

NORTH AMERICA - TENNECO CLEAN AIR GLOBAL SUPPLIER MANUAL

Important Note:

Each supplier wishing to do business with Tenneco is required to meet the guidelines indicated in the Tenneco Clean Air Global Supplier Manual as well as the applicable Regional Appendix.

Appendix A North America Region Specific Requirements

Last updated September 30, 2021

Latest changes in blue font.

| Section | Title |
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| Section A.1.0 | Obsolete |
| Section A.2.0 | US-Mexico-Canada Free Trade Agreement and Minority/Women/Veteran/Disabled/Lesbian, Gay, Bisexual and Transgender/International Aboriginal Minority/Women Business Enterprise/Small Disadvantage Business Supplier Requirements |
| Section A.3.0 | Purchase Orders, Supplier Agreements, Payment Policy, Invoicing, and Cost Table |
| Section A.4.0 | Electronic Data Interchange (EDI) or Tenneco Supplier Network Collaboration(SNC) |
| Section A.5.0 | Logistics |
| Section A.6.0 | Packaging |
| Section A.7.0 | Environmental Health and Safety (EH&S) |
| Section A.8.0 | Supplier Quality System |

Click on sections above to follow link.

| Section A.2.0 | US-Mexico-Canada Free Trade Agreement and Minority/Women Business Enterprise/Small Disadvantage Business Supplier Requirements | Revision Date | Rev. Letter |
|--|---|---------------|-------------|
| A.2.1 USMCA Trade Policy | On July 1, 2020, US-Mexico-Canada Free Trade Agreement replaced North American Free Trade Agreement. This agreement is for products that qualify, either reduces or eliminates previously applicable tariffs. Requests related to USMCA should be directed to TennecoCleanAirFTA@copper-hill-inc.com . | 09/30/21 | C |
| A.2.2 USMCA Certificates | On an annual basis, Tenneco will request from each supplier Customs a USMCA Certificate of Origin, instructions on how to complete the form, the return mailing information, and due date (30 days after mailing date). New business that is awarded (after the annual mailing) should contain a USMCA and AALA Certificate as part of the PPAP. These documents should be E-mailed to TennecoCleanAirFTA@copper-hill-inc.com . | 09/30/21 | B |
| A.2.3 Minority Supplier Requirements (United States, Certified Minority Businesses only) | Tenneco is committed to identify, develop, and sustain our relationship with Minority Business Enterprises to complement our growth in harmony with the evolving North American business environment. All United States Certified Minority Business Enterprises (MBE) are required to submit their initial and renewal certifications to Tenneco within 10 days of receiving them from NMSDC. MBEs are expected to upload the certificate to their respective TITAN C folder. To learn more on becoming a certified MBE, please assess the following website: www.nmsdc.org respectfully. | 09/30/21 | B |
| A.2.4 Disadvantage Supplier Requirements (United States Federal Government Certified SDB Businesses only) | Tenneco is committed to satisfying the United States Federal Government's expectations by utilizing Small Business Concerns, Small Disadvantage Owned Business Concerns, Women-Owned Small Business Concerns, Service Disabled-Owned Veteran Business Concerns, 8(A) and HUBZone Certified Business Concerns as required by the U.S. Federal Laws. The Federal Government suppliers first register to CCR (Central Contracting Registration at www.sam.gov and Small Business Administration's database at http://dsbs.sba.gov/dsbs/search/dsp_dsbs.cfm . Once registered, they upload applicable certificates from the dsbs website to their respective Tenneco TITAN C-folder, or certificates can be sent via email the appropriate Tenneco Commodity Buyer. | 03/31/11 | A |
| A.2.5 Woman Business Requirements (United States, Certified Woman Businesses only) | Tenneco is committed to identify, develop, and sustain our relationship with Woman Business Enterprises to complement our growth in harmony with the evolving North American business environment. All United States Certified Woman Business Enterprises (WBE) are required to submit their initial and renewal certifications to Tenneco within 10 days of receiving them from WBENC. WBEs are expected to upload the certificate to their respective TITAN C folder. To learn more on becoming a certified WBE, please assess the following website: www.wbenc.org respectfully. | 04/30/13 | A |
| A.2.6 Veteran Supplier Requirements (United States) | Tenneco is committed to identify, develop, and sustain our relationship with Veteran Business Enterprises to complement our growth in harmony with the evolving North American business environment. All United States Certified Veteran Business Enterprises (VBE) are required to submit their initial and renewal certifications to Tenneco within 10 days of receiving them from | 09/30/21 | A |



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| Certified Veteran Businesses only) | NVBDC, or Small Business Administration (SBA). VBEs are expected to upload the certificate to their respective TITAN C folder. To learn more on becoming a certified VBE, please assess the following websites: www.nvbdc.org , www.va.gov , www.vetbiz.va.gov respectfully. | | |
| A.2.7 Disability Supplier Requirements (United States Certified Disabled Businesses only) | Tenneco is committed to identify, develop, and sustain our relationship with Disability Business Enterprises to complement our growth in harmony with the evolving North American business environment. All United States Certified Disability Business Enterprises (DOBE) are required to submit their initial and renewal certifications to Tenneco within 10 days of receiving them from Disability:IN. DOBEs are expected to upload the certificate to their respective TITAN C folder. To learn more on becoming a certified DOBE, please assess the following website: www.disabilityin.org respectfully. | 09/30/21 | A |
| A.2.8 Lesbian, Gay, Bisexual & Transgender Supplier Requirements (United States Certified LGBT Businesses only) | Tenneco is committed to identify, develop, and sustain our relationship with Lesbian, Gay, Bisexual & Transgender Business Enterprises to complement our growth in harmony with the evolving North American business environment. All United States Certified Lesbian, Gay, Bisexual & Transgender Business Enterprises (LGBT) are required to submit their initial and renewal certifications to Tenneco within 10 days of receiving them from LGBT. LGBTBEs are expected to upload the certificate to their respective TITAN C folder. To learn more on becoming a certified LGBTBE, please assess the following website: www.nglcc.org respectfully. | 09/30/21 | A |
| A.2.9 International Aboriginal, Minority or Woman Business Enterprise Requirements (Aboriginal, Woman or Minority Certified Businesses only) | Tenneco is committed to identify, develop, and sustain our relationship with International Diverse Business Enterprises to complement our growth in harmony with the evolving Global business environment. All International Certified Diverse Business Enterprises are required to submit their initial and renewal certifications to Tenneco within 10 days of receiving them from global certifying agency. International Certified Diverse Business Enterprise are expected to upload the certificate to their respective TITAN C folder. To learn more on becoming an International Certified Diverse Business Enterprise , please assess the following web-sites: (Canadian Aboriginal Minority Supplier Council) www.camsca.ca , (WEConnect International varies countries) www.weconnectinternational.org , (Minority Supplier Development U.K) www.msduk.org.uk , (Minority Supplier Development Council China) www.msdcchina.com.cn , (South African Supplier Development Council) www.sasdc.org.za respectfully. | 09/30/21 | A |



| Section A.3.0 | Purchase Orders, Supplier Agreements, Payment Policy, Invoicing, and Cost Table | Revision Date | Revision Letter |
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| A.3.1 Purchase Orders, Supply Agreements and Requirements Blanket Orders | <p>Purchasing order contracts for production materials and services are issued exclusively by the Tenneco Purchasing staff. Production releases and schedules are issued by our manufacturing facilities on an "as-needed" basis and are consistent with the contract terms and conditions relative to quantity and lead-time.</p> <p>All supplies and services must be covered by a Purchase Order, Blanket Order, or Service Order. Suppliers that accept/fulfill "verbal" requests, that are not authorized under a properly assigned order or release number, risk non-payment and return of materials shipped in such situations at the supplier's expense. Unauthorized over-shipments will also be treated in the same manner.</p> <p>Any and all changes related to quantity, pricing, payment terms, or product specifications must be approved by the Tenneco Purchasing Department.</p> <p>Orders must include the following:</p> <ul style="list-style-type: none"> • Purchase Order, Blanket Order, or Service Order Number • Order line Item (or Blanket Order) Number and Tenneco Part Number • Quantity Shipped (unit measure same as order unit measure) • Weight of Shipment • Skid/container/package count • Carrier • Packing List Number | 09/30/21 | C |
| A.3.3 Payment Policy | Invoices for all goods or services for Tenneco North American operations are paid in accordance with the terms and conditions of the Purchase Order unless a Long Term Agreement overrides the Purchase Orders terms and conditions. | 12/22/05 | D |



