



### Supplemental Requirements for Purchasing Product

The following information shall be provided as a supplement to any purchase order issued to suppliers providing equipment/ chemicals to Level 3 Associates (L3A) and must be satisfied by the supplier to fulfill the complete contract obligations of the Purchase Order.

The supplier shall provide a certificate of authenticity with the purchased product, which addresses the following minimum requirements:

1. A description and Identification of the item
  2. Reporting of product as in tolerance upon purchase
  3. A statement attesting to the fact that the product meets or exceeds the manufactures applicable performance
  4. Includes MSDS sheets with product (if applicable)
  5. The date of purchase fulfillment
  6. Name and address of supplier
- 
- Suppliers shall retain all records for 10 years. Records shall remain legible, identifiable and retrievable. After 10 years records may be disposed of or returned to L3A.
  - L3A, their customer and regulatory authorities have the right of access to supplier facilities for the purpose of auditing, any change in processes, or equipment
  - Supplier shall have means of product traceability to prevent the use of counterfeit parts.
  - Suppliers shall have a quality management system
  - Supplier shall notify L3A of any changes to processes, products or services that may affect purchasing of equipment
  - Supplier is a vital part of service conformity and product safety and shall exhibit ethical behavior at all times.