



Compliance Requirements for Suppliers 05/2014

The following are requirements for disclosure to Ottawa Mould Craft Ltd. in order to be a supplier of goods to us. Please ensure, *where required*, the following documents are sent electronically, or accompany the goods shipped, and are addressed to the sender of the purchase order. Orders sent without the required documentation will not be considered received, may have full payment withheld, and/or may be rejected at the vendor's expense.

Material Safety Data Sheet (MSDS) / Material Data Sheet (MDS)

A *Current MSDS/MDS Sheet* is required to be on file at Ottawa Mould Craft Ltd. for all products ordered subject to safety regulations. 'Current' is defined as documents with a created or revision date of *no greater than three years from present* (not 'print date').

Country of Origin

A NAFTA (or other approved) certificate is required to be on file with Ottawa Mould Craft Ltd. declaring **country of origin** of goods supplied

Restriction of Hazardous Substances (RoHS / RoHS 2 / RoHS China)

All supplied raw material must be RoHS compliant, shown by a certificate referencing EU Directive 2011/65/EU and RoHS China.

Dodd-Frank

The legal requirement is found in Section 1502 of the "Dodd-Frank Wall Street Reform and Consumer Protection Act" which identifies certain "Conflict Minerals" as financing armed conflict in the Democratic Republic of the Congo and the surrounding region.

To comply, Ottawa Mould Craft Ltd. *must* obtain accurate information from you and other suppliers about whether components in products we purchase from you contain **3TG** conflict materials being, **Tin, Tantalum, Tungsten and Gold**. Please confirm that if your products contain these substances they are not presently derived from, or will be purchased from, the Democratic Republic of the Congo or adjoining countries (DRC). If your products do not contain these materials, then a statement stating this is required.

Certificate of Conformance (C of C)

A C of C is required with each shipment of select goods.

CA Proposition 65

A document is required certifying that all materials supplied to Ottawa Mould Craft do not contain any of the toxins or carcinogenic substances that require a warning under the Safe Drinking Water and Toxic Enforcement Act of 1986 (proposition 65). If the material does contain said substances, than a statement indicating this must be sent to indicating the substance and the levels.

EU Reach

A document is required certifying that all materials supplied to Ottawa Mould Craft must meet the current criteria for Authorization under the European Union's REACH Regulation (EC) No. 1907/2006

Certification of Equipment

Suppliers of any machine, device, tool or equipment for use at Ottawa Mould Craft LTD. must ensure:

- a) that the machine, device, tool or equipment is in good condition;
- b) that the machine, device, tool or equipment complies with the Ontario OH&S Act and the Regulations; and
- c) if it's the person's responsibility (under rental, leasing or similar arrangement) to do so, so that the machine, device, tool or equipment is maintained in good condition. *Ref Occupational Health and Safety Act R.S.O. 1990 [Sec. 31(1)].*

Equipment must be approved / certified by all applicable Canadian standards and have recognizable certification marks of said standards, (CSA, UL, Cutis Stauss, etc.). Note: **CE** is a manufacturer self declaration mark only, and is not recognized in Canada.

A PSR certificate must be supplied from manufacturer prior to, or at time of delivery, when requested by Ottawa Mould Craft Ltd. purchase order. Additional machine acceptance certificate(s), inspectors stamp(s), statement of quality (or similar) must be supplied from manufacturer prior to, or at time of delivery.