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| <p>A.3.5 Invoicing</p> | <p>For invoicing Tenneco plants located in the US and Canada, original invoices must be emailed/mailed to the following locations. Do Not Send Invoices if you are a Pay on Receipt supplier. An invoice is NOT required for POR (Pay on Receipt) suppliers. A goods receipt in Tenneco's payment system acts as an original invoice for these. These instructions are noted on your purchase order/scheduling agreement.</p> <p>Preferred methods for sending invoices:</p> <ol style="list-style-type: none"> 1) Upload your invoices into the Catalyst website (must register first) https://tenneco.catalyst.cognizantproducts.com 2) email TennecoInvoices@Cognizant.com Only one invoice per attachment will be accepted. 3) United States Postal Service (USPS) Tenneco Inc. c/o Cognizant Technology Solutions, Inc. Attn: Tenneco Accounts Payable P.O. Box 30042 College Station, TX 77842-3042 OR Courier (FEDEX, UPS): Tenneco Inc. c/o Cognizant Technology Solutions, Inc. 211 Quality Circle College Station, TX 77845 <p>For invoicing Tenneco plants located in Mexico, original invoices must be mailed according to the Purchase Order instructions.</p> <p>Invoices for goods imported into the United States must comply with U.S. Customs requirements.</p> <p>For US/Canada and US Mexico Tenneco plants: Questions concerning payment of invoices are to be directed to Cognizant Technology Solutions Help desk at (979) 691-7732. Or email Tenneco@Cognizant.com</p> <p>Tenneco AP recommends you register to the Cognizant Catalyst website to upload invoices and view/download reports regarding your invoice status at https://tenneco.catalyst.cognizantproducts.com</p> <p>DO NOT send invoices to the buyer, plant, corporate office or party that requested the goods/services; this will delay processing/payment of your invoices.</p> <p>The original invoice is to be mailed per the above instructions and must include the following information:</p> <ol style="list-style-type: none"> 1. Supplier name 2. Supplier address (also provide supplier phone, fax, and email contact information if available) 3. Remit to address 4. Ship to location 5. FOB point 6. Bill to location 7. Unique invoice number 8. Invoice date 9. Bill of lading 10. Payment terms, 11. Quantity shipped/billed 12. Tenneco's part number 13. Unit price 14. PO number 15. Total amount to pay | <p>09/30/21</p> | <p>F</p> |
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| A.3.6 Cost Table | NA Clean Air Supplier Charge Back Cost Table | | 09/30/21 | A |
| | Cost Type | Fee (USD) | | |
| | Administrative Fee | \$500.00 | | |
| | Failure to follow Shipping Requirements (i.e. Transportation Management System TMS, ASN, etc) | \$250.00 | | |
| | Receiving Inspection Fee | \$60.00 | | |
| | Line Down Fee | \$60.00 | | |
| | Change Over Fee | \$85.00 | | |
| | Sorting Fee (including material handling) | \$60.00 | | |
| | Investigation Fee | \$85.00 | | |
| | RE-PPAP Fee | \$1,000.00 | | |
| | Onsite visit (SIP, Major Quality or Delivery issue) | Actual Costs Calculated | | |
| | Delivery Issues – Yellow Alert Created | \$800.00 | | |
| | Delivery Issues – Red Alert Created | \$1500.00 | | |
| | Failure to follow Tenneco's expectation of on time response to Material Rejections (eMRR) | \$250.00 | | |



| Section A.4.0 | Electronic Data Interchange (EDI) or Tenneco Supplier Network Collaboration (SNC) and ASN | Revision Date | Revision Letter |
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| <p>A.4.1 EDI and SNC Requirements</p> | <p>All Tenneco suppliers are required to be capable of exchanging electronic information with the appropriate Tenneco facility through the use of at least one of the two following options; Tenneco's SNC or Electronic Data Interchange (EDI).</p> <p>For suppliers who integrate material release (830) information, and create ASN's (856) within their own internal systems, EDI is available. If EDI is utilized as the primary communication tool by the Tenneco supplier, Tenneco requires the supplier to be effectively familiar with Tenneco's other communication offering, Tenneco SNC. SNC will be expected to be utilized as a secondary communication tool if the primary option becomes unavailable. Tenneco's SNC is a web-based application for suppliers to receive demand requirements and submit Advanced Shipment Notifications (ASN's) if EDI is not an available option. Each supplier should train at least a primary and back up operator for use of the SNC system. Training information is provided on the Tenneco supplier web site.</p> <p>For any addition information, please contact the Tenneco Help Desk or your respective commodity Buyer.</p> <p>Tenneco EDI specifications can be viewed by clicking on the following links.</p> <p>Adobe Acrobat Reader is needed to view EDI specifications</p> <p>TAISAGS EDI-X12 ISA/GS - Envelope segments</p> <p>TA830v9 EDI-X12 830 v4010 - Planning Schedule</p> <p>TA856v5 EDI-X12 856 v4010 - Advance Ship Notice</p> <p>TA997v2 EDI-X12 997 v4010 - Functional Acknowledgment</p> <p>EDIFACT – DELFOR Specifications</p> <p>EDIFACT – DELJIT Specifications</p> <p>EDIFACT - DESADV Specifications</p> <p>Appendix A Plant</p> <p>Ship-to Codes Dun's Numbers</p> | 6/24/16 | G |



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| A.4.2 ASN Requirements | <p>Tenneco requires that an electronic Advanced Shipment Notification(ASN) be submitted for shipments sent to a Tenneco facility.</p> <ul style="list-style-type: none">• An ASN is required for EVERY shipment to Tenneco• ASN's MUST be submitted at the time of shipment• Only include items from one purchasing document per ASN (scheduling agreement and purchase order parts cannot be supplied on the same ASN)• PPAP sample parts must be submitted on their own ASN• Failure to submit a valid ASN will result in shipments being considered past due.• ASN numbers must be unique to your shipment and limited to 10 alpha-numeric characters. Tenneco recommends using the Invoice, Packing List or BOL number. <p>If you have any questions about Tenneco's ASN policy, please contact the Tenneco facility representative or your Tenneco buyer.</p> | 03/31/12 | A |
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| Section A.5.0 | Logistics | Revision Date | Revision Letter |
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| A.5.1 Freight Routing | For freight routing instructions, please contact your Tenneco plant representative. | 06/06/08 | C |
| A.5.2 Canada Customs on Imports between North American Borders, USA, Canada, and Mexico | <p>All shipments into Canada must have the following documentation to ensure custom's requirements are met.</p> <p>Penalties received will be charged back to the supplier and could jeopardize future business.</p> <p>Import policies, AMPS – (Administrative Monetary Penalty System) and Mandatory HS – (Harmonized Tariff Number) effective May 1, 2002, require that invoices accompany each shipment crossing the border must have the proper information at the TIME OF RELEASE. Shipments will be held by Customs until all the required information is provided.</p> <p>Penalties will be issued by Canada Custom on incomplete shipments.</p> <p>Premium Freight routings -Suppliers must notify Tenneco in writing when product has been shipped outside of normal routing instructions or when incurring premium freight costs. Responsibility for the premium freight costs will be situation dependent.</p> <p>Suppliers must ensure documentation is completed properly and contains the required information including:</p> <p>Complete and proper (full) descriptions – includes part numbers, model numbers, written description of parts, serial numbers; generic descriptions are not acceptable. Individuals must be able to accurately classify the goods from the description for Customs.</p> <p>Country of origin – accurate indication of country of origin of goods as defined in customs regulations. (Markings on goods)</p> <p>Date of Direct shipment – date shipment leaves supplier's shipping dock and begins journey to destination.</p> <p>Quantity - number of containers as well as individual piece count along with unit pricing.</p> <p>Currency of settlement - currency must be indicated on document.</p> <p>USMCA Certificate – Blanket certificates may be supplied to Tenneco at beginning of each calendar year, with additions as new parts are added. USMCA Certificates are controlled by the Tenneco part number.</p> <p>Value – Unit and extended values must be indicated on documents. The values must match with the Purchase Order and commercial invoice values.</p> | 09/30/2021 | C |



