



Supplier Handbook

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Supplier Handbook



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1.0 PURPOSE

This handbook communicates Ranir a Perrigo Company (Ranir, LLC's) specific procurement requirements and expectations to direct suppliers that provide products that are shipped to Ranir or shipped to customers on behalf of Ranir for later distribution to Ranir or end users. These requirements and expectations are Ranir, LLC's standards for each supplier and supplier agrees to comply with them; such compliance is evidenced by supplier's acceptance of Ranir purchase orders.

2.0 SCOPE

This procedure applies to all suppliers of Ranir a Perrigo Company.

3.0 INTENT

All Ranir standards were developed using three basic principles:

1. Incorporate quality as one of the key expectations in all suppliers;
2. Assure that the tools and processes outlined in this handbook are utilized by all suppliers; and
3. Provide a framework for sustaining and improving the efficiencies of supplier products and processes.

4.0 DEFINITIONS

Delisting - a Ranir customer refuses further acceptance of product supplied by a Ranir supplier.

Purchase Order (PO) - a document issued by Ranir LLC Purchasing to a supplier, indicating the type, quantities, and agreed prices for materials, components, or product. Acceptance of PO by the supplier forms a contract between Ranir and the supplier for the goods listed within the PO.

5.0 RANIR SUPPLIER STANDARDS

Ranir's vision is to make lives better, by bringing quality, self-care products™ that consumers trust, everywhere they are sold. Pursuant to this vision, Ranir is guided by its Core Values:

- Integrity – We do what is right
- Respect – We demonstrate the value we hold for one another
- Responsibility – We hold ourselves accountable for our actions

Ranir believes that ethical, social and environmental responsibilities are essential elements of its values. Ranir therefore seeks to develop relationships with its suppliers who abide by these expectations and when necessary, Ranir will work with suppliers toward continual improvement.

The Supplier Ethical Standards define the guiding principles that Ranir expects its sites and suppliers to follow with regards to its social and environmental responsibilities, legal and ethical business practices, and Corporate Governance. Ranir is committed to implementing these principles throughout the supply chain, by partnering and auditing its suppliers.

To the extent that any supplier is subject to other written local standards or requirements relating to this Supplier Ethical Standards; the more stringent standards or requirements should be implemented. Ranir may monitor activities through on-site inspections, certifications and third-party assessments. Suppliers may not use subcontractors to produce Ranir products or components without Ranir's written pre-approval and must ensure these subcontractors are provided with and comply with this Supplier Ethical Standards.

5.1 Modern Slavery and Human Trafficking

Ranir has a zero-tolerance stance on Modern Slavery and Human Trafficking. All employment must be freely chosen, and all labor must be voluntary. Ranir has a strict zero tolerance policy of employment of children/underage, slave, forced, bonded, indentured, or any form of illegal labor. Suppliers and associated sub-contractors shall not engage in or support the trafficking of human beings in any way. Suppliers must implement procedures to ensure they comply with the most stringent laws on slavery and human trafficking, regardless of location. Workers must be allowed to maintain control over their identity documents and must be free to leave their employer after a reasonable and lawful notice. Suppliers must not employ any person younger than the applicable legal minimum age for working or sixteen years of age, whichever is greater. Children and young persons under eighteen must not be employed in hazardous conditions.

5.2 Respect and Dignity

Suppliers must treat all employees with respect and dignity. Employees must not be subject to corporal punishment, physical, sexual, psychological, financial or verbal harassment or abuse in any form.

5.3 Working Conditions

Suppliers must be committed to providing a clean, safe and healthy working environment, designed to prevent accidents and injury during work. Suppliers must provide employees, including new or reassigned workers, regular and recorded health and safety training.

The work environment must comply with applicable laws and regulations including access to clean restrooms, potable water, sanitary areas for food storage, adequate medical facilities, safety personal protective equipment, well-lit and workstations that are adequate. In addition, suppliers will ensure safe storage of chemicals and robust fire safety and prevention programs, including but not limited to emergency plans with clear and accessible aisles and exits and which employees are made aware.

5.4 Work Hours and Compensation

Suppliers must fairly compensate their employees by paying wages and providing benefits that meet or exceed the applicable, legally mandated minimum requirements in the country in which the suppliers

operate. Employees should be provided with a clear, written account of each pay period that reflects any wage deductions made in compliance with applicable laws.

Suppliers must maintain reasonable work hours for employees in compliance with any required standards or applicable local laws, whichever is the most stringent. Employees must be permitted to have reasonable days off and applicable leave of absence privileges.

5.5 Discrimination and Equal Opportunity

Ranir respects and supports diversity in all its forms. Terms and conditions of employment should be based on an individual's skills and ability to do the job, and not on personal characteristics or beliefs of those making the decision whether to hire an individual. Ranir's suppliers must not discriminate against their employees in hiring practices or any other term or condition of work based on race, age, color, racial origin, gender, sexual orientation, religion, disability, political opinion, social or origin, or other similar factors.

5.6 Immigration Law

Suppliers must employ only workers with a legal right to work by verifying original documentation (not photocopies) before workers can begin employment. Suppliers should have procedures in place to demonstrate compliance. Suppliers should have access to documentation and periodically audit any employment agencies from which suppliers obtain employees to monitor compliance.

5.7 Freedom of Association

Suppliers must recognize and respect the legal right of workers to freely associate (or not associate) with any group, such as collective bargaining groups or unions, if such groups are legal in their own country. Suppliers must not discriminate against workers' representatives and must allow them to carry out their representative functions in the workplace.

5.8 Community Engagement

Ranir is committed to the communities in which it operates. Ranir supports local communities through charitable donations and volunteerism to improve educational, cultural, economic and social well-being. Ranir values suppliers that reflect this commitment to their communities, and that demonstrate community engagement through volunteering, philanthropy and public-private partnerships which have a positive and enduring effect on the communities in which they operate.

