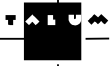


ZAGOTAVLJANJE KAKOVOSTI / QUALITY ASSURANCE

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1 PODROČJE UPORABE

/ SCOPE

Te zahteve o zagotavljanju kakovosti urejajo sodelovanje med Talumom in dobaviteljem. Dobavitelj bo dobavljal izdelke in/ali storitve, izdelane v skladu z zahtevami o zagotavljanju kakovosti.

Prav tako mora dobavitelj zagotoviti, da bodo poddobavitelji izpolnjevali obveznosti, določene v zahtevah o zagotavljanju kakovosti.

Posamična določila zahtev o zagotavljanju kakovosti so lahko določena tudi v posebnem pisnem dogovoru – Zvezek zahtev.

Zahteve o zagotavljanju kakovosti so del Pogodbe o dobavi in Splošnih nabavnih pogojev Taluma¹.

This Quality Assurance requirements governs the cooperation between Talum and the Supplier. The Supplier will supply the products and/or services manufactured in compliance with the requirements of this Quality assurance.

The Supplier shall also ensure that sub-suppliers will comply with the obligations set out in this Quality Assurance requirements.

Separate provisions of this Quality Assurance requirements may also be specified in a special written agreement - List of Requirements.

The Quality Assurance requirements are part of the Talum's Supply Agreement and General Purchase Conditions².

2 ZAHTEVE O SISTEMIH VODENJA

/ MANAGEMENT SYSTEMS REQUIREMENTS

Vodenja kakovosti (QM)

Dobavitelj mora imeti vzpostavljen sistem po zahtevah standarda IATF 16949 ali ISO 9001, ki je certificiran s strani tretje stranke. Za dobavitelje, ki nimajo proizvodnega procesa (le prodajne aktivnosti), certificiranje po ISO 9001 ni potrebno. V tem primeru se preverja proizvajalec proizvoda.

Zadošča tudi plan vzpostavitve in certificiranja sistema kakovosti, ki ne sme biti daljši od 2 let, ali pisno dovoljenje od odgovornega predstavnika Taluma.

Dobavitelj se zavezuje, da bo na osnovi sistema QM sledil načelu nič napak.

Sistem ravnanja z okoljem (RO)

Od dobavitelja, ki ima proizvodni proces, se pričakuje uvedba in razvoj sistema ravnanja z okoljem v skladu z ISO 14001.

Dobavitelj mora spremljati in upoštevati veljavno zakonodajo s področja obvladovanja okolja, še posebej REACH in Dodd-Frank predpis, znan kot »Materiali konfliktov«. Če dobavitelj uporablja takšne minerale v izdelkih za Talum, mora v zvezi s tem Talumu vsako leto predložiti zapis o

Quality Management (QM)

The Supplier must have an established system in accordance with the requirements of the IATF 16949 or ISO 9001 certified by a third party. For suppliers that do not have a production process (only sales activities), certification according to ISO 9001 is not required. In this case, the product manufacturer is verified.

A plan for the establishment and certification of a quality system, which must not be longer than 2 years or a written authorisation from the Talum's responsible representative is also sufficient.

The Supplier undertakes to follow the principle of zero defect on the basis of the QM system.

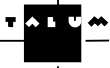
Environmental Management (EM)

Suppliers with a production process are expected to introduce and develop an environmental management system according to ISO 14001.

The Supplier is obliged to monitor and comply with the applicable legislation regarding environmental protection, in particular REACH and the Dodd-Frank Act, known as "conflict materials". If the Supplier uses such minerals in products for Talum, they are obliged to submit an

¹ Veljavna izdaja teh dokumentov je objavljena na internetni strani <https://www.talum.si>

² The current version of these documents are published in the Internet under <https://www.talum.si>



preverjanju.

Dobavitelj je dolžan predložiti nabavnemu oddelku Talumu vsa potrdila oz. certifikate ali podatke o morebitnem odvzemu certifikata.

inspection report to Talum each year in this regard.

The Supplier is obliged to submit all certificates or data on the eventual withdrawal of the certificate to the Talum's Purchasing department.

2.1 Kazalniki uspešnosti in ocenjevanje dobaviteljev / **Performance Indicators and Evaluation of Suppliers**

Talum dobavitelje ocenjuje na osnovi različnih kriterijev – kazalnikov uspešnosti, kot so:

- skladnost dostavljenih proizvodov (v ppm),
- točnost dobave: za točne dobave se šteje le dobave dostavljene na datum, določen v naročilu (v % glede na vse dobave),
- odziv na reklamacije in uspešnost uvedenih ukrepov: v obliki 8D-poročil (nepravočasni odziv do vključno 6D, neučinkoviti korektivni ukrepi ali ponavljanje napak ipd.),
- število premijskih dostav in zastojev pri kupcu zaradi dobavitelja,
- cenovna politike proizvoda.

