

JOULE MANUFACTURING CORP. SUPPLIER QUALITY REQUIREMENTS

As a supplier to Joule Manufacturing, you agree to comply with the quality requirements listed below with respect to any product or service provided to Joule.

Quality Code	Requirements Description	Type of Material or Service Provided				
		Off the shelf hardware or components	Sheet Metal	Machining, Photo-etching, or Fabrication services	Plating / Coating / Surface Conversion	Powder Coating or Liquid Painting
1	Certificate of Conformance (CoC) A certificate of conformance shall accompany each shipment signed by its Quality Assurance Manager or authorized designee, stating the product supplied is in full conformance with order requirements		X	X	X	X
2	Chemical and Physical Test Reports For raw material shipments or where material was supplied by the supplier, physical and chemical test report certifications shall be supplied with each shipment. Test reports shall be legible and include the mill heat number.		X	X		
3	Traceability Materials used shall have traceability to the original lot and source of supply.		X	X		
4	Discrepancies Make to print suppliers shall communicate discrepancies, omissions and the need for clarifications encountered in respect of furnished drawings or engineering data			X	X	X
5	Nonconforming Materials Supplier shall notify Joule without delay if supplier discovers or suspects products have been delivered that do not conform to agreed specifications	X	X	X	X	X
6	Calibration System, Measuring and Test Equipment Supplier shall maintain a system for the calibration of inspection, measuring, and test equipment shall be maintained.			X	X	X
7	Foreign Object Debris (FOD) Supplier shall maintain efforts to prevent foreign object damage during the manufacturing process.			X	X	X
8	Counterfeit parts avoidance Supplier shall supply articles that are not and do not contain suspect/counterfeit parts. A suspect/counterfeit item is any item that is a copy or substitute or whose material, performance, characteristics does not appear to be authentic. The term also includes an article that has been damaged beyond possible repair but are altered and deliberately misrepresented as acceptable.	X	X	X	X	X
9	Changes to Work / Movement of Work Supplier shall notify Joule of major changes to processes including changes of their external providers or location of manufacturing and obtain Joule Manufacturing approval.		X	X	X	X
10	Preservation and Packaging Handling, Storage, Packaging and Delivery: Material must be packaged to prevent damage during shipment	X	X	X	X	X
11	Documentation Packing lists and invoices must reference the Joule Purchase Order	X	X	X	X	X
12	Record Retention and Right of Access Supplier shall retain all records pertaining to conformity of products produced under Joule Manufacturing purchase order for a minimum of 5 years. Supplier shall provide Joule Mfg access to applicable records. Upon expiration of the retention period, supplier shall notify Joule Manufacturing for disposition instructions.		X	X	X	X
13	Corrective Action Supplier shall perform a Corrective Action investigation, upon request, to provide written details on root cause and preventative actions.		X	X	X	X
14	Surveillance Supplier shall allow Joule to perform on-site audits upon reasonable notification to evaluate quality management systems, corrective action activities, and/or capability to meet requirements		X	X	X	X
15	Awareness It is Joule Manufacturing's expectation that suppliers ensure their personnel are aware of their contributions to product/service conformity, product safety, and the importance of ethical behavior.	X	X	X	X	X