



GENERAL TERMS AND CONDITIONS FOR ORDER (COMPOSITES)

DEFINITIONS

General Terms and Conditions (hereinafter referred to as "GTC"): this GTC hereby applies to any offers made, offers obtained, purchase orders and/or agreements executed by and between the Supplier and Kordsa ("collectively **"Parties"**") and the related business relationship between the Parties. Any terms and conditions or agreement provided by the Supplier that conflicts or supersedes this GTC are not applicable. Derogations from this GTC are binding only if Kordsa is expressly agreed on writing.

Supplier; a company or subcontractor to supply product or service to Kordsa within the scope of a purchase order or an agreement.

Kordsa Teknik Tekstil A.Ş. ("Kordsa" or "Buyer"); is the buyer.

Product or Service; to be manufactured and/or delivered to Kordsa or services to be rendered under the scope of any purchase order or agreement. Definition of product and/or service include all kind of products, service, software, hardware and other subcomponents defined in purchase order.

GENERAL RULES, TERMS AND CONDITIONS

1- This GTC, along with other Kordsa documents, regulates the purchase order progress and the quality requirements for all development services and/or products specifically carried out by the Supplier.

2- The Product or Service to be supplied to Kordsa shall be based on the specification of original approval and the material should have the physical and chemical properties and production processing and performance characteristic. Supplier production will be based on their specifications and will refer to test methods indicated in their current sales specifications. Kordsa will test the material according to their own methods and/or will use International Standards to test the incoming materials received from aerospace suppliers. This specification must be met within the shelf life and after use of the product by the Buyer.

3- The Supplier hereby undertakes that its quality system is certified to AS/EN/JISQ 9100 or ISO 9001, which is acceptable in case the Supplier's sales for aerospace applications are less than 50%. Copies of the certificates to be provided to Kordsa upon request. Withdrawal of any certificate must be reported immediately. Updated copies shall be shared with Kordsa right away.

In case of any non-compliance with the abovementioned requirement at any time, the Supplier shall immediately inform Kordsa and must compile a quality plan in accordance with the requirements of ISO 10005 "Quality Management — Guidelines for Quality Plans". The Supplier shall provide such quality plan to Kordsa for its review and approval. No updates to the approved quality plan shall be made without Kordsa's further approval.

The Supplier hereby agrees that it shall comply with Kordsa's further requirements and instructions in connection with certifications, self-assessments, and quality audits.

The Supplier shall maintain records of all quality actions as specified in its procedures and the issued quality plan, and shall submit them to Kordsa completely, properly and without delay, when requested.



When applicable, the quality assurance system of the Supplier must be in compliance with Kordsa's customers' requirements as well. The Supplier hereby agrees to implement further necessities in such circumstances.

4- Quality Action Report form will be sent to the Supplier by Kordsa's Quality Team in case of problems with Products or Service. It is expected from the Supplier to respond within 5 (five) days at least with an investigation plan/timing of counteractions implementation and Kordsa's Quality Team shall be informed about the results.

5- Kordsa prepare periodically a supplier evaluation at its sole discretion and report rating the service/material performance received from the Supplier. Evaluation criteria is defined by Kordsa. Delivery and quality performance is also tracked and evaluated in the report. According to performance evaluation, the Supplier shall provide the necessary actions if the Supplier do not meet the requirements.

6- The Supplier is committed to the zero-defect target and must continuously optimize its performances. As part of continuous performance improvement, the Supplier shall use its best efforts to provide Kordsa with the most competitive Product in the market. The Supplier shall inform Kordsa of the actions it has taken to ensure such competitiveness. Competitiveness targets shall include but are not limited to the targets related to commercial, technical and sustainability related matters and practices derived from the market. In this regard, the continuous improvement shall include, without limitation, the following target criteria:

- industrial performance, including quality, productivity, reliability, reduction of contractual and industrial cycles and of lead times;
- technical competitiveness, including improvement of the Product by using technologies and processes offering maximum cost/performance ratios;
- support competitiveness, including improvement of support services (including support to certification and qualification if applicable) in all areas of customer support, including price, reliability, repairs;
- price competitiveness, including continuous price competitiveness in line with market trends, evolution of design and manufacturing techniques, and optimization of purchases;
- any other targets generating cost reductions, improving reliability and maintainability, and reducing the weight of the Product.

