



Dear Supplier,

As FTI continues to grow, our customer's requirements for consistently delivered perfect parts grows as well. We cannot meet our customer's requirements without quality parts from our supply base.

In order to meet these quality standards, we are revamping our quality processes with respect to our suppliers. To do this, we are launching the FTI Supplier Quality Manual (SQM). The SQM will detail the responsibilities of both sides to ensure products meet the specifications agreed upon in our drawings and purchase orders.

The SQM has been developed over the past year with input from internal FTI stakeholders and suppliers. It is similar to the automotive industry PPAP process, but scaled to meet FTI's scope. We are currently completing a pilot with key suppliers to ensure the process works as expected and can achieve the quality results we need. We are publishing the documentation now to allow all suppliers to have an opportunity to review and familiarize themselves with the requirements as well as ask questions.

We will launch the SQM January 1st, 2019. The launch is a phased roll out where new or changed products will be approved through the SQM First Article Approval process. As we move forward in time, older products will be reviewed and approved through the approval process as well. We recognize both suppliers and FTI cannot approve all parts at once, so we are taking a measured approach to approve all parts over time. Your FTI contacts will inform you when parts need to be approved through the process. All other aspects of the SQM are in force to help enhance our quality process and meet our customer expectations.

We recognize this is a change to how we do business. This change is necessary to continue our growth together. We appreciate your compliance with this new policy. If there are any questions, please refer them to John C. Kill, FTI's International Purchasing Manager at jkill@finishthompson.com. Thank you for your continued support.

Michael Towner,

President, Finish Thompson Inc.

FINISH THOMPSON INC.

921 Greengarden Road • Erie, PA 16501-1591 U.S.A.

Ph 814-455-4478 • Fax 814-455-8518

Email fti@finishthompson.com • www.finishthompson.com