Dobavitelju se cilji določijo v Zvezku zahtev. Dobavitelj bo na osnovi prejetih rezultatov določil in uvedel korektivne ukrepe, s katerimi bo dosegel zahtevane cilje.

Talum evaluates suppliers on the basis of various criteria - performance indicators, such as:

- conformity of delivered products (in ppm),
- delivery timeliness: only deliveries made on the date specified in the order (in % with regard to all deliveries) are considered timely,
- response to complaints and the effectiveness of the measures taken: in the form of 8D reports (untimely response up to and including 6D, ineffective corrective measures or repetition of errors, etc.)
- number of occurrences of premium freight and customer disruptions at the receiving plant due to the Supplier,
- product pricing policies.

The objectives shall be set for the Supplier in the List of Requirements. On the basis of the results obtained, the Supplier will determine and introduce corrective measures to achieve the required objectives.

2.2 Presoja dobavitelja

Dobavitelj se zavezuje, da bo omogočil izvesti Talumu in/ali njegovemu kupcu presojo, da bi ugotovili, ali ukrepi za zagotavljanje kakovosti izpolnjujejo zahteve Taluma ali kupca. Presoja se lahko izvaja kot presoja sistema, procesa ali proizvoda po predhodni najavi in dogovoru.

Če se pojavijo težave s kakovostjo, ki jih povzročijo storitve in/ali dobave s strani poddobavitelja, dobavitelj na zahtevo Taluma opravi skupno presojo pri poddobavitelju.

/ Assessment of the Supplier

The Supplier undertakes to enable Talum and/or its customer to carry out an audit in order to determine whether the quality assurance measures meet the Talum's or the customer's requirements. The audit may be performed as a system, process or product audit upon prior announcement and agreement. Should quality-related problems arise that are caused by services and/or deliveries by sub-suppliers, the Supplier shall, at Talum's request, make a joint audit at the sub-supplier.

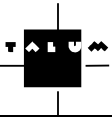
3 PROCES REALIZACIJE PROIZVODA / PRODUCT REALISATION PROCESS

3.1 Razvoj in načrtovanje

Dobavitelj se zavezuje, da bo v fazi načrtovanja in razvoja proizvoda, procesov in drugih medsebojno funkcionalnih nalog omogočil na zahtevo Talumu pregled stanja projekta.

/ Development and Planning

The Supplier undertakes to enable Talum, at its request, insight into the project state, in the development and planning phase of the product, processes and other cross-functional tasks. The



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Dobavitelj bo izvajal načrtovanje procesa razvoja v skladu z APQP ali VDA (terminski plan aktivnosti in testiranja, vire, orodja, stroje itd.). Pri potrditvi proizvoda in proizvodnega procesa je potrebno navesti dosežene kapacitete, indeks sposobnosti stroja in/ali indekse sposobnosti procesa za dogovorjene karakteristike (C_{mk} , $P_{pk} \geq 1,67$). V primeru kakršnihkoli neskladij oz. odstopanj se mora dobavitelj dogovoriti o proizvodnih in preskusnih pogojih z Talumom.

Supplier will carry out the development process planning according to APQP or VDA (activities and test schedules, resources, tools, machines, etc.). For the product and production process approval, the machine capacity index and/or process capacity index must be indicated for any characteristics agreed upon (C_{mk} , $P_{pk} \geq 1,67$). In the event of any discrepancies or deviations, the Supplier is obliged to make agreements with Talum regarding production and test conditions.

3.2 Prvi vzorci in sprostitev

Pred začetkom proizvodnje bo dobavitelj v skladu z dogovorjenim terminskim planom predložil Talumu v serijskih pogojih pripravljene reprezentativne vzorce proizvoda za preskusne namene in za začetno sproščanje vzorca v skladu z VDA vol. 2 ali priročnik AIAG PPAP.

Sledi postopek kontrole in sproščanja vzorca, ki ga v skladu s svojimi pravili izvaja Taluma: preverjanje dobaviteljevih dokumentov (dimenzionalni rezultati vseh funkcij, laboratorij poročila, funkcionalni rezultati, vizualni rezultati, statistična vrednotenja - C_{pk} , P_{pk} , potrditev FMEA procesa, diagram poteka procesa, plan obvladovanja in kontrolni plan), preskusi v proizvodnji (litje, montaže in inštalacije) sistema pakiranja, inženirskega testiranja in končnega sproščanja.