7- Kordsa shall be entitled to establish, by way of an audit at least once in a year, whether the quality assurance measures put in place by the Supplier, guarantee that the Kordsa's requirements will be fulfilled.

8- Verification methods for Product may include source verification (audit at the Supplier's premises) or Supplier certification. Reasonable restrictions on the part of the Supplier in the interests of safeguarding trade secrets shall be accepted.

9- Supplier shall inform Kordsa of any event that may affect the Product or Service due to any kind of change in the Supplier production monitoring system, shipment progress before change and shall receive Kordsa's approval.

10- If any loss in the quality of the Kordsa's product or operation productivity occurs due to the unknown changes made by the Supplier, Kordsa's all losses shall be compensated by the Supplier.

11- Supplier has the responsibility to inform subcontractor or vendor of suppliers regarding the scope of Kordsa GTC and purchase order or agreement, if applicable and flow-down the requirements therein to its relationship with its subcontractors or vendors.



The Supplier is responsible for informing all necessary vendors and/or subcontractors regarding any kind of documents, drawings or other documents related Kordsa purchase order or agreements and specific or key characteristic and for flowing down the requirements therein to its relationship with its subcontractors or vendors.

12- Signing or approval of Kordsa purchase order in any form shall mean that the Purchase Order has been received and accepted in full by the Supplier along with this GTC.

13- Any changes made by the Supplier on the purchase order or agreement is invalid unless it is approved by Kordsa in writing.

14- Any statements, notices or purchase orders not rejected or refused within 5 (five) days upon the receipt by the Supplier, is considered as adopted and accepted by the Supplier under the scope of purchase order and/or agreement.

15- Kordsa shall have the right to change the Product specifications by giving the Supplier a written notice. Kordsa has also right to request a change in the Product at any time in case Kordsa's customers request any change in Kordsa's own products to be supplied to its customers or for any other reason. The Supplier has to accept and shall promptly execute such changes notwithstanding any dispute between the Parties. In this regard, the Supplier must provide Kordsa with a proposal stating the period necessary for the completion of the implementation of such changes and explaining the effects of such changes on the lead time and Product price, if any, within 5 (five) days upon receiving the change request. The Supplier shall not implement the changes without obtaining Kordsa's written approval in case such changes affect the lead time or Product price. In any case, the Supplier shall maintain the ability to manufacture the unmodified Product for 8 (eight) months as of the completion date of the implementation of the changes.

16- Kordsa has the right to cancel any purchase orders without any liability if any of Kordsa's customers cancels its purchase order(s) issued to Kordsa.

17- Payments do not constitute acceptance of the Product nor relieve the Supplier any of its obligations hereunder. Kordsa is entitled to postpone the date of payment in case of late delivery of the Product and/or necessary documentation, until Kordsa's instructions and demands in accordance herewith have been fulfilled. Notwithstanding the foregoing, Kordsa shall not be obliged to make any payment prior to full receipt and proper delivery of the Product, full receipt of the complete and proper invoice, and all related complete and proper documentation related to the Product. Kordsa has the right to set-off any outstanding receivables and penalty amounts from the Supplier's receivables. The Supplier shall not set-off in any way.

In the event of a dispute related to a Product between the Parties, Kordsa shall have the right to withhold any due payments to the Supplier under any purchase orders or an agreement until the resolution of the dispute where such withholding of payments shall not relieve the Supplier from its obligations to continue its performance under the purchase orders.

18- The Supplier warrants that the Product delivered under any purchase order(s) is free from defect in design, material, and workmanship and conforms strictly to the Product specifications. The Supplier also warrants that the Product is newly manufactured and is and shall continue to be merchantable, fitting for incorporated in an aircraft, fitting for usage within the aerospace industry, fully traceable and complying with all applicable laws and regulations, including those of aviation authorities. In addition, the Supplier guarantees that the Product complies with all requirements related to management, design, development, weight control, safety and reliability requirements, testing, qualification, manufacturing, quality control, export control compliance, delivery on time, on quality, on cost.



