Johnson Matthey
Emission Control Technologies

Site Specific Requirements

JMECTNA
JM Wayne Pa and Smithfield Pa

Valid from: December 2015

The latest version of all documents associated with the Global Supplier Manual can be found on the Johnson Matthey internet site at the following address:

http://www.jmect.com/suppliers
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3. Quality Documents
4. Material Safety
5. Commercial Documents
6. Operational Notes
1 Packaging and Labelling Requirements (Chemical Suppliers)

All packaging configurations for chemicals must be pre-approved by the Purchasing Manager prior to commencement of production shipments. No changes to packaging configurations may be made without prior approval.

Pallets must meet regulatory requirements of US customs.

Only one lot number is permitted per pallet.

The maximum net weight of material contained on one pallet must not exceed 1000 kgs.

Pallets of bulk bags cannot be double stacked within the container.

The country of origin must be clearly marked on labels or individual containers.

Totes being delivered to Smithfield must have 2-1/2” NPT fittings.

Hazcom Labels
Each individual container must contain Hazcom labels that meet the current requirements of OSHA 29 CFR 1910.1200 Hazard Communication or the GHS (Globally Harmonized System of Classification and Labeling of Chemicals). Only GHS compliant labelling will be accepted with deliveries beginning June 1, 2015.

Pallet Labels
- Two pallet labels on the front and rear fork lift entry sides, must contain the lot number, pallet quantity, product name and the RM# (RM# can be found on the purchase order). The lot number and quantity must be linear barcoded with human readable text. It is preferred that the RM# also be barcoded and human readable. The chemical name is not required to be barcoded.
- If each individual container on the pallet contains the barcoded and human readable lot number, then the pallet labels may be affixed directly to the stretch wrap. If each individual container does not contain the barcoded lot number, then an additional pallet label must be included inside the stretch wrap.

Individual Container Labels
Pallet with individual bags, pails or drums
- Only one lot number per pallet!
- Each bag or pail must be labeled with lot number, quantity and product name. It is preferred that the lot number and quantity be linear barcoded and human readable.
- Each bag, pail or drum must contain hazcom compliant labelling.
- The maximum weight for any individual bag or pail is 25 kg or 50 lbs.

Pallet with bulk bag
- If the bulk bag is stretch wrapped to the pallet, a pallet label is required to be affixed to the stretch wrap. (See requirements for pallet label above).
- A label shall also be affixed to the bulk bag itself. This label must contain the lot number, quantity and product name. It is preferred that the lot number and quantity be linear barcoded and human readable.
- The maximum weight of bulk bag is 1000kg net.
Pallet with multiple bulk bags (must be pre-approved to have multiple bags on pallet).

- Only one lot number per pallet!
- Each bulk bag must be labeled with lot number, quantity and product name.

Totes

- Two labels including lot number, quantity, product name and RM# (RM# can be found on the purchase order) on front and rear fork lift entry sides. Labels must be affixed to the tote itself.

2  Shipping Documents (Chemical Suppliers)

Packing List

- Each container needs an individual packing list that identifies the material in that specific container.
- Every packing list must include the PO# and the RM# along with the lot number and quantity of each lot. The RM# can be found on the Johnson Matthey purchase order.

JMECTNA Overseas Shipping Instructions and ISF Form

Notice to Suppliers

**US CUSTOMS requires that the country of origin be specified on each incoming pallet of material.**

**US CUSTOMS requires an Importer Security Filing (ISF) for each ocean shipment a minimum of 24 hours before the cargo is loaded onto a vessel destined for the US.**

In order for the ISF’s to be filed timely, Johnson Matthey Inc. requires suppliers to closely follow the ISF instructions below.

Supplier noncompliance with JM requirements may result in shipment delays, storage, Customs penalties or other costs. All such supplier noncompliance costs are the responsibility of the supplier.

All commercial paperwork must reference the ship to and bill to addresses as listed on Johnson Matthey’s Purchase Order.

Commercial paperwork can include, but is not limited to, the Bill of Lading, Airway Bill, Commercial Invoice, TSCA form, etc.

Procedure For Providing Required Information for Ocean Shipments

This procedure and form is to be used when Johnson Matthey is responsible for Customs clearance of imported material transported via ocean vessel.

