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1. General Provision:

1.1. Contract Review

When receiving an order, the supplier / subcontractor shall verify that all the requirements are clear and applicable. They shall verify that delivery time, price, and terms of payment are applicable. In case of updates / questions the supplier / subcontractor shall apply to the buyer in Tungaloy's Purchasing Dept.

1.2. Important of ethical behavior

The supplier / subcontractor shall understand the important of ethical behavior by considering about compliance, corporate philosophy, and product safety.

1.3. Product Safety

Product Safety is meaning it that products are the situation of satisfy for the design or intended purpose, without to reach the not acceptable risk of an injury to people or damage of property. Therefore, to ensure product safety of the whole life cycle of provided products, shall be planed process like to repeat from (1) to (4) as follows, conducted and managed.

1.3.1. *¹Evaluation of the hazard and management of related risks.


To conduct *²FMEA for the evaluation of the hazard, and specify problems as risk.

*¹Evaluation of the hazard :

----- To evaluate "The degree of the not acceptable risk of an injury to people or damage of property".

*²FMEA (Failure Mode and Effects Analysis) :

----- FMEA which is technique to prevent for some trouble by conduct to countermeasure in advance, guess ahead possibility to issue problems in systems and processes as Failure mode, and find out problems on the drawing and the plan by conducting analysis of estimated root cause and effects in advance.

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And there are FMEA applicable each operation in design, process, works, facility etc.

1.3.2. Management of Safety Critical Item.

To clarify the special requirement of management for the identified Safety Critical Item based on FMEA of (1).

1.3.3. Analyzing of phenomenon to influence for product safety, and Reporting.

To connect to countermeasure not only identify the cause and corrective action but analysis/evaluation of reliability based on time base data for the non-conforming phenomenon possible to issue in Safety Critical Item of (2).

1.3.4 Inform the phenomenon, and education for employee.

To conduct education/training to employee by informs the measurement and the effect of analysis on (3).

1.4. Counterfeit Parts


Counterfeit refers to an unauthorized copy, fake, substitute or remodeled part (for example, material, parts, and component) deliberately falsified.

1.4.1. Be delivered products to us should have to same design, same the supplier / subcontractor, same production process including same production place. Prohibit change intentionally or without permission, and when there is a necessity for change, please promptly contact purchasing department of Tungaloy corporation.

1.4.2. For prevent counterfeit parts, manage products that don't be counterfeit parts, to prepare evidences to objectively insure quality (for example certificate of conformance, examination or inspection report, documents of statistics analysis, specification sheets, production process management documents, and validation reports of production processes etc.) for products including provide from the supplier /subcontractor, and when purchasing department of Tungaloy corporation request attaching or submitting with products, please promptly correspond.

To manage products that don't be counterfeit parts is please refer to following as the

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example.

< One of the way to manage products that don't be counterfeit parts

···To classify from (a) to (d), and manage products >

(a) Products that your company has the right of the design.

(b) Products that other the supplier / subcontractor has the right of the design.

(c) Products that there is general standard.

(d) Products that the specific company has the required specification or there is no general standard.

1.4.3. For obtain products that don't be counterfeit parts, please inform the supplier / subcontractor the above requirement, and get evidences to objectively insure quality.

1.4.4 When the supplier / subcontractor found the product of which the possible of counterfeit or found the counterfeit, isolate the counterfeit and need to proceed as nonconformities. (Please refer to 8. Treating nonconformities.)

1.4.5. The supplier / subcontractor shall require the above requirement of the counterfeit to the supplier / subcontractor that he is using.


2. Raw Material:

2.1. Subcontractors:

2.1.1. The subcontractor shall verify manufacturing using the raw material which is required by Tungaloy's drawing / order when applicable.

2.1.2. In principle, the subcontractor shall supply raw materials and parts from same lot for each purchasing order (production instruction) from Tungaloy. However, if multiple lots of raw materials and parts are used, the subcontractor shall be able to identify which raw materials and parts used from the completed products.

2.1.3. The above will not be applied to subcontractors who receive raw materials and parts from Tungaloy.

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2.2. Supplier:

2.2.1. The supplier shall use raw material which is required by Tungaloy's drawing / order, or raw material, which is approved by Tungaloy, from the supplier's stock for production.

