




GENERAL PRESCRIPTIONS TO SUPPLIERS

with regard to

Quality
Safety
Environment

L	12/2013	 B. JAKUBOWSKI	 V. BLOMME	 B. JAKUBOWSKI	Complete rewrite
K	10/2008	B. JAKUBOWSKI	V. BLOMME	JM. DIDELOT	New company name added in appendix 7
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1 SUBJECT AND REFERENCES

1.1 Subject

This document specifies the practical conditions governing relations between Jeumont Electric and its Suppliers, with regard to the technical follow-up plan, realization and Quality of an order.

This document is supplemental to the General Terms and Conditions of Purchase, attached with the order form.

For certain orders, this procedure is supplemented by:

- procedure PQE 202 "Prescriptions to suppliers for safety related assemblies or components".
- procedure PQE 200 "Prescriptions to suppliers working in the field".

The precedence of the documents is as follows:

- Purchase Order and general terms and conditions of purchase
- The documents annexed to the purchase order and mentioned in the list of applicable documents,
- This general specification
- procedure PQE 200 or 202 if applicable

1.2 References

Integrated Management Manual of Jeumont Electric France

EDF document EDMSN 130127 issue A SGAQ Edition 2013 (conventional domain)

2 DEFINITIONS

2.1 - Supplier (Tier 1):

Legal entity who has received an order from Jeumont Electric for the delivery of equipment or service provision.

2.2 - Subcontractor (Tier 2):

Legal entity to whom the Supplier has transferred all or part of the order realization.

2.3 - Supply:

Equipment or services ordered from the supplier by Jeumont Electric

2.4 - Inspector:

Person who is in charge of monitoring the quality of the supply.

2.5 – Type part

First part produced by a supplier in order to validate his manufacturing and testing process that will be implemented for manufacturing serial parts of a fixed design.

2.6 – Quality Plan

For Jeumont Electric activities, this is a document defining the inspections and tests required for procurement, the notification points of Jeumont Electric and its clients if necessary, and the inspection reports and certificates. It form the basis for compiling the conformance file related to the order.

2.7 – Inspection report

This is a statement of measurements versus acceptance criteria and an undertaking on conformance.

2.8 – Conformance Certificate

A conformance certificate is a statement of conformance to an identified requirement.

It is drafted in accordance with standard NF L 00-015 (see appendix 4).

2.9 – Conformance file

It is a log of documents that justifies conformance of a supply, in particular through the fulfilment of the quality plan.

2.10 – Non conformance report

Document that notifies the suppliers of a non conformance in its supply and/or in the related documentation.

The supply and payment are held until the notified decision is executed.

2.11 – Concession Request

Document issued by the supplier, informing JE that it can not meet the requirements of JE for the work required of it. This document is issued as soon as this impossibility, such as an impossibility to supply a component as listed in the specified parts list, is identified.

2.12 – Non-conformance report

Document issued by the supplier, notifying JE of the existence of a non-conformity between the equipment and/or the documentation produced and the requirements of JE. This document is a formal record of a realization non-conformance.

2.14 - Punch List - List of reservations

Document drafted by the inspector during final intervention at the supplier's. It is attached to a non conformance report. It lists all the tasks still to be performed by the supplier to bring its supply into conformity.

2.14 – Inspection report

Document drafted by the inspector during an intervention at the supplier's. It reviews the operations performed and the gives the conclusions of the inspection. An assessment is made by the inspector and communicated to the supplier after each inspection.

3 GENERAL

The quality of the realizations of Jeumont Electric mainly depends on the quality and delivery time of the equipment or services which are part of these realizations. It is necessary for suppliers of Jeumont Electric to adopt and make their prospective subcontractors adopt a way of working that ensures the required quality is achieved in the time allotted.

The needs and requirements of Jeumont Electric concerning the ordered equipment are detailed in the Purchase Order and/or in the contract documents listed therein.

This procedure presents the general provisions to be applied in the relations between Jeumont Electric and its suppliers.

