| ![OSHKOSH logo] **OSHKOSH™ Supplier Quality General Procedure** | **Document No.:** OSK-P2100 |
|---|---|
| **Title: Supplier Technical Review** | **Reviewed/Revised: 2/16/2023** |
| **Revised by: Jessica Halvorson** | |
| **Approved By: Supplier Quality Council** | Page 1 of 4 |

## 1. PURPOSE:

1.1. This procedure provides guidance on how the Supplier Technical Review process can be completed.  The Supplier Technical Review process should be used to mitigate, as far as possible, risks associated with sourcing new parts and re-sourcing parts to new suppliers.

## 2. SCOPE

2.1.  This procedure applies to all Suppliers of Oshkosh Corporation.

## 3. REFERENCE:

3.1.  Global Supplier Quality Manual

3.2.  Supplier Technical Review Checklist (OSK-F2100)

3.3.  Oshkosh Supplier Network – Supplier Portal (https://osn.oshkoshcorp.com/)

## 4. DEFINITIONS:

4.1.  GPSC: Global Procurement and Supply Chain

## 5. PROCEDURE:

5.1. Refer to process flow in section 6.

5.2. The Supplier Technical Review process can be used by the sourcing team to mitigate risks while sourcing new parts or re-sourcing existing parts to new suppliers.  Key goals of the Supplier Technical Review process can include:

- Increased confidence in the Supplier's ability to manufacture and inspect parts to the engineering requirements.

- Encouragement of open lines of communication between the Supplier and the Oshkosh sourcing team.

- Identification of necessary changes to the drawing or specification in order to address manufacturing or inspection process limitations.

- Identification of potential changes to the drawing or specification in order to increase ease of manufacturing, reduce cost, or improve performance of the parts.

- Communication by the Oshkosh sourcing team of lessons learned from previous suppliers or similar parts.

5.3. Supplier Technical Review process:

- Oshkosh sourcing team identifies the need for a Supplier Technical Review on a new or re-sourced part.

  o Simple, low value, or commercial off the shelf items may not require a technical review.

- The Commodity Manager (or another member of the Oshkosh sourcing team) sends the Supplier Technical Review Checklist (OSK-F2100) to the supplier ahead of time and schedules the initial meeting.

  o The Oshkosh Supplier Technical Review Checklist (OSK-F2100) should be used to guide the discussion with the Supplier, not as a form for the Supplier to fill out and return without scheduling a meeting.

- The Commodity Manager (or another member of the Oshkosh sourcing team) verifies that the Supplier has all required technical documents.

- The Supplier should review the checklist and fills out relevant fields prior to the initial meeting.

- The initial meeting is held with the Supplier and the checklist is followed and documented.  Participation in the initial meeting should include:

  o Oshkosh Commodity Manager

  o Oshkosh Design Engineering

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- o Oshkosh (Advanced) Supplier Quality Engineering

- o Supplier Engineering personnel

- o Supplier Manufacturing personnel

- o Supplier Quality personnel

- The checklist includes status fields associated with each question:

  - o "Red" indicates that a significant risk exists, and action is required. All red items should have an Action Item listed along with an Action Owner. These items should be addressed first.

  - o "Yellow" indicates that a possible risk exists or an opportunity for improvement exists. An action may or may not be required.

  - o "Green" indicates that no significant risks exist and there are no significant opportunities for improvement.

- All significant actions are documented and tracked for completion by the Commodity Manager (or another member of the Oshkosh sourcing team).

  - o It may not be possible for the team to address all "Yellow" items.

- After completion of all critical items, the Oshkosh sourcing team closes and files the completed Supplier Technical Review Checklist (OSK-F2100).

- The Oshkosh sourcing team documents lessons learned.