5.9 Legal and Ethical Business Practices

Ranir will conduct business only with reputable companies that display ethical and responsible legal practices. Suppliers and business partners must comply with applicable local and national laws, regulations and other pertinent industry standards. If industry practices conflict with applicable laws or regulations, suppliers must, at a minimum, comply with the applicable legal requirements.

5.10 Conflicts of Interests and Gifting

Suppliers must prevent conflicts of interest or compromising conduct in relationships, actions and communications, and disclose any personal relationship with Ranir employees. Suppliers must not give or receive gifts or gratuities other than those that are nominal in value.

5.11 Anti-Corruption

Suppliers must not give or receive bribes or improper payments of any kind either directly or indirectly through a third party. Suppliers must comply with all anti-corruption laws, including those that prohibit the payment, promise, offer or authorization of money, gifts or other items of value gain an improper business advantage. Additionally, any interactions with Government Officials must strictly follow all applicable laws and regulations.

5.12 Confidentiality and Privacy

Suppliers must safeguard any Ranir's confidential or proprietary information and comply with applicable privacy laws including the EU General Data Protection Regulation (GDPR), and any other local privacy regulations. Our suppliers must respect, protect and secure Ranir's intellectual property, personal data, and other confidential information. Suppliers will not use Ranir or any affiliates name or marks without Ranir's prior written consent.

5.13 Environmental Laws and Regulations

Our suppliers must comply with all applicable environmental practices, laws and regulations.

5.14 Waste

All waste should be disposed of in an environmentally responsible manner, and in accordance with local regulations. Reducing, reusing and recycling materials and waste should be pursued wherever possible.

5.15 Emissions and Discharges

Suppliers must measure and report any water and air discharges in accordance with local requirements and follow all regulatory guidelines. Suppliers should strive to reduce these emissions wherever possible. Ranir also strongly encourages, and may require, suppliers to track their Greenhouse Gas emissions and set targets to reduce them.

5.16 Reporting

All suppliers must comply with all local and regulation requirements. Ranir encourages, and may require, suppliers to better understand their environmental impact, seek to reduce their impact, and provide transparency through public reporting.

5.17 Regulated Substances

Suppliers must have systems in place to identify, control, and disclose to Ranir any regulated or hazardous chemicals being used, as well as confirming where such hazardous chemicals are being used.

5.18 Sustainable Materials

Suppliers must responsibly source materials and components, seeking sustainable options where possible or where required. This includes, but is not limited to, wood fibers sourced from sustainably managed forests, the use of Certified Sustainable Palm Oil (CSPO), and responsible sourcing of Tin, Tungsten, Tantalum, and Gold (Conflict Minerals).

5.19 Customs Clearance

Commercial invoices and attachments provided by our suppliers for customs clearance must contain all required information to ensure proper declarations and payment of duties, taxes and fees. Failure to supply complete and accurate commercial invoices may result in cancellation of orders and/or rejection of products/materials.

5.20 Management Systems

Suppliers are expected to have appropriate training, knowledge and systems to meet the expectations described in this Supplier Ethical Standards.

5.21 GMP

Suppliers must follow current Good Manufacturing Practices for methods used in, and the facilities or controls used for, the manufacturing, processing, packing, or holding of all products, materials, active ingredients, excipients and components manufactured for, or distributed to, Ranir. These practices ensure that such drug products meet strict regulatory consumer requirements for safety and have the identity and strength and meet the quality and purity characteristics that such drug products is purported or represented to possess.

5.22 Labeling

Suppliers must comply with applicable labeling laws and regulations of the countries in which the products, materials, active ingredients, excipients or components are distributed.

5.23 Facility Security

Suppliers must maintain adequate security at all production and warehousing facilities to protect product quality and integrity throughout the supply chain and during transport. Suppliers must also establish facility security procedures to guard against the introduction of non-manifested cargo into outbound shipments. Such items include, but are not limited to, illegal drugs, biological agents, explosives, weapons, radioactive materials and any other contraband. Written security procedures must be maintained to demonstrate adequate security controls.

5.24 Inspection Requirements

Suppliers must maintain adequate records and permit Ranir, or its designees / affiliates, the right to conduct unannounced inspections of the suppliers' facilities and records. Suppliers must allow Ranir representatives access to production facilities. Suppliers are also required to fully disclose to Ranir all material facts relating to production, including the use of subcontractors. In addition, suppliers must respond promptly to reasonable inquiries by Ranir representatives concerning the subjects addressed in the inspections.

IF AT ANY TIME A SUPPLIER OR ONE OF ITS EMPLOYEES BELIEVES A RANIR EMPLOYEE HAS VIOLATED THESE GUIDELINES, THE SUPPLIER MUST REPORT THIS CONCERN IMMEDIATELY TO RANIR'S COMPLIANCE HOTLINE AT www.perrigo.ethicspoint.com

THE PRINCIPLES CONTAINED IN THIS SUPPLIER ETHICAL STANDARDS CONSTITUTE MINIMUM AND NOT MAXIMUM STANDARDS. RANIR ENCOURAGES SUPPLIERS TO EXCEED THE MINIMUM REQUIREMENTS

WHERE POSSIBLE TO PROMOTE BEST PRACTICES AND CONTINUOUS IMPROVEMENT THROUGHOUT ALL OF THEIR FACILITIES.

RANIR RESERVES THE RIGHT TO CANCEL

ALL CURRENT PURCHASE ORDERS WITH ANY SUPPLIER FOUND TO BE IN VIOLATION OF THE SUPPLIER ETHICAL STANDARDS.