For some orders, specific requirements relating to:

- Quality Assurance, the Environment and Safety
- Supplier surveillance
- Documentation

may be specified. Being referenced in the purchase order or the list of applicable documents (LDA), they have precedence over this document.

4 MANAGEMENT SYSTEMS

Jeumont Electric is certified to reference standards ISO 9001, ISO 14001 & OHSAS 18001.

Jeumont Electric asks its suppliers to adhere to this approach insofar as they are concerned.

If a sub-order from Jeumont Electric requests application of a different quality management system to ISO 9001, this shall be explicitly stated in the purchase order.

A special procedure is required for parts intended for nuclear facilities and classed as safety-related parts: procedure PQE 202 "Prescriptions to Suppliers regarding safety or protection related assemblies or components".

5 HANDLING OF PURCHASE ORDERS AND DOCUMENTATION

5.1 Order Processing

5.1.1 Order acceptance (acknowledge of receipt)

Via the order acceptance, the supplier acknowledges that it has received the necessary information from Jeumont Electric for the supply of the equipment involved.

The acknowledgement of receipt of the order or rider to the order must systematically be returned within 15 days of its receipt to our Purchasing department, signed by a person of authority at the Suppliers. If not, the text of the Purchase Order will be considered as accepted by the Supplier and any technical deviation will be the subject of a non-conformity report and handled in conformity with the provisions described in § 6.9.

The deviations shall also be mentioned and described in the acknowledgement of receipt.

5.1.2.Changes to the PO

The Supplier shall be notified of any changes to the documents mentioned in the purchase order such as procurement specifications, drawings, diagrams, etc. by a rider to the purchase order in the course of contract performance.

The Supplier must update the equipment and documentation affected by these changes.

5.1.3.Closure of the PO

The purchase order shall only be effectively closed once the equipment, services and required documentation have been accepted.

5.2 Supply of documents

The documents to be supplied and subject to prior agreement for use, "Valid for execution" are listed in the order form.

These are mainly documents issued at the beginning and during the manufacture of the supply: design, reports, supporting documents, instructions manuals, etc.

Documents stating conformance of the supply are required by the conformance file in the form of the procurement quality plan, purchase order, specification or drawing and are required at the end of realization.

These documents shall be signed and bear the name of the Supplier's **authorized** person.

The rules for managing documents are stated in **appendix 2**

6 ORDER PROCESSING

6.1 Planning

6.1.1. *Planning Realization*

On receipt of the purchase order, the supplier schedules its realization. Supply of a schedule may be requested by the purchase order.

The follow-up of compliance with lead times is performed by the representative of the Jeumont Electric Purchasing Department.

6.1.2. *Planning of Surveillance*

If specified in the purchase order, technical supervision is conducted by means of a Jeumont Electric Procurement Quality Plan by the inspectors of Jeumont Electric and by the representatives of the customer when needed.

Intervention points are specified (witness and hold points) at the steps where an intervention is required.

Details of this surveillance are indicated in **appendix 6**.

6.2 Sub-orders

When the Supplier intends to subcontract certain manufacturing and/or inspection operations (change of production facility specified in the order or other location for inspector witnessing), it shall first ask for Jeumont Electric's (Purchasing) agreement and then send copies of these subcontract orders (without prices if necessary) to the Purchasing Department.

The Supplier shall notify the sub-contractors of the technical and administrative clauses expressed in the purchase order and especially those clauses concerning documentation, tests and verifications, surveillance, calibration, non-conformities, access..., in so far as the sub-contractors are concerned.

NOTE:

The producing plant mentioned in the Purchase Order must correspond to the place where manufacturing, in process inspections and acceptance inspections are performed.

6.3 Qualification and type parts

For some parts, due to their importance with regards to final quality or needing implementation of particular processes, a type part may need to be made. The processing of the order is the same as for the other orders but needs supplements as follows:

- A Quality plan is specifically developed
- Supporting documentation is required, i.e. drawings, design reports, processes qualifications, technical justifications...
- Specific tests for this part, or realization of samples, test parts, etc. may be required.

