

## **Injection Mold Tooling Responsibilities:**

### **Purchased Directly from**

## **Offshore Tooling Supplier (OTS):**

### **YFAI Responsible for Landing Shop**

## **YFAI Managed Tooling**

### **Introduction**

- ❖ This document contains tooling specific responsibilities. When conflicts arise between program specific statements of work (SOW) and these tooling responsibilities, this document will prevail.
- ❖ This document outlines the tooling expectations and definitions of responsibilities associated with the development of injection mold tooling for YFAI or its part supplier (PS) through an Offshore Tooling Supplier (OTS) for YFAI sourced and managed tools. YFAI part suppliers (PS) that purchase and manage their own tooling are not governed by this document.
- ❖ All Tooling is subject to audit and approval by YFAI.
- ❖ THIS DOCUMENT IS NEITHER A SUPPLY AGREEMENT NOR A PROMISE TO ENTER INTO A SUPPLY AGREEMENT. In the event Part Supplier enters into a contractual relationship with YFAI (pursuant to a Purchase Order, Long-Term Agreement or some other written document executed by YFAI designated as a form of supply agreement, hereafter called the "Contract"), the Contract shall govern the terms and conditions of the Part Supplier -YFAI contractual relationship.
- ❖ In the event of any conflict between a term of the Contract and a provision of these Offshore Tooling Supplier responsibilities document, the Contract shall supersede and govern. In the event that a Contract has been or is entered into between Supplier and YFAI, the procedures and obligations set forth herein shall be met by Suppliers and, if a Contract is consummated, shall become express warranties made by Supplier and YFAI.

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**YFAI Purchasing Responsibilities**

YFAI Tool Purchasing (YFAI TP) is responsible to source injection molds for YFAI's Molding Facilities and potentially YFAI's Part Suppliers (PS) through Purchase Orders (PO) with the cooperation of its Offshore Tooling Suppliers (OTS) and its domestic Landing Shops (LS). This is to include the original build of the tools and any subsequent engineering changes prior to PPAP.

The OTS is a tool supplier to YFAI that manages the construction of tools for YFAI outside the borders of the YFAI Purchasing and Manufacturing Region, North America (NA) or Europe (EU). Special circumstances may arise that cause discrepancies between the responsibilities contained in this document and other YFAI documents, Part Supplier expectations, YFAI program expectations, and OTS capabilities. Under those circumstances, the YFAI tool buyer will determine the resolution to any discrepancies.

YFAI Tool Purchasing (YFAI TP) is responsible to source the domestic Landing Shop (LS) that will receive, prepare, texture (if specified), validate, correct validation issues, deliver mold to Part Supplier (PS), and provide onsite support at PS if issues arise after delivery.

For the purposes of this document, the acronym PS will refer to the part supplier whether that supplier is a YFAI Molding Facility or an external Part Supplier.

**Offshore Tooling Supplier (OTS) Responsibilities**

1. The OTS is responsible to be the mold 'Builder of Record' for all molds (tools) produced in its facilities as well as all tools produced in its subcontracted facilities outside the borders of the YFAI purchasing region. This means that the OTS is solely responsible for the performance of its subcontractors which will include, but not be limited to: timing commitments, tool quality, data integrity, tool functional try-outs, YFAI quoted cycle times, shipment, duties, taxes (except EU VAT), delivery, adherence to applicable tool standards. All tools will be designed and built with consideration for operator safety and ergonomics. If tooling issues are not resolved through the OTS within a reasonable timeframe, YFAI reserves the right to redirect the tool source and any subsequent costs incurred will be the responsibility of the OTS.
2. The OTS is responsible to coordinate and cooperate with Ontrax as a third party certifier of responsibility compliance and to supply information requested by Ontrax. YFAI will specify the level of service required by Ontrax and include the appropriate funding for Ontrax in its purchase order to the OTS. The OTS will issue a PO to Ontrax within 30 days of receiving its PO from YFAI and will pay Ontrax within 30 days of the T1 functional tryout. If the OTS fails to timely pay Ontrax, YFAI may, but is not required to, pay Ontrax directly and debit a corresponding amount from its payment to the OTS.
3. The OTS is responsible to present its subcontracted tools to YFAI and its Part Suppliers (PS) as its own tools. This means that tools built outside the OTS will be delivered to the OTS's dock and will bear the OTS's identification label. The OTS will make the process of subcontracting tools as transparent as possible to both YFAI and its PSs, while taking full responsibility for the tooling.
4. The OTS is responsible to mark the tool such that it contains the required information as specified in the YFAI Injection Mold Tooling Standards and by the YFAI TE, including the manner in which the tool

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is marked (plaques, engraving, etc.). Contact the YFAI TE to assure the latest copy of the mold tooling standards is applied.

