

E-Mail to: sqms@daimler.com

PLEASE WRITE IN CAPITAL LETTERS

Agreement on use of the SQMS system

Head of Quality

Surname, First name Daimler Supplier Code (Please enter in 8-digit format)

Phone e-mail

Company name, address

SQMS administrator

Surname, First name Daimler Supplier Code (Please enter in 8-digit format)

Phone e-mail

Company name, address

General information

- SQMS is a web-based, workflow-oriented tool for processing e-mail messages and "ToDo" lists. As a minimum requirement for working with SQMS, the Head of Quality designated above must register using his or her 8-digit Daimler Supplier Code.
- This activates the minimal configuration, in which the Head of Quality receives all e-mail messages and all "To Do" list entries from the system.
- An expanded configuration option is available to support more efficient processing. This option provides an attachment naming two default contact persons, one for sampling and one for complaints. It also allows you to enter the contact persons responsible for these processes at other plants within your company.
- Yet another available option allows you to enter the SQL, or "Supplier Quality Index" which is used to correlate parts with sampling inspectors and complaint processors.

SQMS registration process

- Before you can use SQMS, the indicated Head of Quality (minimum requirement), the SQMS Administrator and all other users must first register:
 1. Submit a copy (pdf) of the User Agreement to Daimler AG by email (organizational requirements)
 2. The Head of Quality designated in this Agreement enters his or her 8-digit supplier code at the Daimler Supplier Portal to request SQMS access as the primary user (information on the registration process is available under "Registration for the global Daimler Supplier Portal" at <http://daimler.covisint.com>)
 3. Within several working days the SQMS Department will dispatch an e-mail (not sent from Supplier Portal) confirming the Head of Quality role assignment. Immediate access to the system will be available from this point onward.
 4. Now additional users can also register at the Daimler Supplier Portal.
 5. Within several working days the SQMS Department will dispatch an e-mail (not sent from Supplier Portal) confirming the user's role assignment. The user will then have immediate access to the system from this point onward.
- Please note that this process must be completed separately for each individual 8-digit Daimler Supplier Code.
- If you have any questions regarding the registration process, please contact us at our SQMS Hotline number +49 (0) 7 11 17-95 120 or send an email to sqms-support@daimler.com (where you can reach us Monday through Friday from 6.30 am until 7:00 pm, GMT+1).

Supplementary provisions of the Agreement

- Provided that your Daimler plant is connected to the SQMS network, once the registration process has been completed all sampling procedures will be processed via SQMS. Complaints, test reports/series and requalifications will be processed (exclusively) with SQMS as soon as Daimler AG provides notification that the applications for these procedures are available.
- Even without a signature, all documents transmitted via SQMS assume the status of legally binding instruments for both Daimler and the supplier.

I confirm that I have read and accept the terms of this Agreement.

Place, date

Signature Head of Quality