Once the type part is accepted, the supplier will manufacture the following parts according to the agreed definition and processes. Any change will be subject to prior agreement.

6.4 Special processes

A special process is a manufacturing process for which the outputs cannot be verified by surveillance or other measures conducted afterwards. Any deficiencies may only appear once the product is in use.

For this reason, these processes require the prior approval of the methods, equipment and personnel used. This approval (qualification of processes and operators) is required in the procurements quality plan.

For other special processes (heat treatment, painting, etc.) those items demonstrating that the process is controlled shall be kept available by the supplier if they are not requested in the quality plan.

6.5 Marking - Identification - Traceability

Marking includes the means implemented to be able to identify immediately and accurately a part or the contents of packaging.

This marking must include the Jeumont Electric PO number, item no. and version. If several parts are delivered under the same order item a serial number shall be added.

The marking method is left to the supplier's initiative as long as it is legible, does not weather with time and does not damage the part. If the marking could be removed by the process, the supplier must transfer it to the part afterwards (other mark or label).

Thanks to traceability, it is possible to establish a link between the part and its corresponding documentation; this traceability must be maintained in order to draw-up the final conformity reports for the equipment, including the equipment ordered from the supplier.

6.6 Protections – Packaging

Packaging includes the means implemented to ensure the protection of the equipment against any deterioration during transportation and storage.

It is requested that metal parts that are neither machined nor painted be sanded to SA grade 2 1/2 to remove any scale.

All machined parts shall be protected against corrosion prior to shipment.

Jeumont Electric leaves it up to the supplier to select the products and means to ensure safe packaging. Nonetheless, the Supplier is entirely responsible for the performance of this protection or packaging.

6.7 Packing and shipping

Packing includes the means implemented to ensure the protection of the equipment against transportation and handling risks (impacts, pressure, water infiltration, etc.). It also allows a visual inspection of the packaging and is marked.

The Supplier must check that the parts are sufficiently protected to avoid any damage to the equipment during transportation.

With regard to packaging, compliance with decree 98-638 must also be ensured and evidence of this provided (certificate).

Shipping of the equipment to another plant than Jeumont or Champagne must be in accordance with the rules specified in **appendix 5** for the "direct shipment of equipment under the supervision of our suppliers without transiting via our factory".

Where particular requirements have been stipulated, the supplier must comply with them (e.g. SEI Standards)

6.8 Transportation

The transportation of dangerous goods must be organized according to the regulations in force.

Other goods must be loaded, stowed and transported such that the safety of the personnel in charge of loading, unloading and transporting them is ensured. The means of transport must be in keeping with the nature of the goods.

Jeumont Electric reserves the right to refuse a transporter if it considers that the safety of the personnel instructed to unload the goods is at risk.

The responsibilities are defined in accordance with the Incoterm stipulated in the purchase order. The rules in force must be followed.

Use of "EUR" pallets is recommended wherever possible.

6.9 Handling of deviations

Several types of deviation can be brought to light.

- "Minor" deviations

If the non-conformity is established according to a requirement specific to the Supplier, but the equipment remains totally in conformity with the documents attached to the order **in all terms and aspects**, it is not necessary to ask Jeumont Electric for written agreement.

Nevertheless, if the non-conformity has an effect on the deadline, the Supplier shall inform Jeumont Electric's Purchasing Department

- "Major" deviations

If the non-conformity is established in relation to a requirement contained in the documents attached to the purchase order, or if it is likely to alter the interchangeability, performance or reliability of the product, it will be handled as follows:

If the deviation is detected prior to product realization, that is to say if the Supplier finds that it is impossible to realize the product or service according to the contractual requirements, it must send a concession request to Jeumont Electric. This may be due to the impossibility to procure materials according to requirements, a change to the process in relation to the previous realization, or other reason i.e. any reason known **before** implementation.