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| <p>A.5.3 Incoterms Definitions</p> | <p><u>Tenneco preferred Incoterms:</u></p> <ul style="list-style-type: none"> • Collect Incoterm: FCA (named place) • Prepaid Incoterm: DAP (named place) • All other incoterms can be used upon approval. <p><u>Delivered Duty Paid (DDP)</u></p> <p>Shipments from suppliers to Tenneco plants under Delivered Duty Paid (DDP) terms to a <i>named place</i> are the full responsibility of the supplier including but not limited to: Export Packing, Contamination (rust) Prevention, Export Customs Clearance, Export Forwarding Fees, Origin Inland Costs, Ocean Freight Costs, Cargo Insurance, Destination Import Duty, Destination Inland Costs, VAT Charges (if applicable), compliance with Destination Country Governmental Rules and Regulations, Destination Brokerage Costs, Destination Warehousing Costs which are paid by Tenneco, ISPM #15, and Required 30 Day Destination Inventory. Supplier must consult ICC Incoterms.</p> <p><u>Delivered at Place (DAP)</u></p> <p>Shipments from suppliers to Tenneco plants under Delivered At Place (DAP) terms to a <i>named place</i> are the full responsibility of the supplier including but not limited to: Export Packing, Contamination (rust) Prevention, Export Customs Clearance, Export Forwarding Fees, Origin Inland Costs, Ocean Freight Costs, Cargo Insurance, Destination Inland Costs, Compliance with Destination Country Governmental Rules and Regulations, Destination Warehousing Costs are paid by Tenneco, ISPM#15, and Required 30 Day Destination Inventory. Supplier must consult ICC Incoterms.</p> | <p>09/30/2021</p> | <p>E</p> |
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| <p>A.5.3 Incoterms Definitions (cont.)</p> | <p><u>FCA</u></p> <p>Shipments from suppliers to Tenneco plants under FCA terms to a <i>named place</i> are the responsibility of the <i>supplier</i> including but not limited to: Export Packing, Contamination (rust) Prevention, ISPM #15 Compliance with Destination Country Governmental Rules and Regulations, loading on carriers transport vehicle, Export Customs Clearance and notification of readiness per commodity buyer's instructions. Supplier must consult ICC Incoterms. Title transfer must be negotiated between commodity buyer and supplier.</p> <p>The Tenneco commodity buyer in conjunction with the Tenneco Logisticsgroup is responsible for, Export Forwarding Fees, Origin Inland Costs, Ocean Freight Costs, Cargo Insurance, Destination Import Duty, Destination Inland Costs, VAT Charges (if applicable), Compliance with Destination Country Governmental Rules and Regulations, Destination Brokerage Costs, and Destination Warehousing Costs Tenneco paid.</p> <p><u>Carriage Paid To (CPT)</u></p> <p>Shipments from suppliers to Tenneco plants under Carriage Paid To (CPT) terms include but are not limited to, permit the <i>Seller</i> to Select the Carrier, Pay the Ocean Freight, Purchase Insurance so the commodity buyer can claim directly with insurance company, Export Packing, ISPM#15 Compliance, Export Customs Clearance, Compliance with Destination Country Governmental Rules and Regulations, Export Forwarding Fees, Origin Inland costs, and deliver the goods on board at a named port or within the agreed period. Title transfers to the Tenneco receiving plant at the time the container "crosses the ships rail" at a named destination port. The supplier must consult ICC Incoterms.</p> <p>The Tenneco receiving plant assumes the risk of loss or damage once the goods pass the ships rail at origin port, is responsible for all Duties, Taxes, Customs clearance and other charges as well as customs formalities, delays and costs upon import of the good.</p> <p>NOTE: If delays at destination are caused by supplier's failure to comply with destination country rules and regulations, additional charges must be paid by supplier, and relief negotiated between the commodity buyerand supplier.</p> | | |
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| <p>A.5.4 Importer Security Filing (10+2) Requirements</p> | <p>In 2006, the United States Congress and the President of the United States signed into law via the Safe Port Act enhanced security measures which require additional data elements to be sent electronically to United States Customs and Border Protection (CBP) prior to shipment of ocean cargo destined to the United States prior to loading of the cargo on vessels at the origin/foreign ports. This law is known as the Importer Security Filing (10+2) legislation, or ISF (10+2).</p> <p>Suppliers providing products originating outside the United States which are being shipped via ocean freight are required to assure compliance to the ISF (10+2) legislation. Failure to do so will result in full charge back of any fines incurred by Tenneco for infractions determined to be caused by your company for late filings or failure to file, plus the costs associated with releasing the freight for use. Fines incurred due to noncompliance can be as high as \$5000.00 USD per occurrence.</p> <p>UPS SCS is the ISF International Security Filer and Customs Broker for Tenneco ocean and air shipments. . It is the Vendor's responsibility to provide ISF filing information to Tenneco's broker – it is not the responsibility of the freight forwarder. We ask that the ISF Submittal Form, or document equivalent, be emailed to the UPS SCS team 72 hours prior to export from origin along with a draft ocean bill of lading.</p> <p><u>The following instructions are to be incorporated into your administrative processes immediately</u></p> <p>Shipment Requirements / Guidelines: Exporter Name, address and contact details Importer Name, address and contact details</p> <p><u>Shipments Under 65 kgs</u> Ship via UPS Worldwide Express COLLECT and bill to consignee</p> <p>Use UPS shipper number shown in consignee address above (ShipperName).</p> <p><u>Shipments Over 65 kgs</u> For freight routing instructions, please contact Tenneco International Logistics.</p> <p><u>Any and all ocean shipments</u> Ocean shipments (LCL or FCL) must have ISF (10+2) filing occur prior to shipment departing your facility.</p> <p>Note that an "Express Bill of Lading" is required for all ocean shipments.</p> <p>FCL will be sent collect from port to door. LCL will be sent collect to the closest CFS/Container Freight Station to the ultimate consignee.</p> <p>Air will be sent to the closest Airport to the ultimate consignee. Examples are (Smithville, TN = Atlanta, Seward, NE = Chicago, Ligonier, IN = Chicago).</p> | <p>09/30/2021</p> | <p>C</p> |
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| | <p>NOTIFY PARTY AND ISF FILER FOR ALL TENNECO SHIPMENTS</p> <p>UPS –SCS Attn: Strategic Accounts2150 Peace Portal Dr Blaine, WA 98230 (360) 332-0869 e-mail: upsblainestrategicaccts@ups.com</p> <p>Note: On all ocean shipments addressed to Carter Express all documents including, BOL, Packing List, Commercial Invoice etc, must be scanned and attached to an email and sent at the time of shipment to: warehouse@carter-logistics.com</p> <p><u>Documents</u> Tenneco requires that all suppliers email an express bill of lading, packinglist and commercial invoice to the following email address: upsblainestrategicaccts@ups.com</p> <p>If you are unable to send electronic documents, please contact:International Trade Compliance</p> <p>Tenneco Inc. 500 N. Field Dr. Lake Forest, IL 60045Tel: 847-482-5121 Fax: 847-482-5132 exportna@tenneco.com</p> <p><u>SHIPPER INVOICE</u></p> <p>The invoice for goods must be in English, on supplier letterhead, must include the terms of payment, the terms of delivery, and the port of loading. Line item detail must include the Purchase Order number, part number, manufacturer's name and address, complete description of part, Harmonized System commodity code (prefer 10 digits, minimum 6 digits), unit of measure (ea or doz, etc.), country of origin, quantity shipped, unit price and total price, both in U.S. dollars.</p> <p><u>SHIPPER PACKING INSTRUCTIONS</u></p> <p>All cartons must be loaded on pallets. Wood pallets must meet USA import requirements. Floor-loaded containers will result in excess unloading labor charges that will be charged back to the shipper. If your shipment consists of more than one container, each container must have its own packing list. Do NOT consolidate into one packing list. Each item and its box must be clearly and conspicuously marked "Made in INSERT COUNTRY OF ORIGIN" and the master cartons should also be marked.</p> <p>Place a copy of the packing list inside one of the master cartons, and indicate on the outside of the carton "Packing List Carton".</p> | | |
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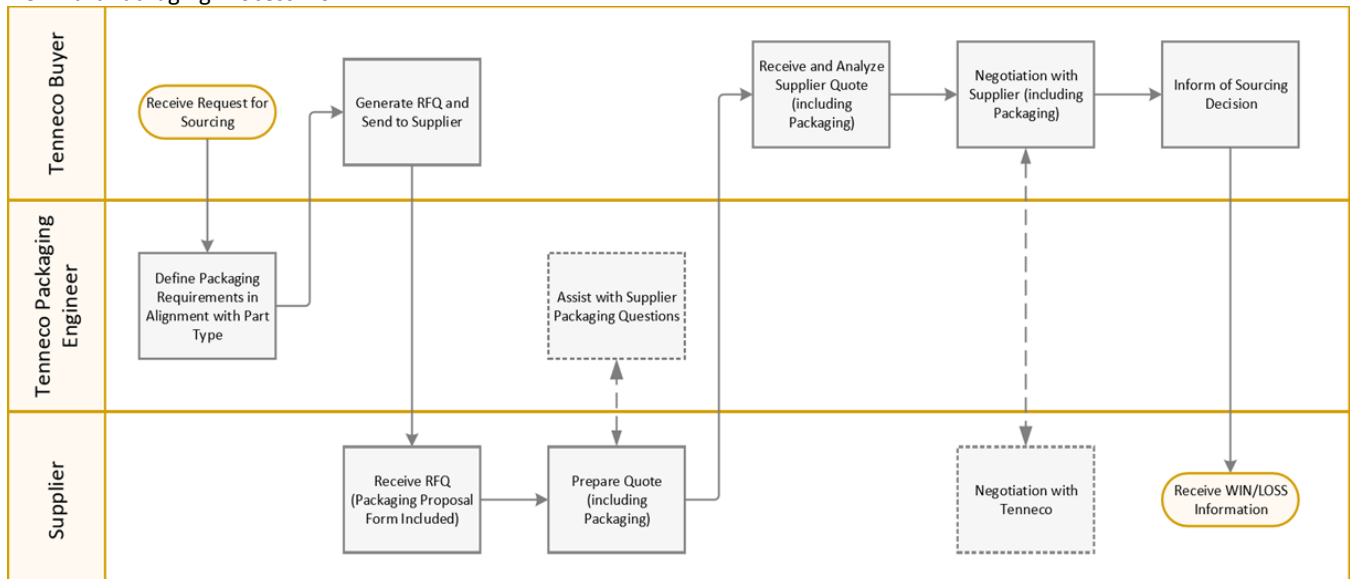