- Ensure that the shipment has been designated as Express Release Bill of Lading to allow electronic transfer of documents.
- Complete the ISF Template using the instructions below.
- Rename the template as “Supplier Name, PO#, Booking Date”. (Example: ABC Company, PO# xxxxx, 2-20-12.xls).
- Send the completed template and all commercial documents (B/L, Commercial Invoice, etc) to JMShipments@jmusa.com and JMCatalysts@ohl.com at least 5 days before the vessel is loaded.
- OHL will review the ISF template and commercial documents, then file the ISF in a timely manner.
• Do not allow the vessel to be loaded without an ISF identification number.
• Any modifications to documentation should also be sent to the above email addresses as soon as received, but no later than one week prior to arrival in the U.S.
• NOTE: After the ISF template is filled out the first time, it will be easy for you to modify for all subsequent shipments.

Procedure For Providing Required Information For Air Shipments
This procedure and form is to be used when Johnson Matthey is responsible for Customs clearance of imported material transported via air.

• Complete the ISF Template using the instructions below.
• Rename the template as “Supplier Name, PO#, Booking Date”. (Example: ABC Company, PO# xxxxx, 2-20-12.xls).
• Send all commercial documents (AirWay Bill, Commercial Invoice, etc.) and the completed ISF form to JMShipments@jmusa.com and JMCatalysts@ohl.com as soon as possible, but no later than prior to shipping.

Procedure For Providing Required Information For Small Parcel Shipments
This procedure and form is to be used when Johnson Matthey is responsible for Customs clearance of imported material transported via parcel service.

• Complete the ISF template using the instructions below.
• Rename the template as “Supplier Name, PO#, Booking Date”. (Example: ABC Company, PO# xxxxx, 2-20-12.xls).
• Send all commercial documents (Bill of Lading, AirWay Bill, Commercial Invoice, etc.) and the completed ISF form to JMShipments@jmusa.com and JMCatalysts@ohl.com at least 3 days prior to shipping.
• All commercial documents and the completed ISF form must be provided to the carrier at the time of pickup.
• Parcel service must be either provided by FedEx or UPS. Johnson Matthey’s account number must be used and our PO used as a reference on the shipping paperwork.
  - FedEx Account Number: 0191-4346-5
  - UPS Account Number: 168-611

Detailed Instructions For Completion Of The ISF Template

<table>
<thead>
<tr>
<th>Information Required</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Name of the party to which the goods are sold or agreed to be sold.</td>
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<td>Should be the same as the Buyer.</td>
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<td>Importer of Record Address</td>
<td>Should be the same as the Buyer.</td>
</tr>
<tr>
<td>Importer of Record Number</td>
<td>Buyer’s Federal tax ID number.</td>
</tr>
<tr>
<td>Ship To Name</td>
<td>Name of the first party to receive the goods after the goods have been released from US Customs.</td>
</tr>
<tr>
<td><strong>Ship To Address</strong></td>
<td>Address of the first party to receive the goods after the goods have been released from US Customs. Found on the JM PO.</td>
</tr>
<tr>
<td>---------------------</td>
<td>---------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Manufacturer Name</strong></td>
<td>Name of the party that last manufactures, assembles, produces, or grows the commodity.</td>
</tr>
<tr>
<td><strong>Manufacturer Address</strong></td>
<td>Address of the party that last manufactures, assembles, produces, or grows the commodity.</td>
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<td>Name of the last known party by whom the goods are sold or agreed to be sold.</td>
</tr>
<tr>
<td><strong>Seller Address</strong></td>
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</tr>
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<td><strong>Country of Origin</strong></td>
<td>Country of manufacture, production, or growth of the article.</td>
</tr>
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<td><strong>Container Stuffing Location</strong></td>
<td>Name and address of the physical location where the goods were loaded into the ocean container.</td>
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<td><strong>Consolidator (Stuffer) Name</strong></td>
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<td>Standard Carrier Alpha Code (SCAC) of the carrier transmitting the B/L to AMS.</td>
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<td><strong>Purchase Order Number</strong></td>
<td>The Johnson Matthey PO number for shipment identification.</td>
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<td>Export Port of the Mother vessel.</td>
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<tr>
<td><strong>Arrival Date</strong></td>
<td>Estimated Date of Arrival at the First Port in the US.</td>
</tr>
<tr>
<td><strong>Part Number</strong></td>
<td>Johnson Matthey's identifier. Found on the PO, if applicable.</td>
</tr>
<tr>
<td><strong>Item Description</strong></td>
<td>Complete English description of the Johnson Matthey Item Number.</td>
</tr>
<tr>
<td><strong>Country of Export HTS Code</strong></td>
<td>Code used to identify material for export.</td>
</tr>
</tbody>
</table>
Below is an example of the ISF form.
To obtain a copy of the form, please request it from your JM purchasing contact.