6.0 PARTNERSHIP, HONESTY AND TRUST

Ranir, LLC is dedicated to building a global supply chain to provide the best total delivered cost and selection of products to support the specified needs of our customers and consumers. We believe in a key supplier alliance and aspire for our suppliers to become our strategic partners. Our goal is to create long term partnerships through a rigorous and collaborative approach requiring honesty and integrity. In doing so, we ask for two-way communication, innovation in our products, quality and sustainability and fast reaction times.

7.0 QUALITY

7.1 Supplier Selection, Approval, and Assessment

Ranir selects and approves its suppliers and service providers based on Ranir internal procedures. Our selection and approval process includes that suppliers fill out informational forms that are used to determine if the supplier or service provider is sufficiently qualified to support Ranir and our customers. Criteria for supplier approval includes but is not limited to: production experience, production capacity, financial solvency, quality history and quality system, certifications, familiarity with regulatory requirements (e.g., FDA, BRC, ISO), human resources, pricing and delivery. In order to fully assess a supplier's ability to partner with Ranir it is important you complete any forms provided to the best of your ability. If you have questions on the process or how to complete forms please discuss with your Ranir procurement representative. We would be happy to assist or explain the process.

7.2 Audits

Depending on the product or service, Ranir or its customer may request audit(s) of a supplier. The audit would be scheduled as part of the supplier approval process. Ranir or a Ranir approved third party audit organization will contact the supplier and propose a date and a time for the audit; both the supplier and Ranir will agree before the audit is confirmed. Audits may be performed by Ranir staff or Ranir may contract a qualified 3rd party (e.g., UL, SGS, Intertek) to perform the audit. The types of audits performed include Good Manufacturing Practices (FDA 21 CFR820) and Social/ Ethical audits (e.g., WCA, ETI or SMETA). Ranir staff can assist in preparing for an audit. Audits for the purpose of supplier approval are paid for by Ranir. Poor audit scores may disqualify a supplier. Generally, audits are performed for suppliers that provide finished goods to Ranir (i.e., contract manufacturers) although a material, component or service provider may also be audited dependent on the criticality of material or service.

Annual audits may be required to demonstrate continued compliance. The most common annual audits are Good Manufacturing Practices and Social/ Ethical audits. It is important to note that Social/ Ethical audits are typically performed as unannounced, meaning a window of time when the audit will occur will be provided, but an exact audit date will not be provided. For example, an audit window of June 1 to August 1 may be provided. The audit will occur at some point between the provided dates. Audit windows can be as much as three months. It is also possible that no audit window is provided and that an audit can occur at any time with no advance notice. As a Ranir supplier it is important you understand this and are agreeable to these conditions. Refusal to allow an auditor into your premises to conduct an audit can result in immediate delisting as a Ranir supplier. You should consult with your Ranir Sourcing representative for any questions on audit performance.

Ranir and its customers are committed to the fair and safe treatment of workers that support the production of our products. It is critical that workers are exposed to safe and healthy working conditions and that their wages are in accordance with local laws. Unsafe working environments, unlawful wages, and underage workers are just a few social standards that will immediately disqualify a supplier.

7.2.1 Audit Fees

All audits used to support the original approval of a supplier will be paid for by Ranir. Subsequent audit costs for materials or service providers will also be paid for by Ranir. Subsequent annual audit costs for contract manufacturers will be financed per the below table.

Ranir Previous Calendar Year Spend with Contract Manufacturers		
≤\$500,000 USD	>\$500, 000 USD ≤ \$1,000,000 USD	>\$1,000,000 USD
Ranir pays all audit fees	Ranir and Supplier split all audit fees	Supplier pays all audit fees

Regardless of the above costs, re-audits resulting from poor audit performance will be the responsibility of the supplier. Additional financial penalties may be assigned to the supplier due to poor audit performance (below).

7.3 Delisting

Delisting means that a Ranir customer refuses further acceptance of product supplied by a Ranir supplier. Typically, delisting is the result of continuous poor audit performance or the identification of a critical audit finding (e.g., underage workers). Delisting will result in no future purchase orders and refusal of any product in transit to Ranir or its customers. Additional financial penalties may be assessed against the supplier. Delisting should be avoided and therefore suppliers should follow the requirements set forth in this manual and comply with their local laws and regulations so as to maintain an acceptable compliance profile. Ranir Quality Assurance or Ranir Supply Chain will notify a supplier if they are at risk for delisting and will assist the supplier in creating a plan to avoid delisting. In case of delisting, Ranir will not be responsible for any open purchase orders or remaining inventory including but not limited to raw materials, components, finished goods, packaging, etc.

7.4 Quality Agreements

For suppliers providing a finished good to Ranir or a critical service, Ranir may require that the supplier sign a Quality Agreement with Ranir. The Quality Agreement is a document that describes the responsibilities of Ranir and the supplier with regard to the product or service provided. Quality Agreements are reviewed and updated annually. Before signing a Quality Agreement, if you have any questions you should discuss with your Ranir procurement representative. If at any time you would like a copy of your quality agreement, please contact your Ranir procurement representative

7.5 United States Food and Drug Administration (FDA) Registration and Device Listing

Most Ranir products are regulated by the U.S. FDA either as medical devices or over the counter (OTC) drugs or cosmetics. Suppliers must register their facilities with U.S. FDA if they manufacture regulated products for Ranir. If they provide a medical device, they must also list that medical device with FDA. Further, they must register any facility that is utilized to distribute products. For example, a shipping address or warehouse or distribution center. Suppliers are responsible for registration fees and keeping registrations current (i.e., annual renewal). A lapse in FDA registration will result in a delay or refusal of a shipment. If unsure about your registration status, please discuss with your Ranir procurement representative. Costs associated with FDA registration are the responsibility of the supplier.