The guarantee period is five (5) years for patent (obvious) defects, and thirty (30) years for latent (hidden) defects, starting from the date of acceptance of the Products by Kordsa. In case the delivered Product does not meet the Product specifications, Kordsa, without prejudice and in addition to its rights under the GTC and applicable laws, at its sole discretion, may request from the Supplier either to replace such Product within the period to be specified by Kordsa without additional charges to the Buyer or immediately refund the price of such defective Product following the Buyer's relevant request. The Supplier is liable for any direct, indirect, and consequential losses and damages Kordsa may suffer due to the supply of a defective Product. This warranty of the Supplier shall survive any inspection, delivery, acceptance of, or payment by Kordsa for the Product.

18.1. The Supplier hereby agrees and acknowledges that it shall perform 100% final inspection of the Products and shall certify the compliance with all requirements under the applicable laws, Product specifications, the GTC and the purchase order via a Certificate of Conformity (COC) which must be provided to Kordsa together with the delivery documents. This COC shall not be considered as final, such as in terms of quality, compliance, performance, and weight, as Kordsa shall have the right, but not an obligation, to conduct an acceptance test after the delivery. The Supplier hereby agrees that it shall provide further proof of compliance, e.g., test reports, certificates, samples etc., if requested by Kordsa without any cost.

18.2. Notwithstanding the obligation of the Supplier to finally inspect and certify the compliance of the Product prior to any payment, each Product may be subject to final inspection and acceptance by Kordsa at Kordsa's premises. The Supplier confirms that the Product shall have been thoroughly tested and inspected before delivery to Kordsa. For the avoidance of doubt, Kordsa's failure to inspect the Product to find a non-compliance in the delivered Product or to inform the Supplier of a defect or nonconformity discovered during inspection and in the process of manufacture, assembly, installation or final inspection/test does not prejudice any right of Kordsa and any other provisions of this GTC including the warranty granted by the Supplier. The Supplier hereby expressly waives any objection in this regard.

18.3. The Supplier shall be fully responsible for any costs associated with the non-conforming Product and with the complaints raised by Kordsa or by Kordsa's customers against Kordsa which are linked to the Product.

19- The Supplier shall establish and retain an obsolescence management process to prevent, predict and resolve products becoming obsolete and keep Kordsa updated on its obsolescence management. For the purpose of this GTC, obsolescence shall apply to any situation where a part or parts of the Product is not available and cannot be purchased in the marketplace and the term "obsolete" shall be construed accordingly.

20- The certification for the quality system of the Supplier shall be via an accredited registrar /certification body acceptable to Kordsa. The renewal of the certifications shall be provided to Kordsa. In case of any change in the Supplier's approval status, the Supplier shall immediately inform Kordsa of such change. In case an approval has expired, a plan covering a renewal of the approval shall be forwarded to Kordsa. The Supplier shall have access to the detailed data of the assessment in the non-public part of the database.

21- The Supplier shall accept purchase orders issued by Kordsa for the Product at any time, unless it has a reasonable excuse acceptable to Kordsa, and shall deliver the Product to Kordsa at fair conditions and prices not exceeding market prices. Nothing in this GTC implies, nor may it be construed as creating, any commitment by Kordsa to issue any purchase orders. In this regard, the Supplier hereby acknowledges that business continuity is crucial as part of the Supplier's efforts in order for the Supplier to accept and fulfill all purchase orders to be issued by Kordsa. The Supplier hereby agrees to establish, maintain and keep



up-to-date at all times a business continuity plan, which identifies, assesses, and mitigates risks related to business continuity covering the Supplier and its supply chain, including the facilities and employees. Such business continuity plan shall include, but is not limited to:

- i. Product, facility or process uniqueness,
- ii. access to alternative production facilities,
- iii. critical process susceptibility,
- iv. susceptibility to natural phenomena (e.g. flood),
- v. supply chain related issues (i.e., as per ARP/EN 9134)
- vi. single points of failure (including those of subcontractors, if any) or key processes,
- vii. remote backup of data,
- viii. access to alternative information technology systems,
- ix. action plans, remedies and timelines for business recovery,
- x. determined responsible persons and procedures for of an emergency case,

As part of the business continuity efforts, the Supplier shall perform regularly business risk assessments which shall include, but are not limited to:

- i. identifying the risks,
- ii. analyzing the risks,
- iii. evaluation of the risks,
- iv. risk treatment (preparation of contingency and/or mitigation plans aiming at reducing risk levels),
- v. determining appropriate actions relating to high-risk failure modes to mitigate such risks,
- vi. actively monitoring and reviewing the risk management efforts to make sure that the relevant controls are efficient and effective.

The Supplier hereby agrees to provide Kordsa with its business continuity plan and business risk mitigation information for review at any times upon request of Kordsa. In addition, the Supplier agrees to inform Kordsa in writing on a quarterly basis of the details of its supply chain related to its performance under this GTC and purchase orders. The Supplier shall provide Kordsa with a list of its procurement and subcontracting activities, if any. This list shall also specify the name and place of business of each of the Supplier's subcontractors, if any, including details of the products/services supplied and estimated yearly expenditure. The Supplier shall make sure that its suppliers and subcontractors, if any, shall also meet the business continuity requirements mentioned above.

If the Supplier fails to comply with its obligations or fails to prove compliance and such failure is attributable to a delay or any other non-performance of the GTC or purchase orders, the Supplier hereby expressly agrees that it shall not be entitled to refer to a Force Majeure Event.

22- The Supplier shall ensure its compliance and that of each Product with applicable laws, regulations and/or other official requirements in connection with environment, health and safety including those concerning:

- restriction of use of substances of concern;
- protection of health and safety (including against substances of concern, in connection with workplace and with use of tools, machinery and other equipment);
- labelling and/or packaging;
- transport, disposal and/or elimination of substances of concern (including products containing such substances), dangerous goods and/or hazardous waste; and/or
- protection against potential environmental, health and safety risks (including water, air, soil, waste);

The Supplier shall implement and maintain all necessary means, processes and actions and do all things necessary to ensure its compliance and the compliance of each Product with all laws and/or regulations and/or other official requirements requiring risk assessment, authorisation, registration, notification and/or any exemption in connection with each



Product. The Supplier shall procure that its own suppliers and subcontractors and the upstream suppliers of its suppliers and subcontractors shall, in connection with each Product, at all times comply with the requirements related to environment and safety set out in the GTC and purchase orders.

The Supplier shall procure and provide to Kordsa all information in connection with environmental, health and safety matters related to each Product and its production process and facilities in accordance with laws and/or regulations and/or other official requirements.

In order for avoiding disruption in supply, the Supplier hereby acknowledges that potential changes to laws and/or regulations and/or other official requirements must be anticipated adequately in advance of any such change becoming effective. In this regard, the Supplier shall use its best efforts to obtain and communicate to Kordsa information with regards to substances contained in and/or used in the manufacturing process of each Product which substances are identified as potentially targeted for inclusion in laws and/or regulations and/or other official requirements that may be applicable to the Supplier and/or each Product.

The Supplier hereby agrees to comply with any further requirements to be communicated to the Supplier by Kordsa, including those based on Kordsa's customers' requirements applicable to the Products.

The Supplier must have and implement an environmental management system certified to ISO 14001. In addition, all goods used in the Product shall be procured from sources whose environmental management is certified to ISO 14001 or an equivalent approval.

23- The Supplier shall comply with all applicable standards, codes, laws and regulations, including those of the countries where the Products are manufactured and delivered, and to specifications, instructions, intentions, procedures etc. provided by Kordsa, and deviations from those shall not be accepted without the prior written consent of Kordsa. The applicable standards and laws and regulations shall include, but are not limited to, those on anti-corruption, antitrust, environment, transportation, safety, health and employment. The Products shall comply with sound and proven quality in all respects. In the absence of standards, specifications etc., materials and methods used in the goods and services shall comply with acknowledged highest professional standards. The Supplier shall make sure and is responsible for its suppliers and subcontractors, if any, to also comply with such applicable laws and regulations mentioned above as well as with all Product specifications.

