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	<b>Purchase Order Quality Terms and Conditions</b>			
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## 1.0 Purpose

- 1.1 The purpose of this document is to outline the purchase order quality terms and conditions for MCAM customers.

## 2.0 Scope

- 2.1 This document applies to all purchase orders issued by Mitsubishi Chemical Advanced Materials Inc. sites located at 1705 N 48<sup>th</sup> Street; Mesa AZ 85205 and 1840 Enterprise Ct; Libertyville, IL 60048.

## 3.0 Responsibilities

- 3.1 Vendor identified on purchase order (Seller) agrees to be bound by the included terms and conditions by acceptance of purchase order.

## 4.0 Reference Documents

- 4.1 Responsible Business Alliance Code of Conduct
- 4.2 SAE AS13004, Process Failure Mode and Effects Analysis (PFMEA) and Control Plans
- 4.3 SAE AS13006, Process Control Methods


## 5.0 Terms and Conditions

- 5.1 This order is placed and is subject to the terms and conditions set forth and by accepting this order the Seller agrees to be bound thereby. Seller is responsible for flow down of these requirements.
- 5.2 Seller agrees to respond with any exceptions to Mitsubishi Chemical Advanced Materials Inc. within 48 hours of receipt. Acceptance of the purchase order as written will not require a response.
- 5.3 Acceptance of this purchase order constitutes acceptance by the supplier to right of entry by Mitsubishi Chemical Advanced Materials Inc., its customers and

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regulatory authorities to all facilities involved in the order and to all applicable records.

- 5.4 Seller agrees to maintain a system and standard ensuring the quality of the items/services being purchased. Established processes will not be changed without Mitsubishi Chemical Advanced Materials Inc. approval no later than than 365 days prior to change.
- 5.5 There is no outsourcing any purchase orders received from Mitsubishi Chemical Advanced Materials Inc. without first gaining prior authorization.
- 5.6 Seller agrees to notify Mitsubishi Chemical Advanced Materials Inc. of any nonconforming product immediately upon discovery.
- 5.7 Seller agrees to maintain access to the most current industry and Mitsubishi Chemical Advanced Materials Inc. customer's specification as required in the fulfillment of this purchase order. Mitsubishi Chemical Advanced Materials Inc. will make available, upon request, any customer specifications required to process this purchase order.
- 5.8 Seller agrees to process all Mitsubishi Chemical Advanced Materials Inc. purchase orders in accordance with and certify to the most current specification revision level available as set forth by the purchase order.
- 5.9 Seller agrees to respond in writing to requests for corrective action, with a plan to prevent any future specification deviations or nonconforming conditions.
- 5.10 Seller to ensure no suspect, fraudulent, or counterfeit parts are used in the fulfillment of this PO.
  - 5.10.1 A "Suspect Part" is a part in which there is an indication by visual inspection, testing or other information that may meet the definition of a Fraudulent Part or a Counterfeit Part.

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5.10.2 A “Fraudulent Part” is any part knowingly misrepresented as meeting required specifications or the false identification of grade, serial number, lot number, and date code or performance characteristics.

5.10.3 A “Counterfeit Part” is a part that has been represented, identified or marked as genuine, but has been confirmed to be a copy, imitation or substitute that was created without legal right to do so and with the intent to mislead, deceive or defraud.

5.11 Seller shall ensure that persons in their organizations are aware of their contribution to product or service conformity and their contribution to product safety.

5.12 Inspection data (FAIR), raw material, mill test reports and process certifications are required as defined by purchase order requirements. Certifications must include, at a minimum, the PO, part number, description, revision level, quantity and process specifications.

5.13 If applicable, a remaining shelf life of 75% of the original shelf life must be available at time of receipt at Mitsubishi Chemical Advanced Materials Inc.

5.14 OEM and commodity suppliers are required to provide 365 days’ notice of any impending obsolescence of goods or services supplied to Mitsubishi Chemical Advanced Materials Inc.. Any substitutions must be approved in writing prior to fulfillment by Mitsubishi Chemical Advanced Materials Inc.


5.15 If the seller is using material/parts supplied by Mitsubishi Chemical Advanced Materials Inc., they are expected to have traceability (account for all parts delivered). Supplier records should include a verification of the received material/part count and Mitsubishi Chemical Advanced Materials Inc. should be notified of any difference at the time of receipt.

5.16 All quality related records associated with this purchase order will be maintained for a minimum of 10 years. If Seller is unable to maintain records for this period,

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they shall be offered for Mitsubishi Chemical Advanced Materials Inc. to take possession of these records prior to Seller disposal.

- 5.17 As required, Seller agrees to comply with the safeguarding requirements outlined in DFARS 252.204.7014 to protect unclassified controlled information on its unclassified information systems from unauthorized access. Seller agrees to report “reportable” cyber incidents as defined in the referenced DFARS clause.
- 5.18 Seller agrees to maintain a “Business Continuity Plan” in the event of a scenario that would cause an interruption in their ability to provide goods and services in the fulfillment of this PO.
- 5.19 Seller is required to read, understand and conform to the Responsible Business Alliance (RBA) Code of Conduct as applicable. The RBA Code of Conduct can be found at <http://www.responsiblebusiness.org/standards/code-of-conduct>.
- 5.20 Seller agrees to apply latest version of SAE AS13004, Process Failure Modes and Effects Analysis (PFMEA) and Control Plans. Seller agrees to apply latest version of SAE AS13006, Process Control Methods.

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**6.0 Revision History**

REVISION DATE DDMMYYYY	NATURE OF CHANGE	REVISION CATEGORY	
		CLERICAL	NEEDS TRAINING
28MAR2025	Updated to new template, added Scope, Responsibilities, Reference Documents; Added Section 5.20.		X

**7.0 Approval**

EDITOR / TITLE	APPROVAL	DATE (DDMMYYYY)
Michael Heier Sr. Quality Engineer		28MAR2025
APPROVER / TITLE	APPROVAL	DATE (DDMMYYYY)
David Hutchinson Quality Manager		28MAR2025
APPROVER / TITLE	APPROVAL	DATE (DDMMYYYY)
Erick Alcala Plant Manager		28MAR2025
APPROVER / TITLE	APPROVAL	DATE (DDMMYYYY)
Jo Pappa Plant Manager		28MAR2025

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