

Supplier Manual METECH s.r.o.

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1. INTRODUCTION

One of the buyer's core activities is the manufacture of parts using sheet metal pressing, aluminum machining, and welding technologies, and their sale to individual customers operating in the automotive manufacturing industry.

Business in the automotive sector is based, among other things, on absolutely precise, proper, and timely delivery. This supplier quality assurance manual describes and defines the requirements in accordance with ISO 9001 and IATF 16949 for a quality assurance system in the automotive industry, including the requirements of ISO 14001 for environmental protection and the requirements of ISO 45001 in the field of occupational health and safety. The manual is binding for all suppliers and serves as a "Quality Agreement" between METECH s.r.o. and its suppliers for the purpose of joint management of the integrated management system. Failure to meet the requirements set out in this manual may result in the loss of existing or future cooperation, as well as compensation for damages and additional costs arising therefrom. The manual becomes valid and effective on the date of approval.

The manual is a document that is subject to changes and revisions by METECH s.r.o. The current version of the manual can be downloaded at www.metech.cz, and suppliers are required to familiarize themselves with its contents. We consider our suppliers to be partners who contribute to the quality and competitiveness of our company. If our cooperation is to be successful and long-lasting, it must be based on the principles of continuous improvement. Suppliers become important partners for our company in fulfilling one of our most important goals, which is to ensure deliveries to our customers according to their requirements. Although quality is a priority for our company, equal attention is paid to the flexibility of suppliers, their reliability and stability, price reduction, improvement of the quality of supplied materials, environmental protection and improvement of production technologies, and, last but not least, occupational health and safety. All these criteria are subject to supplier evaluation and the search for further opportunities for improvement.

2. BASIC REQUIREMENTS AND CRITERIA FOR SUPPLIERS OF MANUFACTURING ITEMS (ITEMS THAT ARE PART OF THE FINAL PRODUCT OR SERVICE)

The supplier is fully responsible for the quality and safety of purchased products, materials, and services. The supplier undertakes to plan, organize, and implement the production process and quality assurance on its own responsibility in order to ensure that all quality assurance requirements for the product are met. Pre-production stages must be properly planned, including inspections. The supplier must set goals and evaluate them regularly.

The purpose of the specified requirements and criteria is to minimize risks and ensure smooth delivery of:

- a) Production items (items that are part of the final product or service according to the final breakdown)
- b) Production cooperation (e.g., items with surface treatment)

2.1 Supplier questionnaire

A prerequisite for successful long-term cooperation and communication between the supplier and METECH s.r.o. is the provision of basic information about the potential supplier, information regarding production capabilities, financial stability, and the quality assurance process. The supplier questionnaire is sent to potential suppliers through the purchasing department.

2.2 Capacity study

The supplier is responsible for creating sufficient capacity to meet the requirements arising from the purchase order. The submission of a capacity study is required during the tender process, and both parties undertake to notify each other of any changes.

2.3 Management system

The supplier must demonstrate certification of its management system with at least an ISO 9001 certificate issued by a certification body that is a member of the IAF and accredited in accordance with ISO/IEC 17021. See also section 3.2.

Sustainable development, sustainable and responsible business practices, and social responsibility on the part of the supplier are an integral condition of mutual cooperation. The supplier undertakes to comply with generally applicable criteria for sustainable development – see the document CSR / Sustainability Requirements

for Suppliers, which is available on the METECH website and is an integral part of the Supplier Manual.

2.4 Approval of samples

A prerequisite for the commencement of serial deliveries is the delivery of compliant samples with the result "approved" or "approved with conditions" – see Chapter 4.

2.5 Timeliness of deliveries

METECH s.r.o. requires all suppliers to adhere to the confirmed delivery date.

2.6 Result of comprehensive supplier evaluation

The supplier must achieve the appropriate level of comprehensive evaluation – see Chapter 10.

2.7 External audit result

The supplier must achieve the relevant external audit result and level – see Chapter 9.

2.8 Environmental policy

The supplier creates and maintains procedures that govern its manufacturing activities so that the impact on the environment is minimal.

2.9 Occupational Health and Safety

The supplier creates a safe environment for processes to operate and maintains an occupational safety policy within the organization.

2.10 Product Counterfeiting

Suppliers must ensure that there is no risk of counterfeiting Metech customer products. Counterfeits are defined as items that contain illegal or unauthorized replicas, substitutions, or alterations that are intentionally mislabeled, misclassified, or otherwise misrepresented to appear as part of the original product. Suppliers must have strict sourcing policies in place to track all components that make up their product.