The standards to be complied with by the Supplier include, but are not limited to, the following:

- ARP/EN 9134
- AS 9145
- AS 6174
- AS/EN/JISQ 9100
- AS/EN/SJAC 9102
- AS/EN/SJAC 9103
- AS/EN/SJAC 9104
- AS/EN/SJAC 9131
- EASA Part-21
- EN 9136
- ISO 9001
- ISO 14001
- ISO 10005

24- The Supplier, its executives, employees, agents and any individuals or companies that may be involved in the execution and/or the performance of the GTC or purchase orders



shall comply with all governmental statutes, laws, rules and regulations, including all local and international anti-corruption laws applicable to the performance of its obligations and activities. The Supplier shall refrain from:

- offering, promising, arranging for or paying, either directly or indirectly, anything of value (including monies, gifts and entertainment and special favours) to any individuals, including public officials, for the purpose of improperly inducing that individual to perform or fail to perform his/her official duties, or to assist the Supplier or Kordsa in obtaining business, retaining business or securing any improper advantage;
- offering or making unofficial payments to public officials to expedite or obtain routine governmental actions (obtaining permits, licences, or other official documents; processing governmental papers, such as visas and work orders; providing police protection, mail pick-up and delivery, or scheduling inspections associated with contract performance or transit of goods across country);
- seeking, accepting or paying for any confidential, non-public information regarding competitors, tenders and technical specifications, bids and bid prices.

The Supplier shall give notice immediately to Kordsa of any investigation or legal proceeding initiated against the Supplier by any public authority relating to an alleged violation of applicable laws with respect to the execution and/or the performance of the GTC or purchase orders by itself or its affiliates, subsidiaries, executives, employees, agents or any individuals or companies that may be involved in such performance.

Upon request from Kordsa, the Supplier shall demonstrate the means implemented in order to ensure its compliance with anti-corruption laws and regulations, and Kordsa reserves the right to audit the Supplier in order to check the compliance of the Supplier with the applicable anti-corruption laws and regulations.

If the Supplier does not comply with its obligations under this Article, the Buyer reserves the right to cancel purchase order(s) by the Supplier's default and without assuming any liability.

25- In the event and to the extent that personal data is collected from Kordsa and processed or used by the Supplier, the Supplier shall at all times comply with the General Data Protection Regulation (Regulation (EU) 2016/679 of the European Parliament and of the Council), together with all applicable national personal data protection laws and regulations, all as amended from time to time. The Parties shall enter into negotiations to determine appropriate measures to ensure compliance of the aforementioned laws when needed. The Supplier shall ensure that the obligations contained herein are included in all contracts which are entered into with its suppliers and subcontractors, if any.

26- Kordsa, its personnel or external auditors, its representatives, its customers, the aviation, aerospace and airworthiness authorities, aircraft operators, and others that may be required by laws, ordinances, or regulations shall have the right at any time to inspect and audit the Supplier's and its' suppliers' premises. Kordsa has the right to delegate its inspection rights to third parties. The Supplier shall secure the same rights against its own suppliers in terms of accessing to their premises and enable Kordsa and the foregoing persons having inspection right to do so. The Supplier shall implement the recommendations of the auditing party based on the audit or inspection findings. Inspection, non-participation in inspection, review, acceptance of the Product and permissions or the like carried out by the foregoing persons shall not relieve the Supplier of any of its legal and/or contractual obligations. If planned inspections/tests cannot be performed due to the Supplier's fault, all costs incurred on Kordsa by postponing or non-performance of the inspection/tests shall be paid by the Supplier.