7.6 REACH Compliance

REACH is a regulation of the European Union designed to minimize risks to human health and the environment posed by chemicals. REACH regulation applies to most chemical substances used for production of products to be commercialized in the European Union. As a Ranir supplier you are expected to assist and, in some cases, register chemicals used in your production processes to ensure REACH compliance. Most importantly, chemicals registered and compliant to REACH regulation should not be changed or supplied by alternate vendors (as compared to the vendor the material was originally registered under) without thorough consultation with your Ranir Procurement and/ or Quality Assurance Representatives. Violations of the REACH regulation can result in significant penalties as well and importation bans. If questions on REACH regulation consult with your Procurement Representative.

7.7 Specifications

In order to correctly manufacture products to Ranir requirements a supplier must obtain, control and update product specifications. If the product is a Ranir-owned product, Ranir will provide the supplier with the product specifications including quality requirements. The supplier can put the specification into the supplier's own format but must not change any specifications without Ranir approval. Product may be refused if specifications have been changed without Ranir approval. It is the supplier's responsibility to make sure they are providing items as per the latest specifications. If as a supplier you are unclear about a Ranir specification or believe additional clarification or specificity is required, please consult with your Procurement and/ or Quality representatives.

7.8 Product Testing

Some Ranir customers require that new products from Ranir or its contract manufacturers be tested prior to first product launch by the customer. This testing is paid for by Ranir or its customer. A representative of the customer will make arrangements to come to the production facility and randomly

select product from production to be tested by a third party to the product specifications. As a Ranir supplier you will be expected to support these customer requirements. This testing may also be required for significant changes to existing products.

7.9 Supplier Product Monitoring

As a Ranir supplier of finished goods you may be asked to participate in our supplier product monitoring program. The objectives of the program are to:

- 1) Ensure that supplier specifications for a Ranir finished good and Ranir specifications for the same product are aligned;
- 2) Ensure that contract manufactured product meets Ranir specifications and any Standards applicable to the product (e.g., ISO22126);
- 3) Monitor dock to stock product and reduce incoming testing of contract manufactured product. This program is very important to ensuring the quality of Ranir products and minimizing the amount of incoming testing performed on contract manufactured products. Your participation is encouraged.

The supplier's responsibility in supporting the program include:

- When requested, supplying to Ranir randomly selected samples of product from your manufacturing. Instructions on where to ship or when Ranir will pick up the product will be provided.
- Providing your product specification.
- If your product does not meet specification, we may ask you to investigate why it does not meet specification, and if necessary, make changes to address any non-conformances.

Ranir's responsibilities include:

- Notifying suppliers when samples are to be collected. This should be done in a timely fashion.
- Notifying suppliers of testing results.
- Working with suppliers to address any issues and establish root cause for when supplier's and Ranir specifications do not align.

7.10 Change Control

Change control is the process by which changes are made to product or component specifications, labeling, molds, packaging, facility locations, materials, manufacturing, quality tests or any other product requirement. If a supplier or Ranir want to make a change they will need to follow the Ranir change control process. Changes to products or materials that are not approved by Ranir may be returned or will not be accepted by Ranir or its customers. Approved suppliers will be trained on the change control process as part of the Supplier Onboarding Process.

7.11 Non-Conforming Materials Process

Upon receipt of a raw material, component or finished good, Ranir may inspect the item against its specification. If the item is found to be non-conforming, it will be quarantined and a final disposition of the material will be made. The dispositioned material will not be returned to the supplier. Depending on the criticality and the frequency of the non-conformance, Ranir may request the supplier initiate a

corrective action to determine the root cause for the non-conformance and address the issue. Continued shipments of non-conforming materials will affect the supplier's approval status.

7.12 Sub-Contracting of Production or Services

Under no circumstances can a Ranir supplier or service provider sub-contract production or services to a third party without prior notification and written approval by Ranir Supply Chain and Quality Assurance. Sub-contracting without prior written approval will result in the refusal of products and services and associated payments.

7.13 Recalls

Product recalls are a disruptive and costly event. They can put product users at risk due to safety issues, they negatively affect our customers confidence in Ranir and our supply chain and they expose our customers, Ranir and our suppliers to business and regulatory risks. Recalls are completely avoidable. Ranir is responsible for providing accurate and comprehensive information concerning product requirements (e.g., specifications) and suppliers are responsible for transferring and controlling those requirements to production. If each of us execute our responsibilities correctly recalls will not occur. If a recall becomes necessary and the root cause is determined to be the responsibility of the supplier, costs associated with the recall will likewise become the supplier's responsibility. These costs can include the retrieval and destruction of product, transportation costs, costs associated with lost sales, fines and penalties.

8.0 TOOLING

8.1 Ranir Responsibility

Ranir is responsible for:

- Paying supplier the cost of tooling based on competitive quotes after validation.
- Providing asset tags for all Ranir owned tooling.

Ranir reserves the right to perform tooling audits to ensure compliance with its requirements.

8.2 Supplier Responsibility

Ranir owned tooling shall be used to manufacture Ranir POs only and shall not be used to manufacture parts, components or samples for any other customer or supplier's brand or business, including third-parties. The supplier will not move tooling to another location without the prior written consent of Ranir.

The supplier is responsible for:

- Maintaining and using the tooling in accordance with Good Engineering Practices.
- Sharing the tooling health report (as per tooling matrix) with Ranir on a quarterly basis.
- Performing all preventive maintenance on the tooling and paying for all tooling repairs.
- Marking tooling with Ranir asset tags to demonstrate ownership during the operational life. These tags are to be displayed and maintained on all of Ranir's tooling. Pictures may be requested to show the asset tag and identification details.

- Meeting Ranir’s program and service requirements.
- Responding within 5 business days when Ranir sends a request for quote (RFQ) for any new, additional or replacement of existing tooling. Response to the RFQ should be sent directly to the respective sourcing manager.
- Completing the validation documents and getting approval from the Ranir Tooling and QA manager prior to any production or payment.
- Disposing of decommissioned tooling as advised by Ranir.