| Section A.6.0 | Packaging | Revision Date | Revision Letter |
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| A.6.1 Tenneco Responsibilities | <ol style="list-style-type: none"> 1. Define the preferred packaging system for each component part type released to the supplier 2. Assist the Supplier with packaging plan to ensure it adheres to Tenneco point of use and mitigates logistics cost 3. Approve Packaging Proposal Form or Reject Packaging Proposal Form with Tenneco proposed changes 4. Determine container allocation size or container fleet size and management of returnable containers 5. Monitor and assure compliance to Tenneco Packaging Standards | 09/30/21 | A |
| A.6.2 General Supplier Responsibilities  MPL Supplier Launch Packaging Protocol  MPL Supplier Launch Protocol | <ol style="list-style-type: none"> 1. Comply with the current Tenneco packaging requirements as specified in the Tenneco Supplier Manual. 2. Submit all required packaging documentation with part quote. 3. Confirm packaging design and associated packaging materials meet governmental, industry and transport demands to ensure an effective and successful supply chain. 4. Safeguard that sufficient materials and or contingencies exist to ensure an uninterrupted supply chain to Tenneco. 5. Ship all supplier awarded parts in the approved/assigned packaging. Tenneco receiving plants prior to supplier shipping MUST approve Tenneco approved alternative packaging and packaging cost. 6. To ensure damage-free shipments, it is the supplier's responsibility to work with Tenneco's receiving plant and corporate MP&L team collaboratively select the appropriate primary and alternative container; to design and develop internal dunnage to ensure parts are not damaged while in transit. 7. Tenneco may, but is not required to, assist with the design, but accepts no responsibility for nonperformance once the shipping standard is approved. 8. The supplier may not change packaging standard without prior written approval from Tenneco, once the packaging standard is approved. 9. <u>Supplier is required to complete the MP&L Supplier Launch Packaging Protocol and the MP&L Supplier Launch Protocol and submit upon receiving RFQ for all launch.</u> <p>Buyer's receiving department may reject any items that are not properly packaged, or not in approved and/or suitable containers to protect them against slacking, corrosion, breakage, marring, contamination, disbandment or disarrangement.</p> | 09/30/21 | A |



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| <p>A.6.3</p> <p>Packaging Proposal Form Completion Prior to Launch (Refer to line 14 of the MPL Supplier Launch Packaging Protocol)</p> | <ol style="list-style-type: none"> Supplier is to complete the Packaging Proposal Form, in its entirety. Following the guidelines outlined on the proposal form, a standard proposal form MUST be completed for ALL supplier awarded parts. It is the supplier's responsibility to ensure an up to date packaging proposal form in on file for ALL carryover parts. Completed and approved Packaging Proposal Forms must align with the approved returnable containers specified by the part type identified for supplier awarded part; container specifications outlined in the packaging catalog for external vendors, within the packaging proposal form. | 09/30/21 | A |
| <p>A.6.4</p> <p>Quoting and Pricing of Tenneco Specified Alternative Packaging (See Process Flow)</p> | <ul style="list-style-type: none"> A cost summary for approved alternative packaging must be included with all part quote submissions and clearly itemized in the piece price. All alternative packaging shall be quoted as expendable unless directed differently by Tenneco. Tenneco shall provide all packaging sizes used for alternative/expendable packaging. All expendable packaging pricing shall be negotiated and finalized by Tenneco Purchasing Buyer. No price increases will be granted to correct defective or non-conforming packaging. If it is financially prudent to utilize returnable Tenneco owned containers, the Supplier and Tenneco will establish the appropriate container allocation and loop size. Tenneco will not absorb container cost to support Supplier buffers, WIP and throughput. It is the supplier's responsibility to ensure an up to date packaging proposal form in on file for ALL carryover parts. Completed and approved Packaging Proposal Forms must align with the approved returnable containers specified by the part type identified for supplier awarded part; container specifications outlined in the packaging catalog for external vendors, within the packaging proposal form. | 09/30/21 | A |