5. The OTS is responsible to design all tools to the latest "OK to Tool" level of YFAI or PS specified CAD data and to track and log all data levels and transmissions.
6. The OTS is responsible to insure and protect tools against loss or damage.
7. The OTS is responsible to obtain written authorization to proceed with tooling from YFAI TP.
8. The OTS is responsible to submit costs within adequate timing to resolve any cost issues prior to the tooling release date.
9. The OTS is responsible to obtain approval from YFAI TP before subcontracting tools.
10. The OTS is responsible to provide written weekly progress reports and tool-tracking spreadsheets throughout the build of the tools to YFAI TE. The specific milestones used in the progress reports and tool-tracking spreadsheets are to be negotiated with YFAI and the PS.
11. The OTS is responsible for the design, build, and prove-out of all tools that will meet production part manufacturing requirements for YFAI through its PS. The OTS is responsible to construct the tools to meet YFAI's tooling & gage standards. This includes constructing tools that meet quoted cycle times and press sizes. The OTS must inform YFAI in writing of any tool that cannot be designed and built to meet these requirements with sufficient notice to allow correction of the deficiency without interruption to program timing and production.
12. The OTS is responsible to provide support as requested for tool engineering services with YFAI Tool Engineering. This includes attendance at all requested tool meetings with YFAI and YFAI's customers via internet and phone conferencing. The OTS is responsible to verify part/tool feasibility, record any issues found in an open issues format, and coordinate resolution of those issues with YFAI Tool Engineering before tool kick-off. Part/tool feasibility issues will include, but not be limited to: part functionality and appearance, part dimensional criteria and stability, tool standards, quoted press sizes and cycle times, and tool integrity.
13. The OTS is responsible to obtain the material type and shrink rate from YFAI-TE in writing.
14. The OTS is responsible to obtain the gating locations and types from YFAI-TE in writing for NA. The OTS is responsible to develop gating locations and types for EU.
15. The OTS is responsible to gain written approval from YFAI for all parting lines. The form of this approval should be YFAI's approval of the final tool designs. The OTS must communicate the parting line requirements during the preliminary tool design stages of the program.
16. The OTS is responsible to provide all necessary tool tryouts for the purposes of functional tryouts, pre-grain tryout, post-grain confirmation, and process and tool prove-out using YFAI specified and or supplied material. The OTS is responsible to label, store, maintain, protect, track and report inventory levels of YFAI specified or supplied material and to only use the specified materials for YFAI tryouts and sample parts. At a minimum, the OTS will facilitate the following minimum number of mold

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samples (more may be required to meet YFAI standards with an Ontrax score of 100% before shipping and the OTS may conduct a T0 tryout (with OTS supplied material) without YFAI or Ontrax support):

- a. Functional tryout T1 with Ontrax mold evaluation with 50 parts, for each unique part, air freighted to YFAI, including a 6-piece layout, if specified, of all dimensions on the part print (for mold and process evaluation only) and Ontrax mold evaluation score.
- b. Pre-grain tryout with 50 consecutive parts, for each unique part, air freighted to YFAI, including Ontrax mold evaluation score if functional was not 100%. Additional samples may be required at OTS expense if mold Ontrax score is below 100% at pre-grain.
- c. Post-grain confirmation tryout with 50 consecutive parts, for each unique part, air freighted to YFAI from OTS if tool is textured by OTS.
- d. Confirmation tryout for tight tolerance parts (RP3), if specified by YFAI-TE, with 50 consecutive parts, for each unique part, air freighted to YFAI from OTS if tool is completed outside YFAI region or from Landing Shop (LS) if tool is completed in YFAI region.

The OTS will provide the packaging and insurance for these parts to deliver them in acceptable condition to YFAI. The OTS will invite representatives from YFAI, PS, and Ontrax to each tryout.

17. The OTS, with functional support from Ontrax, is responsible for conducting a detailed tool and process prove-out as specified by YFAI-TE through Ontrax.
18. The OTS will supply YFAI BU with quantities, specifications, and required dates of materials necessary for mold tryouts and samples both at OTC and in YFAI region within three weeks of receiving tooling PO.
19. The OTS is responsible to certify the tool steel to all dimensions on the part print.
20. The OTS is responsible to grain the tool and correct any new tool issues that are a result of graining the tool, if OTS is texturing the tool.
21. The OTS is responsible to meet all YFAI specifications, standards, material, and craftsmanship related issues for the life of the program or 1 million shots (whichever comes first) and cover all tool specific costs (components, materials, labor, and trucking) to correct deficiencies whether or not issues were discovered at OTS, LS, or PS.
22. The OTS will ship all molds to YFAI region LS dock Delivered Duty Paid (DDP). The OTS will cover all costs associated with shipping, duties, taxes (except EU VAT), fees, storage, containers, transfers, insurance, and handling from OTS dock to LS dock. OTS will ensure final delivery truck to LS dock has top access for overhead crane or cover rigging charges to unload mold.

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**Landing Shop Responsibilities**

1. The landing shop (LS), which can be either a YFAI region tool shop or PS, is responsible to receive molds built by the OTS, prepare the molds for production purposes at the designated PS, deliver the molds to the PS, and provide onsite support, if contracted, for the molds at the PS if issues arise after delivery.
2. The LS is responsible to coordinate and cooperate with Ontrax as a third party certifier of responsibility compliance and to supply information requested by Ontrax, if Ontrax services are specified by YFAI through the LS. YFAI will specify the level of service required by Ontrax and include the appropriate funding for Ontrax in its purchase order to the LS. The LS will pay Ontrax for 100% of its fees within 10 days of receiving the first payment from YFAI. If the LS fails to timely pay Ontrax, YFAI may, but is not required to, pay Ontrax directly and debit a corresponding amount from its payment to the LS.
3. The LS is responsible to insure and protect tools against loss or damage.
4. The LS is responsible to provide support as requested for tool engineering services with YFAI Tool Engineering. This includes attendance at all requested tool meetings with YFAI and YFAI's customers via onsite, internet, and phone conferencing. The LS is responsible to verify part/tool feasibility for engineering changes, record any issues found in an open issues format, and coordinate resolution of those issues with YFAI Tool Engineering before change kick-off. Part/tool engineering change feasibility issues will include, but not be limited to: part functionality and appearance, part dimensional criteria and stability, tool standards, quoted press sizes and cycle times, and tool integrity.
5. The LS is responsible to perform services as specified by YFAI TP and in accordance with the YFAI PO and its associated LS quote. Unless specified otherwise in the YFAI PO and the associated LS quote, the LS will perform the following tasks:
  - a. Receive mold from freight forwarding company from the regional port of entry. All duties, taxes (except EU VAT), fees, freight charges, and forwarding charges to the LS dock will be paid by the OTS via DDP shipping terms.
  - b. Uncrate, clean, assemble, inspect and otherwise prepare the mold for validation sampling and production according to YFAI tooling standards.
  - c. Pre-grain tryout with 50 consecutive parts, for each unique part, delivered to YFAI if mold is to be textured by LS.
  - d. Post-grain tryout with Ontrax support (paid by LS if specified) and 50 consecutive parts, for each unique part, delivered to YFAI if mold is textured by LS. Ontrax support not available in EU.
  - e. Validation tryout with Ontrax support (paid by LS if specified) and 50 consecutive parts, for each unique part, delivered to YFAI if mold is not textured by LS. Ontrax support not available in EU.
  - f. Deliver the mold to the PS DDP.
  - g. Provide onsite support at PS, when contracted by YFAI, if mold issues arise after delivery.

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6. The LS will supply YFAI BU with quantities, specifications, and required dates of materials necessary for mold tryouts and samples within three weeks of receiving PO.
7. The LS is responsible to grain the mold and correct any new tool issues that are a result of graining the mold if specified by YFAI in accordance with the YFAI PO and associated LS quote.
8. The LS will transfer the mold to the PS (DDP) after the YFAI-TE has approved the tool transfer. The LS, with the functional support of Ontrax, will supply the PS with a package before or, preferable, at the time of tool transfer that contains the following items at minimum: Final tool 2D designs in PDF format, 3D designs and all surface data in IGES format, part and steel dimensional certifications, a copy of the process sheet from the last functional tryout, a copy of the tool issues list signed off by Ontrax, and a copy of both the pre-grain and post-grain approval by the customer. Ontrax support is not available in EU, so YFAI TE will handle the transfer of part and mold information in EU to PS.

