

	Dokumentnamn: SUPPLYING TO KINNEX	Dokument utgåva: 2
	Dokument godkänd av: Henrik Oldin	Datum för godkännande: 2026-09-10

This document aims to clarify Kinnex expectations towards their suppliers.

It is the responsibility of the supplier to review, understand, sign and follow these requirements.

Doing Business with Kinnex

Audits

Kinnex may choose to perform an on -site compliance assessment (audit).

Requests for Quote (RFQ)

The supplier must contact Kinnex in the event the RFQ material is illegible, unclear, or if key information is missing that is necessary for the quotation.

Purchase Orders (POs)

Each PO should be followed by an order confirmation from the supplier within 2 working days for each part number, confirming the price agreed, quantity and delivery date.

Acceptance of the PO is an acceptance of the Terms and Conditions on the PO.

Orders not confirmed or denied within 2 working days shall be considered confirmed.

It is the supplier's responsibility to review Purchase Orders to ensure latest revision.

It is not allowed to deliver previous revision level parts, except by written agreement with Kinnex.

ECR (Change request)

Revision changes of the products will be communicated through the Kinnex purchasing organization.

SCR (Supplier change request)

If the supplier makes changes that can affect the part (change of material, production process or other changes) request (SCR) must be submitted to, and approved by Kinnex prior to implementation of the change. Otherwise all the consequences shall be borne by the supplier, Kinnex may require suppliers to provide raw materials certificates, measurement protocol and/or Certificate of Conformity.

KINNEX	Dokumentnamn: SUPPLYING TO KINNEX	Dokument utgåva: 2
	Dokument godkänd av: Henrik Oldin	Datum för godkännande: 2026-09-10

Delivery

Kinnex must be informed, as early as possible, if any delays of agreed deliveries.

The supplier shall, at his own expense, take all necessary actions to reduce a caused delay, examples are: providing express shipment, do extra work outside normal working hours, use of subcontractors, etc.

Packaging & Logistics Requirements

Supplier must comply with Packaging & Logistics requirement as referred to in product specifications, drawings, PO's and/or supply agreements.

Quality Assurance

Management Systems ISO 9000 and ISO 14000 or other

Suppliers with certification according to ISO 9000 and ISO 14000 by an accredited third-party registrar are preferred.

If the supplier is not certified we expect the supplier to have processes in place to assure a quality assurance level equivalent to ISO 9000 and full compliance to applicable law and legislations.

First Article Inspection (FAI)

FAI is typically required on new parts, and/or drawing issue changes.

Claims Handling

All non-conformities will be claimed to the supplier with a claim report. Within 48 hours, the supplier must report in writing what measures will be taken. Kinnex expects a full corrective action report within 10 working days, containing root cause analysis and corrective and preventive actions. Evidence of implemented actions may be requested. In the event the non-conforming part or material results in cost to Kinnex, see NL 09

	Dokumentnamn: SUPPLYING TO KINNEX	Dokument utgåva: 2
	Dokument godkänd av: Henrik Oldin	Datum för godkännande: 2026-09-10

Continuous Improvement

Kinnex expects the supplier to create and maintain continuous improvement plans focused on improving quality, delivery, cost and service performance for Kinnex.

Sustainability

Social Accountability and Code of conduct

The supplier shall have and follow principles, values, standards, or rules of behaviour the guide the decisions, procedures and systems of an organization in a way that (a) contributes to the welfare of its key stakeholders, and (b) respects the rights of all people affected by its operations.

All suppliers are expected to respect the 10 principles of the UN Global Compact:

Human Rights

- 1: Businesses should support and respect the protection of internationally proclaimed human rights; and
- 2: make sure that they are not complicit in human rights abuses.

Labour

- 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;
- 4: the elimination of all forms of forced and compulsory labour;
- 5: the effective abolition of child labour; and
- 6: the elimination of discrimination in respect of employment and occupation.

Environment

- 7: Businesses should support a precautionary approach to environmental challenges;
- 8: undertake initiatives to promote greater environmental responsibility; and
- 9: encourage the development and diffusion of environmentally friendly technologies.

KINNEX	Dokumentnamn: SUPPLYING TO KINNEX	Dokument utgåva: 2
	Dokument godkänd av: Henrik Oldin	Datum för godkännande: 2026-09-10

Anti-Corruption

10: Businesses should work against corruption in all its forms, including extortion and bribery.

Hazardous Substances Requirements

The supplier must comply with regulations such as, but not limited to:

- RoHS (EC Regulation 2015/863/EU) for more information please visit: www.ec.europa.eu
- REACH (Regulation (EC)No. 1907/2006) for more information please visit ECHA on

www.echa.europa.eu

- Biocidal products regulation (BPR, regulation (EU) 528/2012) for more information please visit ECHA on www.echa.europa.eu

Upon request the supplier shall be able to provide material declaration regarding additional hazardous substances according to customer specific requirements.

Conflict minerals

The supplier shall make commercially reasonable efforts to eliminate Conflict Minerals from each Product and any products currently proposed to be manufactured by the supplier or on its behalf in the future. "Conflict Minerals" means columbitetantalite (coltan), cassiterite, gold, wolframite, or their derivatives, which originate in the Democratic Republic of the Congo or other country the exploitation and trade of which is determined by the United States to be financing conflict in the Democratic Republic of the Congo or other country.

For more information please visit www.responsiblemineralsinitiative.org

Wages and Benefits

The supplier shall provide wages, benefits, and compensation that comply with applicable laws, regulations, collective agreements, and industry standards. Employees shall receive clear information regarding their compensation and employment conditions.

	Dokumentnamn: SUPPLYING TO KINNEX	Dokument utgåva: 2
	Dokument godkänd av: Henrik Oldin	Datum för godkännande: 2026-09-10

Working Hours

Working hours, overtime, rest periods, and leave shall comply with applicable laws and regulations. Overtime work shall be voluntary where required by law and shall be compensated in accordance with legal requirements.

Ethical Recruiting

The supplier shall ensure that recruitment practices are ethical, transparent, and fair. No employee shall be required to pay recruitment fees or deposits, and all workers shall have the right to retain control of their personal identity documents.

Women's Rights

The supplier shall promote and protect women's rights and provide a workplace free from discrimination, harassment, intimidation, or unequal treatment based on gender.

Diversity, Equity and Inclusion

The supplier shall promote diversity, equity, and inclusion and provide equal opportunities in recruitment, training, compensation, promotion, and employment practices regardless of race, color, age, gender, religion, national origin, disability, sexual orientation, or any other protected characteristic.

Health and Safety

The supplier shall provide a safe and healthy working environment and implement appropriate procedures to prevent workplace accidents, injuries, and occupational illness. Employees shall receive relevant health and safety training and have access to appropriate protective equipment.

Data Protection and Data Security

The supplier shall protect confidential information, personal data, and intellectual property and shall maintain appropriate technical and organizational measures to prevent unauthorized access, disclosure, loss, or misuse of information.

Financial Responsibility

The supplier shall maintain accurate financial records and implement effective controls to ensure compliance with applicable laws, regulations, and accounting standards.

Disclosure of Information

The supplier shall accurately record and disclose information regarding business activities, labor practices, health and safety performance, environmental performance, and financial condition as required by applicable laws and contractual obligations.

KINNEX	Dokumentnamn: SUPPLYING TO KINNEX	Dokument utgåva: 2
	Dokument godkänd av: Henrik Oldin	Datum för godkännande: 2026-09-10

Fair Competition and Anti-Trust

The supplier shall conduct business in accordance with fair competition principles and comply with all applicable competition and anti-trust laws. Anti-competitive practices, including price-fixing, market allocation, and abuse of market position, are prohibited.

Conflict of Interest

The supplier shall avoid situations where personal interests may conflict, or appear to conflict, with business interests. Any actual or potential conflict of interest relating to business with Kinnex shall be disclosed promptly.

Energy Efficiency

The supplier shall work to improve energy efficiency and reduce energy consumption through continuous improvement initiatives and the implementation of sustainable technologies where practical.

Sustainable Resource Management

The supplier shall promote the responsible use of natural resources and work to minimize the environmental impact associated with its operations, products, and services.

Waste Reduction, Reuse and Recycling

The supplier shall implement measures to reduce waste generation and promote the reuse and recycling of materials wherever technically and economically feasible. Waste shall be handled, stored, transported, and disposed of in accordance with applicable legal requirements.

Ändringslogg

Utgåva	Beskrivning av ändring	Upprättad av	Datum för upprättande
1	Ny utgåva	Andreas Danielsson	2019-11-26
2	Ny text sidan 4 - 6	Tommy Jylhä	2026-09-10