2.2.2. In principle, the supplier shall supply raw materials and parts from same lot for each purchasing order from Tungaloy. However, if multiple lots of raw materials and parts are used, the supplier shall be able to identify which raw materials and parts used from the completed products.

3. Drawings:

The supplier / subcontractor shall comply with “Basic Material Transaction Agreement (Paragraph 7/ 19/ 34)”.

4. Key Characteristics (Critical):

4.1. The following indications (symbols), when appear in the drawings, determine key characteristics (critical dimensions) for the supplier / subcontractor.




4.2. All key characteristics shall be controlled during production processes.

4.3. All key characteristics shall be inspected at final inspection before shipment in consultation with Tungaloy. (See paragraph 9.)

5. FAI (First Article Inspection):

5.1. The Supplier/ subcontractor shall inspect products according to our requirements, the format needs to be confirmed with us in advance.

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5.2. The Supplier/ subcontractor shall notify in writing in advance and obtain to obtain a consensus from us when technical changes about products and manufacturing processes need to be applied or when any changes about manufacturing conditions need to be applied.


6. F.O.D (Foreign Object Debris):

6.1. The Supplier/ subcontractor shall strive to deliver products without F.O.D (foreign object debris) by taking necessary measures to prevent F.O.D. The procedures assuring there are no F.O.D. shall be using work instructions during production and packaging operations and/or applying applicable techniques to detect foreign objects.

7. Special Processes:

- 7.1. Only qualified the supplier / subcontractor by Tungaloy are approved to perform special processes.
- 7.2. When performing the following processes required of Tungaloy's purchased items and defined as Special Processes (e.g. Heat Treatment, Coating, Welding, Brazing, etc.), the supplier / subcontractor shall act, according to the requirements set forth in the following paragraphs.
- 7.3. The supplier / subcontractor shall verify production according to relevant regulatory requirements and relevant international standards.
- 7.4. The supplier / subcontractor shall disclose any necessary information to clarify a special process is complies with our requirements to Tungaloy and shall cooperate to ensure the process is appropriate.
- 7.5. The supplier / subcontractor shall document and store all control data records of special process (not the products of the process, but the process parameters, such as graphs etc.), for a period of 5 years.
- 7.6. The supplier / subcontractor shall document training and qualification of personnel

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operating special process. Training and qualification shall be based on theoretical and actual knowledge that is related to the special process.

- 7.7. The supplier / subcontractor shall document and maintain the calibration results of all the control facilities of the special processes for a period of 5 years.
- 7.8. The supplier / subcontractor shall allow right of access to Tungaloy's customers, to any authorized representative of Tungaloy, and to regulatory authorities to all facilities and applicable records involved, to conduct surveys or qualification audits of the special process and of personnel operating special process planned in advance.
- 7.9. The supplier / subcontractor shall have a defined procedure to approve items undergoing special processes before shipment.
- 7.10. Items supplied will be identified and traceable to special processes.
- 7.11. Changes in special processes e.g. raw material, Standard Operating Procedures, equipment -the supplier / subcontractor shall notify Tungaloy of any changes made and will validate that the changes do not affect the quality of the supplied items. All changes and validation will be documented and stored.
- 7.12. The supplier / subcontractor shall present upon request a systematic validation process defined in his procedures, for all special processes carried out for Tungaloy.

8. Treating nonconformities:

- 8.1. Products of nonconformities are products of which don't satisfy the required specification. And those products include products of nonconformities that received from provider or specified from customer, and materials, parts, work in process, finished products, and counterfeit parts.
- 8.2. The supplier / subcontractor shall establish "confirmation of contents for products of nonconformities, the division of responsibility for a judgement and a treatment, and the authority", as well as the approval procedure and decision members for these by the document.