If this deviation is found during product realization, that is to say the Supplier detects a deviation in the obtained result from what is required, it must send a non-conformance report to Jeumont Electric.

This deviation must remain accidental and have no impact on similar materials in the realization process.

The decision will only be enforceable after receipt of a written answer from the Procurement Inspection Department of Jeumont Electric

The supplier shall take all the necessary measures in order to avoid repetition of the same non-conformities during fulfilment of this contract or other future contracts.

The non-conformity shall be documented as indicated in **appendix 4**.

6.10 Product changes

6.10.1 Product changes

In case of supplies, generally mass produced, whose delivery is spread over a long period of time if the supplier has to modify his equipment, while respecting the conformity to the order, it must inform the Purchasing department of Jeumont Electric of its intention as soon as possible. Failing this, Jeumont Electric may charge the costs incurred by these changes to the supplier.

This is particularly applicable to chemical substances for which the updated MSDS must be supplied.

If the modifications previously accepted by Jeumont Electric mean that the supply (equipment and/or documentation) is no longer in compliance with the purchase order, the Supplier must systematically ask Jeumont Electric for a rider to the order.

If a modification entails any discrepancy between a serial part and type part (see § 6.1), the supplier must first ask Jeumont Electric for its agreement.

6.10.2 *Obsolete products*

As part of the management of obsolete products, suppliers may be asked to perform a number of actions, such as:

- Define a list of obsolete components
- Conduct a risks analysis on those products used in its supply
- Ask the supplier to indicate the planned end of manufacture date of its components and those procured by it
- Re-design the product in conjunction with Jeumont Electric, using the new component(s)
- Regularly review the list of components and their planned end of life.

6.11 **Test specimens and samples**

This also includes test coupons from which the test specimens are cut.

The test specimens and samples used for the qualification or control of certain processes shall be unequivocally linked to the material they have been taken from.

If the test specimen or sample is linked to the qualification of a manufacturing process or operator, it must be kept under the conditions specified for this qualification, by the supplier or qualifying body, for at least 5 years from the performance of the tests.

If the test specimen or sample is linked with the inspection of a material ordered by Jeumont Electric (such as a test specimen for a mechanical test), it must be kept by the supplier for at least 5 years from the date the tests are performed. It must be able to be presented or sent (for counter testing in particular) at the request of Jeumont Electric within no longer than one week.

7 GENERAL REQUIREMENTS

7.1 Access

Jeumont Electric has the right to exercise supervision or to appoint someone to supervise the manufacturing process and the inspection of the equipment at the supplier's premises and prospective subcontractors

Likewise, Jeumont Electric has the right to go through the necessary documentation used to ensure that the equipment has been manufactured in conformity with contractual specifications. These rights are extended to Jeumont Electric's customers (or their representatives).

The Supplier and its possible subcontractors must provide Jeumont Electric 's personnel, customers or representatives with the necessary conditions for successfully carrying out this task.

7.2 Compliance with legislation

7.2.1 Chemicals

Use of certain products (hereinafter referred to as "chemicals") requires the users to know the related precautions. Their characteristics are given in the Materials Safety Data Sheet (MSDS). Therefore, before placing an order for Chemicals, Jeumont Electric will ask the supplier to provide the MSDS for the product to be ordered. Once the MSDS has been approved by Jeumont Electric, the order may be placed and the product received in Jeumont. Without a prior MSDS, the product will not be accepted.

Any changes to a MSDS must also be communicated to Jeumont Electric.

For the European market, the supplier must guarantee that the products purchased by Jeumont Electric are in compliance with the provisions of REACH regulations (EC regulations no. 1907/2006) and send proof of such compliance to Jeumont Electric.

7.2.2 Employee health and safety

The supplier must abide by the rules in force in the country where its work is performed.

The supplier must in particular certify whenever necessary the absence of dangerous substances in its products, by writing and issuing certificates:

- Certifying that they do not contain any radionuclides
- Certifying that no dangerous substances are contained in mixes, materials or articles making up the equipment.

