

This document defines the Quality, Purchasing and Logistics requirements applicable to suppliers of SATINOX Assemblage and Satinox Fasteners hereinafter referred to as SATINOX Group to ensure the quality of delivered products and services entrusted.

This document is contractual. It is referenced in purchase orders.

SMQ

The Supplier shall establish, document and maintain a quality management system in accordance with the applicable requirements of the EN9100 or ISO 9001 series standards and the additional requirements defined in this document.

This system must be adapted to the products it designs, manufactures, sells, and cover all the areas concerned by the Supplier's activities implemented under **Satinox Group's** orders.

The Supplier must be able to demonstrate the control of its processes as well as the conformity of the product and the associated documentation.

Review of Product Requirements

The supplier must verify that he is able to satisfy the requested requirements and must be able to assess the associated risks (delays, new technologies, etc.). He is required to ensure that he has all the documents necessary for the execution of the order in accordance with the requirements of the latter, according to the latest index in use. It is up to him to request the additional information he deems necessary.

The supplier undertakes to ensure full responsibility for outsourced processes for compliance with all **Satinox Group** requirements, and to pass on to the entire supply chain the requirements expressed by **Satinox Group**, (Customer requirements are available from your **Satinox Group** buyer).

If specified in the requirements, they will have to use external service providers designated by the customer, including process sources (eg special processes).

All orders must be acknowledged within 48 hours, if applicable, all conditions will be considered accepted.

Communication between Satinox Group and the supplier

The supplier must appoint a person responsible for Quality. The information relating to this person must be communicated to the quality department of **Satinox Group**.

The supplier must inform **Satinox Group** of any changes in its Quality Management System (certifications, authorizations, etc.)

Manufacturing requirements

The supplier must put in place a manufacturing and control file to ensure that each operation has been carried out in accordance with the requirements.

Configuration management (Aero parts supplier)

The Supplier has a configuration management system describing the elements managed in configuration and the principles adopted for their evolution.

The Supplier takes into account the documents necessary for the fulfillment of the Order to the latest indexes that have been made available to it.

Qualification requirements

The supplier must ensure that the manufacturing and control operations are performed by qualified personnel.

- Identify key positions for product quality and required staff authorizations
- Provide proof that operators (eg methods, workshops) are authorized and trained on our products and on our technical and industrial requirements
- Describe the decision criteria for authorization and monitoring
- Keep the appropriate records (eg skill matrix, authorization sheet).

Risk control

The supplier must establish and maintain a system for the identification and continual assessment of risks. The supplier is obliged to inform **Satinox Group** of any change of supplier, and of any major industrial change. He must analyze all the risks that could disrupt his industrial and accidental process.

These risks may be related:

- products (technicality, use, ...);
- supplies (single source, obsolescence, change of source, durability ...);
- the manufacturing and control operations of the product;
- the means (machines, IT, ERP, moving ...);
- to the staff.

The supplier must control and manage the obsolescence (material, process ..)

Identification and Traceability

The supplier must have a means of traceability of the products throughout the production process from receipt to delivery, as well as raw materials used. In addition to the specific traceability requirements, subcontractors and distributors must also ensure traceability (ascending and descending). All these elements must be made available to the customer (configuration identification, certified operators having performed the operations, the documents recording the checks carried out, any change of process, acceptance document, declaration of conformity, proof of qualification of processes and product / supplier pairs, non-compliance and corrective actions put in place, derogations, sources of supply).

All packages must be identified with a label bearing at least the following data:

- Supplier name,
- **Satinox Group** article number
- Supplier's lot number, (each lot must be clearly identified and packaged separately)
- Quantity of parts
- Manufacturing date "day-month-year" (optional).

Product control

The supplier provides all necessary verifications to ensure final compliance with specified requirements. All Supplies are subject to a final inspection with registration, validation and approval of the results by the authorized person. In case of discrepancy, he must inform **Satinox Group**. The input control of the supplies will be carried out at least according to ISO2859-1 or according to the requirement specified in the order.

All control records are to be kept by the supplier with the manufacturing file. **Satinox Group** reserves the right to claim them.

When the supplier is a distributor, it is his responsibility to pass on the provisions of this document to the supplier who carries out the manufacturing. He must ask his own supplier for the manufacturer's certificate of conformity.

Control of measurement and test control equipment

The Supplier must control the registration, verification and maintenance of its control, measurement and testing equipment.

The verification and calibration reports are kept by the supplier and must be submitted at the request of **Satinox Group**.

Counterfeit goods

The supplier must take the necessary measures to prevent the purchase of counterfeit goods.

1st article review (FAI or DVI)

When stipulated, at the price request, the supplier must provide an FAI statement upon delivery of the parts. The FAI checklist will be made according to EN 9102.

Control of non-compliant products and treatment of non-conformities

The supplier must ensure that any product that does not comply with the requirements of the contract cannot be used or delivered unintentionally. This control must include the identification, documentation, isolation and treatment of the non-compliant product.

Supplier's non-conformities detected during the manufacturing process or during the final inspection before delivery must be submitted to **Satinox Group**. The supplier must submit a deviation request before delivery. If the deviation is accepted, it will be clearly identified on the delivery note, and a copy of the said derogation will be attached.

The supplier agrees to report to **Satinox Group**, in writing, any anomaly and / or non-compliance, discovered after delivery, or occurring during the course of implementation and likely to affect products of the same type, delivered previously.

