

August 23, 2019

Appendix B Vandalia Johnson Medtech Suppliers

This appendix provides the site specific requirements for shipments to the Vandalia Johnson Medtech plant. These requirements are supplemental to those shown in the main body of this document. Following requirements will assist with timely receipts and processing of payments.

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- I. Contact Information
- II. How to read a Vandalia Johnson Medtech purchase order
- III. Barcode labeling
- IV. Receiving hours
- V. Shipping requirements

I. Contact Information

SCS:

Carolyn Gretzinger – Desk: 937-918-2453; email: Carolyn.Gretzinger@johnsonelectric.com

Logistics:

Mary Monnin – Desk: 937-918-2474; email: Mary.Monnin@johnsonelectric.com

Planners:

Penny Calvert – Desk: 937-918-2413; email: Penny.Calvert@johnsonelectric.com

Christina Smith – Desk: 937-918-2474; email: Christina.Smith@johnsonelectric.com

Quality:

Michael James – Desk: 937-454-2384; email: Michael.James@johnsonMedtech.com

Accounting:

Rachel Ye Sun – email: ye.sun@johnsonelectric.com

Hope Schmeling – email: Hope.Schmeling@johnsonelectric.com

Sharon Peoples – email: Sharon.Peoples@johnsonelectric.com

Medtech.AP@johnsonelectric.com

II. How to read a Vandalia Johnson Medtech Purchase Order:

JOHNSON MEDTECH LLC
801 SCHOLZ DRIVE
VANDALIA OH 45377 United States
Phone: 734-392-5300
Fax: 734-392-1014

**JOHNSON
MEDTECH**

PO RELEASE

TO		SHIP TO: Attention: 801 Scholz Drive Vandalia OH, 45377, UNITED STA		Date	Page
ATTN:		FAX:		AUG 29, 2018	1 of 2
Payment Term		60 Days		P. O. Number	
Shipment Term		FCA USA, NC, GREENSBORO		51600001653-1	
Shipment Mode		FedEx Ground		P.O. Rev	
Line No.		Supplier's Part No.		4	
1.1		JVM		1	
JMD Part No.		0087-L0700 (A)		Rel. Re	
Description		Quantity		204,116.40	
UOM		GRA M		0.03598	
Arrival Date (MMDDYY)		09/04/18		7,344.00	
Unit Price		Disc. (%)		Amount	
Tax		Sub-inv		0.00	
Remarks:					
NOTES: INCLUDE C OF A WITH JOHNSON MEDTECH PN / LOT # / DATE OF MFG / EXPIRATION (SHOULD BE AT LEAST 1 YEAR FROM PURCHASE DATE OR JOHNSON MEDTECH APPROVAL) FLOW DOWN REQUIREMENT: RECORD RETENTION IS FOR LIFE OF PRODUCT					

Above is an example of our Vandalia Johnson Medtech Purchase Order, identifying the following key elements:

a) **Ship to:**

Location material must ship to.

b) **Send Invoice to:**

If emailed: invoice to: Medtech.AP@johnsonelectric.com

If mailed

Invoices sent through Postal Service:

Johnson Medtech LLC.

801 Scholz Drive

Vandalia, Ohio 45377

Suppliers are responsible for any delay of the payment as a result of invoice not submitted to correct email address.

c) **PO Number and Rel. Rev:** Purchase Order # and Release # (*if applicable*) must be on Invoice.

d) **Payment Term:** Review that the payment terms match your negotiated terms.

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- e) **Shipment Mode:** This is our desired method of shipping. Purchasing and/or planning must approve all premium freight shipments and will advise on any shipments over 150 pounds.

ALL Shipments under 150 pounds ship Fed X Account # 633330751

- f) This section provides the order information:

Line No: Must be listed on your Pack slip and Invoice.

ORG: Must be listed on your Pack slip and Invoice.

JMD Part No: The Johnson Medtech Internal Part number and must be listed on your Pack slip and Invoice.

Quantity: The quantity ordered and must be listed on your Pack slip and invoice.

UOM: The Unit of Measure that product is ordered (if a different Unit of Measure is used, include the calculation on your Packslip and Invoice).

Arrival Date: The date the goods **must arrive** at the Vandalia Johnson Medtech plant. Supplier must consider transit time.

Unit Price: The Purchase Price, based on Unit of Measure, and must be listed on the Pack slip and Invoice (if you use a different Unit of Measure include the calculation used).

- g) **Remarks:** Special instructions will be provided in this section if applicable.