2.11 Information Security and Confidentiality

The supplier creates a secure environment to ensure cybersecurity for the operation of processes and maintains an information security policy within the organization.

3. PROCESS OF ENSURING THE QUALITY OF DELIVERIES

3.1 Request for quotation procedure for suppliers

The aim of the request for quotation procedure is to select a potential supplier and include them in the list of approved suppliers. Existing and potential suppliers of materials, goods, and services are contacted as part of the request for quotation procedure. The condition for including a supplier in the tender procedure is verification of the potential supplier's eligibility:

- completion of the supplier questionnaire
- submission of a copy of the trade license, extract from the commercial register
- copy of a valid certificate or satisfactory result of an external process audit
- acceptance of the METECH s.r.o. Supplier Manual
- acceptance of the Non-Disclosure Agreement (if required)

At the start of the tender process, suppliers are provided with information regarding specifications, drawings, and their integral parts.

Based on the request for quotation, the supplier prepares an offer, which may also include other documents (material list, references, cost breakdown, capacity study). The benefit of submitting comprehensive offers is the identification of possible risks on the part of the supplier and the comparison of individual offers in terms of material costs, supplier added value (production and overhead costs and profit), and packaging and transport costs. By comparing offers from individual suppliers, we can work with them to better identify areas for improving price offers and delivery terms and involve our suppliers in the process of continuous improvement.

The supplier is informed in writing of the outcome of the tender. The tender also serves for the purpose of preparing price offers for new projects and negotiations with potential suppliers, therefore METECH s.r.o. reserves the right to terminate the tender at any stage. Before the start of serial deliveries, samples must be delivered and approved (in the case of a drawing part or customer requirement), and the packaging agreement must be approved, in particular the method of packaging, type of packaging, and permitted stackability.

3.2 Certified Quality System

To ensure quality, the supplier undertakes to maintain the existing management system in accordance with ISO 9001 with the aim of further development in accordance with the requirements of IATF 16949.

This is not required for suppliers of non-production materials (suppliers who supply goods and services that are not a direct part of the final products but are essential for ensuring production).

In certain cases, the requirement for ISO 9001 certification may be replaced for a limited period by a satisfactory process audit by METECH s.r.o.

The supplier is obliged to submit a copy of a valid certificate at the start of cooperation. After the certificate expires, a copy of a new valid certificate must be sent.

In the event of suspension of the certificate for any reason or expiry of the certificate, the supplier is obliged to inform METECH s.r.o. of this fact immediately.

3.3 External audit at the supplier

The supplier shall allow, at reasonable intervals or in the event of special circumstances, authorized auditors from METECH s.r.o. to verify the implementation of quality assurance measures in accordance with the Quality Assurance Agreement, in the form of an on-site audit of the system, process, or product. Suppliers who perform special processes (e.g., welding, painting, plating, etc.) are required to perform the relevant CQI audits at least once a year.

The audit must also be made available to representatives of METECH s.r.o. customers. In normal cases, the process is evaluated under serial production conditions and the production of the supplied parts is required at the time of the audit. The audit results provide information on the qualitative capabilities of the processes and highlight opportunities for improvement.

The supplier is expected to prepare a corrective action plan (action plan) for deviations identified during the process audit. The process audit is evaluated in accordance with the requirements of VDA 6.3 Handbook.

As part of the quality audits carried out by METECH s.r.o. at the supplier's premises, the supplier undertakes to:

- provide information on the organizational structure, management, and assurance of quality, safety, and environmental protection
- answer all questions regarding quality assurance asked during the audit
- allow representatives of METECH s.r.o. access to storage and production facilities (both its own and those of its subcontractors) for the purpose of determining the level of product quality assurance.

The date of the audit will be announced by METECH s.r.o. well in advance.

In exceptional cases, if the continuity of deliveries is threatened or there is a significant deterioration in quality, METECH s.r.o. reserves the right to conduct an audit without prior written notice.

Overall audit assessment:

Overall audit assessment		
KATEGORY	Assessment	OVERALL DEGREE OF COMPLIANCE
A	Qualitatively eligible	≥ 90 to 100 %
B	Conditionally qualitatively eligible	≥ 80 to 90 %
C	Qualitatively ineligible	$< 80\%$

A supplier rated C must implement improvement programs and corrective measures within three months in order to obtain an A or B rating.

For a B rating, an improvement program is required in agreement with the supplier.

3.4 Sample approval process

3.4.1 Before the start of serial deliveries

The release of the first samples is carried out in accordance with the requirements of METECH s.r.o. The approval of samples from the supplier is carried out in accordance with the PPAP or VDA methodology. A prerequisite for the start of serial deliveries is the delivery of compliant samples and valid documentation agreed upon by both parties.

Any changes must be implemented through a proper change management process.

3.4.2 Samples for approval must be submitted in the following cases:

- a) introduction of a new product
- b) changes in the supplier's production technology or changes in the production location of the existing supplier
- c) changes in the specifications, parameters, or dimensions of the documentation
- d) interruption of production exceeding a period of 12 months

3.4.3 Number of samples

Reference samples are understood to be the first mass-produced products, i.e. manufactured from materials, using technologies, tools, and production equipment intended for mass production in accordance with the approved documentation for verification or mass production.

Unless otherwise specified, the supplier shall always send at least three samples for approval.

In the case of a product consisting of several components, the supplier shall send three complete sets of these products.

3.4.4 Marking of samples

The supplier is obliged to mark the individual samples visibly.

The marking must be affixed in such a way that it cannot be lost or damaged.

In the case of tools that produce multiple pieces at once, the supplier is obliged to mark the individual pieces in the set, unless this distinction is already marked on the product. In the case of products consisting of multiple components, the supplier is obliged to mark the individual components of the product, unless this marking is already marked on the component.

3.4.5 Sample labels must include:

- tool number or designation
- supplier name
- product name or number
- designation "samples"
- material specification
- number of pieces
- other information (color, design, etc.)

3.4.6 The documents for sample approval consist of:

- a) the "Cover Sheet" form

The cover sheet must state the specific reason for submitting the samples (e.g., correction after previous rejection, change of material, etc.).

b) Documentation from the supplier

- DESIGN DOCUMENTATION (drawings, technical conditions, catalog sheets, standards, etc.)
- DIMENSIONAL PROTOCOL - Dimensions for special features, including SPC, if required
- PROCESS FLOW CHART (Flow-chart diagram) - FMEA of the process or product
- CONTROL PLAN - The control plan must be prepared in accordance with the APQP methodology.
- MATERIAL CERTIFICATE 3.1
- MATERIAL SAFETY DATA SHEET - if necessary, the supplier shall also submit a safety data sheet (paints, plastics, etc.)
- SURFACE TESTS The supplier shall submit data on the quality of the surface treatment (paint, zinc, mechanical pretreatment, etc.)
- IMDS

Scope of information provided

The supplier is obliged to provide the customer with complete information about the material composition. The material description must be complete and unambiguous; for products and parts, it must state the weight or percentage composition of individual subassemblies (surface protections are considered as materials with their percentage composition of individual components and coating weight).

Materials that change their composition during processing into their final form on the product (result of chemical reactions, evaporation of volatile components) are listed in their final state (dry matter, reaction product). In most cases, individual items are listed in the range "from-to" due to manufacturing tolerances.

Preference is given to processing in the "IMDS" system at <https://www.mdssystem.com> (International Material Data System). In this case, a reference to the relevant material is provided by specifying the "ID" (identification number) and, if the entry is not public and is released in the IMDS system of METECH s.r.o. in the "supplier/customer" relationship, the supplier sends the processed proposal to the customer for approval to the ID address 84573.

In exceptional cases, the customer may be provided with information in the SUPPLIER'S DECLARATION on the complete composition of the material, broken down into substances that can be defined by the relevant CAS index, stating the percentage by weight on the relevant form.

3.4.7 Comments on samples

The release decision may be supplemented by comments, e.g., time limit for release with conditions, description of deviations found during sampling, tasks that must be completed for samples to be released with an "approved" result, etc.

The release of the sample procedure does not relieve the supplier of responsibility for the quality of the products supplied.

Incomplete reports and incomplete documentation will automatically result in the rejection of the sample procedure.

3.5 Quality activities during series production

After the samples have been approved, series deliveries to METECH s.r.o. commence. To ensure the quality of series deliveries, the supplier is obliged to continuously demonstrate compliance with the requirements.

3.5.1 Quality data storage

The supplier is responsible for organizing, maintaining, and archiving quality system documentation. All quality system documents must be archived for at least 5 years. The supplier is

obliged to allow METECH s.r.o. to review these documents upon request. Furthermore, the supplier is obliged to allow representatives of METECH s.r.o. access to its production facilities.

3.5.2 Identification of parts – traceability

Materials, parts, semi-finished products, and final products must be clearly marked and stored in such a way as to prevent any confusion or mixing of parts and to ensure the identification of individual production batches for traceability purposes.

The supplier must apply the FIFO system.

3.5.3 Input control on the part of METECH s.r.o.

3.5.3.1 Documents

Each delivery of goods (accompanying document) includes a delivery note, which is used to check and identify the delivered goods and must contain:

- the name of the supplier
- the supplier's address
- the buyer's complete order number
- the name, designation, and number of units of measure for each type of goods
- the type and number of packages
- the weight of the shipment

In the event of discrepancies, these are further resolved in the form of a complaint.

3.5.3.2 Supplier packaging

The supplier is responsible for fulfilling the obligations arising from Act No. 477/2001 Coll., on packaging, as amended. The shipment will only be unloaded if it is stored in standard packaging (EUR pallet, glitterbox, cardboard box, plastic crate, metal crate).

In the case of weights exceeding 20 kg, the goods must be placed on a EUR pallet.

Atypical pallet dimensions are subject to approval by METECH s.r.o. - Purchasing Department in accordance with the supplier's packaging regulations.

The following are not permitted:

- damaged or dirty packaging
- packaging containing labels that have not been removed, or complete packaging intended for other customers from previous deliveries, which may lead to incorrect identification or confusion
- the use of plastic film as the sole packaging material for goods

In the event of delivery in unsuitable packaging, this fact will be stated on the delivery note.

METECH s.r.o. may invoice the supplier for additional costs associated with transferring the material to suitable packaging.

PACKAGING REQUIREMENTS ARE SPECIFIED IN THE DOCUMENT "REGULATIONS FOR SUPPLIERS"

3.6 Customer ownership

Production equipment owned by the customer or its customers (tools, fixtures, testing equipment, etc.) must be permanently, clearly, and unambiguously marked according to the customer's requirements. These production resources must be fully included in the supplier's prevention and maintenance plan. The costs of routine maintenance shall be borne by the supplier. METECH s.r.o. shall only pay for changes made on the basis of orders. In the event that the customer's property is lost, damaged, or otherwise found to be unsuitable for use, the supplier must immediately inform METECH s.r.o. so that there is no interruption in deliveries and no threat to confirmed delivery dates. At the same time, the supplier is obliged to keep documentation of what happened. Upon written request, the supplier shall ensure an inventory of production resources, which serves to confirm the physical condition of the customer's property and at the same time to provide information about its condition. In the event of the termination of the project or the dissolution of the supplier's company, the supplier is obliged to return all tools and equipment.

3.7 Qualification of subcontractors

The same procedure that METECH s.r.o. applies when working with its suppliers must also be applied by the supplier when working with subcontractors. The supplier is expected to transfer the requirements specified in the "METECH s.r.o. Supplier Manual" to subcontractors.

The supplier must ensure that subcontractors guarantee quality, but the supplier remains fully responsible for the delivered part, material, goods, or service.

3.8 Emergency plan

The supplier must have an emergency plan in place for any events that may jeopardize deliveries to METECH s.r.o. The emergency plan must be submitted during the customer's process audit.

Emergencies include, for example, fire, flooding, computer data processing failure, power failure, tool and machine malfunctions, and staff shortages.

3.9 Calibration of measuring and testing equipment

The supplier is required to use only calibrated and verified measuring and testing equipment. All universal measuring instruments, including electrical and pneumatic devices, fixed control and measuring devices, must be calibrated regularly according to a prepared plan.

Calibration intervals depend on the type of measuring device and its intended use. Calibration must be documented and the measuring device must be marked. The marking must clearly indicate the next calibration date. Measuring devices that are not calibrated must not be used!

3.10 Certificates for purchased chemicals

The supplier is obliged to attach a Declaration of Conformity to the delivery note for each shipment of chemicals. The substances and mixtures in the delivered chemicals must be labeled in accordance with Act No. 350/2011 Coll., as amended, Regulation (EC) No. 1272/2008 of the European Parliament and of the Council on classification, labeling, and packaging of substances and mixtures, as amended, and Regulation (EC) No. 1907/2006 of the European Parliament and of the Council on the Registration, Evaluation, Authorization, and Restriction of Chemicals, as amended.

3.11 Environmental requirements

Suppliers must ensure that all materials and raw materials used in the production chain comply with legal requirements as well as the requirements of METECH s.r.o. customers, in particular with regard to the restriction of hazardous and prohibited substances.

Suppliers of METECH s.r.o. are obliged, under the General Product Safety Act (No. 102/2001 Coll.), as amended, to provide accompanying documentation on product safety, including the method of its disposal. Suppliers and importers of raw materials, materials, and products are required to comply with applicable environmental regulations upon entering the premises of METECH s.r.o., in particular the Water Act (No. 254/2001 Coll.), the Waste Act (No. 541/2020 Coll.), Chemicals and Mixtures Act (No. 350/2011 Coll.) and the Air Protection Act (No. 201/2012 Coll.), as amended. They are liable for any damage caused to the environment on the company's premise.

4. DEVIATION PROCEDURE

Approval of an exception for the delivery of components that do not meet the specifications may only be granted on the basis of written approval of the deviation by METECH s.r.o.

5. COMPLAINT PROCEDURE

If a quality discrepancy is identified in the delivered products (purchased part, material does not meet the specified specifications), METECH s.r.o. will immediately inform the supplier of this fact in the form of a complaint. The supplier must take measures to ensure that the smooth flow of shipments to the customer is not compromised. The supplier is obliged to take corrective measures to prevent the recurrence of the same defect. These measures are processed by filling out the Non-Conformity Management - 8D REPORT form.

We require the following fields to be filled in and the deadlines for reporting accepted NOs to be met:

D3. "Immediate corrective action" / 24 hours / - determine how the complaint was resolved (e.g., 100% sorting of defective products, repair of defective products, replacement of defective products, etc.)

D4. "Cause of non-conformity" / 5 days / - determine the root cause of the defect in the claimed material (recommended methods - 5x Why, Ishikawa)

D5. "Permanent corrective measures to prevent non-conformity" / 10 days / - this involves determining permanent corrective measures (e.g., introduction of periodic checks focused on the defect in question, increasing the frequency of checks, etc.)

D6 "Corrective measures implemented" /max. 15 days/ - corrective measures actually implemented

D7. "Preventive measures" / 15 days/ - these are preventive measures that would verify whether the permanent corrective measures implemented are sufficient in practice

D8. "Evaluation of implemented measures" /30 days/ - verify that the non-compliance has not recurred

If non-compliance is found, the supplier may be charged for the costs associated with this complaint.

Examples of additional costs incurred by failure to meet the requirements of METECH s.r.o.:

- sorting of deliveries
- costs for unplanned transport
- costs of 100% incoming inspection
- costs for downtime, production interruptions, overtime
- change in production plan due to material unavailability
- higher costs for final products

6. SUPPLIER'S LIABILITY FOR DEFECTS

The supplier bears full responsibility for defects arising in the final product during use. The supplier provides a warranty for the goods for a period of 24 months from commissioning (unless otherwise specified in the purchase contract) for defects caused by a defect in the parts supplied.

METECH s.r.o. expects its suppliers and subcontractors to create such organizational and technical conditions as to increase the safety of its parts and minimize the risks of product liability. All parts supplied by the supplier to METECH s.r.o. must comply with the currently valid legal regulations (e.g., in relation to environmental protection) that apply in the country of manufacture and in the country of use.

7. SUPPLIER EVALUATION

7.1 Comprehensive supplier evaluation

This evaluation is performed once a year and is stored in the METECH s.r.o. information system. The result of the comprehensive supplier evaluation is communicated to the supplier in writing, together with information on the required documents and corrective measures, if any.

Based on the results achieved in the supplier evaluation, suppliers are classified into the following categories:

YEARLY SUPPLIER ASSESSMENT		
KATEGORY	EVALUATION	TOTAL DEGREE OF COMPLIANCE
A	EXCELLENT	supplier without the need for corrective measures
B	SATISFACTORY	If necessary, corrective measures may be required to improve certain areas (for example, in the case of repeated complaints of the same type).
C	INCOMPETENT	The supplier is required to take corrective measures to achieve improvement. If the supplier is subsequently repeatedly rated "C," they are excluded from selection for new projects and from the list of suppliers, and steps are taken to secure a replacement supplier.

The criteria for evaluating suppliers and their weightings are set differently for individual categories of suppliers (cooperation, metallurgical materials, services, etc.).

8. CONTINUOUS IMPROVEMENT PROCESS

The supplier undertakes to adhere to the principle of continuous improvement.

9. ESCALATION PROGRAM

Based on unsatisfactory results of the annual evaluation, the supplier may be included in the Escalation Program.

Other reasons for inclusion in the escalation program are:

- invalidity of quality system certification for more than 6 months
- insufficient cooperation with the supplier
- insufficient reliability of the supplier

9.1 Preventive measures of the escalation program

The supplier is obliged to monitor the qualitative, quantitative, and timely fulfillment of deliveries and evaluate the causes of deviations from the required state, subsequently seeking and implementing corrective measures to eliminate the deviations.

9.2 Inclusion in the escalation program

Inclusion in the escalation program alerts the supplier to the need for more intensive cooperation in solving problems, and the supplier may subsequently be removed from the list of approved suppliers and replaced.

3 levels of escalation:

Level 1 – the supplier has problems The supplier presents planned and already implemented measures during negotiations. METECH s.r.o. employees evaluate the supplier's measures on the basis of 8D reports, inspection visits, or audits.

Level 2 - the supplier's measures are not effective. Deliveries according to the implemented measures are not OK. The supplier is notified of the possible termination of cooperation.

Level 3 - critical problems, ineffective measures, termination of cooperation with the supplier. De-escalation - can only take place after a process audit with an A result.

10. BASIC REQUIREMENTS AND CRITERIA FOR SUPPLIERS of non-production and overhead items, services, and investments (items that are not an integral part of the final product or service)

The purpose of the specified requirements and criteria is to minimize risks, ensure smooth delivery, and select a potential supplier:

- A. Additional overhead materials (cleaning supplies, office supplies, protective work equipment)
- B. Workplace equipment (computers, technology)
- C. Production lines, tools, instruments, information systems
- D. Services (repairs, maintenance, promotion, transport)

10.1 Request for quotation

Based on the specifications of the request for quotation from METECH s.r.o., the supplier is required to submit a price quotation documenting:

1. Supplier eligibility - the supplier is required to submit copies of their trade license, a copy of their commercial register extract, copies of professional qualifications (if required), acceptance of the Confidentiality Agreement and Supplier Manual (if required), and reference documents.
2. Technical conditions of implementation - the supplier is required to submit drawings, catalog sheets, safety data sheets, etc., as required by the tender specifications. Information on the share of own production capacities and, if applicable, subcontractors.
3. Economic conditions - the offer must include a detailed price calculation according to the specifications of the tender, including payment terms and warranty conditions.
4. Delivery logistics - the offer must include delivery terms according to INCOTERMS. In the case of investment projects, a schedule for implementation.

10.2 Supplier selection

Bids submitted in response to a request for quotation are evaluated using a scoring method. A potential analysis is then performed on the selected supplier before the first delivery. A potential analysis is also performed on accepted suppliers. Potential analysis is not performed for suppliers of raw materials and catalog parts.

10.3 Agreements with the supplier

The supplier is informed in writing of the result of the tender procedure. The tender procedure also serves for the purpose of preparing price offers for new projects and negotiations with potential suppliers, therefore METECH s.r.o. reserves the right to terminate the tender procedure at any stage.

A contract for work is concluded with the selected supplier or a mutually agreed order is placed.

11 FINAL PROVISIONS

The Supplier Manual is an integral part of the supplier's contract/order. The supplier is obliged to implement the current edition of the Supplier Manual and any changes thereto within the organization.

12 HISTORY OF CHANGES

Rev.007	
Chapter extension	<p>2.3 Management system...</p> <p>Sustainable development, sustainable and responsible business practices, and social responsibility on the part of the supplier are integral conditions for mutual cooperation. The supplier undertakes to comply with generally applicable criteria for sustainable development – see the document CSR/Sustainability Requirements for Suppliers, which is available on the METECH website and forms an integral part of the Supplier Manual.</p>
Chapter addition	<p>2.11 Information security and confidentiality</p> <p>The supplier creates a secure environment to ensure cybersecurity for the functioning of processes and maintains an information security policy within the organization.</p>
Chapter modification	<p>11 FINAL PROVISIONS</p> <p>The supplier's manual is an integral part of the supplier's contract/order. The supplier is obliged to implement the current edition of the supplier's manual and any changes thereto within the organization.</p>