

Purchase Requirements – Suppliers/Subcontractors

General

Products, purchased by Beth-El America LLC, have technical and general characteristics that are required from the supplier, enabling it to be fully suitable for customer requirements, as well as Beth-El America LLC's internal requirements.

1. Goals

- 1.1. These instructions define the subcontractor's requirements for quality assurance.
- 1.2. This document lists minimal requirements; any additional requirements, defined on the drawing, in the order and other documents attached to the order, are binding more than this document.

2. Applicable documents

- 2.1 Valid version/ revision of quality standard ISO 9001 and/or AS 9100.
- 2.2 Valid version of ISO 9001 and / or AS 9100 quality certification.
- 2.3 If required a valid version of the standard EN 15085 (to the required level) certification

3. Quality records

- 3.1 A subcontractor may not further subcontract jobs received, without the knowledge and approval of Beth-El America LLC.
- 3.2 Original records (Product related forms: i.e. Certificate of raw materials, route cards, drawings, paint, coatings or different treatments), must be kept in an organized item folder.
- 3.3 Each item number in the shipment must have a QC tag attached, with a copy of the tag kept at the manufacturer.
- 3.4 The supplier must archive the quality records for 5 years, or any other duration specified in the order.
- 3.5 The supplier is required to transfer the appropriate requirements in the purchase documents to another sub supplier upon approval from Beth-El America, including key indicators if required. (KEY CHARACTERISTICS, SPECIAL RISKS REQUIREMENTS)

4. Prevention of counterfeit parts

- 4.1 In order to reduce the risk of supply of counterfeit parts or suspect counterfeit parts the supplier must meet these requirements:
 - The supplier is the Original Manufacturer or authorized distributor, of original manufacturer of the item supplied.
 - The supplier will purchase raw materials from manufacturers Original (OCM - Original Component Manufacturer) or from listed agent / authorized distributor of original manufacturer (Authorized Supplier/ Distributor)
 - The supplier will maintain a traceability system, which will ensure the traceability of the supply chain of the items/components supplied, from the component manufacturer to the customer site.

- Supplier will attach all the documents providing traceability details from the manufacturer of the original component to the direct source from which the item was purchased.
- The Supplier/manufacturer will provide along with the products quality documents (COC,COA,COT) from the Original Manufacturer

5. Product safety

A safe product is a product that operates according to its intended purpose without the risk of causing damage to a person or property.

(Under normal or reasonable conditions of use, the product will not pose any risk and will maintain a high level of protection for the safety and health of people except for the risks considered acceptable and consistent to the minimum consistent with the use of the product).

- 5.1 The supplier will ensure that the products offered do not constitute a risk to the person or property (the products will comply with the relevant legislation and regulatory requirements).
- 5.2 The supplier shall ensure that the packaging protects the product in transportation and protects the customer / consumer from possible harm.
- 5.3 The supplier will update for any risk when discovered.

6. Conflict Minerals

- 6.1 The supplier / manufacturer should determine whether it uses minerals (Conflict Minerals - Tin, Tungsten, Tantalum and Gold) that are essential for the production or functionality of the Beth-El America LLC products.
The supplier / manufacturer will insure that these minerals, when used in Beth-El America LLC products, are not originating in the Democratic Republic of the Congo or neighboring countries.

7. Qualifications

- 7.1 The supplier will ensure that its employees, which contribute to the quality of the product and the service provided, are qualified and have the experience to carry out their work.
The supplier shall ensure that the authorization to perform the work, when necessary, is valid when performing the work.
The supplier shall ensure that the employees are aware of their contribution to the quality and safety of the product.

8. Ethical behavior

- 8.1 The Supplier shall be familiar with and strictly comply with all laws and regulations regarding bribery, corruption and prohibited business conduct.
The supplier shall conduct his business fairly, in an appropriate and ethical manner, without bias, including but not limited to the following matters:
Human rights, child labor, human trafficking, including forced labor or labor contracts, harassment and prevention of discrimination.

9. First Article Inspection (FAI)

9.1 FAI report will be attached to sample part(s) supplied for the approval of Beth-El America LLC, before any start of a serial production. The report will include all parameters produced, means of measurement, measurements results, and the AQL level used in the series.

If not otherwise stated, an FAI is required.

9.2 The report's purpose is to coordinate a measurement program and a level of understanding for Beth-El America LLC expectations from the supplier. Beth-El America LLC undertakes the responsibility to verify and approve the reports as quickly as possible.

10. Special processes

10.1 The subcontractor/supplier, defined by Beth-El America LLC, is responsible for the product's quality, reports and documents.

10.2 The supplier is responsible to perform validation for the special processes produced internally according to applicable standards or according to requirements of final customer.

11. Marking

11.1 The parts shall be marked as required on drawing or specifications listed according to the applicable standard.

12. Exception approval

12.1 A supplier, who requires an exception approval for product characteristics, must submit a written request to Beth-El America LLC. The request will be considered and approved by Beth-El America LLC's own discretion.

12.2 Every exception from the date of delivery specified in the order will require an approval from Beth-El America LLC.

12.3 The Supplier will not make any change in the manufacturing process that would exceed the requirements of the drawing.

12.4 When the supplier wishes to make any change in the manufacturing process, an approval must be requested from Beth-El America LLC.