7.3 Qualification of personnel

The supplier remains responsible with regard to the qualification of personnel engaged to perform the work in accordance with the rules and requirements of the codes and standards in force.

Proof of the qualification of personnel for the work to be performed may be requested by Jeumont Electric, particularly where special processes are concerned.

APPENDIX 1 Rules regarding the supply of documents

The documents shall:

- Be clear, legible and reproducible
- Have a left-hand margin to allow the document to be bound, it generally being integrated into a file compiled by Jeumont Electric;

2 Document transmission

To facilitate the identification and subject of the document sent, the following information must be provided with each document sent:

- 1 Jeumont Electric PO number,
- 2 Identification of the equipment concerned:
 - item and version,
 - quantity of parts or products,

And if known:

- Jeumont Electric's customer's order number
- Reference of concerned contract

If any doubt, ask the Purchasing Department

Sending documents by fax or e-mail is possible so as to authorize dispatch of the equipment. Nevertheless, only receipt of documents by mail will attest that the supplier has fulfilled this contract obligation.

The documentation shall be sent according to the following instructions:

Documents to be produced	JE Department	Send to
Welding data packages*	Quality	controle@jeumontelectric.com
Certificates		
Convocations		
Dispatch authorization request		
Concession Request		
Non-conformance report		
Quality Plans*		
Technical Manufacturing Program*	Design	documentation@jeumontelectric.com
Product data sheets		
Maintenance / Operating Manual *		
Design reports *		
Realization drawings, diagrams *		
Specifications and procedures *	Purchasing	Purchaser's e-mail address
Acknowledgement of receipt of PO		
MSDS and REACH certificates		
Realization schedule	Accounts	Send by post to: Jeumont Electric Comptabilité fournisseurs 367 , rue de l'industrie BP 20109 59572 JEUMONT Cedex
Invoices		
* subject to acceptance by Jeumont Electric		

3 Document acceptance

Documents returned to the supplier by Jeumont Electric have one of the following statuses:

- **1 Work May Proceed.** The supplier may use this document for the operations to come.
- **2 Revise and resubmit. Work may proceed subject to incorporation of the changes indicated.** The supplier may use this document for execution, but shall take into account the comments into a new revision of the document.
- **3 Refusal to resubmit.** The supplier cannot use the document. A new version must be submitted for approval.
- **4 Approval not required.** This document can be used by the supplier. No approval is required.

This status is indicated by a stamp on the document.

The supply is not accepted until all documents have status 1 or 4.

Jeumont Electric will reply to the supplier within 15 days of receiving the documents (unless otherwise stipulated in the purchase order).

4 Document translation

Documents sent to Jeumont Electric shall be **bilingual** French/English, unless otherwise specified in the Purchase Order. The translation into English will be shown next to the French whenever the document format allows it.

Comments or additional notes supporting figures and appearing on supplied documents (reports, records, statements, drawings, etc...) **must be translated.** This is especially applicable in the case of bilingual forms.

For all documents, the translation shall be checked by a person capable of checking the technical aspect of the document in the translated text.

5 Document storage

The documents certifying the conformity of the equipment to requirements shall be kept for **5 years** from the equipment shipment date.

When requested by Jeumont Electric, it must be possible to send them within 3 days.

APPENDIX 2 Monitoring the manufacturing process

1 Notification Points

Technical surveillance by Jeumont Electric is indicated by means of notification points.

Some orders are sent with an extract from the Jeumont Electric Quality Plan stating the requirements in terms of inspection, submission of documents and notification points.

The notification points are shown in the "JE" column of the procurement quality plan. These are either:

Witness points:

This point noted "W" or "C" (for "Convocation" in French) concerns an operation which Jeumont Electric wishes to attend. However, the supplier may proceed with the operation if the inspector has officially waived this convocation or is not present on the agreed date.