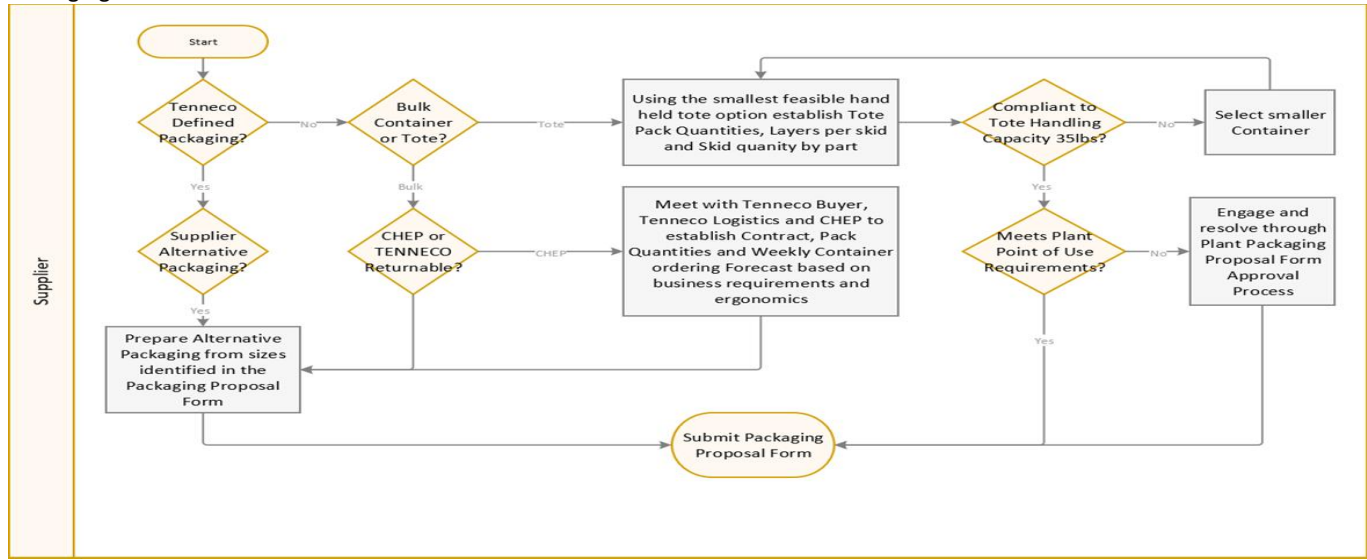
New Part Packaging Process Flow



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| <p>6.4.1 Pre-Launch Protocol for Pre-PPAP Parts (See Process Flow)</p> | <ol style="list-style-type: none"> 1. Ensure packaging container selected aligns with part type awarded 2. Submit packaging proposal plan to Tenneco (via RFQ process or change process) 3. Obtain Packaging Proposal Form approval for <u>ALL</u> supplier awarded parts from <u>ALL</u> receiving Tenneco Material Managers 4. Submit all required packaging documentation with part quote. 5. Place pre-PPAP components for Tenneco plant(s) in approved container; ensure shipping label adheres to Tenneco shipping standards identified in TITAN. 6. Place additional NEW MODEL label alerting Tenneco receiving plant of NON-PRODUCTION launch materials. Include an ATTENTION TO: TENNECO PLANT contact to ensure the parts are not lost. 7. For parts in returnable totes, palletize containers (flat layers in standard layer quantity for approved tote) secure the load using approved standard and ensure forwarding information is included i.e. packing slip, Bill of Lading etc. 8. Delivery NON-PRODUCTION launch material and forwarding to carrier or freight forwarder in time to meet Tenneco Material Required Date (MRD). 9. Tenneco may, but is not required to, assist with the design, but accepts no responsibility for nonperformance once the shipping standard is approved. 10. The supplier may not change packaging standard without prior written approval from Tenneco, once the packaging standard is approved. <p>Buyer's receiving department may reject any items that are not properly packaged, or not in approved and/or suitable containers to protect them against slacking, corrosion, breakage, marring, contamination, disbandment or disarrangement. If a specific container is not included in the Tenneco RFQ, Supplier is required to initiate launch packaging with CHEP with Tenneco Buyer approval.</p> | <p>09/30/21</p> | <p>A</p> |
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Packaging Selection Process Flow



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| A.6.5 TRACEABILITY – containers do not sit idle and they maintain FIFO | <ul style="list-style-type: none"> Supplier shall ensure shipments clearly indicate which production lot the individual products belong to. If it is not possible to directly label each individual part, the lot designation shall be shown on the packaging or tags. Supplier must further ensure that different types of products are delivered in individual shipping units in order to ensure product identification and traceability is maintained. Each pallet shall contain only one single type of product out of one production lot (e.g. only one type of product and only one lot per pallet). All newly purchased containers have an attached serial number and barcode. Tenneco will use these identifiers to track container location throughout the supply chain. Suppliers MUST use FIFO methodology to ensure tracking does not site stagnate containers at the Supplier's location. Suppliers shall ensure containers are labeled to ensure traceability of raw materials, to the semi-finished and finished products within the production process. Suppliers shall use the labeling as identifiers to maintain all inspection reports for all inspections from material receipt up to dispatch of products, in accordance with the record retention guidelines. In case of actual or suspected nonconformity, traceability must guarantee identification of clear start and stop points for product received. | 09/30/21 | A |
| A.6.6 PACK QUANTITY AND PROTECTIVE DUNNAGE | <ul style="list-style-type: none"> Proposed standard handling unit and packaging unit quantities MUST meet ergonomic standards. It is the supplier's responsibility to propose the pack quantities through the packaging proposal form. It is the supplier's responsibility to obtain supplier approval prior to achieving part PPAP. Mixing of part lots or part numbers within containers is prohibited. In some instances, packaging specifications may require interior dunnage or VCI bagging. This is to prevent part damage resulting from contact, rust or other forms of contamination. Tenneco will identify parts, which require additional protection. For parts potentially damaged by contaminants, the totes must be lined with a plastic bag. It is the supplier's responsibility to design necessary dunnage, | 09/30/21 | A |



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|--------------------------------|--|----------|---|
| | <p>including VCI rust protection liners for overseas shipments. Returnable dunnage is always the first option. However, expendable packaging is acceptable with plant approval ONLY.</p> <ul style="list-style-type: none"> Returnable dunnage must be labeled and identifiable. It is the supplier's responsibility to keep track of any returnable dunnage. Any damage to returnable dunnage will be the responsibility of the supplier. Dunnage design must allow easy access to the parts. Tenneco MP&L team, as well as plant personnel must approve internal dunnage prior to shipment of product. | | |
| A.6.7 Palletization | <ul style="list-style-type: none"> Totes may be palletized to a total load height of 50" (127 cm) and to a maximum weight of 2000 lbs. (1542 kg). Pallet loads may be of mixed part numbers and of mixed tote sizes only if agreed to with the Tenneco receiving plant. Tenneco preference is pallet loads of a specific part number. Totes may only be stacked on like-sized totes and may never be stacked on a different sized tote. Full pallet tiers are preferred to maintain load stability in transit. Empty totes should be used to fill layers. Top cap must be secured in place utilizing plastic banding (2 Places) or shrink wrap of the pallet including top cap. P3 (15 x 12 x 7.5): 12 Totes per layer, 5 Layers per pallet, 60 Totes per pallet P4 (15 x 12 x 9.5): 12 Totes per layer, 4 Layers per pallet, 48 Totes per pallet P7 (24 x 15 x 7.5): 6 Totes per layer, 5 Layers per pallet, 30 Totes per pallet P8 (24 x 15 x 9.5): 6 Totes per layer, 4 Layers per pallet, 24 Totes per pallet P9 (24 x 15 x 14.5): 6 Totes per layer, 3 Layers per pallet, 18 Totes per pallet P14 (24 x 15 x 11.5): 6 Totes per layer, 3 Layers per pallet, 18 Totes per pallet | 09/30/21 | A |
| A.6.8 ERGONOMICS | <ul style="list-style-type: none"> To ensure worker safety and loss prevention, package design shall consider all human interaction. For parts considered for a small container manageable by one person, refer to local EH&S standards for recommended limits. Ergonomic specifications must be adhered to, as specified in the Tenneco Packaging Proposal Form. The maximum allowable gross weight for containers are as follows: <ul style="list-style-type: none"> Any one hand held tote: Not to exceed 30lbs. P34 (48x45x34): Not to exceed unit load capacity of 2000lbs. P36 (32x30x25): Not to exceed unit load capacity of 1800lbs. P32 (32x30x34): Not to exceed unit load capacity of 1800lbs. P64 (64.5x48x34): Not to exceed unit load capacity of 2000lbs. International ICOQube container maximum allowable gross weight for containers are as follows: <ul style="list-style-type: none"> ICOQube1 (1150mm x 975mm x 1107mm) Not to exceed unit load capacity of 400kg ICOQube2 (1150mm x 975mm x 746mm) Not to exceed unit load capacity of 300kg ICOQube3 (975mm x 770mm x 746mm) Not to exceed unit load capacity of 250kg | 09/30/21 | A |