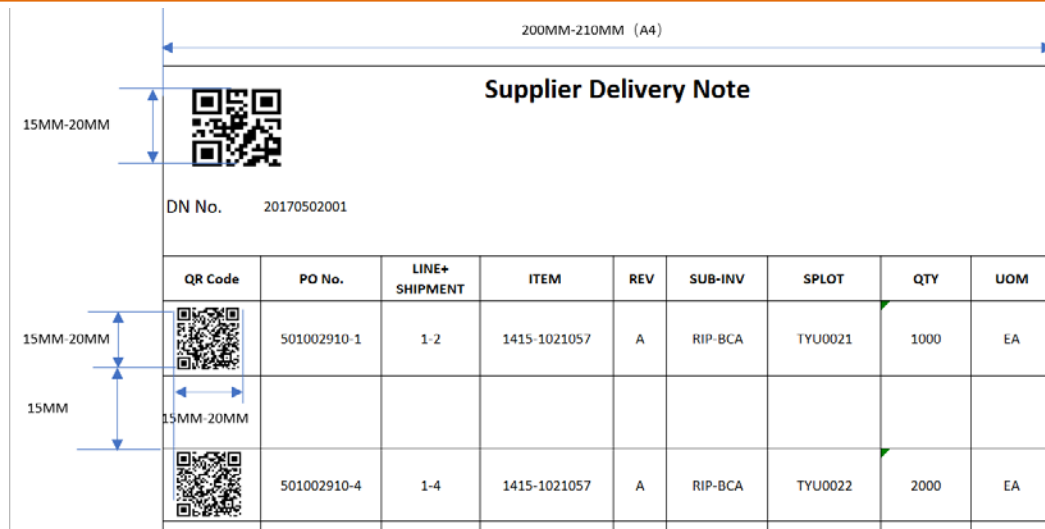
If any of the information on the PO is incorrect, please notify your buyer immediately.

III. Bar Code Labeling

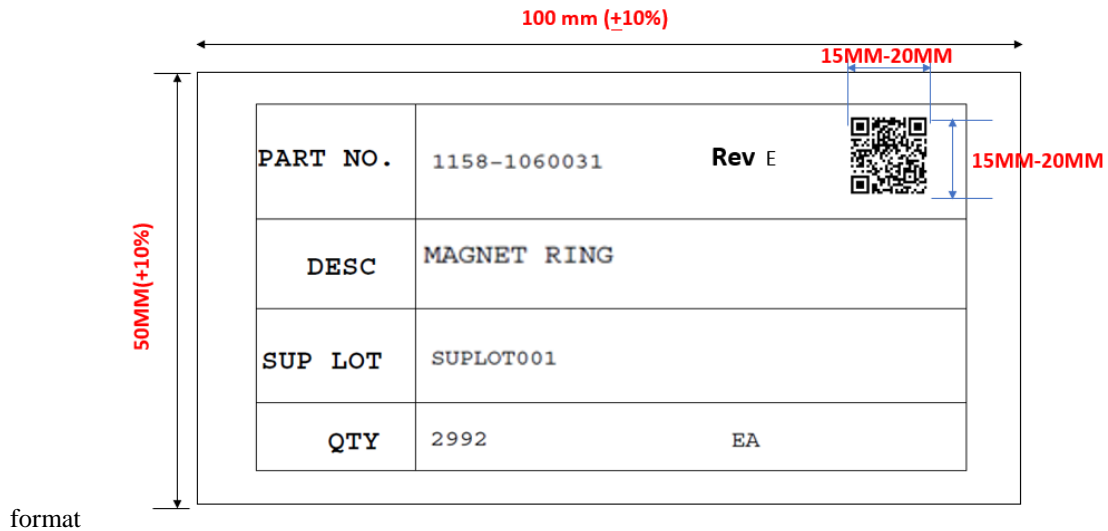
Johnson Medtech requires barcodes for all direct production materials. For complete scope, please reference the requirements document found at this link:

<https://www.johnsonelectric.com/en/company/supplier-information/supplier-terms-and-conditions>

Delivery Note sample format:



Minimum Package Label sample



IV. Receiving Hours:

Monday ~ Friday

7 am ~ 5 pm

Note: Off-hour receiving by prior approval only

Receiving: 937-918-2474

V. Shipping Requirements:

a. Domestic Shipping Documents:

For goods shipped or delivered directly to Vandalia Johnson Medtech please follow these instructions:

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- Create a correct Invoice according to instructions as explained in the “Supplier Onboarding Common” document.
 - Adhere to the receiving hours defined in section IV.

Important: If your Purchase Order indicates pick up at your location, please share with your buyer/planner the following info: weight, dimensions, working hours, and name of the responsible contact person in your shipping area.

b. Additional Documents or Requirements:

- All product supplied must meet prevailing government safety and environmental requirements
- Ocean bill of lading or tracking number document that matches with the information provided on the Invoice.
- Correct box and pallet labeling including part number, quantity, etc. visible outside the packing.
- Declaration of non-wooden packing (if packing is of non-wooden material), or declaration of IPPC markings on wooden packing (if packing, including any chocking, is of wooden material).
- **Certificate of Origin or Affidavit** emailed to Supplier.Communications@johnsonelectric.com
- **Certificate of Conformance** must accompany shipment and emailed to COA@johnsonelectric.com
- When **Certificate of Analysis** is required a copy must accompany shipment and emailed to COA@johnsonelectric.com
- Subject of email should contain **Supplier Name / PN / Lot # or Manufacturing Date / Medtech**
- For machinery, it is necessary to provide the format named “import machinery request template”, you can request from your buyer.
- **Material Safety Data Sheets** (MSDS) are required with initial shipment (upon revision in accordance with OSHA 1910.1200) or by emailing to SUPPLIERSUBMISSION@johnsonelectric.com

If you have any questions or concerns, please contact us at Supplier.Communications@johnsonelectric.com

Best regards,

Cathy Perreault
Manager, Site Purchasing and Administration
Office Phone: +1 (937) 918-2488
E-mail: cathy.perreault@johnsonelectric.com