9.0 PURCHASE ORDERS

9.1 Purchase Order Terms and Conditions

Each purchase order that Ranir, LLC or its affiliate issues is pursuant to these Terms and Conditions of Purchase (terms). In these Terms, “Buyer” means Ranir, LLC or its affiliate, as specified in the purchase order, “goods” and “services” refer to the goods or services described in the purchase order (purchase order) that are to be purchased by Buyer from the seller named in the purchase order (seller), and “Contract” refers to any contract formed pursuant to the purchase order.

See the Purchase Order for Ranir, LLC’s Terms and Conditions

Agreement to purchase is authorized only by a Ranir issued PO. Any other method - email, verbal, phone call - will not form any commitment between Ranir and the supplier. If supplier produces or ships material based on any method other than a PO, it will be at supplier’s risk. If supplier chooses to procure material beyond any open PO’s then supplier will do so at their own risk. Ranir will not be liable to pay for any such material. If Ranir cancels the PO, then Ranir will pay PO cancellation charges on a prorated basis.

10.0 RANIR VENDOR ROUTING INSTRUCTIONS (PARCEL, EXPEDITE, LTL AND TL) – UNITED STATES

10.1 Select Carriers

Ranir has negotiated preferred pricing with select carriers for corporate wide application to include all distribution centers, manufacturing locations, and vendors for collect shipments to our facilities. In order to maintain low shipping costs, we expect these instructions to be followed. If, for any reason, you cannot ship as instructed below please contact your Ranir buyer, or the Ranir logistics contacts listed in the Ranir Contacts section.

These instructions do not apply to collect **truckload** shipments, which will be arranged by the Ranir Logistics Department. See TL section below.

10.2 Small Parcel – Ground Parcel

Shipments weighing 1-149 lbs., not requiring expedited service are to be shipped via FedEx Ground.

FedEx Ground

In addition to Ranir’s packaging and labeling requirements all cartons must meet FedEx Ground shipping requirements. Please visit FedEx General Packaging Guidelines if you have any questions. Please ship collect under the account number provided by your buyer. Do not declare any value for the shipment unless instructed by your Ranir buyer. For FedEx customer service please call 800-GO-FEDEX.

10.3 Small Parcel – Air Freight / Priority Overnight / Expedited

Shipments weighing 1-149 lbs., when shipped Standard Ground, cannot meet the required delivery date.

10.3.1 FedEx Express

FedEx Express shall only be used when authorized by Ranir buyer or Ranir logistics. Use the account number provided by your Ranir buyer. When shipping international parcel please default to economy over priority unless instructed by Ranir buyer. Do not declare any value for the shipment unless instructed to do so. For FedEx customer service please call 800-GO-FEDEX.

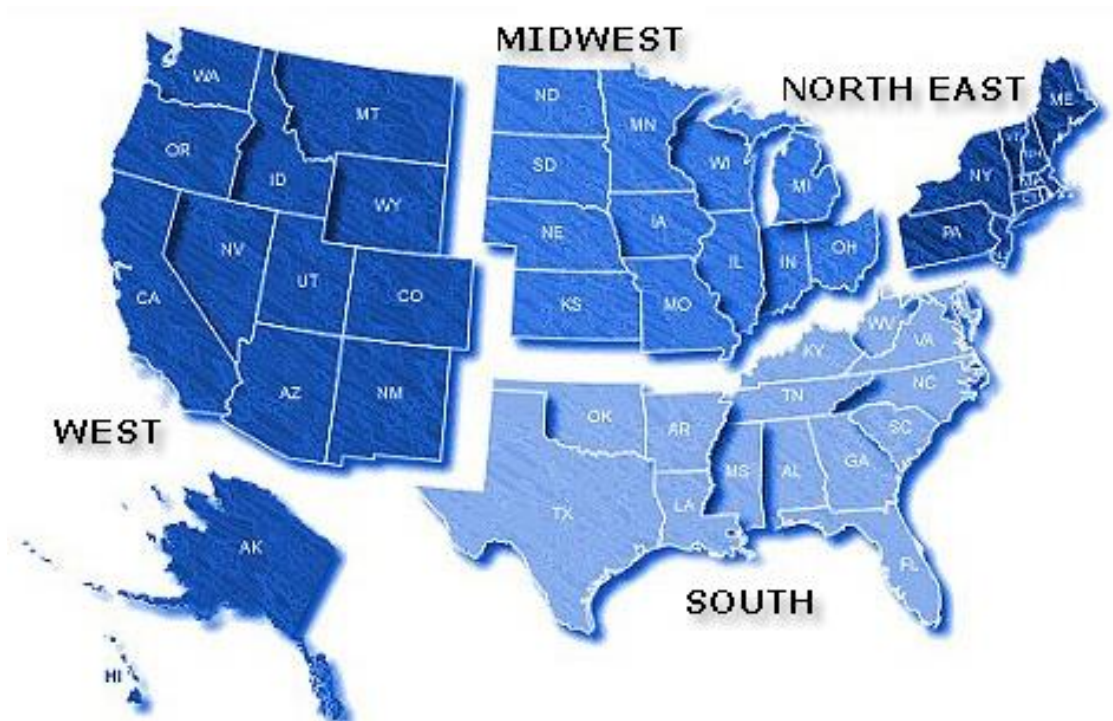
10.3.2 UPS Parcel

In instances where FedEx parcel is not available please ship via UPS Ground/Air using the account number provided by your Ranir buyer.

10.4 Shipments by Truck

LTL (Less Than Truckload) SHIPMENTS

When shipping LTL please ship collect using the regional carrier assignments below. Any carrier instruction provided by the Ranir Logistics team will supersede the below instruction.