Hold points:

This point noted "H" or "A" (for Arrêt in French) concerns an operation that the supplier can not perform without the presence of the inspector, unless the organization to which the inspector belongs has given prior written authorization.

2 Convocations

The convocation note to be sent to Jeumont Electric at controle@jeumontelectric.com must at least contain the following information (while there are no requirements regarding the format of this note):

1 Jeumont Electric purchase order number

2 Designation of the equipment in question:

- item and version,
- quantity of parts or products,

3 Exact definition of the test (designation or the operation)

The references of the Quality Plan (if any) and of the operation concerned in this Quality Plan.

4 Place where the operation is to take place

5 Handover date and estimated time required by test carrying out.

And if known:

- Jeumont Electric's customer's order number
- Reference of concerned contract

The Supplier sends a notification to the Procurement Inspection Department, with at least **10 calendar days'** notice (unless a different period of notice is specified in the quality plan or purchase order). Beyond this time, if owing to certain events the date of the inspection needs to be changed, the supplier is obliged to inform the Procurement Inspection Department of Jeumont Electric within two working days before the date planned initially.

3 Convocation follow-up

The Procurements Inspection department of Jeumont Electric replies to the Supplier with a new date, or indicating its decision to waive the inspection.

NB

Receipt of a convocation means that the supplier has checked the conformity of its equipment and documentation and acknowledges that he may be asked to prove it to Jeumont Electric's inspector.

All previous intervention points and inspections shall be justified and the corresponding documentation established.

Any deviation previously detected by the Supplier should have been dealt with.

When the Jeumont Electric inspector is present for a witness or a hold point, he signs the Quality Plan next to the operation.

If Jeumont Electric or its customer fails to respond to a notification, the number of the corresponding notification document is mentioned by the supplier in the box reserved for the customer's signature.

If a hold point is waived by Jeumont Electric or its customer the number of the corresponding authorization document is written in the box reserved for the customer's signature.

The supplier may only continue the operations when all the organizations involved have cleared the hold point by means of a written document, issued by the inspector at the suppliers' or sent by mail.

Appendix 3: Conformance File

Some orders are sent with a Jeumont Electric Procurement Quality Plan stating the requirements in terms of inspection, submission of documents and notification points.

The supplier may:

- Either use the Jeumont Electric Quality Plan
- Or use its own, provided that it takes into account all the requirements of the Jeumont Electric Quality Plan.

NB: The supplier remains responsible for defining the inspections and tests, as well as the necessary operations to obtain the conformance of the item.

The notification points shall be signed as above.

Document transmittal is notified by an “R” in the “JE” column of the quality plan. This means that performance of the manufacturing or inspection of the quality plan must be documented by a report or a conformance certificate.

The Supplier indicates the reference of the corresponding document with its applicable revision and signs it.

The Quality Plan together with the related documents constitutes the **conformance file**. They shall be sent to Jeumont Electric’s Procurement Inspection Department or handed over to the inspector during the final inspection.

The following content is recommended:

- Front page
- Table of contents (if 10 pages or more)
- Completed quality plan (Jeumont Electric’s or the supplier’s if previously approved by JE and/or its Clients)
- Non conformance reports or sheets according to § 6.4
- Reports and certificates required by the Quality Plan
- Supplier’s Final Acceptance report
- Certificate of Conformance to the JE purchase order (see specimen document on next page)

This file shall be paginated and its identification shall ensure traceability with the supply and the JE order.

It shall indicate the revision index of the documents used and the signatures of the authorized persons.

One file is required per supply, unless otherwise indicated in the order.

