



Donaldson Company, Inc.

GLOBAL PROCUREMENT DOCUMENT

SUPPLIER CHANGE/DEVIATION REQUEST (SCR) SUPPLIER AGREEMENT

BETWEEN
Company Name
(Hereinafter called Supplier) incorporated in State of:
Whose registered office address is:

AND
Donaldson Entities (Hereinafter called Donaldson) below:

This Agreement is effective, as long as, Supplier delivers Goods to Donaldson.

Select all applicable Donaldson Entity(s) (Hereinafter called Donaldson) Below:

Donaldson	Donaldson Entity	Whose Registered Office is At

Definition of change includes but not limited to:

- **Material Change** - Change in materials that were not included in original qualification
- **Plant of Manufacture (POM) Change** - Change of manufacturing location of final product or sub-component
- **Supplier Change** - Any resourcing of sub-tier component or material suppliers to a new source
- **Process Change** - Changes to process that affect the Process Flow, PFMEA or Control Plan
- **Design Change** - Changes to design that affect Form, Fit, or Function
- **Change in Tests or Test Inspection Methods** - Changes to testing methods or equipment that affect DV or PV testing or any in-process testing noted on the Control Plan
- **Transfer of Tooling / Equipment** - Relocation of any tooling or equipment to a new manufacturing location on a temporary or permanent basis
- **Tooling / Equipment Renewal or Modification** - Applicable for tools/equipment used for the manufacturing of final product supplied to Donaldson or subcomponents used for its assembly
- **Change in Appearance** - Changes to visible bulk materials (paint, adhesive, etc.) that impact the appearance of the finished product
- **Changes in Planning Parameters** - Minimum Order Quantity (MOQ), Lead Time changes

Continued

- **Changes of Certification Status** - Changes to ISO, IATF, AS9100, and / or NADCAP Certificates (e.g. Expiration of Certificate, Addition of new Plant of Manufacture, New Certification Register Body, Company Name Change) and waivers to site Certificates per Donaldson requirements
- **Changes of Control** - With respect to Supplier, (a) the sale of all or substantially all of the assets or business of Supplier, (b) the sale of all or substantially all of the facility or facilities from which Supplier supplies Donaldson with the Goods, or (c) a third person or party acquires more than fifty (50%) of the voting securities or management control of Supplier.

Supplier Agrees;

1. The Supplier is obligated to inform Donaldson at least 12 calendar weeks in advance of any changes directly or indirectly effecting any Goods or Services supplied to Donaldson.
2. Any change (including all sub-tier suppliers) must be communicated in writing through the Global Category Manager using the Supplier Change / Deviation Request Notification Form (SCR) (406.205.000-008) <https://www.donaldson.com/content/dam/donaldson/legal/suppliers/change-request/eng/Change-Request-Form.pdf>. The proposed changes must be assessed and validated prior to any implementation to ensure compliance with Donaldson’s requirements and / or Donaldson’s customer’s requirements. Donaldson reserves the right to ask for SPPAP (Supplier Production Part Approval Process) documentation depending on application and its customer requirements. Supplier should never ship Goods before receiving approval from Donaldson.
3. Before the changes can take place, the Supplier must receive formal agreement from Donaldson to the changes and the impacts associated with the changes including the opportunity for Donaldson to make a last time buy. Donaldson may approve, reject and/or define conditions of the approval to the change request.
4. Supplier action(s) will only occur following a formal Donaldson Global Procurement authorization and agreement on what steps need to be implemented and a review of the potential price impact associated with the change. The Supplier shall bear the risk of all expenses for any action taken without receiving Donaldson approval.

(Insert Supplier Company Name)

Signature

Name

Title

Date