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Northeast

Primary Carrier- FedEx Freight Economy (Priority by approval only) Alternate Carrier-XPO

South

Primary Carrier- FedEx Freight Economy (Priority by approval only) Alternate Carrier-XPO

Midwest

Primary Carrier- FedEx Freight Economy (Priority by approval only) Alternate Carrier-Estes or XPO

West

Primary Carrier- XPO Alternate Carrier- FedEx Freight Economy (Priority by approval only)

10.5 TL (Truck Load) Shipments

Shipments over 10 pallets or 10,000 lbs. will be arranged by the Ranir Logistics Department. Please use the email addresses below to arrange pickup:

- Andy Lundquist - Andy.Lundquist@ranir.com 616-698-8880 ext. 1169
- Tim Butcher - Tim.Butcher@ranir.com 616-698-8880 ext. 1160

When requesting pickup please provide the following information:

- Pallet count and dimensions
- Total Weight
- PO number(s)
- PO due date
- Pickup address and hours of operation
- Is pickup appointment required?

10.6 International Shipments

International shipments will be shipped per the terms of the purchase order. Shipments not controlled by Ranir directed freight forwarders will require the documents listed below to be sent to the Ranir Logistics Department upon booking. Documents will then be forwarded to clearing/brokerage agency for release upon arrival into US.

- Packing Slip
- Commercial Invoice
- Air Waybill / Bill of Lading

10.7 Receiving Hours – Delivery Location

Receiving Hours

Ranir's receiving hours are Mon-Fri 7am-3:30pm

After hours shipments are not permitted without prior authorization by Ranir Logistics Supervision.

Delivery Location

All shipments must be delivered to the location specified on the purchase order unless otherwise directed by Ranir, or an authorized written exception.

11.0 PACKAGING REQUIREMENTS

11.1 Tape

Reinforced tape or 2-inch clear tape should be used to close shipping cases. Staples and banding are not permitted

11.2 Weight

The maximum allowable weight for a shipping case is 25 pounds (approximately 11.3 kilos), unless the nature of the product prohibits this, e.g. gaylords, drums, etc. Special allowance may be granted upon request.

11.3 Packing List and Certificate of Analysis / Certificate of Conformance

The packing list must contain line-item detail of the items ordered and shipped. Specific requirements are:

- One (1) Packing List must be affixed to the outside of the shipped items.
- The Packing List must include all items mention in section 14.2 for bulk and raw materials, or section 14.3 for Finished Goods.
- The Packing List quantity must include *only* the Ranir Unit of Measure according to the Purchase Order and the quantity of the deliverables e.g. cases, spools, gaylords, pallets, etc.
- The applicable Certificate of Conformance or Certificate of Analysis must be included.

12.0 PALLET / PALLETIZING REQUIREMENTS

12.1 Pallets must be serviceable 48" x 40" with four-way access meeting No. 1 Reconditioned GMA/GMP specifications.

12.2 Other specific requirements are:

- Nails that protrude above the wood on any location of the pallet are not acceptable.
- Cracked and/or damaged stringers are not acceptable.
- There shall be no knots larger than 1/3 of the width of a deck board.
- Pallets treated with TBP (2, 4, 6-tribromophenal) are prohibited.

12.3 Items must be stacked on the pallet in a manner that provides safe handling during all normal distribution activities. Specific requirements are:

- Pallets containing multiple items must be placarded with "Mixed Product Pallet" on two adjacent sides.
- No more than two lot codes of the same product shall be on one pallet, unless pre-approved by Ranir.
- Items must be shrink- or stretch-wrapped to the pallet.
- Items must not overhang the pallet.
- The maximum height of a pallet load shall not exceed 54 inches (136 cm), including the height of the pallet.

12.4 Ranir does not participate in pallet exchange programs.

13.0 OSHA Chemical Labeling Requirements

13.1 As you may be aware, OSHA's Hazard Communication Standard aligned with the Globally Harmonized System (GHS) of Classification and Labeling of Chemicals. This International GHS was developed and

implemented to standardize hazard communications globally by developing an approach to classifying chemicals and standardize chemical hazard communications on labels and Safety Data Sheets. The standard requires that information about chemical hazards be conveyed on labels using quick visual notations to alert the user, providing immediate recognition of the hazards. Labels must also provide instructions on how to handle the chemical so that chemical users are informed about how to protect themselves.

- Manufacturer contact information
- Product identification
- Pictograms;
- Signal words (Danger or Warning);
- Hazard statements; and
- Precautionary statements

13.2 As Ranir works to implement a more robust chemical management system, we are asking that our suppliers confirm that their container labeling is compliant with the Global Harmonization System. Your efforts and diligent labeling help keep Ranir a safe place for its employees. Proper labels help our employees safely segregate and store materials in a way that minimizes the risk of hazardous chemical interactions and fires.

13.3 For further details on container labeling requirements, please reference [the Specifications sent to you.](#)

14.0 SUPPLIER SHIPPING LABELS

The purpose of this section is to establish shipper label requirements and guidelines for shipping of product from approved Ranir, LLC suppliers. This procedure applies to suppliers that supply finished products that are shipped to Ranir for distribution to Ranir customers, as well as suppliers that provide components and materials used to manufacture or assemble products at Ranir.