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- 8.3. When products of nonconformities be found, please note don't use wrongly and hand over wrongly to the next process, and shall isolate and manage those products. When products of nonconformities be found, please note don't use wrongly and hand over wrongly to the next process, and shall isolate and manage those products. And also please inform to the other supplier / subcontractor, customers, and our purchasing division, based on the issued influence by products of nonconformities.
- 8.4. A documented approval shall be received for any nonconforming results related to the requirements of a drawing / an order prior shipment, excluding results related to key characteristics, for which non-conformances are not allowed – see paragraph 9. The vendor shall use application forms designated by Tungaloy.
- 8.5. Repairing / re-work, that may impact the quality of the product, the supplier / subcontractor shall report Tungaloy in writing beforehand and obtain our agreement.
- 8.6. Concessions regarding date of supply shall be coordinated and documented with the buyer in Tungaloy's Purchasing Dept. Approved concession document shall be attached to documents supplied.


9. Final inspection

- 9.1. The supplier / subcontractor shall perform a final inspection either during production or during final inspection process to make sure ensuring that the products are met to our required specifications.

The number of samples to be extracted for the final inspection is, in principle, should be based on statistics, "Acceptance Quality Level (AQL) = 2.5%, Acceptance Criterion C = 0".

- 9.2. The Supplier / subcontractor shall attach a final inspection report to the product when delivering to Tungaloy.

The following information shall be required describing in the inspection report clearly. However, if there are no applicable items for the product, it shall not be required.

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- PO number
- Production work order number
- Purchasing requisition number
- Drawing number (including Revision information)
- Identifiable specification number of materials /processes such as JIS number
- Lot number of the material used for the product (In the case of steel products, certification number (certification number/results sheet number) and heat numbers (both steel number and dissolution number) written on the mill certification)
- Name/lot number of subsidiary materials such as brazing materials
- Name/model number of measuring devices

- 9.3. The vendor shall document and maintain the final inspection reports of Tungaloy's items for a period of one year.
- 9.4. Samples that were performed a final inspection by a supplier/subcontractor shall be delivered to Tungaloy differentiating clearly from other products.

10. Packaging:

- 10.1. **Cleanness:** Items supplied shall be free of any kind of dirt and contamination affecting the product.
- 10.2. **Padding:** Items shall be protected from physical and / or mechanical damage.
Items susceptible to breakage shall be padded adequately in order to avoid shock and damage during transportation.
- 10.3. **Packing Unit:** If there is a possibility that the product may be occurred any shocks and damages during transportation, it shall consult with Tungaloy and consider using special packaging specifications.
- 10.4. **Identification:** Packaging of the product to be delivered to Tungaloy shall be appropriately labeled which are item number/ item description/ manufacturing lot number / quantity etc. on the outside of the packaging.

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10.5. Preservation:

If the product may be affected by vibration/temperature/humidity etc. during transportation, it shall consult with Tungaloy and consider using appropriate packaging specifications.

11. Shipping:

11.1. The supplier / subcontractor shall attach the following required documents to products when delivering the products to Tungaloy. Which documents will be required are depending on a type of products, and necessary documents should be described on the purchasing order when we order.

If you are unclear to understand, please contact our purchasing department.

C.O.A. ----- Certificate of Analysis

C.O.C. ----- Certificate of Conformance

C.O.T. ----- Certificate of Test

11.2. A F.O.D confirmation of prevention/a certification or a document substitute for the confirmation and the certification shall be attached to the product when delivering to Tungaloy.

11.3. All quality documentation shall be maintained for a period of one year.


12. Miscellaneous:

12.1. The supplier / subcontractor shall allow ~~right of access~~ visiting all relevant supplier's/subcontractor's facilities and accessing to Tungaloy's customers or to regulatory authorities to all facilities and applicable records involved, when planned in advance.

12.2. The supplier / subcontractor shall transfer these requirements also to his suppliers.

12.3. The supplier / subcontractor shall ensure the necessary competence for personnel performing work on Tungaloy's purchased items.

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12.4. The supplier / subcontractor shall maintain appropriate management system for products that deliver to us.

12.5. The supplier / subcontractor shall be requested to satisfy the evaluation criteria on our periodic supplier evaluation.

In the case of found non-conformity, the supplier / subcontractor have to do corrective action until has agreed period with us.

13. Quality Verification of Purchased Products, and Management of

Non-Conforming items:

13.1. Tungaloy shall carry out quality evaluations to maintain quality when needed.

13.2. If there is a discrepancy between our inspection results and results from our suppliers or subcontractors, which is considered to affect the product performance, we may request a third party to carry out inspection for the product performance after discussion.