarantee their conformity and durability, - inform the Ordering Customer of any time required for repair prior to the acceptance of a new order if the associated downtime could lead to a delivery delay, - return them upon the Ordering Customer's request. <p>If any, the Supplier shall apply the same rules to tools belonging to the Ordering Customer's clients.</p>	X	X			
7.5.6	Subcontracting by the Supplier					
7.5.6.1	<ul style="list-style-type: none"> - The Supplier shall inform the Ordering Customer in the event that it subcontracts all or part of the manufacturing operations. - The Supplier is responsible for subcontractor compliance. 	X	X			
7.5.6.2	The Supplier shall pass on the Ordering Customer's quality requirements to its own subcontractors and ensure that they have been implemented.	X	X			
7.5.6.3	The supplier shall also pass on its own requirements and specifications to its subcontractors.	X	X			
7.5.6.4	The Supplier must ensure the qualification of subcontracted Special Processes.	X	X			
7.5.7	Subcontracting by the Ordering Customer					
7.5.7.1	<p>In the event of subcontracting, with providing of the bill of material, the subcontractor must:</p> <ul style="list-style-type: none"> - respect the bill of material, - respect the manufacturers and part numbers defined in the bill of material (Harting, etc.), - report any exemption from the bill of material to the Ordering Customer for analysis and written agreement (exemption). 		X			
7.5.7.2	<ul style="list-style-type: none"> - In the event of subcontracting with the supply of articles, the subcontractor must report any loss/defect of articles to the Ordering Customer for analysis and, if necessary, resupply. - Any resupply must be done through the Ordering Customer. 		X			

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.5.7.3	In the event of castings provided by the Ordering Customer, the subcontractor must check that the first machined parts is in conformity (dimensional, balancing of the raw material, material health, absence of roughness on machined faces, etc.). Any material recharging is prohibited, except in the case of a written exemption from the Ordering Customer.		X			
7.5.8	Subcontracting of Printed Circuit Board (not for brush-holders)					
7.5.8.1	The Supplier must apply the current IPC-A-610 standard, class 2 at minimum.	X	X			
7.5.8.2	As soon as information on a component is brought to its attention, the Supplier must inform the Ordering Customer of any risk of obsolescence and/or actual obsolescence of this component as well as the LBO (Last Buy Order) date.	X	X			
7.5.8.3	The Supplier must respect the origin of components having a manufacturer's mark identified and required in the BOM (Bill Of Material).	X	X			
7.5.8.4	As soon as information on the change of a component is brought to its attention, the Supplier must inform the Ordering Customer in writing. If a component reported as "generic" in the BOM changes, the Ordering Customer checks for substitutability and takes note of the information. If a component reported as "non-substitutable" in the BOM changes, the Ordering Customer checks for substitutability and allows whether or not to the Supplier to mount it on the Printed Circuit Board. Without written agreement from the Ordering Customer, the Supplier shall not assemble the component on the PCB.	X	X			
7.5.8.5	PCBs must be individually packed in an antistatic shielding bag (ESD/grey bag) and closed with an ESD pictogram label (yellow).	X	X			
7.6 QUALITY REQUIREMENTS						
7.6.1	Traceability and archiving					
7.6.1.1	From our Purchase Order and the Delivery Note, the Supplier must be able to trace: - supply sources, including material traceability when specified on our Purchase Order (material certificate), - the manufacturing and control file, - the work or production order, with identification of the operations carried out internally or subcontracted, - records of the checks carried out, - any non-conformities and corrective actions implemented.	X	X	X		