Specimen certificate of conformance to the order

Fournisseur <i>Supplier</i>		N° du certificat <i>Certificate number</i>		
Usine <i>Workshop</i>		Nbr de feuilles <i>Number of sheets</i>		
Client <i>Customer</i>		<p style="text-align: center;"> CERTIFICAT DE CONFORMITE AUX STIPULATIONS D'UNE COMMANDE ETABLI PAR L'INDUSTRIEL FOURNISSEUR CONFORMEMENT A LA NORME NF L 00 - 015 C </p> <p style="text-align: center;"> CERTIFICATE OF CONFORMITY TO THE STIPULATIONS OF AN ORDER ESTABLISHED BY THE INDUSTRIAL SUPPLIER ACCORDING TO STANDARD NFL 00 - 015 C </p>		
N° de la Commande ou du Marché <i>Order or Contract number</i>				
N° et date du bordereau de livraison <i>Number and date of delivery note</i>				
Désignation <i>Designation</i>	Référence ou type <i>Reference or type</i>	Quantité <i>Quantity</i>	N° de série ou de lot <i>Serial or batch number</i>	Autres renseignements <i>Further information</i>
<p>Nous déclarons que la fourniture citée est conforme aux exigences du contrat et que, après vérifications et essais, elle répond en tous points, aux exigences spécifiées, aux normes et règlements applicables sauf exceptions, réserves ou dérogations énumérées dans la présente déclaration de conformité :</p> <p><i>We hereby declare, barring exceptions, reservations or exemptions listed in this statement of conformity, that the listed supplies comply with the contracts requirements and that, after completion of testing and verification, they completely satisfy all specified requirements, and applicable standards and regulations:</i></p>				
Renseignements particuliers aux fournitures livrées : Indiquer notamment la référence des dérogations accordées <i>Information particular to the supplies delivered</i> <i>Specify the reference granted</i>				
Visas - Signatures -				
Responsable Qualité Fournisseur <i>Supplier Quality manager</i>				
Nom et fonction <i>Name and function</i>				
Date <i>Date</i>				
Visa <i>Signature</i>				

APPENDIX 4 Handling nonconformities

1 Non Conformities detected by the supplier

As soon as a non-conformity is detected and prior to delivering the product, the supplier must send Jeumont Electric a non-conformance notice to controle@jeumontelectric.com in accordance with § 6.9

The non conformance report sent by mail or fax shall include at least the following information:

- 1 Identification of equipment and of the document to which the non conformity is established.
- 2 Clear description of the non conformity and comparison with specified criteria,
- 3 Proposed solution with justifications.

If necessary:

- 4 Reference to enclosed documents (notes, drawings, photos...) supporting the description of the non conformity and/or proposed solution.

2 Non-conformities detected by Jeumont Electric

The Jeumont Electric inspector will indicate his remarks and the deviations using the inspection report form IQE 97. The supplier must implement the decisions indicated in this document.

APPENDIX 5 Dispatch out of the Jeumont Electric factory

Some supplies are delivered directly by our suppliers to a place other than Jeumont:

- Partners assembling a part of the equipment intended for our customer.
- Customer warehouse
- Utilization or installation site

In this case, the following will be indicated by the purchaser on the PO:

"Shipping Procedure: you must send us a shipment authorization request in accordance with procedure PQE 201 to our Procurement Inspection Department, before sending any equipment".


These procurements don't go to the "incoming goods" section of Jeumont. It is therefore necessary to control the shipping of this equipment and to ensure its documented acceptance.

The supplier must request this authorization at controle@jeumontelectric.com prior to shipping any equipment. It may only ship the equipment once it has received a formal authorization from the inspection department of Jeumont Electric, which also authorizes payment of the supplier's invoice.

See form IQE 07 on next page

If the inspector is present at the final inspection operations, he completes the dispatch authorization notice.