27- The Supplier shall fully defend, protect, indemnify, and hold harmless Kordsa from and against all claims, expenses, any kind of damages and losses, whatsoever arising out of or connected with non-performance, improper performance or breach of this GTC or purchase agreements by the Supplier including, without limitation, the amounts to be paid to Kordsa's customers and any amount to be paid to another supplier of the Product for resourcing the same or similar Product. Kordsa has the right to set-off any amounts from the Supplier's receivables.

The Supplier shall fully defend, protect, indemnify, and hold harmless Kordsa and the personnel of Kordsa from and against all claims and expenses whatsoever in respect of product liability, arising out of or in connection with the supply of the Product by the Supplier.

The Supplier hereby agrees and acknowledges that Kordsa's customers shall have the same rights as Kordsa and shall be able to exercise the same directly against the Supplier.

Any co-operation, instruction, information, or advice of Kordsa does not relieve the Supplier from any of its obligations and responsibilities as defined herein. The Supplier shall not claim any limitation, exclusion, or reduction of liability in any cases because:

- i. part or all of the obligations of the Supplier have been assigned to subcontractor/s;
- ii. the specification of the Product was prepared by Kordsa;
- iii. Kordsa was involved in any work in connection with the purchase orders;
- iv. Kordsa has approved or ratified the Product;
- v. the Product has been finally accepted by Kordsa;
- vi. the Product has been certified and/or approved by Kordsa or any authorities;
- vii. Kordsa has right/s under this GTC, which it exercised or failed to exercise.

PRODUCT DESCRIPTION

Supplier has responsibility to provide following description for Product;

Plant Origin:

Supplier Code:

Shelf Life:

Expiry Date:

Flammability-Corrosiveness-Toxicity (Diamond):

Chemical Stability:

Appearance/Color:

Storage Conditions:

Suggested Applications:

PRODUCTION, DELIVERY, PENALTY

1- Time is essential. In order to realize shipment and/or delivery time, the Supplier has all responsibility for making overtime even in the weekends, arranging night shift, managing manpower with all required software and/or hardware without charging any additional fee to Kordsa.

2- Precautions required to protect the Product from appropriate usage conditions during transportation should be imposed to the transportation agency by the Supplier.

3- Supplier is responsible to inform Kordsa and transport company or forwarding agency if dry ice shipment or cold temperature control vehicle delivery or any other specific delivery conditions if needed for the Product.



4- The Supplier shall conduct First Article Inspection ("FAI") as per AS/EN/SJAC 9102 at first purchased Product validation and for all changes as relevant to the Product. The Supplier shall define and implement a process to manage major supplier related changes (make to buy and buy to buy work transfers Supplier re-organization or industrial/process changes at Supplier or its sub-tiers), and these changes shall be notified to Kordsa and authorities when specifically required. Any change(s) on the manufacturing processes and on the Product, including but not limited to any changes on processes, additives, raw materials, sources, or test methods, requires Kordsa's prior written approval. The Supplier shall not change its production site without Kordsa's prior written approval. In any case, changes referred to under this Article shall invoke FAI action.

5- The Supplier is required to maintain adequate controls, inspections and records to substantiate that all the shipments to Kordsa and shall notify the Kordsa Quality Team immediately for non-conformance that may affect Product already delivered. Kordsa shall arrange the disposition and approval of the Supplier for non-conforming Product.

6- The Supplier undertakes pursuant to a risk assessment to safeguard the traceability of Products which it has supplied. In the event that a deviation is detected, the level of traceability must be such as to ensure that the quantities of products affected can be limited.

7 – Delivery address is "Sanayi Mah. Teknopark Bulvarı No:1/1B, 34906, Pendik, Istanbul, Turkey" unless indicated otherwise in purchase order.

Invoice address is "Alikahya Fatih Mah. Sanayici Cad. No:90, Izmit, Kocaeli, 41310, Turkey" unless indicated otherwise in purchase order.

8- Supplier shall define the documents that Product has been manufactured in accordance with purchase order, and the Supplier has the responsibility to keep documents and access easily when needed. If not indicated in purchase order, supplier shall keep all documents and records related purchase order and product and/or service minimum 30 (thirty) years. The documents shall be available to the Buyer within 12 (twelve) hours upon request.

