

 <small>KYB Manufacturing Czech s.r.o.</small>	Management System Manual	Číslo (Number):	MSM Anex 1
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KYB Group

Basic Quality policy KYB Group

At KYB, we believe that good quality is our company's life, and we therefore make every effort to provide skilled manufacturing and services of the quality that will satisfy our customers and society. We do this by a variety of activities for quality improvement, including actively promoting the sharing of quality information and faster information delivery within the group.

Basic Environmental Policy KYB Group

The KYB Group creates products gentle to both people and the earth. We are dedicated to the promotion of environmental activities as an important tool for evaluating management.

1. Coordinates and builds up productive and corporate activities based on the recycling to reduce impacts on the environment.
2. Strive to ensure long-term and sustainable operations throughout the entire KYB Group.
3. Work to promote harmony with society and contribute to the global community as a good corporate citizen.
4. Clarify every employee's role so that all employees can participate fully.

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Company policy KYB Manufacturing Czech s. r. o.

In activities associated with the production of shock absorbers for cars leadership commits itself to promote and create conditions for the application of these policy principles in individual areas.

General

- ⊙ Activities bringing no value to the company and customer or causing loss are reduced.
- ⊙ All activities are focused on understanding and satisfying customer needs and expectations.
- ⊙ We consider and ensure compliance with applicable requirements of interested parties during all activities.
- ⊙ We adhere to morality and ethics (fair and correct dealings with partners).
- ⊙ We are constantly improving efficiency of all company activities, processes and products.

QUALITY

- By planning of preventive measures (Poka-Yoke) in manufacturing processes we are trying to prevent occurrence of non-conformities and to achieve zero rate of non-conformities.
- We use negative and positive experiences from the realization of previous projects as error prevention (to not repeat same mistakes in new projects).
- Timely and effective integration of suppliers into new projects and appropriate managing of them is prerequisite for meeting the requirements for the purchased products.
- Regular training and informing of all staff provide required skills and knowledge of staff for successful performing of their activities.
- Poor quality materials and products must never be further processed, must be identified and cause of the problem must be removed permanently.

ENVIRONMENT

- We review and apply all environmental requirements for the company's processes according to the legislation of the Czech Republic and the European Union.
- We focus on reducing energy consumption and amount of chemicals used in surface treatment during the development of manufacturing processes.
- Processes improvement is focused on increasing the percentage of recycled materials in products and reducing waste from production lines.
- Within the processes we prefer to prevent identified risks of potential emergency situations (especially for possible serious accidents) caused by chemicals used.

SAFETY AND FIRE PROTECTION

- We review and apply all safety requirements for the company's processes according to the legislation of the Czech Republic and the European Union.
- We focus on risks prevention in the field of occupational safety and fire protection during the development of manufacturing processes using the latest information and technical standards and regulations requirements.
- Process improvement is focused on risks reduction in the area of occupational safety and fire protection, both on production lines and in other areas of company in order to eliminate work-related injuries, duration of incapacities for work and fires.