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.6.1.2	<p>Unless otherwise specified in the purchase order, the documents listed above must be archived for a minimum period of five (5) years and protected from deterioration or loss.</p> <p>If the Supplier must destroy the Ordering Customer's archives in advance of this period, it must give the Ordering Customer six months' notice.</p>	X	X	X		
7.6.2	APQP4Wind: see § "Definitions - Terminology"					
7.6.3	Special Characteristics					
7.6.3.1	Definition: see § "Definitions - Terminology"	X	X			
7.6.3.2	<p>Special Characteristics are identified on our design Drawings by the logo:</p>  <p>Special Characteristics cannot be waived.</p> <p>The quality requirements for CS identification are :</p> <ul style="list-style-type: none"> • Process Capability Analysis (CpK), • Repeatability and Reproducibility Analysis of the associated measuring equipment (Measurement System Analysis). 	X	X			
7.6.4	Article/Supplier qualification - PQA					
7.6.4.1	PQA/FAI definitions: see § "Definitions - Terminology"	X	X			
7.6.4.2	<p>Article references may be subject to a qualification phase in the following cases :</p> <ul style="list-style-type: none"> • Need to meet the APQP4Wind requirements of certain clients • Ordering Customer's need to put the reference under PQA. <p>In these cases:</p> <ul style="list-style-type: none"> • The indication "submitted to FAI" is indicated on the purchase order in connection with the article. • The qualification file DI118 (Design Parts Requirements Document), summarising all expected requirements to be met by the Supplier, is attached to the purchase order. <p>Examples of quality requirements that may be requested on the DI 118:</p> <ul style="list-style-type: none"> - Manufacturing synoptic, - FMEA process, - Control or monitoring plan, - Certificate of raw material, - Treatment certificate, - Dimensional report, - Signed declaration of conformity (linked to the order), - Declaration of conformity for subcontracted activities, - Capability of measurement device if SC, - Process capabilities (Cpk) if SC, - Requirements for the outsourcing of special processes. 	X	X			

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.6.4.3	A qualified reference from a supplier or subcontractor is submitted to a Frozen Process control and must meet the related requirements (see section § 7.6.7 "Frozen Process").	X	X			
7.6.5	References not submitted to a qualification					
7.6.5.1	<p>- For any article reference not subject to qualification, the quality requirements to be provided are recorded on the purchase order and/or the Ordering Customer's design Drawing in connection with the reference.</p> <p>- At each parts delivery, the minimum requirement is to provide a dimensional report or record of 100% of the Drawing dimensions on 1 marked part.</p> <p>- If any, the Supplier must identify dimensions that cannot be measured on the report.</p> <p>Note: Dimensional report format may consist of the design Drawing with measured values recorded.</p>	X	X			
7.6.6	Special Process management					
7.6.6.1	Special Process definition: see § on "Definitions – Terminology"	X	X			
7.6.6.2	Special Processes identified by the Ordering Customer at the suppliers or subcontractors' facilities must be qualified by the Ordering Customer in accordance with its internal instructions.	X	X			
7.6.6.3	<p>In order to demonstrate the Special Process control, the supplier must submit the following information on form DQ73, and provide the supporting documents requested on :</p> <ul style="list-style-type: none"> - Identification of the means necessary to carry out the Special Process, - The monitoring or verification planning for these means (maintenance, calibration, etc.), - The identification and qualification (skills and trainings) of personnel involved in executing the different operations of the Special Process, - Summary of the references of internal procedures involved in the implementation of the Special Process, - A description of the controls implemented throughout the Special Process, - The achievement of specified technical tests, if any. 	X	X			
7.6.6.4	The Ordering Customer reserves the right to carry out a Special Process audit, if necessary.	X	X			