IQE 07 B imprimé type rédigé par JP NASTOGA, vérifié et émis par B. Jankowski

	Fiche d'autorisation d'expédition De matériel sous surveillance Sans passage par le site de JEUMONT Shipment release sheet For equipment monitored by JEUMONT and not delivered to Jeumont location
A renseigner par le fournisseur de JE to be filled by JE supplier	<p>① Identification du fournisseur <i>Supplier identification</i> Fournisseur : Adresse: <i>Supplier Address</i></p> <hr/> <p>② Identification de la commande <i>Order identification</i> N° de commande JEUMONT ELECTRIC et Révision : <i>JEUMONT ELECTRIC order number and revision</i></p> <p>N° de poste et version : <i>Line and version nb</i></p> <hr/> <p>③ Identification du matériel <i>Equipment identification</i> Désignation du poste de commande et de la version <i>Identification of order line and version</i></p> <p>----- ----- ----- ----- ----- -----</p> <hr/> <p>④ Adresse de livraison <i>Shipment address</i></p> <hr/> <p>⑤ Documentation jointe <i>Attached documentation:</i> <input type="checkbox"/> Certificat de conformité <i>Conformance certificate</i> : ----- <input type="checkbox"/> Dossier de conformité <i>Conformance file</i> : ----- <input type="checkbox"/> Autres documents <i>Other documents</i> : -----</p>
	<p>⑥ Décision finale de JEUMONT ELECTRIC <i>Final decision from JEUMONT ELECTRIC</i> Autorisation d'expédition <input type="checkbox"/> OUI <input type="checkbox"/> NON <i>Shipment authorization</i></p> <p>Par By : Date Visa :</p>
	<p>Cette demande doit être envoyée à controle@jeumontelectric.com renseignée des cases ① à ⑤ <i>This authorization shall be sent to controle@jeumontelectric.com with completed boxes ① to ⑤</i> La documentation jointe (case ⑤) doit avoir été approuvée au préalable selon dispositions de la PQE 201 <i>The attached documentation (box ⑤) shall have been approved previously according to provisions of PQE 201</i></p>

IDENTIFICATION	Commande JE:/ JE Order 1	FABRICANT Manufacturer: 2	Identification fabricant: 3 <i>Manufacturer identification</i>
PRESCRIPTIONS GENERALES GENERAL PRESCRIPTIONS 4	Prescriptions générales aux fournisseurs: PQE 201 4 <i>General prescriptions to suppliers</i>	4	4

N° -	TYPE DE CONTRÔLE <i>TYPE OF INSPECTION</i> 5	Conditions particulières <i>Specific conditions</i> 6	Référence <i>Reference</i> 7	IND* REV 8	JE 9	1 9	2 9	PV et rapports * <i>Reports</i> 10
1								
1.a								
1b								
1c								

*** : A remplir par le fournisseur To be filled by the supplier**
Le délai de convocation est de 10 jours *Notification notice is 10 days*

11

Points de notification : <i>Notification points</i>	C: Convocation <i>(W Witness)</i>	A: Point d'arrêt <i>H Hold point</i>	R: Remise de document <i>Document transmission</i>	Intervenants : <i>Intervening parties</i>	JE Jeumont Electric	1:	2:
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LEGEND

- 1 State the reference of the order placed by Jeumont Electric with the order item number, if there are several items
- 2 State your company name
- 3 State the tracking or internal order number. This identifier generally ensures traceability with documentation.
- 4 This line states the general requirements applicable to the order. In addition to the reference of this EQP, standards or codes may be specified.
- 5 This column indicates the equipment or subset concerned and the nature of the operations
- 6 standards regarding the operation in question, sampling or batching plan, details of the inspection, nature of the document requested
- 7 This column refers to the Jeumont Electric drawing or specification related to the order
- 8 This column must be completed with the revision index applicable to the document per column ⑦
- 9 These three columns “JE” for Jeumont Electric, “1” and “2” for the parties identified at the bottom of the page contain the notification points for these entities. It is also these boxes that should be stamped by the inspectors.
If Jeumont Electric declines a notification point, indicate the reference of the document sent by Jeumont Electric (see § 6.2.1 of this document)
- 10 Complete with the references of the reports and certificates issued, as well as of any nonconformance reports.
- 11 This line gives the nature of the notification points stated in 9, and the names of the inspectors.
For JE, the correspondent is stated in appendix 2.
For “1” and “2”, the name of the organization or customer is given and the notification addresses are communicated