Sprostitev začetnih vzorcev s strani Taluma ne razbremeni dobavitelja odgovornosti za kakovost proizvoda proizvedenega v času serijske proizvodnje.

Sprostitev začetnih vzorcev Taluma je povsem tehničen postopek in ne predstavlja naročila za dobavo

/ Initial Samples and Approval

Prior to production start the Supplier will, in accordance with the agreed schedule, provide Talum with representative samples of the product, prepared in serial production conditions for test purposes and for initial sample approval according to the VDA vol. 2 or the AIAG PPAP manual.

The sample inspection and release procedure follows, implemented by Talum according to its regulations: verification of the Supplier's documents (dimensional results of all features, laboratory reports, functional results, visual results, statistical evaluations - C_{pk} , P_{pk} , FMEA process confirmation, process flow chart, control plan and inspection layout), assembly and installation tests, packaging system, engineering testing and final release.

The approval of initial samples by Talum does not relieve the Supplier of the responsibility for the quality of the product manufactured during serial production.

The approval of initial samples by Talum is a purely technical procedure and does not constitute a delivery order.

4 ZAGOTAVLJANJE KAKOVOSTI SERIJSKE PROIZVODNJE / QUALITY ASSURANCE OF SERIAL PRODUCTION

4.1 Obvladovanje procesa/sposobnost

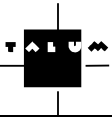
Sposobnost naprav in procesov mora biti v skladu z ustreznimi veljavnimi publikacijami, ki so odobrene s strani vodilni predstavnikov avtomobilske in druge industrije (referenca: IATF 16949 in VDA publikacije).

Dobavitelj bo zagotovil, da bodo indeksi zmogljivosti stroja in procesov pravilno

/ Process Control/Capability

Machine and process capability shall comply with the respective valid publications approved by the leading representatives of the automotive and other industries (ref.: VDA publications and IATF 16949).

The Supplier will ensure that the machine and process capability indices are calculated correctly



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izračunani v skladu s prejšnjim odstavkom in da se izvedejo vse potrebne izboljšave proizvodne opreme ali preskusnih metod.

Proizvodne postopke je treba stalno spremljati, ocenjevati in nadzorovati. Proces mora biti pod statističnim nadzorom. Z analizo sposobnosti procesa je potrebno spremljati posebne karakteristike proizvoda, v kolikor je bilo to dogovorjeno s Talumom.

Če se sposobnost procesa ne dosega ($C_{pk} < 1.33$), mora dobavitelj izboljšati svojo proizvodno opremo, da se zagotovi ustrezna stabilnost procesa.

Dokler stabilnost procesa ni zagotovljena, je potrebno izvajati 100 % kontrolo.

Pri motnjah procesa oziroma odstopanju od kakovosti morajo biti analizirani vzroki, uvedeni ukrepi za odpravo vzrokov in uvedene izboljšave ter preverjena njihova učinkovitost in uspešnost.

Če postane očitno, da dogovorjenih zahtev kakovosti ni mogoče doseči, mora dobavitelj Talum nemudoma obvestil.

Pri naknadno ugotovljenih odstopanjih pri že opremljenih proizvodih mora dobavitelj Talum nemudoma obvestiti.

4.2 Rekvalifikacija proizvoda

Če ni drugače določeno, mora dobavitelj za vse proizvode izvesti enkrat letno kontrolo vseh dimenzij in overjanje funkcionalnosti s skladu z veljavno projektno dokumentacijo.

4.3 Spremembe

Dobavitelj se obvezuje, da ne bo spreminjal proizvoda, proizvodnih postopkov, proizvodnje lokacije, materialov, dobaviteljev/podizvajalcev komponent/proizvodov, metod in/ali opremo za preizkušanje komponent/proizvodov brez predhodnega pisnega sporazuma s Talumom, ki lahko v tem primeru zahteva novo potrditev vzorcev.

Evidence o vseh izboljšavah/spremembah na proizvodu in/ali procesu proizvodnje morajo biti vodene na način, ki je sprejemljiv za Talum.

Dobavitelj brez odlašanja obvesti Talum o kakršnih koli tveganjih ali možnostih za izboljšanje proizvoda.

in accordance with previous paragraph and that any necessary improvements to the production equipment or the testing methods are made.

