

CB Kaupp will communicate to all external providers our requirements for:

- 1. The process, product, and service required- including but not limited to current specifications, identification of relevant technical data, drawings, process requirements and/or work instructions.**
- 2. The approval of: products and services, methods, processes, and equipment, the release of products and services.**
- 3. Competence, including any required qualification of persons to complete work.**
- 4. Interactions with the organization.**
- 5. Performance will be monitored on all orders and report cards will be sent annually to CBK selected suppliers or by request.**
- 6. Verification or validation activities that CBK or our customers intend to perform at their premises.**
- 7. Design and development control**
- 8. Special requirements, critical items, or key characteristics**
- 9. Test, inspection, and verification of products and services.**
- 10. The use of statistical techniques for product acceptance and related instructions for acceptance by CBK.**
- 11. CBK asks that all external providers retain all records or documented information concerning this order for a minimum of 10 years unless otherwise directed.**
- 12. All applicable requirements, including those required by our customer**

CB Kaupp external providers shall acknowledge and understand the need to:

- 1. Implement a QMS**
- 2. Use CBK or our customer approved external providers , including process sources (e.g., special processes)**
- 3. Notify CBK of non-conforming processes, products or services and obtain CBK disposition approval before shipping**
- 4. Prevent the use of counterfeit parts**
- 5. Notify CBK of changes to the process, products or services, including changes of their external providers or location of manufacture, and obtain CBK approval**
- 6. Allow the right of access by CBK, their customer, and regulatory authorities to the applicable areas of the facility and applicable documented information, at any level of the supply chain**
- 7. Ensure that persons are aware of their contribution to product or service conformity, product safety, and the importance of ethical behavior.**