| | | | |
|--|--|--|--|
| | <ul style="list-style-type: none"> ○ ICOQube4 (1150mm x 975mm x 845mm) Not to exceed unit load capacity of 300kg ○ ISOBin30 (1140mm x 1190mm x 760mm) Not to exceed unit load capacity of 907kg ○ ISOBin33 (1140mm x 1190mm x 845mm) Not to exceed unit load capacity of 907kg • For parts packaged in collapsible knockdown/bulk containers that require material handling equipment, drop doors may be required and must adhere to specified load and stacking capacity limit; static and dynamic. Drop door height shall be approximately 50% wall height. • To ensure the integrity of your containers while loaded, compliance to these stacking and weight limitations are mandatory for all suppliers <ul style="list-style-type: none"> ○ P34 (48x45x34) <ol style="list-style-type: none"> 1. Static Load : 6,360 2. Dynamic Load: 1800 3. Unit Load: 2000 4. Containers per Stack at Max Unit Load: (4) ○ P36 (32x30x25) <ol style="list-style-type: none"> 1. Static Load : 3750 2. Dynamic Load: 1200 3. Unit Load: 1800 4. Containers per Stack at Max Unit Load: (3) ○ P32 (32x30x34) <ol style="list-style-type: none"> 1. Static Load : 3750 2. Dynamic Load: 1200 3. Unit Load: 1800 4. Containers per Stack at Max Unit Load: (3) ○ P64 (64.5x48x34) <ol style="list-style-type: none"> 1. Static Load : 6,360 2. Dynamic Load: 1800 3. Unit Load: 2000 4. Containers per Stack at Max Unit Load: (3) • International ICOQube container capacities are as follows <ul style="list-style-type: none"> ○ ICOQube1 (1150mm x 975mm x 1107mm) <ol style="list-style-type: none"> 1. Static Load: Containers per Stack at Max Unit Load: (3) 2. Dynamic Load: Containers per Stack at Max Unit Load: (2) ○ ICOQube2 (1150mm x 975mm x 746mm) <ol style="list-style-type: none"> 1. Static Load: Containers per Stack at Max Unit Load: (4) 2. Dynamic Load: Containers per Stack at Max Unit Load: (3) ○ ICOQube3 (975mm x 770mm x 746mm) <ol style="list-style-type: none"> 1. Static Load: Containers per Stack at Max Unit Load: (4) 2. Dynamic Load: Containers per Stack at Max Unit Load: (3) ○ ICOQube4 (1150mm x 975mm x 845mm) <ol style="list-style-type: none"> 1. Static Load: Containers per Stack at Max Unit Load: (4) 2. Dynamic Load: Containers per Stack at Max Unit Load: (3) ○ ISOBin30 (1140mm x 1190mm x 760mm) <ol style="list-style-type: none"> 1. Static Load: Containers per Stack at Max Unit Load: (6) 2. Dynamic Load: Containers per Stack at Max Unit Load: (4) ○ ISOBin33 (1140mm x 1190mm x 845mm) <ol style="list-style-type: none"> 1. Static Load: Containers per Stack at Max Unit Load: (6) 2. Dynamic Load: Containers per Stack at Max Unit Load: (3) | | |
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|---|---|------------|---|
| A.6.9 CHEP PACKAGING | <ul style="list-style-type: none"> • All CHEP container usage must be approved prior to any Tenneco business arrangements. • Non-Domestic suppliers must initiate packaging proposals at RFQ, and obtain CHEP IcoQube/Isobin approvals prior to PPAP. • Non-Domestic Expendable packaging proposals must be initiated at RFQ and approved prior to PPAP. • Suppliers are responsible for managing CHEP containers orders/issues validating container orders to in alignment with Tenneco volume on open release and pack quantities. • The supplier is required to provide the following for associated part numbers upon request: <ul style="list-style-type: none"> ○ Expected Weekly Number of Containers ○ Negotiated Safety Days ○ Weight Capacity and Stacking Limitations ○ Pack Densities by Part Number • CHEP containers are exclusive to current production parts ONLY. CHEP containers for service parts must be approved by the Tenneco Buyer and Tenneco Logistics • Suppliers are allowed to supplement container shortages with CHEP if containers are not available at the Carter Cross Dock and have approval from the plant. | 09/30/21 | A |
| A.6.10 SUBSTRATE PACKAGING | <ul style="list-style-type: none"> • Pallets must be secured liberally, shrink-wrapped and wrap with tamper proof tape. • Skids of product must comply with Tenneco's Global Substrate Policy. Specifications are available by contacting your Tenneco GSCM Buyer or your Tenneco receiving plant Materials group. | 09/30/21 | A |
| A.6.11 SHIPPING LABELING AND IDENTIFICATI ON | <ul style="list-style-type: none"> • All incoming material shall be identified by the supplier with a non- handwritten bar coded identification label. • Regional shipping part identification requirements shall apply for all geographic areas. See Regions Appendix for specifics. Provision shall be made on the package system for the container identification and its contents. • Regional requirements for hazardous material shipments must also be adhered to. Specific identification requirements and label locations shall be agreed upon with the receiving location. <p>EXAMPLE:</p> | 09/30/2021 | A |



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|---|---|----------|---|
| | <p>1. (1) = Human Readable PART NUMBER and Scannable Barcode PART NUMBER 2. (2) = Human Readable SUPPLIER and Scannable Barcode SUPPLIER 3. (3) = Human Readable APPROVED PACK QUANTITY and Scannable Barcode APPROVED PACK QUANTITY 4. (4) = Human Readable SERIAL NUMBER and Scannable Barcode SERIAL NUMBER 5. (5) = Human Readable PURCHASE ORDER NUMBER and Scannable Barcode PURCHASE ORDER NUMBER 6. (6) = Human Readable DATE/LOT CODE 7. (7) = Human Readable PART DESCRIPTION 8. (8) = Human Readable CONTAINER TYPE and Scannable Barcode CONTAINER TYPE 9. (9) = Ship From: Supplier Name City/State 10. (10) = Ship To: Tenneco Plant Address City/State 11. (11) = Label Size (4x6) and Sequence layout</p> | | |
| A.6.12 TENNECO RETURNABLE CONTAINER PLACARDS | <ul style="list-style-type: none"> Tenneco owned returnable containers will contain placards with barcode and serial numbers. The supplier is responsible for containers identified as idle at their location and to ensure that no damage is done to these placards. Damage to any of these containers identified will be the responsibility of the supplier. Suppliers are responsible for keeping Tenneco owned containers moving through the supply chain through FIFO disciplines. Tenneco owned containers are NOT to be used for supplier WIP or throughput. Tenneco owned containers are for Finished Goods shipping and agreed upon supplier inventory levels. Tenneco owned containers showing stagnate at the supplier but unaccounted for will be responsible for replacing lost container. Suppliers will be required to audit Tenneco owned containers occasionally to ensure there is an adequate number of containers in the supply chain loop. | 09/30/21 | A |
| A.6.13 Expendable Packaging Consideration s (Refer to line | <ul style="list-style-type: none"> Though returnable packaging is preferred, some instances may require expendable packaging. The supplier must complete alternate expendable packaging proposals for ALL supplied parts. Expendable packaging proposals must be approved by the plant and align with approved IMC containers listed in the alternate container catalog; specified within the | 09/30/21 | A |