Corrective and Preventive Actions

Any non-conformity detected by **Satinox Group** will be communicated to the supplier via a document formalizing the discrepancies noted. Upon receipt of this document, the supplier is obliged to:

- control its stocks, and those in the process of manufacture.
- conduct a root cause analysis, and take appropriate corrective actions to avoid its reappearance and measure this effectiveness.

The Supplier undertakes to communicate to **Satinox Group** within the agreed period the results of this analysis and the corresponding action plans.

SATINOX-Group Audits - Visit and Access Rights

The supplier and its own suppliers must grant to **Satinox Group** representatives and representatives of authorities and official supervising bodies and, where applicable, **Satinox Group's** customer representatives, free access to the facilities and documents contributing to the realization of the product.

These requirements are also applicable, in the case where the supplier is a reseller, or stockist-distributor, and to its own suppliers who produce the product.

Special processes

All so-called special processes must be clearly identified and qualified according to a supplier procedure or by NADCAP approval. In the case of a modification of the special process, a proposal is made to **Satinox Group**. It must be accompanied by a justification defining the benefit of the change and proving that there is no adverse effect on the outcome of the process.

In case of specific customer or regulatory requirements, they will be specified on the purchase order of **Satinox Group**, and the supplier must comply with it.

Materials

The Supplier knows and complies with the regulations in terms of export control and final destination (Export Control). (For foreign component suppliers and/or mechanical parts).

The Supplier uses only new materials and ingredients.

REACH Regulation

The supplier must fulfill its obligations in accordance with the requirements of the REACH regulation. He must undertake to follow the steps of REACH (pre-registration, registration) if the delivered products are subject to this regulation. The supplier must ensure that its own suppliers also comply with the REACH regulations.

Préservation du produit – Manutention stockage conditionnement et livraison

The supplier is responsible for the choice of packaging to protect the parts against any source of damage.

They must be sufficient and adapted to the products transported. Particular attention, as regards the protection, must be brought to the parts having undergone a painting operation or other surface treatment.

In the case where indications of packing and packing are stipulated on the order, these will have to be rigorously respected.

All lots of the same delivery must be identified and packaged separately.

The weight of boxes delivered to Satinox Group must not exceed **23 kgs**.

Supplier performance measurement

All suppliers are subject to an annual assessment based on their "Quality and Time" performance. If the supplier's approval status is classified as "SR" (Subject To), the supplier will be notified by mail to set up improvement actions. The supplier undertakes to respect the delivery period stated.

The supplier must put in place a process of selection, approval and monitoring of these suppliers, including those imposed by **Satinox Group**. This process should include a periodic evaluation of the supplier's quality system to verify its effectiveness and compliance with the requirements of this document. The supplier must maintain a list of its agreed / approved suppliers.

Continuous improvement

The Supplier implements and maintains a "continuous improvement" process based on recognized methodologies (PDCA, etc.) in order to achieve the performance objectives (punctuality, quality, cycle, costs).

Control of documents and data

The Supplier Quality Management System must ensure that all the necessary documents used to produce the supplies, including all documents distributed by **Satinox Group**, comply with the requirements of the order (plan, standard, etc.). The supplier must obtain copies of specifications and standards prescribed but not provided by **Satinox Group**.

The supplier must ensure the distribution and management of documents and data within its establishment as well as with its own suppliers / subcontractors. The necessary arrangements must be made for expired data.

The "catalog" product suppliers undertake to transmit to Satinox Group a copy of their catalog after each evolution.

The supplier must ensure the distribution and management of documents and data within its establishment, as well as with its own suppliers. The supplier is responsible for the management of obsolescence.

Normative watch

The supplier is responsible for obtaining all the elements of the definition and standards called for in the purchase orders. If the supplier offers standards different from those specified by **Satinox Group**, their equivalencies must be demonstrated and approved by **Satinox Group**.

Certificates of conformity and accompanying documents:

At each delivery, the supplier must provide:

- A delivery slip containing, at least, the Satinox-Group order number, the designation of each article, the index and the quantity
- The documents required on the purchase order, and to transmit according to the type of product and according to the specified and / or normative requirements all documents certifying the conformity of the product.

The delivery must have at least one declaration of conformity according to NFL00-015C stipulating the number of the declaration of conformity of the original order of the producing source.

Archiving :

The supplier is required to archive the evidence of compliance, the minimum archiving time is 30 years. On customer specific requirements a longer archiving time may be required.

The Supplier is responsible for archiving quality records. The documents archived by the supplier must at all times be accessible to **Satinox Group** or its customers.

Upon request, the Supplier must be able to send these documents to Satinox Group's Quality Department within 48 hours.

Unless otherwise specified in the order, the product conformity and product history records must be kept for **30 years** from the date of delivery of the products to **Satinox Group** (Material Certificate, Processing Certificate, inspection report, test report, expert reports, non-compliance reports, release documents, production orders, follow-up sheets, qualification of the means of production and processes, etc.).

This requirement remains applicable in case of interruption of purchase orders.

The storage environment and the media used must ensure the preservation and readability of the data throughout the archival process.

Staff awareness

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- The organization must ensure that the staff has the required qualifications and is aware of:
 - their contribution to the conformity of the product and the service,
 - product safety,
 - the importance of ethical behavior.

« Social Responsibility (CSR)

Satinox, committed to a socially responsible approach to meet the challenges of sustainable development of its activities and services, wishes to rely on suppliers who adhere and commit themselves to this approach. **Satinox's** expectations vis-à-vis its suppliers, apart from the quality of products and services, and that they take into account the environmental, social and ethical issues in their activities; and in compliance with the regulations in force.”

Houdan, 04/10/2018

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