After indicated period on purchase order, all documents/records shall be destroyed. Or not indicated, after 30 (thirty) years all documents/records shall be destroyed. Kordsa has the right to request the transfer of the documents upon the expiration of the abovementioned retention period.

9- Supplier shall send invoice, CoA, CoC, packing list and other delivery documents before goods arrive Kordsa, These documents are needed for import progress on time. Shipment or service has to be done in accordance with terms in purchase order.

10- If delivery/transportation is under responsibility of supplier, all driver and transport truck/car documents shall be presented to Kordsa precisely. (Identity, driver licence, other permits and necessary documents for transportation, exhaust examination approval of truck by authorized departments), Otherwise Kordsa have rights to reject delivery.

11- Kordsa has the right to reject early or excess deliveries.

12- The Supplier hereby agrees and acknowledges that Kordsa has the right to request the Supplier to deliver the Products to third parties, including Kordsa's affiliates or customers, in accordance with the requirements of such parties with a reasonable prior notice.

PACKAGING AND VISUAL REQUIREMENTS

1- As a general rule, Supplier should package, label and ship the material in such a manner as to provide adequate protection against wet conditions, damage, corrosion, agglomeration, contamination and leakage. Each package should be numbered and shall have the lot



number dye stamped on the outside. A tag shall be securely affixed to each package and should include the following data:

Supplier's name :
Kordsa PO number :
Plant origin :
Type :
Date of Production :
Lot (Batch) Number :
Gross Weight/ Net Weight :
Expiry Date :
Shelf Life :
Storage conditions :

2- Fabric rolls, Film and Paper rolls to be delivered as horizontally and tightly batched and to be covered with polythene bags, and sealed to prevent the pick-up of moisture. Supplier is responsible to inform roll bobbin inside diameter and shall be confirmed with Kordsa and shall fit Kordsa production line.

3- For the resins and other chemicals, drums shall be fit with Kordsa production line. Supplier is responsible to ask and confirm sufficiency and suitability of their chemical products drums or package.

4- Visual requirements are checked as material is received. Defects listed below are the reasons for rejection.

- Turbidity, coagulation, agglomeration and precipitation
- Cake formation.
- Dirt grease or oil or other undefined contamination.
- Damaged packages/containers.
- Wet packages.
- Any color other than the one specified in product description section.
- Discoloration or yellowing of the resin chemical.

Above stated visual requirements will apply according to the physical state; liquid, solid, suspension, etc. Delivered by the supplier.

SAMPLING ,TESTING AND REPORTS

1- The Supplier should specify the lots in the same shipment. Thus each lot is considered individually for sampling procedure. The Supplier shall provide sampling test for each delivery and each lot.

2- Sampling material dimensions as following for all kind of fabrics (Carbon, Glass, Aramid or other), PE or other films, release papers (siliconized or non-siliconized) or other type papers; at least 50 cm length and width equal to product width. Sampling material shall be the same lot with CoA and in accordance with tested product.

3- Resin and other chemicals sampling materials shall be the same lot with CoA and in accordance with tested product and quantity of at least 1 (one) kilogram.

4- A Certificate of Analysis is required for all materials; it must be in English or in the receiving plant language. Transmission of the certificate of analysis to plants should be by fax or e-mail as well as with the shipment, unless otherwise agreed with the plant of Kordsa.

5- In case the Supplier do not measure specified parameters for every lot, please contact to responsible for Kordsa. Failure to report specified parameters will result in Quality Action Request (QAR) issued by Kordsa.



6- Certificate of analysis report should contain data obtained from the testing of individual samples.