![ISF Template](image)

3 Quality Documents (Chemical Suppliers)

Certificates of Analysis

- COA’s for each production lot are required to be emailed to jmcoa@jmusa.com at the time of material shipment. If pre-shipment samples are required, COA’s shall be sent at the time of pre-ship sample shipment. (See section 4 for pre-ship sample requirements).
- COA’s shall be sent in a text format (eg – csv, excel) and a pdf format. The text format allows direct upload of the COA to the Johnson Matthey LIMS system and the pdf file will be the document of record.
- The email title shall contain the Johnson Matthey RM#, Johnson Matthey Material Description.
- The file names included in the email shall be the lot number(s) of the material.
- Paper copies of the COA’s are not required.
4 Commercial Documents (Chemical Suppliers)

Purchase Orders
Order acknowledgements are required within 48 hrs of receiving a PO.
No material shall be shipped to JM without a purchase order (e.g. - no charge samples require a purchase order from Johnson Matthey prior to shipment).

Invoices
- Invoices are to be emailed to devonap@jmusa.com. Invoices must contain the PO#, RM#, lot number and quantity.

5 Pre-shipment Samples (Chemical Suppliers)

Pre-shipment Samples
- Pre-ship samples are required for each production lot of material unless other arrangements have been made with the Purchasing Manager.
- Pre-ship samples shall be packaged in a suitable, impervious container, preferably a vial with a sealed lid and contain approximately 100 gms of material.
- Pre-ship samples are required to be sent by Fed Ex or similar carrier, either prior to, or at the same time as the production shipment.
- Each pre-ship sample shall be labeled with product name, RM# and lot number.
- For production materials being sent to Wayne or Pottstown Pa, pre-ship samples shall be sent to: 456 Devon Park Drive, Wayne Pa 19087  attn: Quality Control Lab.
- For production materials being sent to Smithfield Pa, pre-ship samples shall be sent to: 605 Mountain View Drive, Smithfield Pa 15478  attn: Quality Control Lab.

6 Material Safety (Chemical Suppliers)

Safety Data Sheets
Safety data sheets are required prior to any shipment of material to Johnson Matthey including sample shipments. These safety data sheets will be stored on the Johnson Matthey intranet and will not need to accompany every shipment.

However, it is the suppliers responsibility to promptly forward updated Safety Data Sheets to the Purchasing contact.
7  **Operational Notes (Chemical Suppliers)**

**Contact Information**

**Wayne**

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Email</th>
<th>Office Ph</th>
<th>Mobile Ph</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchasing Manager</td>
<td>Wendy Reinhardt</td>
<td><a href="mailto:reinhwj@jmusa.com">reinhwj@jmusa.com</a></td>
<td>610-341-3440</td>
<td></td>
</tr>
<tr>
<td>Purchasing Agent</td>
<td>Brian Snayberger</td>
<td><a href="mailto:snaybbt@jmusa.com">snaybbt@jmusa.com</a></td>
<td>610-341-8214</td>
<td></td>
</tr>
<tr>
<td>Supplier Quality</td>
<td>Scott Thomas</td>
<td><a href="mailto:thomas@jmusa.com">thomas@jmusa.com</a></td>
<td>610-341-8377</td>
<td>610-476-0217</td>
</tr>
<tr>
<td>Warehouse</td>
<td></td>
<td></td>
<td>610-341-8341</td>
<td></td>
</tr>
</tbody>
</table>

