




HISTORIQUE / HISTORY


Date	Rev	Changements	Change
2007-10-17	Rel	Première version	<i>First Release</i>
2008-11-27	1	Allocation pour rejet maintenant sur bon d'achat. Couvre tout type d'impression. Plus autres précisions.	<i>Scrap allowance will be referenced on the Purchase Order. Scope not limited to pad printing anymore. Plus other precisions added.</i>
2009-02-25	2	Nouvelles exigences pour les fournisseurs. Sections 12.0 et 13.0 ajoutées.	<i>New requirements for suppliers. Sections 12.0 and 13.0 added.</i>
2011-02-18	3	Nouvelle exigence pour la rétention des documents par les fournisseurs (Section 8.0 paragraphe 2)	<i>New requirement for suppliers regarding documents' retention time (Section 8.0, paragraph 2).</i>
2012-02-20	4	Nouvelles exigences pour les fournisseurs : Demandes Spéciales (Clause 4), Droit d'accès spécial (clause 14), Changement du matériaux, processus de fabrication ou de site de fabrication (Clause 15).	<i>New requirements for suppliers regarding Special Requirements (Clause 4), Special Rights of Access (Clause 14), Change to materials, manufacturing process or manufacturing facility location (Clause15).</i>
2013-02-04	5	Combiné dans la Clause 13 le droit d'accès spécial (anciennement Clause 14)	<i>Combined special right of access (former Clause14) into Clause 13 right of access</i>

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APPROBATION / APPROVAL

Quality Manager:  Date: FEB 4, 2013

Production Manager:  Date: 4/04/13

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1.0 Purpose

The purpose of this document is to ensure that printed parts meet both Kamek and end-customer requirements, and, when applicable, regulatory authorities requirements.

2.0 Scope

Covers the requirements associated to the sub-contracting of printing of plastic parts between Kamek Precision Tools Inc. (hereafter named Kamek) and the Printer (sub-contractor of printed parts). When mentioned in this Procurement Specifications, lenses refer to any translucent parts. Usually lenses are made of polycarbonate which is sturdy but very prone to scratches.

3.0 Acceptance Criteria for Visual Inspection

No surface mark (scratch, finger print, grease, etc.) is acceptable on printed parts. Additional criteria for legibility are defined in Appendix #1.

4.0 Special Requirements for quality of Printed Parts

If in addition to the other requirements of this Purchase Specifications any special requirements, such as qualification of personnel, identification and revision status of specifications, process requirements, inspection/verification status, other relevant technical data, test, inspection, verification (including production process verification), use of statistical techniques for product acceptance and related instructions for acceptance and, as applicable, critical items such as critical, special and key characteristics as defined by Kamek or its Customer, requirements for test specimens (e.g. production method, number, storage conditions) for inspection, verification, investigation or auditing, are required from the Supplier as well as its supply chain, these requirements will be mentioned on the Purchase Order and reference will be made to Clause 4.0 Special Requirements for Quality of Printed Parts.

5.0 Scrap Allowance

The Purchase Order will specify a scrap allowance percentage. It is the percentage of the plastic parts provided that the Printer can use for set-up and internal rejects without being charged for the parts. If the overall reject rate is higher than this pre-defined percentage, the cost of the plastic parts in excess of the scrap allowance percentage will be charged to the Printer.

6.0 Rejects found at Kamek

Any defective printed part found by Kamek will be put aside and charged back to the Printer. The cost of both the plastic part and printing will be charged to the Printer. The Printer can recall the parts back at its discretion by providing an Return Authorization number (RMA#).

7.0 Processing Conditions

Plastic parts must not be submitted to temperatures exceeding 175°F for more than 45 minutes. Once a First-off is approved, no change to processing parameters can be done without Kamek's written approval.

8.0 Rework

No rework is allowed on lenses. Rework is allowed on other types of parts as long as no visible residue remains on the part.



9.0 Traceability

Each lot sent to the Printer is assigned a PO number i.e. KPxxxx. All communication to Kamek and all reject identification must refer to this number. The Printer will keep traceability information as when the parts were processed, on what machine, by whom, etc. and provide this information upon request.

The Printer must keep all relevant records regarding the manufacturing of each production lot for a period of time of minimum 5 years. If the Printer is requested to keep records for more than 5 years, this request will be mentioned on the Purchase Order.

Boxes containing good parts

The Printer will identify these boxes with the PO number (KPxxxx), the date of printing and the initials of the person who approved the work on the label provided.

Boxes containing rejected parts

The Printer will identify these boxes with the PO number (KPxxxx), the type of reject (plastic, print, etc.) and the quantity. The type and quantities must match the information presented on the Invoice.

10.0 Packaging

Unless otherwise specified on the P.O., the printed parts are to be returned in the same boxes that they came in. Extra boxes at the end of a run must be discarded and must not be kept for future shipments. Parts must be packaged in a way that will prevent any scratch or other damage done to the parts during transportation. Also the Purchase Order will specify if a special protective tape has to be applied or if other special methods of packaging have to be used.

11.0 RoHS

The inks and or paints (including any additive, solvent, colorant, etc.) used must meet the Restriction of Hazardous Substances in Electrical and Electronic Equipment ([RoHS Directive](#) (2002/95/EC)).

12.0 Deviation

Any deviation to this Procurement Specifications must be communicated in writing to Kamek for approval prior to proceeding.

13.0 Right of Access

Kamek, our Customer or any regulatory authorities request right of access to the applicable areas of all facilities, at any level of supply chain involved in the order, and to all applicable records, involved in the products we make. The purpose is to perform a quality system audit of the departments, processes and relevant records involved in the manufacturing of the resin or colorants we purchase from our Suppliers in order to put the Supplier on our Approved Supplier Listing.

The visit will be used to assure that the Supplier's plant has the capability of producing consistent quality products to the levels required by Kamek.

The information gathered from this visit will become part of the product or process feasibility as required from our Advanced Quality Planning process at the onset of each potential Customer contract.



14.0 Change to Materials. Manufacturing Process or Manufacturing Facility Locations

Any changes to your raw materials, suppliers, manufacturing process or manufacturing facility location must be communicated in writing to Kamek for approval prior to proceeding. Kamek will reserve the right to require sample submission based on the nature of the change.

15.0 Shipment of non-conforming or suspect product

In the event that the supplier finds that non-conforming or suspect product has been shipped to Kamek, the supplier must inform Kamek's Quality Manager immediately with details about the nature and extent of the non-conformance.



**Appendix 1
Acceptance criteria for Visual Inspection**



Smudging in corner – Reject



Porous print – Reject



Ink too thin – Reject



Smudging at the bottom of the “0” – Reject