14.1 Each individual shipping case must be identified by a label on two adjacent sides:

Customer Product Number or SKU:		Batch number: 
Brand:		
Description:		
Units per Inner:	Units per Case:	Mfg. Part Number: 
UPC: 		Production date: 

14.2 SHIPPING LABEL REQUIREMENTS FOR RAW OR BULK MATERIALS

- Shipping labels shall be 4 by 6 inches placed on two adjacent sides
- Each shipping unit i.e. case/bag/gaylord must be labeled to match the packing slip, including the following.
 - Description
 - Ranir Part Number with barcode (code 128)
 - Part name / description
 - Ranir/Vendor Lot Number with barcode (code 128)
 - Ranir PO Number with barcode (code 128)
 - Customer Brand
 - Inner and packing quantity (both Ranir inventory and PO buy quantities) with barcode (code 128).
 - Manufacture Date
 - Shelf Life or expiration date (if required)
 - Shipper UPC and barcode (code 128)
 - Hazardous material label (if required)

14.3 SHIPPING LABEL REQUIREMENTS for FINISHED GOODS

- Shipping label will be 4 by 11 inches wrap around label showing on adjacent sides
- Each shipping unit, i.e. case/bag/gaylord must be labeled to match the packing slip, including the following:
 - Purchase order number with barcode (code 128)
 - Ranir part number with barcode (code 128)
 - Customer brand
 - Part name/description
 - Inner and packing quantity (both Ranir inventory and PO buy quantities) with barcode (code 128).
 - Date of production



Supplier Handbook

Document No. 999-011

Revision: 05

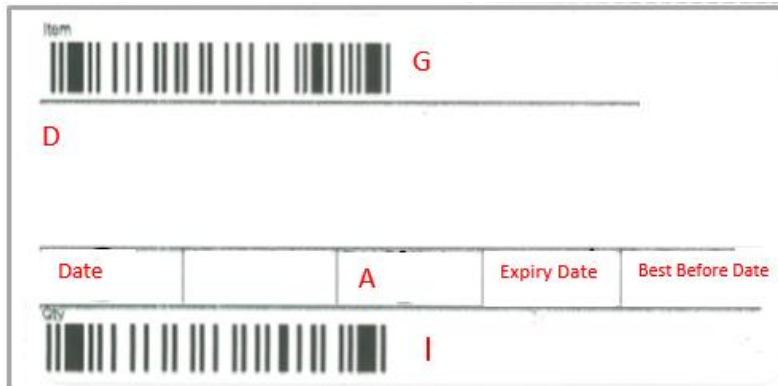
Status: Released

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- Shipper UPC and barcode (code 128)
 - Customer SKU (if required) (code 128)
 - Expiration date (if required)
 - Lot number (if required)
 - Hazardous material label (if required)
-
- All information for the label is required to match the information as listed on the Purchase Order. See example below in section 15.2.
 - If product has an expiry date, include the date below the batch number
 - For the first shipment, the Supplier is to create the shipper label and send it to the respective Buyer for review and approval. This is only for the first shipment.

14.4 Inner carton label

- All information for the label is required to match the information as listed on the Purchase Order. See example below and the Purchase Order in section 15.2 for mapping to this label.
- If product has an expiry date, include the date below the batch number



Item			
[Barcode]			
G			
D			
Date	A	Expiry Date	Best Before Date
Qty			
[Barcode]			
I			

15.0 SHIPPING LABEL AND RANIR'S PURCHASE ORDER

- The Supplier's shipping label needs to reflect Ranir's inventory Unit of Measure on the supplier's shipper label.
- Only two Units of Measure on the box with the current item number (the item on the PO); the BUY Unit of Measure, and the Ranir inventory Unit of Measure. These quantities should be specified as "buy" and "inventory."
- Do not include any previous Ranir item numbers or Units of Measure.

15.1 Example of Ranir's Purchase Order, and How it Relates to the Supplier's Shipping Label

Below is an example of how the information will appear on the Purchase Order, and how that information should appear on the Supplier's shipping label. If the product has an expiry date, include the date below the batch number. Supplier shall create the shipper label and send it to the appropriate Buyer for review and approval. The Buyer will accept or reject the shipper label.

Note: Not all Purchase Orders will include every field because some customers do not require it. Information as required above should be displayed in the *Example* format below:



15.2 Ranir's Purchase Order – EXAMPLE ONLY! :

	Ranir LLC P.O. Box 8877 Grand Rapids, MI 49518-8877 t/ 616 698 8880 f/ 616 222 0710	Purchase order: AP080344																
		<table border="1" style="margin: auto;"> <tr> <th style="width: 50%;">Date</th> <th style="width: 50%;">Page</th> </tr> <tr> <td style="text-align: center;">9/21/2017</td> <td style="text-align: center;">1 of 1</td> </tr> </table>	Date	Page	9/21/2017	1 of 1	Rev. 2											
Date	Page																	
9/21/2017	1 of 1																	
To: 100667	Delivery address																	
<i>Purchase order number must appear on all packages, containers, invoices, and correspondence</i>																		
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width: 25%;">Mode of Delivery</th> <th style="width: 25%;">Delivery Terms</th> <th style="width: 25%;">Payment Terms</th> <th style="width: 25%;">Tax exempt number</th> </tr> <tr> <td style="text-align: center;">Expeditors Ocean</td> <td style="text-align: center;">FREE ON BOARD (NAMED PORT OF</td> <td style="text-align: center;">Net 75 Days</td> <td style="text-align: center;">34-2041122</td> </tr> </table>	Mode of Delivery	Delivery Terms	Payment Terms	Tax exempt number	Expeditors Ocean	FREE ON BOARD (NAMED PORT OF	Net 75 Days	34-2041122										
Mode of Delivery	Delivery Terms	Payment Terms	Tax exempt number															
Expeditors Ocean	FREE ON BOARD (NAMED PORT OF	Net 75 Days	34-2041122															
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">Ranir Item Number/Description</th> <th style="width: 10%;">Quantity</th> <th style="width: 10%;">Unit Price</th> <th style="width: 10%;">Ext. Price</th> <th style="width: 10%;">Delivery</th> <th style="width: 10%;">Confirmed</th> </tr> <tr> <td style="text-align: left;"> G 303571529 C 529 WALMART CANADA D PWTB KDS MDG 2PK MADAGASCAR BP30143WM </td> <td style="text-align: center;">1,002.00</td> <td style="text-align: center;">EA</td> <td style="text-align: center;">2,659.00</td> <td style="text-align: center;">2,664.32</td> <td style="text-align: center;">11/29/2017</td> </tr> </table>				Ranir Item Number/Description	Quantity	Unit Price	Ext. Price	Delivery	Confirmed	G 303571529 C 529 WALMART CANADA D PWTB KDS MDG 2PK MADAGASCAR BP30143WM	1,002.00	EA	2,659.00	2,664.32	11/29/2017			
Ranir Item Number/Description	Quantity	Unit Price	Ext. Price	Delivery	Confirmed													
G 303571529 C 529 WALMART CANADA D PWTB KDS MDG 2PK MADAGASCAR BP30143WM	1,002.00	EA	2,659.00	2,664.32	11/29/2017													
Product UPC : 628915080797 Customer SKU : 30781129 price per 1000 Inner package UPC : 40628915080795 Inner quantity : 3 Shipper UPC : 20628915080791 Packing quantity : 18.00																		