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.6.6.5	<ul style="list-style-type: none"> - Validation of the Special Process is formalised by both Parties' signature in document DQ73. - An expiry date is listed in the same document. - A Special Process revalidation phase must be conducted for an expiring Special Process. 	X	X			
7.6.6.6	<p>The validation of the Special Process may be reassessed :</p> <ul style="list-style-type: none"> - if there is a finished product process-related failure, - if process implementation conditions change, - if there is a prolonged interruption in process use, - during periodic review of the process. 	X	X			
7.6.6.7	<p>The Special Process qualified by the Ordering Customer is subject to Frozen Process control and must meet the requirements thereof. (See § 7.6.7 Frozen Process).</p>	X	X			
7.6.7	Frozen Process					
7.6.7.1	Definition of Frozen Process: see § Definitions – Terminology.	X	X			
7.6.7.2	<p>Frozen Process applies in the following cases:</p> <ul style="list-style-type: none"> • article/Supplier pair qualified by the Ordering Customer (Article under PQA / FAI), • Special Process qualified by the Ordering Customer. 	X	X			
7.6.7.3	For all series production, the Supplier must respect all the processes, means, control plans, and other requirements defined and used during the qualification step.	X	X			
7.6.7.4	<ul style="list-style-type: none"> - The Supplier must request and obtain the Ordering Customer's agreement for any process, supplier, or folder / range (manufacturing or control) changes. - For the change management, the Supplier may use its own document or the Ordering Customer's document ("Change Request Notification" form DQ31). 	X	X			
7.6.7.5	The Supplier must record any changes in the manufacturing and control folder / range.	X	X			
7.6.7.6	The Supplier shall anticipate any changes required for series production and shall inform the Ordering Customer of them as soon as possible.	X	X			

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.6.8	Conformity of articles delivered to the Ordering Customer					
7.6.8.1	Articles delivered according to the Ordering Customer's design Drawing must be fully compliant with order requirements, particularly in terms of the raw material used, dimensions, appearance, cleanliness, compliance with applicable standards, etc....	X	X			
7.6.8.2	Appearance / cleanliness of parts: as stipulated on our design drawings, delivered parts must be degreased and deburred, without sharp edges, shavings and filings (especially at the bottom of drillings and threads).	X	X			
7.6.8.3	Any reloading of material is prohibited (smelters as well as machined parts), except of a written exemption from the Ordering Customer.	X	X			
7.6.8.4	<ul style="list-style-type: none"> - All deliveries are subject to acceptance, in accordance with the Ordering Customer's documents (reference PGI 1501 and IGO 1002) in force (these are internal documents, not provided to Suppliers). - The Ordering Customer reserves the right: <ul style="list-style-type: none"> - to refuse any delivery that does not strictly comply with the order, even if the goods are invoiced ex works. - to limit the order to accepted supplies or to demand the replacement of rejected goods. - In the event of total or partial rejection of the supplies covered by the order, a credit note corresponding to the amount of the goods must be sent to us within 15 days of the rejection notification. 	X	X	X	X	
7.7 MANAGEMENT OF NON-CONFORMITIES						
7.7.1	<p>Upon becoming aware of a non-conformity, the Supplier shall:</p> <ul style="list-style-type: none"> - stop production (casting, machining, assembly, etc.), - communicate the non-conformity to the Ordering Customer, who will decide on the curative action to be taken, - implement appropriate internal security actions (sorting, control, testing, rework, etc.) before any new deliveries, - identify the root cause and take effective corrective actions before restarting the production. 	X	X	X	X	
7.7.2	The Supplier must record all internal and external non-conformities.	X	X	X	X	