In case of averaged value COA must contain:

- number of samples tested
- average data
- standard deviation (if number of samples >12) or range (if number of samples <12)
- Agreed spec with minimum and maximum values

7- The Supplier shall be responsible to supply certificates and the test results of the parts/items and/or materials listed on purchase order before the shipment or before Kordsa receives the Products. The certificates and/or test reports shall involve in the following information:

- Buyer's specification number
- Document unique serial number.
- Manufacturer's name, manufacturing address and telephone number. Buyer's name and address.
- Buyer's purchase order number and purchase order item number.
- Description of goods supplied, identified by same part number / material buying standard as referenced on the Buyer's purchase order.
- Production date
- Quantity
- Test results with the test methods
- Part or Material Revision Level as stated on the Purchase Order.
- Revision and iteration number
- Material classification (type, grade, class, category, code, etc.) as applicable.
- Serial / batch / lot / heat / cast numbers - as applicable to provide traceability.
- Quantity and date of dispatch.
- Statement confirming compliance with Buyer's purchase order requirements.
- Signature of person authorized to release products to customer.

The Supplier is to mail test report for the acceptance of each lot in the same shipment. Hard copies shall be send separately after shipment or with shipment.

ADDITIONAL REQUIREMENTS

1- Additional requirements for the composite suppliers are listed below:

- Apart from CoA/CoC documents, statement of work form should be filled by outsource providers when applicable. Items in the purchase order or in the agreement are subject to additional requirements per a statement of work, which shall be satisfied in order to achieve compliance to contract requirements. Kordsa may not accept items if the Supplier fails to comply with the requirements of the statement of work.
- A statement similar to the following "I certify that the material shipped on the listed in the purchase order complies with the chemical, physical and mechanical properties shown on this report" shall be involved in the certificate of analysis reports and this document shall be signed by an authorized signature with title from Supplier Quality Control's Management.
- The external provider needs to use the customer designated or approved sub-tier suppliers.
- Special requirements/critical items or key characteristics stated in this order and also including customer requirements must be flowed down to sub-tier supplier(s) by the external providers. This quality provision includes key characteristics where required by Kordsa or the customer of Kordsa. The Supplier shall conform the requirements within the defined tolerances for the quality of contracted work, records and material.



The external provider shall prevent the use of counterfeit parts in product/process or services. The Supplier shall implement and maintain control processes, pursuant to AS 6174 to the extent applicable, appropriate to the Supplier's organization and the Product, for the prevention of counterfeit or suspect counterfeit part use and their inclusion in Product(s) delivered to Kordsa. Such process must also require reporting counterfeit parts within 3 days upon confirmation of such parts. Any suspect or detected counterfeit parts of supplied Products or Services will be separated in quarantine as non-conforming product that will not be send back and **will not be paid** to the external supplier.

- The external provider shall inform its persons to be aware of:
 - their contribution to product and service conformity;
 - their contribution to product safety
 - The importance of ethical behaviour.

The external provider shall know its responsibilities on providing test specimens for design approval, inspection/verification, investigation, or auditing.

VERIFICATION

When Product is released for production use pending completion of all required verification activities, it shall be identified and recorded to allow recall and replacement if it is subsequently found that does not meet the requirements.

Kordsa shall apply any inspection/verification methods or process/product audit to evaluate whether the test reports conform to product requirements. If Kordsa defines any operational risks (e.g. critical items) on the incoming raw material, Kordsa shall implement a process to validate the accuracy of test reports.

Documented information and records of monitoring and measuring activities, validation and verification results shall be retained by external provider at least the definition of customer.

PENALTY and COMPENSATION

1- If the Supplier can't meet the requirements stipulated on the purchase order or agreement and/or technical specifications and/or fail to catch delivery date, the Supplier accepts to pay penalty for each day as given; 12% of the amount of purchase order or delayed Products.

Kordsa has rights to cancel or terminate purchase order and/or agreement due to delay on shipments or technical and/or commercial reasons at any time. The Supplier has no right to claim any damages in the event of such termination or cancellation.

FORCE MAJEURE

In the event of any failure in the performance of purchase order and/or agreement due to any beyond the reasonable control of the party concerned including, without limitation acts of God, governmental actions, war or national emergency, acts of terrorism, protests, riot, civil commotion, fire, explosion, flood, lock-outs, strikes or other labour disputes (whether or not relating to either party's workforce), export or import restrictions, restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials, the Party so failing shall, to that extent, be exempted during the period of such occurrence from the liabilities of defaults that would result from its failure.