The production processes must be monitored, assessed, and controlled on an ongoing basis. The process must be under statistical control.

By the process capability analysis special characteristics must be monitored, if so agreed with Talum.

If the required process capability is not achieved ($C_{pk} < 1.33$) the Supplier must improve their production equipment as appropriate in order to ensure an adequate process stability.

Until the required process stability is not ensured, a 100% inspection must be implemented.

In the event of process disturbances or deviations from the quality, the causes must be analysed, measures to eliminate the causes and improvements introduced and their effectiveness and efficiency checked.

Should it become apparent that the agreed quality characteristics cannot be attained, the Supplier is obliged to immediately inform Talum thereof. In case of deviations in already equipped products, the Supplier is obliged to immediately inform Talum thereof.

/ Layout inspection and functional testing

Unless otherwise specified, the Supplier must carry out an annual layout of dimensional inspection and functionality verification for all products in accordance with the applicable project documentation.

/ Changes

The Supplier undertakes not to make any alterations to the product, production processes, manufacturing locations, materials, suppliers/sub-contractors of components/products, methods and/or equipment for testing components/products without obtaining a prior written agreement with Talum, who may request a new sample approval.

Records of all modifications/alterations of the product and/or its process chain must be kept by the Supplier in a manner acceptable to Talum.

The Supplier will also notify Talum of any risks or potential for product improvement without



Vse spremembe na proizvodu je potrebno obravnavati skladno z VDA vol. 2 ali AIAG PPAP.

delay.

Any changes made on the product must be considered in accordance with VDA vol. 2 or AIAG PPAP.

4.4. Označevanje proizvodov, sledljivost

Dobavitelj se zavezuje, da bo označil proizvode, dele in embalažo v skladu s sporazumi, sklenjenimi s Talumom. Zagotoviti mora, da je označevanje pakiranih izdelkov čitljivo tudi med prevozom in skladiščenjem.

Dobavitelj se zavezuje, da bo vzdrževal sistem sledljivosti, ki bo izpolnjeval zahteve Taluma.

/ Labelling of Products, Traceability

The Supplier undertakes to label products, parts and packaging in accordance with the agreements concluded with Talum. They must ensure that the labelling of the packaged products is also legible during transportation and storage.

The Supplier undertakes to maintain a traceability system that fulfils Talum's requirements.

4.5 Preskušanje proizvodov

Dobavitelj je celoti odgovoren, da si določi način preverjanja proizvodov, da bi izpolnil dogovorjene cilje in zahteve za proizvod.

Talum ni obvezan opravljati pregledov za dobavljene proizvode, razen količinskega preverjanja dobavljenega blaga in kakršne koli očitne zunanje znake poškodb na embalaži.

/ Product Testing

The Supplier is fully responsible for determining the way products are checked in order to meet the agreed objectives and requirements for the product.

Talum is under no obligation to carry out inspections for supplied products, other than to inspect the quantity of the supplied goods and any obvious external signs of damage on the packaging.

5 REKLAMACIJE, UKREPI

/ COMPLAINTS, MEASURES

Če Talum ugotovi, da je dobava ali storitev neskladna, bo o tem takoj obvestil dobavitelja v obliki reklamacijskega zapisnika.

V kolikor pride do dobav z napakami, mora dobavitelj nemudoma poskrbeti za nadomestne količine, sortiranje ali dodelave. Talum glede na neskladnost določi kateri način bo izbran.

Dobavitelj se je dolžan na reklamacijo odzvati z 8D-poročilom z naslednjimi časovnimi roki (če ni drugače dogovorjeno v posameznem primeru):

- 1D do 3D, povratna informacija: v 24 urah,
- 4D do 6D, povratna informacija: v 10 delovnih dneh,
- 7D do 8D, povratna informacija: v štirih tednih.

V kolikor dobavitelj zaradi kompleksnosti problema ne more poročati v skladu z navedenimi roki, mora o tem sproti obveščati Talum.

Talum si pridržuje pravico zahtevati izboljšanje ukrepov, ki jih je sprejel dobavitelj, če meni, da ne bodo dosegli željenega učinka.

If Talum discovers that the delivery or service is non-compliant, it will immediately inform the Supplier thereof in the form of a complaint form.

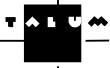
In case of defective supplies, the Supplier must immediately provide spare quantities, sorting or finishing. Talum determines which method will be selected according to the non-compliance.