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.7.3	<p>The Supplier shall submit any justified requests for exemption to the Ordering Customer prior to parts delivery.</p> <p>To submit an exemption request, the Supplier may use its own document or the document of the Ordering Customer, ref. DQ 40 (attached as an annex to this instruction).</p> <p>The Ordering Party will analyse the exemption request and return it signed with the resulting decision (accepted under exemption, reworked according to instruction, or refused).</p> <p>Upon delivery, the Supplier must:</p> <ul style="list-style-type: none"> - identify and isolate the parts subject to exemption, - attach the exemption (waiver) signed by the Ordering Customer to the Delivery Note. 	X	X	X	X	
7.7.4	The Supplier shall inform the Ordering Customer if any non-conformities are detected or if there is a risk of non-conformities in products already delivered.	X	X	X	X	
7.7.5	The Supplier must analyse internal and external non-conformities and identify the root causes of defects and causes of non-detection.	X	X	X	X	
7.7.6	<p>The Supplier must implement corrective and preventive actions to address the identified causes.</p> <p>The order of application of these actions (date, batch number, on which the action is implemented) must be clearly identified and recorded.</p>	X	X	X	X	
7.7.7	The Supplier must assess the effectiveness of the corrective actions implemented.	X	X	X	X	
7.7.8	<p>For any non-conforming part detected on the Ordering Customer's premises, the Supplier must return a duly completed type 8D analysis report to the Ordering Customer, who will approve and validate the response.</p> <p>The Supplier may use its own 8D report or the Ordering Customer's document, ref. DQ 79 (available upon request).</p> <p>8D report response times:</p> <ul style="list-style-type: none"> - 2 (two) working days for immediate action and securement (steps D1 to D3), - 15 (fifteen) working days for communication of root cause and implementation of corrective actions (steps D5 & D6), - 50 (fifty) working days for completion of the 8D report (steps D7 & D8). 	X	X	X	X	

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.7.9	<p>The Supplier shall be responsible for the return of non-conforming articles (management, pick up, and cost of return).</p> <p>- The refused articles will be made available to the Supplier for a maximum period of 1 (one) month from the date of Non-Conformity Form issuance. Beyond that, articles will be scrapped by the Ordering Customer, without any reminder to the Supplier.</p>	X	X	X	X	
7.7.10	<p>In the case of a non-conformity attributed to the Supplier, the latter will bear all costs of managing the non-conformity: internal processing, transport, stocktaking, sorting, reworked, etc.</p>	X	X	X	X	
7.7.11	<p>- The Supplier agrees to replace, free of charge, any article with a material or construction defect that could not be detected at the time of delivery and that became apparent after inspection or during use under the normal warranty period [24 (twenty-four) months from the date of delivery, unless otherwise agreed upon between the Ordering Customer and the Supplier].</p> <p>- The warranty period will be increased by any downtime resulting from such replacements.</p>	X	X	X	X	
7.8 DELIVERY						
7.8.1	Packaging and conditioning					
7.8.1.1	<p>The Supplier is responsible for conditioning / packaging, which must allow handling and storage without any specific precaution in order to avoid all risks of shock, deformation, friction, scratching, corrosion, chemical attack, etc.</p> <p>It is mandatory that the packaging provides effective protection against any risk of damage due to transport and handling.</p> <p>In particular, cardboard box must be of sufficient thickness (number of corrugated) to resist any deformation or blow-out due to the weight of the container so as to:</p> <ul style="list-style-type: none"> - avoid injuring handlers, - avoid damage to the parts. 	X	X	X	X	
7.8.1.2	<p>In the case of palletisation, the Supplier must use standardised "European" type pallets (EPAL) (size 800 x 1200 mm) or half pallets (size 800 x 600 mm).</p> <p>The Supplier shall ensure that packages do not protrude from the base of the pallet and that the pallets are in good condition (no missing blocks, no missing, cracked, or broken boards, no visible nails etc.).</p> <p>Upon receipt, the Ordering Customer reserves the right to refuse delivery on the grounds of non-conforming pallets (non-European type, defective pallets: missing block(s), missing, cracked, or broken board(s), etc.).</p>	X	X	X	X	
7.8.1.3	<p>The Supplier must not use steel strapping or staples to strap pallets or close packages (risk of injury to the warehouse worker).</p>	X	X	X	X	