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|---|---|--|--|
| 16 of MPL Supplier Launch Packaging Protocol) | <ul style="list-style-type: none"> Packaging Proposal Form. All expendable packaging must be readily recyclable or economically and legally disposed of in accordance with local legislation. Tenneco also encourages the use of post-consumer, recycled content in its packing materials. The IMC Cartons Suppliers are to use are identified in the Packaging Proposal Form. The container options are as follows: | | |
|---|---|--|--|

EXPENDABLE SINGLE WALL OPTIONS:



IMC030
16 Cartons per Layer
8 Layers per Unit Load max
128 Cartons per Unit Load max
1 Layer with Pallet 247mm



IMC040
16 Cartons per Layer
4 Layers per Unit Load max
64 Cartons per Unit Load max
1 Layer with Pallet 367mm



IMC045
16 Cartons per Layer
3 Layers per Unit Load max
48 Cartons per Unit Load max
1 Layer with Pallet 437mm



IMC047
16 Cartons per Layer
2 Layers per Unit Load max
32 Cartons per Unit Load max
1 Layer with Pallet 607mm



IMC050
8 Cartons per Layer
8 Layers per Unit Load max
64 Cartons per Unit Load max
1 Layer with Pallet 247mm



IMC060
8 Cartons per Layer
4 Layers per Unit Load max
32 Cartons per Unit Load max
1 Layer with Pallet 367mm



IMC070
8 Cartons per Layer
8 Layers per Unit Load max
64 Cartons per Unit Load max
1 Layer with Pallet 247mm



IMC080
8 Cartons per Layer
4 Layers per Unit Load max
32 Cartons per Unit Load max
1 Layer with Pallet 367mm



IMC090
4 Cartons per Layer
8 Layers per Unit Load max
32 Cartons per Unit Load max
1 Layer with Pallet 247mm



EXPENDABLE DOUBLE WALL OPTIONS:



IMC100
4 Cartons per Layer
4 Layers per Unit Load max
16 Cartons per Unit Load max
1 Layer with Pallet 367mm



IMC110
4 Cartons per Layer
2 Layers per Unit Load max
8 Cartons per Unit Load max
1 Layer with Pallet 607mm



IMC120
2 Cartons per Layer
8 Layers per Unit Load max
16 Cartons per Unit Load max
1 Layer with Pallet 247mm



IMC130
2 Cartons per Layer
4 Layers per Unit Load max
8 Cartons per Unit Load max
1 Layer with Pallet 367mm



IMC140
2 Cartons per Layer
2 Layers per Unit Load max
4 Cartons per Unit Load max
1 Layer with Pallet 607mm



IMC150
2 Cartons per Layer
8 Layers per Unit Load max
16 Cartons per Unit Load max
1 Layer with Pallet 247mm



IMC160
2 Cartons per Layer
4 Layers per Unit Load max
8 Cartons per Unit Load max
1 Layer with Pallet 367mm



IMC170
2 Cartons per Layer
2 Layers per Unit Load max
4 Cartons per Unit Load max
1 Layer with Pallet 607mm



IMC175
1 Cartons per Layer
3 Layers per Unit Load max
3 Cartons per Unit Load max
1 Layer with Pallet 437mm



IMC190
1 Cartons per Layer
2 Layers per Unit Load max
2 Cartons per Unit Load max
1 Layer with Pallet 607mm

EXPENDABLE TRIPPLE WALL OPTIONS:



IMC205
2 Cartons per Layer
2 Layers per Unit Load max
4 Cartons per Unit Load max
1 Layer with Pallet 607mm



IMC215
1 Cartons per Layer
1 Layers per Unit Load max
1 Cartons per Unit Load max
1 Layer with Pallet 1087mm



EXPENDABLE TRIPPLE WALL OPTIONS CONT'D:



IMC405
2 Cartons per Layer
3 Layers per Unit Load max
6 Cartons per Unit Load max
1 Layer with Pallet 437mm



IMC415
2 Cartons per Layer
2 Layers per Unit Load max
4 Cartons per Unit Load max
1 Layer with Pallet 607mm



IMC425
1 Cartons per Layer
3 Layers per Unit Load max
3 Cartons per Unit Load max
1 Layer with Pallet 437mm



IMC420
1 Cartons per Layer
1 Layers per Unit Load max
1 Cartons per Unit Load max
1 Layer with Pallet 1087mm



IMC430
1 Cartons per Layer
2 Layers per Unit Load max
2 Cartons per Unit Load max
1 Layer with Pallet 607mm



IMC500
1 Cartons per Layer
3 Layers per Unit Load max
3 Cartons per Unit Load max
1 Layer with Pallet 437mm



IMC510
1 Cartons per Layer
2 Layers per Unit Load max
2 Cartons per Unit Load max
1 Layer with Pallet 607mm



IMC600
2 Cartons per Layer
2 Layers per Unit Load max
4 Cartons per Unit Load max
1 Layer with Pallet 607mm



IMC610
1 Cartons per Layer
2 Layers per Unit Load max
2 Cartons per Unit Load max
1 Layer with Pallet 607mm



| Section A.7.0 | Environmental Health and Safety (EH&S) | Revision Date | Revision Letter |
|---|---|---------------|-----------------|
| A.7.1 Material Safety Data Sheets | <p>In order to comply with international hazardous materials control and communications regulations, Tenneco requires all suppliers to furnish Material Safety Data Sheets (MSDS) or regional equivalent for all hazardous materials they provide to the facility where they are shipped.</p> <p>It is the supplier's responsibility to ensure that MSDS is current and accurate at all times. In addition, any revisions must be sent to all facilities where the product is in use and addressed to the attention of the location's Health & Safety Department. Updates must be furnished immediately upon product revisions.</p> | 12-22-05 | B |
| A.7.2 Material Data Sheets and IMDS ID | <p>IMDS submission is now a PPAP required element. All suppliers must submit their IMDS data before submission of their PPAP.</p> <p>Submission of Material Data Sheets (MDS) to Tenneco Clean Air North America.</p> <p>All MDS must be submitted into the International Material Data System (IMDS) to the respective Tenneco Org ID as mentioned below:</p> <ul style="list-style-type: none"> For products delivered to Tenneco Clean Air North America please send MDSs to Org ID: 222669 | 09-30-21 | E |



| Section A.8.0 | Supplier Quality System | Revision Date | Revision Letter |
|--|---|---------------|-----------------|
| A.8.1 Supplier Requirements | <p>Gauges and test equipment</p> <p>If Tenneco provides the supplier with gauges or test equipment it is the responsibility of the supplier to maintain this equipment. It is recommended to include this equipment into the supplier monitoring system for test and measurement equipment</p> <p>Material certificates</p> <p>The supplier needs to be able to provide material certificates as requested by Tenneco within a reasonable time.</p> <p>Prototype parts</p> <p>Prototypes should be clearly identified and supplied in accordance to the Tenneco expectation.</p> <p>Prototype parts should be manufactured wherever possible using the final production process and stated as such on relevant paper work.</p> <p>Concessions and Deviations</p> <p>In certain instances nonconforming supplies may be accepted under concession or deviation. This will depend on the nature of the nonconformance. Acceptance will be authorized in writing to the supplier by the relevant Tenneco North America plant representative.</p> <p>Under no circumstances is the supplier allowed to ship nonconforming material without written approval of the relevant Tenneco North America plant representative. All shipments must refer to the concession/deviation agreement.</p> | 04-19-18 | C |



Appendix A Index

Appendix A - Index

North American Region Specific Requirements

Last updated September 30, 2021

Latest changes in blue font.