The Supplier is obliged to respond to the complaint with a 8D report within the following deadlines (if not otherwise agreed in the individual case):

- D1 to D3, feedback: within 24 hours,
- D4 to D6, feedback: within 10 working days,
- D7 to D8, feedback: within four weeks.

Is the Supplier not able to submit a report in accordance with the above mentioned deadlines due to the complexity of the problem, they are obliged to regularly inform Talum thereof.

Talum reserves the right to request improvement of measures taken by the Supplier if it considers that those measures will not achieve the desired



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Dodatni stroški, ki nastanejo zaradi kakovostnih napak pri dobavljenih proizvodih (prekinjanje proizvodnje, razrez, stroški testiranja, popravila, dodelave, logistike, dodatne izmene), bodo zaračunani dobavitelju.

Če so dokazane kakovostne napake, za katere je odgovoren dobavitelj in mora Talum na osnovi pogodbe s kupcem bodisi proizvode nadomestiti in/ali jih popravi na kraju samem ali v kupčevi tovarni, vse nastale stroške krije dobavitelj.

Če dobavitelj v dogovorjenem časovnem obdobju ne more vzpostaviti dogovorjene ravni kakovosti ali se na pozive ne odziva, lahko Talum poišče podporo zunanjega ponudnika storitev na stroške dobavitelja.

V primeru ponavljajočih odstopanj si Talum pridržuje pravico do odstopa od pogodbe.

effect.

Additional costs resulting from quality defects in the products delivered (production stoppage, cutting, testing costs, repairs, reworking, logistics, extra shifts) will be charged to the Supplier.

If quality defects are proven for which the Supplier is responsible and if Talum is required to either replace the products and/or repair them on-site or in the customer's factory on the basis of the concluded contract with a customer, all incurred costs shall be borne by the Supplier. If the Supplier is unable to restore the agreed level of quality within the time period mutually agreed or does not respond to requests, Talum may seek the support of an external service provider at the Supplier's expense.

In case of repeated deviations, Talum reserves the right of withdrawal from the contract.

5.1 Varnost proizvoda

Dobavitelj mora določiti predstavnika varnosti proizvoda za vsako lokacijo, s katero bo Talum komuniciral o zadevah v povezavi z varnostjo proizvoda.

/ Product Safety

The Supplier must appoint a product safety representative (PSB) for each location with which Talum will discuss matters regarding product safety.

6 DOKUMENTACIJA IN ZAPISI O KAKOVOSTI / DOCUMENTATION AND QUALITY RECORDS

Dobavitelj mora zagotoviti shranjevanje/arhiviranje dokaznih dokumentov in normativov, ki izkazujejo kakovosti dostavljenih proizvodov Talumu za celoten čas, ko je proizvod aktiven za proizvodnjo** in še najmanj 15 let. Na zahtevo Taluma morajo biti ti dokumenti vedno na voljo.

The Supplier must provide storing/archiving of evidence documents and norms demonstrating the quality of products delivered to Talum for the entire time the product is active for production** plus at least for another 15 years. These documents must be made accessible to TALUM at request at all times.

** Proizvod je aktiven, dokler se dostavlja kupcu za redno serijo ali serije za servisiranje.

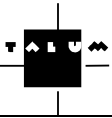
** A product is active as long as it is delivered to the customer for regular serial production or serial production for servicing.

7 JAMSTVO

/ WARRANTY

Dobavitelja zahteve o ciljih in ukrepih kakovosti, kakor tudi o mejnih posegih, ne odvezuje od jamstva za garancije in odškodninske zahtevke s strani Taluma zaradi napak v dobavah.

The requirements on quality objectives and measures and on border interventions does not release the Supplier from the warranty for guarantees and claims from damages by Talum due to errors in deliveries.



ZAGOTAVLJANJE KAKOVOSTI / QUALITY ASSURANCE

8 VAROVANJE POSLOVNE SKRIVNOSTI / PROFESSIONAL SECRECY

Talum in dobavitelj se zavezujeta skleniti dogovor o varovanju poslovne skrivnosti (NDA), v katerem je opredeljen način varovanja medsebojni informacij.

Talum and the Supplier undertake to conclude a non-disclosure agreement (NDA), which defines the method of protecting mutual information.

9 VELJAVNOST

/ PERIOD OF VALIDITY

Vsakokrat veljavne zahteve zagotavljanja kakovosti, objavljene na spletni strani <https://www.talum.si>, nadomestijo prejšnje.

Each time valid Quality Assurance requirements, published in the Internet under <https://www.talum.si>, replaces previous.