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.8.1.4	<p>The Supplier must respect:</p> <ul style="list-style-type: none"> - a maximum weight per pallet of 1,200 (one thousand two hundred) kg, - a maximum diameter of 1 (one) metre for cable reels, - a maximum weight of 15 (fifteen) kg per unit cardboard (application of the NF X 35-109 standard in force), - the Ordering Customer's packaging form, when it is sent to the Supplier. 	X	X	X	X	
7.8.2	Delivery					
7.8.2.1	<p>Each delivery of articles must be accompanied by a delivery note (DN) containing all required information and at minimum:</p> <ul style="list-style-type: none"> the Ordering Customer's order number and, if any, the order line, - the date, - the Ordering Customer's article reference and designation, - the article number of the Supplier, - the quantity delivered, - if any, the batch number of the articles delivered. <p>REMINDER: For any article delivered under exemption, the Supplier must ensure that:</p> <ul style="list-style-type: none"> - it has been isolated, - it has been identified, - the exemption (waiver) signed by the Ordering Party is attached to the DN. 	X	X	X	X	
7.8.2.2	Deliveries must always be accompanied by all documents required on the purchase order and the Ordering Customer's design Drawings, unless the Ordering Customer agrees otherwise in writing.	X	X	X	X	
7.8.2.3	<ul style="list-style-type: none"> - To facilitate receipt, all documents provided should be grouped and visible on the package or pallet. - These documents must be accessible to the warehouse worker without him having to open the package or unpack the pallet. 	X	X	X	X	
7.8.3	Billing					
7.8.3.1	<p>The Supplier agrees to comply with the billing requirements set out:</p> <ul style="list-style-type: none"> - in the Purchase Order and - in the Ordering Customer's General Terms and Conditions of Purchase. 	X	X	X	X	X

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.9 ENVIRONMENTAL REQUIREMENTS						
7.9.1	<p>European RoHS Directive (Restriction on the Use of certain Hazardous Substances):</p> <p>Within the framework of the order, the Supplier agrees to ensure that the products supplied comply with the provisions and requirements of the following Directives:</p> <ul style="list-style-type: none"> - RoHS 2 No. 2011/65/EU on the restriction of the use of certain hazardous substances in electrical and electronic equipment. - RoHS 3 No. 2015/863/EU (addition of EEE category 11 and 4 restricted use substances (< 0.1% mass/mass)). 	X	X	X	X	
7.9.2	<p>REACH Regulation no. 1907/2006: applies to all products manufactured or imported on the European market.</p> <ul style="list-style-type: none"> - Pursuant to Article 33, the Supplier is legally obliged to inform the Ordering Customer as soon as a substance that is a candidate for authorisation* (SVHC) is present in more than 0.1% by mass in the articles delivered. - As regards the substances covered by Annexes XIV (substances subject to authorisation) and XVII (substances subject to restriction), whatever their mass content (even at less than 0.1%), the Supplier must ensure that it checks for their possible presence in its manufacturing processes and in the delivered products. <p>If any, the Supplier will initiate authorisation actions with the ECHA in accordance with deadlines for the submission of dossiers.</p> <ul style="list-style-type: none"> - The list of candidate substances for authorisation may be consulted on the ECHA website and is regularly updated. The Ordering Customer recommends that the Supplier keeps itself informed of these developments and send written notice of any new information concerning the delivered products to the Ordering Customer. (https://echa.europa.eu/fr/candidate-list-table) 	X	X	X	X	
7.9.3	<p>As of 5 January 2021, Waste Framework Directive 2008/98/EC requires that information on articles containing SVHC substances at more than 0.1% by mass be provided to recycling systems.</p> <p>This communication is performed through the SCIP database. A number is associated with each article in the database.</p> <p>For further explanation and access to the database, please visit: https://echa.europa.eu/fr/scip</p>	X	X	X	X	