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**Part Supplier Responsibilities**

1. The PS is responsible to supply the OTS all production mold press specifications, press type, press tonnage, part cycle times, platen restrictions, plant locations, tool standards, and any special circumstances and requirements prior to each individual tool kick-off. The exact form of this document is at the discretion of the PS. The information contained in this document is complete and any changes required to the tool for manufacturing purposes is the responsibility of the PS. If the PS does not provide the above-mentioned specifications, YFAI will instruct the OTS to build the tools to YFAI standards.
2. The PS will provide the OTS with the exact production material and manufacturer prior to the tool kick off that allows the PS to meet all YFAI dimensional and aesthetic requirements. If the PS does not comply with this requirement, YFAI will assign the exact material and manufacturer.
3. The PS is responsible to accept the tool transfer when the tool package has been provided by the OTS or LS, with the functional support of Ontrax. This package will contain the final tool designs including all surface data, dimensional steel certifications, a copy of the molding process from the final molding trial, a copy of the completed tool score sheet showing 100% compliance as signed off by Ontrax, and a copy of the pre-grain and post-grain customer approvals. The transfer will be final at the PS's PPAP to YFAI, at which time the PS will provide a tool sign-off.
4. The PS is required to give OTS and LS opportunity to respond to issues after acceptance. Launch concerns may arise that dictate a quick response, but chargebacks to OTS and LS may not be allowed unless reasonable steps are taken to allow OTS and LS to respond first. OTS and LS may agree to chargebacks when time and distance do not allow them to respond efficiently. PS should contact YFAI-TE before taking action on issues where OTS and LS may be liable.
5. The PS is responsible for all tooling preventative maintenance and service to meet all YFAI manufacturing, delivery and quality requirements. YFAI reserves the right to review the PS's preventative and spare part plans if the situation requires it, in YFAI's discretion. Preventative maintenance plans and records must be documented and kept on file by the PS. Damage to tooling that is due to negligence or lack of preventative maintenance will be the responsibility of the PS.
6. The PS is responsible to maintain the tool throughout its service life (10 years after production ends).
7. The PS is responsible for managing and advising YFAI on potential obsolescence during engineering changes, model year changes and production balance out.
8. The PS is responsible to insure and protect said property against loss or damage.
9. Expenses incurred by YFAI to support processing and manufacturing of parts above and beyond what would normally be expected will be invoiced directly to the PS. PS will validate costs and direction prior to implementation.
10. The PS is responsible for process sign-off and part submissions (PPAP) and all associated activities that are required to achieve process sign-off and PPAP approval. An onsite process sign-off will be

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conducted prior to PS PPAP. PS PPAP requirements are identified in the YFAI Supplier Standards Manual available at [https://portal.covisint.com/portal/public/\\_l:en/tp/YFAI](https://portal.covisint.com/portal/public/_l:en/tp/YFAI)

11. The PS is responsible for the quality of parts produced by these tools after PPAP approval.

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**YFAI Business Unit / Program Team (YFAI) Responsibilities**

1. The YFAI Business Unit / Program Team (YFAI) is responsible to provide the YFAI TP, TE, OTS, LS, Ontrax, and the PS with the tool lineup for the program, which includes a list of each tool and its cavities and the quoted cycle times and press sizes.
2. YFAI is responsible to provide a part print to the OTS and LS, which embodies the part measurement criteria and provides an accurate depiction of the critical features of the part.
3. YFAI is responsible to provide the OTS and LS with grain callouts including any OEM directed grain sources. These callouts must include the exact customer grain specifications with draft requirements.
4. YFAI is responsible to provide the OTS, LS, and the PS with the material type or specification to be used in production. The PS will provide the OTS and LS with the exact production material and manufacturer prior to the tool kick off that allows the PS to meet all YFAI dimensional and aesthetic requirements. If the PS does not comply with this requirement, YFAI will assign the exact material and manufacturer to the OTS and LS.
5. YFAI is responsible to approve aspects of the tool designs to assure that the gate locations, parting lines, witness lines (lifters, slides, and inserts), and ejection marks will not adversely affect part visual and functional criteria. YFAI approval of tool designs does not alleviate the OTS of any responsibilities identified in this document.
6. YFAI is responsible to release Okay to Tool (OKTT) data and material shrink rate to OTS, LS, and PS.
7. YFAI is responsible to seek and gain customer pre-grain and post-grain approvals and provide signed copies of these documents to Ontrax, OTS, LS, and PS.
8. YFAI is responsible to provide and ship material to the OTS and LS for all tool tryouts, prove-out runs, and part orders prior to tool transfer to PS including materials needed outside YFAI region.
  - a. YFAI will ship the required bulk quantity of material to the OTS and LS by the OTS specified date.
  - b. YFAI will pay for material freight charges Delivered at Place (DAP).
9. YFAI is entitled to sample parts from the functional tool trials as specified in the OTS and LS sections of this document. Part orders beyond these will be purchased by YFAI or the PS from the OTS and LS. YFAI purchasing will establish these costs with the OTS and LS. YFAI will supply material (DAP) to the OTS and LS for part orders.