**Smithfield**

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Email</th>
<th>Office Ph</th>
<th>Mobile Ph</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warehouse</td>
<td></td>
<td></td>
<td>(724) 564-7229</td>
<td></td>
</tr>
<tr>
<td>Mat’l Cont Suprtndt</td>
<td>Diana Gallick</td>
<td><a href="mailto:Diana.Gallick@jmusa.com">Diana.Gallick@jmusa.com</a></td>
<td>(724) 564-7214</td>
<td></td>
</tr>
<tr>
<td>Materials Planner</td>
<td>Amy Gross</td>
<td><a href="mailto:Amy.Gross@jmusa.com">Amy.Gross@jmusa.com</a></td>
<td>(724) 564-7217</td>
<td></td>
</tr>
</tbody>
</table>

**Hours of Operation**

- **Pottstown Receiving Warehouse** - 11pm Sunday – 11pm Friday
- **Wayne Receiving** - 11pm Sunday – 11pm Friday
- **Smithfield Receiving** - 11pm Sunday – 10pm Friday

**Receiving Addresses (specified on Purchase Order)**

- **Pottstown** – 1000 Armand Hammer Blvd, Pottstown Pa 19464
- **Wayne** – 436 Devon Park Drive, Wayne Pa 19087 (Docks #3 and #4)
- 456 Devon Park Drive, Wayne Pa 19087 (Docks #1 and #2)
- **Smithfield** – 605 Mountain View Dr, Smithfield Pa 15478

**Holiday Closure (confirm with JM receiving for specific holiday hours)**

- New Years Day
- Good Friday
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving and Day After Thanksgiving
- Christmas Eve
- Christmas Day
- New Years Eve
SUBSTRATE SUPPLIERS
2 Packaging and Labelling Requirements (Substrate Suppliers)

General Packaging Requirements

- All packaging configurations, including pallet dimensions, must be pre-approved by the Material Control Manager prior to commencement of PPAP and/or production shipments. No changes to packaging configurations may be made without prior approval.

- There can only be one packaging configuration for a given product code.

- A packaging trial(s) may be required prior to packaging spec approval. Please consult with the Material Control Manager.

- Pallets must meet regulatory requirements of US customs.

- Only one lot number is permitted per pallet.

- The Lot number needs to be unique. In other words, the same lot number cannot be used for different part numbers.

- The maximum net weight of material contained on one pallet must not exceed 500 kgs.

- Full pallets cannot be placed on top of partial pallets.

- Partial pallets must be identified by a “Partial Pallet” label located on all four sides of the pallet. It is strongly preferred that each lot contain only one partial pallet.

- Individual box weights cannot exceed 40 lbs.

Labelling Requirements

PPAP labelling

- Each pallet of a PPAP lot must be identified with a “PPAP” label on all four sides.

Process Changes (not requiring PPAP)

- The 1st lot of a process change (See appendix D of supplier manual for definition of process change) must have all pallets identified with a label on all four sides.

Pallet Labels

- Pallet labels must be pre-approved by the Material Control Manager.

- Four pallet labels one on each side, must contain the lot number, pallet quantity, part number (to be agreed with JM) and a unique pallet number. All items must have linear barcodes with human readable text.

- For sample shipments, part size, cell density and wall thickness should also be noted. Barcodes are not required for sample shipments.
• Pallet label must be affixed to outside of stretch wrap for scanning purposes and be a minimum of 4” x 6”.
• Partial pallet labels are required to be placed on all four sides of the pallet, on the outside of the stretch wrap and be a minimum of 4” x 6”.

Box Labels
• Must be AIAG compliant and approved by the Johnson Matthey Material Control Manager.
• Box labels must contain the part number (same as pallet part number), quantity and lot number.

2 Shipping Documents (Substrate Suppliers)

Packing List
• Each shipping container must have a hard copy packing list affixed to the last pallet loaded on the container. This packing list identifies the material in that specific container.
• Every packing list must include the PO# and the Part # along with the lot number and quantity of each lot.
• At the time of shipment, the supplier must send an ASN or an Excel spreadsheet that includes P/N, PO #, qty, lot number and pallet number. If a lot in the shipment is a PPAP lot, this must be clearly noted on the ASN or excel spreadsheet.

JMECTNA Overseas Shipping Instructions and ISF Form

Notice to Suppliers
**US CUSTOMS requires that the country of origin be specified on each incoming pallet of material.
**US CUSTOMS requires an Importer Security Filing (ISF) for each ocean shipment a minimum of 24 hours before the cargo is loaded onto a vessel destined for the US.**

In order for the ISF’s to be filed timely, Johnson Matthey Inc. requires suppliers to closely follow the ISF instructions below.
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All commercial paperwork must reference the ship to and bill to addresses as listed on Johnson Matthey’s Purchase Order.
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Procedure For Providing Required Information for Ocean Shipments
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• Ensure that the shipment has been designated as Express Release Bill of Lading to allow electronic transfer of documents.
• Complete the ISF Template using the instructions below.
• Rename the template as “Supplier Name, PO#, Booking Date”. (Example: ABC Company, PO# xxxxx, 2-20-12.xls).
• Send the completed template and all commercial documents (B/L, Commercial Invoice, etc) to JMShipments@jmusa.com and JMCatalysts@ohl.com at least 5 days before the vessel is loaded.
• OHL will review the ISF template and commercial documents, then file the ISF in a timely manner.
• Do not allow the vessel to be loaded without an ISF identification number.
• Any modifications to documentation should also be sent to the above email addresses as soon as received, but no later than one week prior to arrival in the U.S.
• NOTE: After the ISF template is filled out the first time, it will be easy for you to modify for all subsequent shipments.

Procedure For Providing Required Information For Air Shipments
This procedure and form is to be used when Johnson Matthey is responsible for Customs clearance of imported material transported via air.
• Complete the ISF Template using the instructions below.
• Rename the template as “Supplier Name, PO#, Booking Date”. (Example: ABC Company, PO# xxxxx, 2-20-12.xls).
• Send all commercial documents (AirWay Bill, Commercial Invoice, etc.) and the completed ISF form to JMShipments@jmusa.com and JMCatalysts@ohl.com as soon as possible, but no later than prior to shipping.

Procedure For Providing Required Information For Small Parcel Shipments
This procedure and form is to be used when Johnson Matthey is responsible for Customs clearance of imported material transported via parcel service.
• Complete the ISF template using the instructions below.
• Rename the template as “Supplier Name, PO#, Booking Date”. (Example: ABC Company, PO# xxxxx, 2-20-12.xls).
• Send all commercial documents (Bill of Lading, AirWay Bill, Commercial Invoice, etc.) and the completed ISF form to JMShipments@jmusa.com and JMCatalysts@ohl.com at least 3 days prior to shipping.
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<td>Field</td>
<td>Description</td>
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<td>Ship To Name</td>
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<td>Name of the last known party by whom the goods are sold or agreed to be sold.</td>
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<td>Country of Origin</td>
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<tr>
<td>Container Stuffing Location</td>
<td>Name and address of the physical location where the goods were loaded into the ocean container.</td>
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<td>Item Description</td>
<td>Complete English description of the Johnson Matthey Item Number.</td>
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**To Open ISF Template**
- Right Click on ISF Template Below
- Worksheet Object Open
- Save as Excel file
ISF Template

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<tr>
<td>Importer of Record Number</td>
<td>23 0411710</td>
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<td>Johnson Matthey Inc.</td>
</tr>
<tr>
<td>Ship To Address</td>
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<td></td>
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<table>
<thead>
<tr>
<th>Part Number</th>
<th>Description</th>
<th>Country of Origin</th>
<th>Country of Export</th>
<th>HTS Code</th>
<th>USHTS Code</th>
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</table>

3 Quality Documents (Substrate Suppliers)

Certificates of Analysis
- COA’s for each production lot are required to be emailed to jmectqa@jmusa.com at the time of material shipment.
- COA’s shall be sent in a text format (eg – csv, excel) and a pdf format. The text format allows direct upload of the COA to the Johnson Matthey LIMS system and the pdf file will be the document of record.
- The email title shall contain the (OE or Supplier) part number.
- The file names included in the email shall be the lot number(s) of the material.
- Paper copies of the COA’s are not required except in the case of sample shipments.

PPAP
- OE signed PSW’s are required to be submitted prior to shipment of PPAP product to JMECTNA.
- If a signed PSW is not available from the OE, an email or letter from the OE is required approving the shipment without a signed PSW.
- Advance notice of a PPAP shipment is required. This shall be communicated to the Johnson Matthey material control and quality departments via email no later than three business days prior to shipment.
- The supplier shall have a mechanism to review upcoming process changes and PPAP’s with JM quality and engineering departments at a minimum frequency of once per quarter.

Ford PPAP
Johnson Matthey will review the substrate PSW for key information as described on the checklist below. Additionally, Johnson Matthey will only accept PPAP material with Phase 2 or Phase 3 approval into our manufacturing facilities. If approval to ship Phase 1 or Interim material to Johnson Matthey has been granted by Ford Motor Company, with Johnson Matthey written agreement, a copy of the approval from...
Ford and Johnson Matthey must accompany the PSW; otherwise the shipment will be rejected and returned.

1. Is the warrant Phase 2 or Phase 3? If not, Ford approval required to proceed.
2. Is the correct uncoated part number listed?
3. Does the drawing number and revision match what is on file at JM?
4. Is Ford Motor Company listed as the customer?
5. Review reason for submission and confirm if SREA is attached as needed.
6. Does the warrant contain the Ford PD signature and date?
7. Does the warrant contain the Ford or equivalent STA signature and date?

4  Commercial Documents (Substrate Suppliers)

Purchase Orders
Order acknowledgements are required within 48 hrs of receiving a PO.

No material shall be shipped to JM without a purchase order (e.g. - no charge substrates require a purchase order from Johnson Matthey prior to shipment).

Trial parts to be returned require a $0 Purchase Order to be sent to the appropriate JM contact.

Invoices
- Invoices are to be emailed to devonap@jmusa.com. In addition to standard invoice items, all invoices must include the Johnson Matthey PO#, supplier part number, lot number, quantity and unit cost.

5  Material Safety (Substrate Suppliers)

Safety Data Sheets
Safety data sheets are required prior to any shipment of material to Johnson Matthey including sample shipments. These safety data sheets will be stored on the Johnson Matthey intranet and will not need to accompany every shipment.

However, it is the suppliers responsibility to promptly forward updated Safety Data Sheets to the Purchasing contact.

6  Operational Notes (Substrate Suppliers)

Contact Information
Wayne

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Email</th>
<th>Office Ph</th>
<th>Mobile Ph</th>
</tr>
</thead>
</table>

Version: 6.0
Issue date: December 2015
### Material Manager
Pete Sanelli  
leete@jmusa.com  
610-341-8350

### Supplier Quality
Scott Thomas  
thomas@jmusa.com  
610-341-8377  
610-476-0217

### QA Superintendent
Gregg Bonstein  
Gregg.bonstein@jmusa.com  
610-341-3444

### Warehouse
Lou D’Ginto  
2nd shift  
610-254-5368  
3rd shift  
610-254-5356  
610-254-5320  
610-209-1596

**Emergency contact : 610-341-8381**

### Smithfield

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Email</th>
<th>Office Ph</th>
<th>Mobile Ph</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warehouse</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mat’l Cont Suprntndt</td>
<td>Diana Gallick</td>
<td><a href="mailto:Diana.Gallick@jmusa.com">Diana.Gallick@jmusa.com</a></td>
<td>(724) 564-7229</td>
<td></td>
</tr>
<tr>
<td>Materials Planner</td>
<td>Amy Gross</td>
<td><a href="mailto:Amy.Gross@jmusa.com">Amy.Gross@jmusa.com</a></td>
<td>(724) 564-7214</td>
<td></td>
</tr>
</tbody>
</table>

### Hours of Operation
- **Pottstown Receiving Warehouse** - 11pm Sunday – 11pm Friday
- **Wayne Receiving** - 11pm Sunday – 11pm Friday
- **Smithfield Receiving** - 11pm Sunday – 10pm Friday

### Receiving Addresses (specified on Purchase Order)
- **Pottstown** – 1000 Armand Hammer Blvd, Pottstown Pa 19464
- **Wayne** – 436 Devon Park Drive, Wayne Pa 19087 (Docks #3 and #4)  
  456 Devon Park Drive, Wayne Pa 19087 (Docks #1 and #2)
- **Smithfield** – 605 Mountain View Dr, Smithfield Pa 15478

### Holiday Closure (confirm with JM receiving for specific holiday hours)
- **New Years Day**  
  Independence Day  
  Christmas Eve
- **Good Friday**  
  Labor Day  
  Christmas Day
- **Memorial Day**  
  Thanksgiving and day after  
  New Years Eve