For each supplier category, applicable requirements are marked with an X.		Supplier	Subcontractor	Manufacturer	Distributor	Provider
7.10 COMPLIANCE WITH APPLICABLE LAWS AND ETHICAL REQUIREMENTS						
7.10.1	<p>Minerals from conflict zones:</p> <p>The US <i>Dodd-Frank Wall St Reform and Consumer Protection Act-2011</i> requires transparency in the sourcing of minerals from conflict zones.</p> <p>EU Regulation 3TG 2017/821 on minerals from conflict zones imposes a duty of care on importers of minerals and metals.</p> <p>The Ordering Customer requires its suppliers to comply with this obligation.</p> <p>For more information, please visit: www.conflictreesourcing.org/</p>	X	X	X	X	
7.10.2	<p>Upon the Ordering Customer's request, the Supplier concerned shall provide a Conflict Minerals Report according to the CMRT template in force:</p> <p>www.responsiblemineralsinitiative.org/reporting-templates/cmrt/</p>	X	X	X	X	
7.10.3	<p>Other applicable requirements: see General Terms and Conditions of Purchase :</p> <ul style="list-style-type: none"> - Paragraph on "Compliance with Applicable Laws and Ethics". - Current GTCP available on the EVERAXIS website. 	X	X	X	X	X
7.10.4	<p>Protection of personal data: see the General Terms and Conditions of Purchase - Paragraph on "Protection of Personal Data".</p> <ul style="list-style-type: none"> - Current GTCP available on the EVERAXIS website. 	X	X	X	X	X

ANNEX 1

ACKNOWLEDGEMENT OF RECEIPT

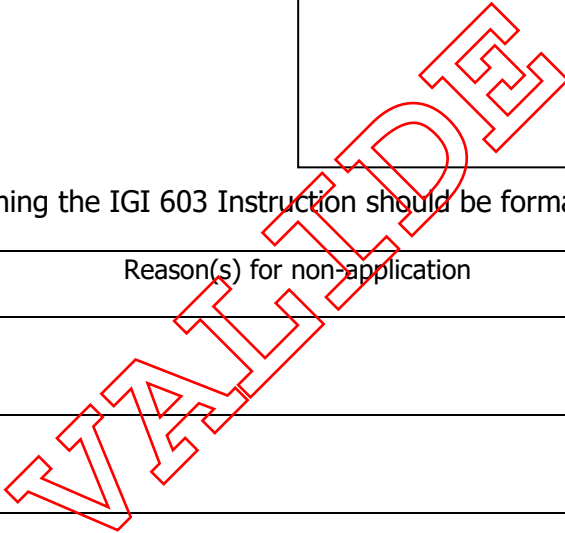
Supplier: _____

As regards **EVERAXIS Industries' document** "Purchasing and Quality Requirements for Suppliers (ref. and version indicated at the top of the page), I acknowledge that I have read all provisions set out in Instruction IGI 603 and that I am able to comply with them (with the exception of the provisions indicated in the table below) and, if any, to provide proof thereof.

Signed in: _____, on _____

Name: _____, Title: _____

Signature:

Company Stamp: 
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Any reservations concerning the IGI 603 Instruction should be formalised in the table below:

Paragraph	Reason(s) for non-application	EVERAXIS Industries' decision

This updated instruction replaces and supersedes any previous version(s). Should you have a previous version in your possession, it should be destroyed (or if retained, identified as out of date).

Please return this acknowledgement of receipt, duly completed, to EVERAXIS Industries' Purchasing Department within 10 days of reception.

<p>SUPPLIER REQUEST FOR EXEMPTION (Document DQ 40- F) Email this document to EVERAXIS Industries – Supplier Quality Dept.: xavier.majournal@everaxis.com</p>	
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Everaxis Purchase Order No: Delivery date:

Part Number of the item: Description:

COMPANY: Fax:

Description of the fault:

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Quantity concerned / Quantity to be delivered:

Date: Name and Department: Signature:

SUGGESTED DISPOSITION (To be completed by the supplier - check appropriate box):

RE-WORK REPAIR ACCEPT AS IS

Description of the re-work or repair:

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EVERAXIS RESPONSE: the signature of both Departments (Design Office and Quality) is mandatory.

ACCEPTED subject to verification on receipt - Exemption Number: DST.

The supplier shall attach the exemption to the Packing Sheet and mark the parts concerned.

REFUSED

Comments:

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Design Office : Date: Name: Signature:

Quality (QM or SQM): Date Name: Signature: