

Dear Suppliers

*Director: Hirayama Hirotoshi  
Purchasing Administration Department*

*Sub Director : Nagata Tetsuya  
Quality Assurance Department  
JATCO Ltd*

## **Notification for a revision of "Supplier Quality Assurance Manual" ver. 4-11**

JATCO has issued a revised version of the "Supplier Quality Assurance Manual".

Please replace previous version (ver. 4-10) with the newest one (Ver. 4-11).

And please return the following "Statement of mutual agreement" after completing and signing the agreement.

### 1. Revision outline

JATCO has partially revised "Supplier Quality Assurance Manual".  
Attachment file shows details of revision points.

### 2. Procedure to get the new document

JATCO has updated documents in the supplier portal.  
Please access to

\*Supplier portal: 「Information」→「Document」→「Quality Adminstration&Service」→「Supplier Quality Assurance Manual」  
Revision points are indicated in red letter.

### 3. Document control

Old version of the document shall not be used.

### 4. Returning the "Statement of mutual agreement"

Please send the "Statement of mutual agreement" to JATCO **by 24th May, 2024**  
You can reply by E-mail.

### 5. Contact Address

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Regards

JATCO Confidential C

JATCO Ltd.

/ / 2024

To : Quality Assurance Department Sub Director : Nagata Tetsuya

### **Statement of mutual agreement**

We agree the "Supplier Quality Assurance Manual (Ver. 4-11)" with revision items.

Supplier code :

Supplier name :

Highest Responsible person of QA :