Date format: mm/dd/yyyy

| Section | Content | Creation Date | Revision Letter | Revision Date | Revision |
|---------|--|---------------|-----------------|---------------|---|
| A.1.0 | Locations | 4/04/2008 | N/A | 09/30/2021 | Obsolete |
| A.1.1 | North American Original Equipment Locations | 1/1/2004 | N/A | 09/30/2021 | Obsolete |
| A.1.2 | North America Aftermarket Locations | 1/1/2004 | N/A | 09/30/2021 | Obsolete |
| A.2.0 | US-Mexico-Canada Free Trade Agreement and Minority/Women Business Enterprise/Small Disadvantage Business Supplier Requirements | 1/1/2004 | N/A | 09/30/2021 | Replaced NAFTA |
| A.2.1 | USMCA Trade Policy | 1/1/2004 | C | 09/30/2021 | Replaced NAFTA |
| A.2.2 | USMCA Certification | 1/1/2004 | B | 09/30/2021 | Replaced NAFTA |
| A.2.3 | Minority Supplier Requirements (US Certified Minority Businesses only) | 1/1/2004 | B | 09/30/2021 | Added requirement to upload certificates to TITANC-folder and link to NMSDC website |
| A.2.4 | Disadvantage Supplier Requirements (US Federal Gov. Certified SDB Businesses only) | 3/31/2011 | A | 3/31/2011 | Added requirements |
| A.2.5 | Woman Business Requirements (US, Certified Woman Businesses only) | 4/30/2013 | A | 4/30/2013 | Added requirements |



| | | | | | |
|-------|--|------------|-----|------------|---|
| A.2.6 | Veteran Supplier Requirements (US, Certified Veteran Businesses only) | 09/30/2021 | A | 09/30/2021 | Added requirements |
| A.2.7 | Disability Supplier Requirements (US, Certified Disabled Businesses only) | 09/30/2021 | A | 09/30/2021 | Added requirements |
| A.2.8 | Lesbian, Gay, Bi-Sexual & Transgender Supplier Requirements (US, Certified LGBT Businesses only) | 09/30/2021 | A | 09/30/2021 | Added requirements |
| A.2.9 | International Aboriginal, Minority or Woman Business Enterprise Requirements (Aboriginal, Woman or Minority Certified Businesses only) | 09/30/2021 | A | 09/30/2021 | Added requirements |
| A.3.0 | Purchase Orders, Supplier Agreements, Payment Policy, Invoicing, and Cost Table | 1/1/2004 | N/A | 09/30/2021 | Heading Only |
| A.3.1 | Purchase Orders, Supply Agreements and Requirements Blanket Orders | 1/1/2004 | C | 09/30/2021 | Added Blanket Orders |
| A.3.2 | Blanket Orders | 1/1/2004 | B | 09/30/2021 | Obsolete and Removed |
| A.3.3 | Payment Policy | 1/1/2004 | D | 12/22/2005 | NA Manual Integrated into the Global Manual |
| A.3.4 | TITAN Tenneco Interactive Alliance Network | 3/1/2010 | A | 09/30/2021 | Obsolete and Removed |
| A.3.5 | Invoicing | 1/1/2004 | F | 09/30/2021 | Added information the invoice must include |
| A.3.6 | Cost Table | 09/30/2021 | A | 09/30/2021 | Added eMRR Cost Table from Global Manual |
| A.4.0 | Electronic Data Interchange (EDI) Supplier Network Collaboration (SNC) and ASN | 3/31/2012 | NA | 3/31/2012 | Header |
| A.4.1 | EDI and SNC Requirements | 3/31/2012 | G | 6/24/16 | |



| | | | | | |
|---------|---|----------|----|------------|-------------------------|
| A.4.2 | ASN | 03/31/12 | A | 03/31/12 | New requirements |
| A.5.0 | Logistics | 1/1/2004 | NA | 12/22/2005 | Header only |
| A.5.1 | Freight Routing | 1/1/2004 | C | 06/06/2008 | Revised |
| A.5.2 | Canada Customs on Imports Between NA Borders (USA Canada and Mexico) | 1/1/2004 | C | 09/30/2021 | Review all requirements |
| A.5.3 | Incoterms Definitions | 1/1/2004 | E | 09/30/2021 | Review all requirements |
| A.5.4 | Importer Security Filing (10+2) Requirements | 3/1/2010 | C | 09/30/2021 | Review all requirements |
| A.6.0 | Packaging | 1/1/2004 | B | 12/22/2005 | Header |
| A.6.1 | Tenneco Responsibilities | 1/1/2004 | A | 09/30/2021 | New Added |
| A.6.2 | General Supplier Responsibilities | 1/1/2004 | A | 09/30/2021 | New Section |
| A.6.3 | Packaging Proposal | 1/1/2004 | A | 09/30/2021 | New Section |
| A.6.4 | Quoting and Pricing of Tenneco Specified Alternative Packaging (See Process Flow) | 1/1/2004 | A | 09/30/2021 | New Section |
| A.6.4.1 | Pre-Launch Protocol for Pre-PPAP Parts (See Process Flow) | 1/1/2004 | A | 09/30/2021 | New Section |
| A.6.5 | Traceability | 1/1/2004 | A | 09/30/2021 | New Section |
| A.6.6 | Pack Quantity and Protective Dunnage | 1/1/2004 | A | 09/30/2021 | New Section |
| A.6.7 | Palletization | 1/1/2004 | A | 09/30/2021 | New Section |
| A.6.8 | Ergonomics | 1/1/2004 | A | 09/30/2021 | New Section |



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|--------|--|-----------|---|------------|--|
| A.6.9 | CHEP Packaging | 1/1/2004 | A | 09/30/2021 | New Section |
| A.6.10 | Substrate Packaging | 1/1/2004 | A | 09/30/2021 | New Section |
| A.6.11 | Shipping, Labeling and Identification | 1/1/2004 | A | 09/30/2021 | New Section |
| A.6.12 | Tenneco Returnable Container Placards | 1/1/2004 | A | 09/30/2021 | New Section |
| A.6.13 | Expendable Packaging Considerations (Refer to line 16 of MPL Supplier Launch Packaging Protocol) | 1/1/2004 | A | 09/30/2021 | New Section |
| A.7.0 | Environmental Health and Safety (EHS) | 1/1/2004 | B | 12/22/2005 | Header |
| A.7.1 | Material Safety Data Sheets (MSDS) | 1/1/2004 | B | 12/22/2005 | NA Manual Integrated into the Global Manual |
| A.7.2 | Material Data Sheets and IMDS ID | 1/1/2004 | E | 09/30/2021 | Added IMDS web link |
| A.8.0 | Supplier Quality System | 6/30/2014 | A | 04/19/2018 | Header |
| A.8.1 | Supplier Requirements | 6/30/2014 | C | 10/31/2015 | Added requirements "After 24 hours and within the Tenneco Operations agreement, 10% of the defective product will be counted." |