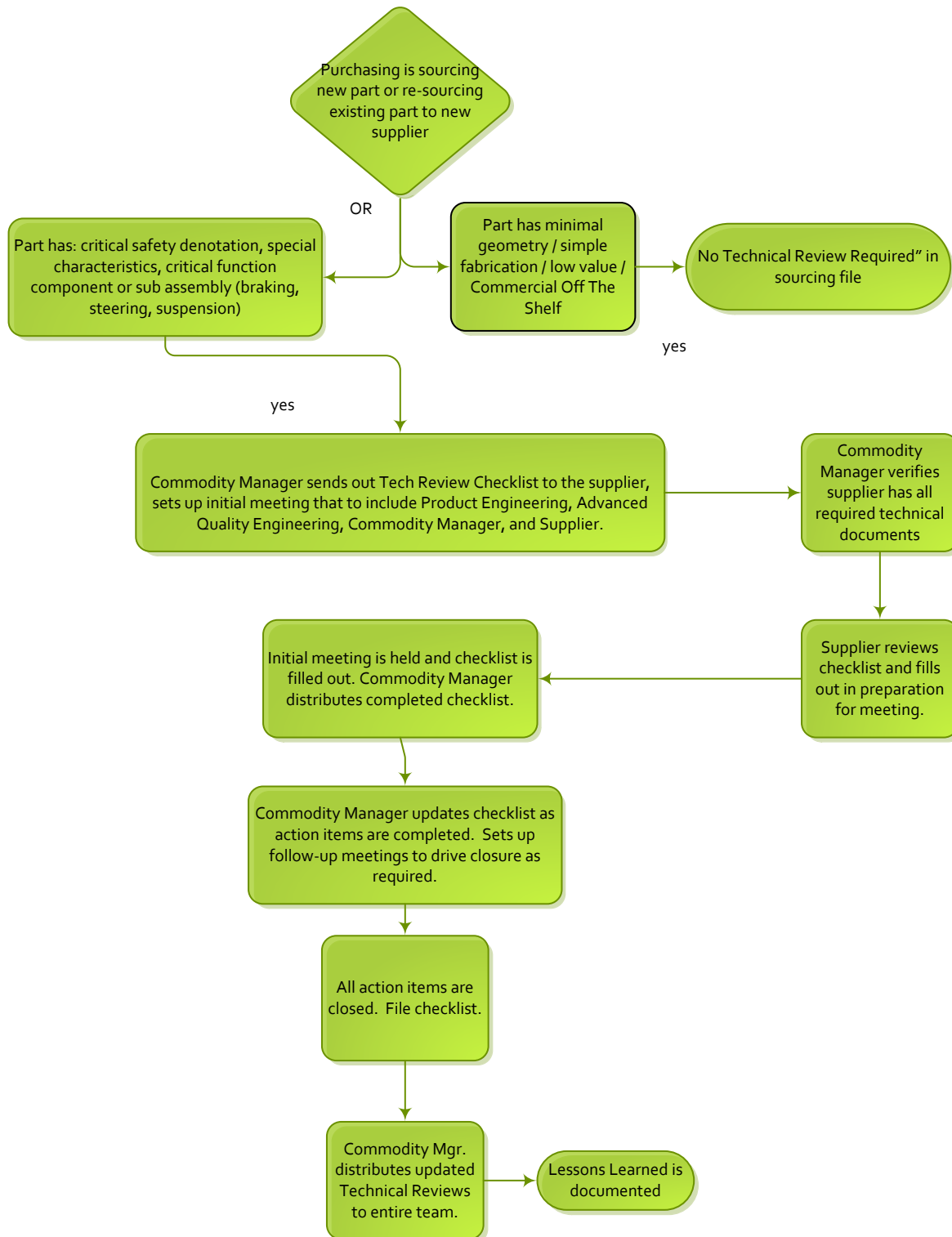| ⬡ OSHKOSH™ Supplier Quality General Procedure | Document No.: OSK-P2100 |
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**6. Process Flow:**

```
        ┌─────────────────────────┐
        │ Purchasing is sourcing  │
        │ new part or re-sourcing │
        │ existing part to new    │
        │ supplier                │
        └─────────────────────────┘
             OR
   ┌──────────────────────────┐    ┌──────────────────────┐    ┌──────────────────────┐
   │ Part has: critical safety│    │ Part has minimal     │    │ No Technical Review  │
   │ denotation, special      │◄──►│ geometry / simple    │───►│ Required" in         │
   │ characteristics, critical│    │ fabrication / low    │    │ sourcing file        │
   │ function component or sub│    │ value / Commercial   │    └──────────────────────┘
   │ assembly (braking,       │    │ Off The Shelf        │         yes
   │ steering, suspension)    │    └──────────────────────┘
   └──────────────────────────┘
        yes
   ┌────────────────────────────────────────────────┐    ┌──────────────────┐
   │ Commodity Manager sends out Tech Review        │    │ Commodity        │
   │ Checklist to the supplier, sets up initial     │───►│ Manager verifies │
   │ meeting that to include Product Engineering,   │    │ supplier has all │
   │ Advanced Quality Engineering, Commodity        │    │ required technical│
   │ Manager, and Supplier.                         │    │ documents        │
   └────────────────────────────────────────────────┘    └──────────────────┘
                                                                  │
   ┌──────────────────────────────┐    ┌──────────────────┐      ▼
   │ Initial meeting is held and  │    │ Supplier reviews │
   │ checklist is filled out.     │◄───│ checklist and    │
   │ Commodity Manager distributes│    │ fills out in     │
   │ completed checklist.         │    │ preparation for  │
   └──────────────────────────────┘    │ meeting.         │
           │                           └──────────────────┘
           ▼
   ┌──────────────────────────────┐
   │ Commodity Manager updates    │
   │ checklist as action items are│
   │ completed. Sets up follow-up │
   │ meetings to drive closure as │
   │ required.                    │
   └──────────────────────────────┘
           │
           ▼
   ┌──────────────────────┐
   │ All action items are │
   │ closed. File         │
   │ checklist.           │
   └──────────────────────┘
           │
           ▼
   ┌──────────────────────┐    ┌──────────────────┐
   │ Commodity Mgr.       │    │ Lessons Learned  │
   │ distributes updated  │───►│ is documented    │
   │ Technical Reviews to │    └──────────────────┘
   │ entire team.         │
   └──────────────────────┘
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**REVISION TABLE:**

| Revision Responsible | Date | Document Change |
|---|---|---|
| Jessica Halvorson | 2/16/2023 | Updated links, created revision table, deleted Author |