

Standard Procurement Quality Clauses

The following clauses will be cited on our Purchase Orders by number as applicable to the product or service being procured.

1. Acceptance By CPG: Products and/or Services provided under the Purchase Order are subject to final acceptance by CPG Quality Assurance in accordance with the standards or specifications set forth on the PO or technical information provided.
2. Preservation & Packaging: If specific instructions are not provided, it is the responsibility of the vendor to ensure packaging is adequate to protect against damage during transport to our facility.
3. Quality Management System: CPG's vendors will operate (at minimum) under an ISO 9001:2000 compliant Quality Management System. If the vendor is not a registered ISO 9001 company, the vendor is required to complete a Vendor Survey and they may be subject to an onsite evaluation before being approved.
4. Inspection Requirements: The Vendor will ensure that all inspections and tests have been performed to substantiate that the products or services supplied under this PO conform to the specifications and Quality Clauses called out on the PO.
5. Certificate of Conformance: The vendor is responsible to provide CPG with a Certificate of Conformance that is traceable to your source for each lot or batch of material. The corresponding C of C's back up the supply chain to the original material manufacturer must also be provided to ensure complete product traceability. Please ensure that complete and accurate C of C's accompany the shipment.
6. Manufacturer's Test Reports: The vendor is responsible to provide CPG with test reports in accordance with the acceptance test requirements called up on relevant specifications cited on our PO. Please ensure that test reports accompany the shipment.
7. Shelf Life and Cure Date: The vendor is responsible to provide CPG with the shelf life and cure date as required. 80% usable shelf life to be remaining unless specifically approved otherwise.
8. Customer Process Approval Requirement: This product may only be supplied by vendors who are approved by our customer to supply the product or service specified on our PO. In this case, the customer approval required will be cited on the order.
9. First Article Inspection Checklist: The product specified on the PO requires a detailed FAICL to be provided to CPG Quality Assurance for approval prior to shipping goods.

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10. Non-Conforming Product: The vendor is responsible to advise CPG of any non-conforming product prior to shipping to our facility. The decision to accept non-conforming product under concession can only be made by CPG Quality Assurance, and communicated in writing to the vendor. The written confirmation shall accompany the non-conforming product, which will be segregated from the balance of the order where applicable.
11. Changes in Product or Process Definition: If a product or process specified by CPG has been replaced or superseded, the Vendor shall notify CPG procurement in writing of the change, and CPG will amend our PO to reflect the current product or process definition. Under no circumstances should product be supplied that is different from what is specified on the PO.
12. Right of Access: CPG, our customers, and any applicable regulatory authorities shall have right of access to the facilities used to fulfil this PO, and any applicable records associated with this order.
13. Sub-Tier Suppliers: The Vendor shall not use sub-tier suppliers unless specifically authorised to do so by CPG in writing. When authorised, applicable requirements contained in our purchasing documentation must be flowed down to the sub-tier. Where Clause 8 applies to a PO, the sub-tier supplier must also be approved by our customer when used by a vendor to fulfil an order.
14. NAFTA: The vendor is responsible to provide a NAFTA certificate with the shipment for items of North American origin. Failure to provide proper documentation will result in a chargeback of associated customs duties. Please provide 2 copies of the NAFTA Certificate. 1 with the shipment for customs and 1 with the C of C's to be kept on file at CPG.
15. Location change: The vendor shall notify CPG prior to any transfer of operations (from one location to another) or if the manufacturing, service, and/or facility location changes.
16. Records: The vendor shall maintain records / supporting documentation necessary to demonstrate compliance to all requirements pertaining to CPG's Purchase Order (PO), for a period of not less than 10 years from completion of the PO. If the 10 years retention period is outside vendor's standard requirements, vendor will contact CPG for further instructions at the end of their standard retention time.

Please note: Invoices will not be approved for payment until all documentation, cited as required on our Purchase orders is received and approved.