



„GKD-Quality specification for suppliers“

ISO 9001 & IATF 16949 Reference	Requirement:
Introduction	<p>The requirements of this document reflect requirements of the end customers, requirements of IATF 16949, as well as requirements of the customer GKD.</p> <p>The customer GKD assumes with this document that the supplier knows and implements the valid edition of ISO 9001 and IATF 16949.</p>
Additions	<p>This document is a supplementary part of each order placed by the Client.</p> <p>Amendments to this document shall only apply if they are documented in Annex A and dated and countersigned by the Client.</p>
Objective	Communication of the requirements to the supplier's quality management system.
1.1	<p>This document applies to the following suppliers:</p> <ul style="list-style-type: none">• Suppliers who deliver products that are part of the product offered by GKD to the customer.• Suppliers who perform services on products that GKD offers to the customer.
4.2	<p>The customer GKD is to be defined as an interested party and requires the implementation and certification of the ISO 9001 standards.</p> <p>The implementation and certification of the standards IATF 16949, ISO 14001, ISO 5000 and ISO 45001 is strongly recommended.</p>
4.3	The demands on the development of products for the customer GKD is excluded
4.3.1	The requirements defined in this document apply to all producing and supplying locations of the supplier.
4.3.2	<p>This document is defined as a customer-specific requirement and must be reported as such to the certification body in case of certification according to IATF 16949.</p> <p>If the supplier delivers a product which is supplied by the customer GKD directly to an OEM, all customer-specific requirements of the OEM also apply to the supplier.</p>
4.4.1.1	<p>The following product-specific requirements must be implemented:</p> <ul style="list-style-type: none">• REACH• IMDS• US-AMERICAN Dodd Frank Act, Section 1502

Technische Weberei für Industrie und Architektur

GKD – Gebr. Kufferath AG | Metallweberstrasse 46 | 52353 Düren | Deutschland | T +49 2421 803 0 | F +49 2421 803 342
info@gkd-group.com | gkd-group.com

Vorstand: Dr. Stephan Kufferath-Kassner | Lara Kufferath | Dr. Daniel Holstein | Ilonka von Bodman

Vorsitzender des Aufsichtsrats: Beat M. Schelling | Sitz der Gesellschaft: Düren | Registergericht Düren HRB 2915

Ust-IdNr.DE 122282386



4.4.1.2	A product safety and compliance officer must have been appointed. This person must be formally trained in the basics of product liability. Name and contact details must be provided to the customer GKD in writing.
5.1.1.1	There must be regulations on the implementation of the legal requirements for data protection. A data protection officer must be appointed.
5.3	The full name, email address and telephone contact details of the management representative shall be passed on to the customer GKD in writing. Likewise, contact details for emergency availability outside normal working hours shall be passed on to the customer GKD.
6.1.2.3	Emergency plans must be submitted to the customer GKD upon request. In the event of the occurrence of a defined emergency which may lead to non-compliance with the delivery obligation, the customer shall inform GKD within 12 hours.
7.1.4	All legal requirements for occupational health and safety must be complied with. If there are no requirements, the requirements of ISO 45001 must be implemented.
7.1.4.1	The implementation of the 5S system is recommended.
7.1.5.1.1	For the assessment of the measuring systems, the VDA 5 procedure must be used.
7.5.3.2.1	In the case of the delivery of products with safety-relevant special features, the requirements of VDA 1 must be implemented. This implies the following requirements: <ul style="list-style-type: none"> • Written information on the implementation of the requirements of VDA 1. • Minimum retention period of 30 years for defined information after the useful life.
7.5.3.2.2	If no feedback is received from the supplier after 10 working days, the technical information provided by the customer shall be deemed to have been accepted by GKD.
8.1.2	Employees who come into contact with GKD customer specifications must have signed an internal confidentiality agreement.
8.2.1.1	The language of communication with the customer shall be German or English.
8.2.3.1.2	If special features are identified on a customer specification by GKD, the supplier must contact the customer to obtain further information on how to direct these features in the pre-series and series. Note: Special features are marked as safety relevant, legal relevant or functionally relevant at the customer.
8.3.4.4	VDA 2 is to be implemented as the product release process.
8.4.2.3	The following sequential process applies to the development of the supplier's QM system after receipt of this document: <ol style="list-style-type: none"> 1. minimum certification according to ISO 9001

Technische Weberei für Industrie und Architektur

GKD – Gebr. Kufferath AG | Metallweberstrasse 46 | 52353 Düren | Deutschland | T +49 2421 803 0 | F +49 2421 803 342
info@gkd-group.com | gkd-group.com

Vorstand: Dr. Stephan Kufferath-Kassner | Lara Kufferath | Dr. Daniel Holstein | Ilonka von Bodman

Vorsitzender des Aufsichtsrats: Beat M. Schelling | Sitz der Gesellschaft: Düren | Registergericht Düren HRB 2915

