

	<b>Operational Procedure</b>			
	<b>Supplier Quality Clauses</b>			
<b>FM-4101</b>	<b>Rev: B</b>	<b>DCR: 006</b>	<b>Date: 6/16/22</b>	<b>Page: 1 of 1</b>

**PURPOSE**

The purpose of this procedure is to outline requirements for suppliers doing business with MacDiarmid.

**SCOPE**

This procedure applies to all suppliers and vendors providing material, products and/or services to MacDiarmid and its customers.

**RESPONSIBILITIES**

The MacDiarmid Quality Department is responsible for keeping these Supplier Quality Clauses up to date and available on our website.

The MacDiarmid Quality and Purchasing personnel are responsible for reviewing and updating this document. All purchase orders indicate the requirement for suppliers to comply with this document, provided on MacDiarmid’s website.

Suppliers are responsible for adhering to the requirements outlined in this document.

**PROCEDURE - MacDiarmid Quality Clauses**

1. All suppliers must adhere to MacDiarmid quality system requirements. Suppliers must be qualified by MacDiarmid as approved suppliers. Suppliers failing to maintain compliance with these quality system requirements may be removed from the approved supplier list.
2. Suppliers must respond to any requests for corrective action in a timely manner.
3. Suppliers must notify MacDiarmid of any nonconforming product produced. MacDiarmid’s approval is required for dispositions of Repair or Use As Is.
4. As required, MacDiarmid’s customer or their representative will be allowed to verify at our supplier’s premises that subcontracted product conforms to specified requirements.
5. Suppliers must supply certificates of analysis, certificates of conformance, test reports and/or inspection reports if required by MacDiarmid purchasing documents.
6. Material shipped against purchasing documents will be free of any evidence of poor workmanship that would render the material unsuitable for its intended use.
7. Suppliers will package all items adequately to prevent damage during shipment and storage.
8. Suppliers must qualify their employees against the required competencies to ensure product and process conformity. Records of this qualification or training must be maintained.
9. Purchased products and services will be inspected to verify conformity to MacDiarmid requirements. Items which fail to meet requirements may be returned for rework or replacement.
10. Supplier performance will be assessed based upon quality and on-time delivery. Failure to achieve satisfactory performance may result in removal from the approved supplier list.