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	<p style="text-align: center;">Requirement Document: Supplier Quality Manual</p>	<p style="text-align: center;">WTS-GSD-POL-015- Quality System Requirement_Supplier Quality Manual Document No</p>	
		<p>A Revision</p>	<p>23 JAN 2024 Date</p>

Review Supplier process for selection, qualification, and surveillance of Sub-Suppliers.

Approve or disapprove Sub-supplier qualifications.

Audit and monitor the Sub-supplier processes and facilities when deemed necessary.

This requirement also applies if the Supplier is a sales representative, distributor, or toller that procures from Sub-suppliers for direct manufactured parts, materials, assemblies, or services used in VWTS products.

VWTS has identified specific functions which are responsible for communicating with Suppliers and addressing specific matters. These functions and their responsibilities are outlined below:

- Communicates Quality requirements to the Supplier
- Serves as the key interface with the Supplier for Quality
- Communicates qualification acceptance to the Supplier
- Coordinates process improvements, non-conforming material dispositions, corrective actions, auditing, Supplier engagement initiatives, and Supplier assessments
- Carries out Supplier inspections and audits as required

- Issues PO for product qualification and production orders
- Manages and communicates PO changes
- Monitors and reports on-time delivery performance (OTD)

- Owns overall relationship with Supplier
- Negotiates price, delivery, terms, conditions, and contracts



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Documents are adequately protected from loss of integrity, improper use, and loss of confidentiality.

Documents are protected from unintended alterations.

Documents are retained and disposed of in accordance with laws,



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VWTS expects External Providers to be responsive, which is a key measure of performance. In general, VWTS expects External Providers to respond to issues related to immediate quality concerns within a period of 15-calendar days (ex. an NCMR containment plan and to provide commercial disposition such as scrap, return, or rework/repair at Supplier’s cost).

As it pertains to Supplier Corrective Action assignment, a period of 30-calendar days shall apply for formal root cause, containment, and corrective action plan submission.

VWTS defines requirements for each product, process, and services and qualifies External Provider’s product, process and/or services in terms of those requirements. Whenever samples are approved, the following orders will have to reflect the specification approved during the qualification process. The qualification process will consider the requirements demanded by VWTS, Regulatory agencies, VWTS customers, and all applicable Standards.

Distributors, Brokers, Tollers, and Manufacturing Representatives must comply with all the items described in this document and with the T&Cs in the contract.

VWTS may decide to execute an inspection or audit at Sub-suppliers facilities to ensure that VWTS expectations and standards are in conformance.

Tollers are obligated to follow VWTS production process and requirement and to immediately communicate deviations or issues observed in the production process or in the final product. Any opportunity, such as process optimization, cost savings and/or quality improvement, must be communicated to and approved by VWTS before any change is implemented.

VWTS requires all Suppliers to participate in the Production Part Approval Process (PPAP) when requested. The PPAP process is used by VWTS to establish confidence in manufacturing processes and controls of our External providers.

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This is realized through the VWTS review of the non-exhaustive list below. Not

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Hold points requiring inspection by VWTS or representative
 Nonconformance Reports
 Other documented evidence as defined by VWTS SQE

Consult VWTS SQE for any questions pertaining to ITP's as necessary

VWTS indicates the list below of the most common Special Processes used in the manufacturing of contracted materials. As such any other Processes not mentioned where the resulting output cannot be verified by subsequent monitoring or measurement, must be controlled and monitored in accordance with section 5.1.11

- Welding, Soldering, Brazing
- Painting
- Plating
- Pickling / Passivation
- Non-Destructive Testing (NDT)
- Rubber Lining
- Castings
- Heat Treating

VWTS requires External Providers to assure that Documentation supporting process control of



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If any purchased goods and/or services furnished pursuant to the Agreement or an Order are found within a reasonable time after delivery to be defective or otherwise

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A process for on-going screening and assessment of external suppliers to ensure they meet requirements

External Providers shall determine, monitor and measure key processes that directly impact VWTS, to include but may not be limited to:

- Product, process, and service non-conformances
- Delivery performance
- Issue Responsiveness
- Supplier Performance

CTQ	Critical to Quality characteristics
FAI	First Article Inspection
ITP	Inspection and Test Plan
KQC	Key Quality Characteristics
NCMR	Nonconforming Material Report
PPAP	Production Part Approval Process
PO	Purchase Order
RCA	Root Cause Analysis
SQE	Supplier Quality Engineer
UAI	Use As Is



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