Ust-IdNr.DE 122282386



	<p>2. development of the supplier's QM system on the basis of a risk rating by the customer GKD.</p> <p>Current and valid certificates are to be sent to the customer without being requested.</p> <p>If the supplier does not implement the requirements mentioned here, he may not ship any products to the customer. Excluded from this are all products for which the supplier has received a special release in writing from the customer GKD.</p>
8.4.2.4	The supplier will implement a performance target of 0 complaints and 100% delivery reliability per year. If it does not meet these targets, it will introduce appropriate measures to achieve them.
8.2.4.5	If the customer GKD identifies a need for supplier development, it will support this through the use of audits. These can be process or system audits. The supplier agrees to previously agreed audits by the customer.
8.5.1	For product service providers, all products are processed, packed and delivered separately according to customer batches.
8.5.1.2	The traceability of products and services must be ensured by means of predefined systems.
8.5.2	For product service providers, clear traceability of the products transferred must be ensured.
8.5.3	The supplier must grant the customer GKD a right of access to its premises in order to be able to extract or verify customer property if necessary. The supplier must keep a list of customer property and hand it over to the customer GKD once a year. Customer property must be clearly marked with the customer's name at all times. Customer property may not be retained, disposed of or resold.
8.5.6	Changes are to be handled according to the VDA 2 trigger matrix.
8.5.6.2	It is expected that the supplier will carry out a product requalification once a year, which must be sent to the customer GKD at short notice upon request.
8.6.5	Compliance with statutory and official regulations shall be confirmed by the supplier to GKD by the transfer of risk.
8.7.1.1	For each delivery that deviates from the previously approved process and product and is to be delivered, a written special release must be requested from the customer GKD. Each container must be marked with the special release of the customer GKD.
9.2.2.3	<p>The supplier shall carry out the following types of internal production process audits at regular and planned intervals - but at least once a year - if applicable for the type of production process:</p> <ul style="list-style-type: none"> • CQI 9 Heat Treatment System Assessment. • CQI 11 Plating System Assessment • CQI 12 Coating System Assessment

Technische Weberei für Industrie und Architektur

GKD – Gebr. Kufferath AG | Metallweberstrasse 46 | 52353 Düren | Deutschland | T +49 2421 803 0 | F +49 2421 803 342
info@gkd-group.com | gkd-group.com

Vorstand: Dr. Stephan Kufferath-Kassner | Lara Kufferath | Dr. Daniel Holstein | Ilonka von Bodman

Vorsitzender des Aufsichtsrats: Beat M. Schelling | Sitz der Gesellschaft: Düren | Registergericht Düren HRB 2915

Ust-IdNr.DE 122282386



	The results of these internal process audits must be made available to the customer on demand..
10.2.3	The supplier must apply the 8D procedure as a problem-solving method for customer complaints. As a minimum, the 5W procedure must be implemented as the root cause analysis method. Immediate actions must be reported back within 24 hours. The complete 8D report must be submitted after a maximum of 10 working days.
10.2.5	The supplier must have taken out product liability insurance adapted to the automotive industry and the delivery quantities, but at least in the amount of € 25 million per claim, including insurance to cover product recalls. A procedure instruction must be available, which contains an emergency plan for product recalls including the containment of faulty deliveries.

Technische Weberei für Industrie und Architektur

GKD – Gebr. Kufferath AG | Metallweberstrasse 46 | 52353 Düren | Deutschland | T +49 2421 803 0 | F +49 2421 803 342
 info@gkd-group.com | gkd-group.com

Vorstand: Dr. Stephan Kufferath-Kassner | Lara Kufferath | Dr. Daniel Holstein | Ilonka von Bodman

Vorsitzender des Aufsichtsrats: Beat M. Schelling | Sitz der Gesellschaft: Düren | Registergericht Düren HRB 2915

Ust-IdNr.DE 122282386



Annex A "Amendments to this document"

Section of this document	Proposed change of the supplier	Additions by the customer GKD

Technische Weberei für Industrie und Architektur

GKD – Gebr. Kufferath AG | Metallweberstrasse 46 | 52353 Düren | Deutschland | T +49 2421 803 0 | F +49 2421 803 342
 info@gkd-group.com | gkd-group.com

Vorstand: Dr. Stephan Kufferath-Kassner | Lara Kufferath | Dr. Daniel Holstein | Ilonka von Bodman

Vorsitzender des Aufsichtsrats: Beat M. Schelling | Sitz der Gesellschaft: Düren | Registergericht Düren HRB 2915

Ust-IdNr.DE 122282386

The changes listed here are declared valid by date and signature of GKD:		

Technische Weberei für Industrie und Architektur

GKD – Gebr. Kufferath AG | Metallweberstrasse 46 | 52353 Düren | Deutschland | T +49 2421 803 0 | F +49 2421 803 342
 info@gkd-group.com | gkd-group.com

Vorstand: Dr. Stephan Kufferath-Kassner | Lara Kufferath | Dr. Daniel Holstein | Ilonka von Bodman

Vorsitzender des Aufsichtsrats: Beat M. Schelling | Sitz der Gesellschaft: Düren | Registergericht Düren HRB 2915

Ust-IdNr.DE 122282386