Customer Product Number or SKU: <div style="border: 1px solid red; padding: 5px; width: fit-content;"> B 307811229 </div>	Purchase Order Number: <div style="border: 1px solid red; padding: 5px; width: fit-content;"> A P080344 </div>	
	Exp Date: <div style="border: 1px solid red; padding: 5px; width: fit-content;"> 12-2022 </div>	
Brand: <div style="border: 1px solid red; padding: 5px; width: 100%;"> C Walmart Canada </div>		
Description: <div style="border: 1px solid red; padding: 5px; width: 100%;"> D Item Description </div>		
Units per Inner: <div style="border: 1px solid red; padding: 5px; width: fit-content;"> E 3 </div>	Units per Case: <div style="border: 1px solid red; padding: 5px; width: fit-content;"> F 18 </div>	Mfg. Part Number: <div style="border: 1px solid red; padding: 5px; width: fit-content;"> G 303571529 </div>
UPC: <div style="border: 1px solid red; padding: 5px; width: fit-content;"> H 20628915080791 </div> 00000000000000		Production Date: <div style="border: 1px solid red; padding: 5px; width: fit-content;"> 25-12-2017 </div>

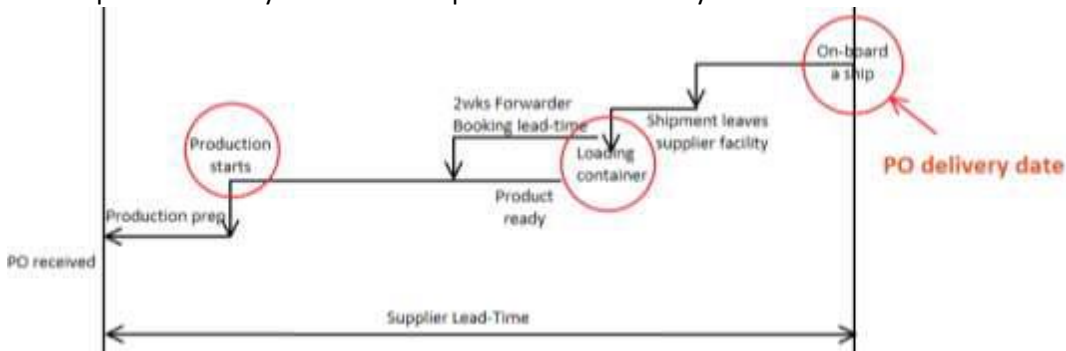
16.0 PURCHASE ORDER DELIVERY RULE – FREIGHT ON BOARD TERMS

16.1 Ranir Purchase Order Delivery Dates:

- International Supplier: the port date where Ranir takes title to the shipment
- Domestic Supplier: the date required at Ranir dock

16.2 Supplier lead-time shall cover preparation for production, production, loading container, transfer to port, and delivery onboard a ship.

- Production preparation 15 – 20 days.
- Production time 20 – 25 days.
- Forwarder booking 14 days ahead of loading a container.
- Container drop-in, loading and ready to ship 1 – 2 days.
- Container leave facility to board a ship 7 days.
- Total 43 – 55 days.
- Although production preparation and production each may vary more or less, the total time of preparation and production is about 45 days or less for most cases.
- Total lead-time can be set as 45 days from PO date to product ready, and 10 days from container drop-in to delivery on board a ship for a total of 55 days.



16.3 Supplier acknowledges acceptance to confirm the product, quantity, price, and delivery. Once confirmed, a contract is formed.

16.4 It is supplier’s responsibility to make sure the PO is accurate in terms of Quantity, Price, Lead-time, and other terms.

16.5 Ranir will pay per PO according to the PO terms. Ranir will not entertain any dispute after the fact.

16.6 Ranir will issue PO per negotiated lead-time. If supplier is late, supplier is responsible for expedited delivery (air freight) and shall bear the extra freight cost.

16.7 Supplier shall not ship partial shipments. In case partial shipment becomes necessary, supplier must obtain buyer’s preapproval before making any arrangement for partial shipment.

- 16.8** If supplier experiences any issue when making 2-week advance booking for container through Ranir designated forwarder, and is unable to receive confirmation to release container on time from the forwarder, supplier is responsible to notify Ranir immediately. Supplier will be responsible for expedited delivery if supplier does not notify Ranir promptly for any container booking problem.
- 16.9** If Ranir wants product inside supplier's lead-time, buyers will check supplier first. If supplier confirm acceptance, then supplier is responsible to ship on time. If late, supplier will be responsible for expedited delivery through airfreight and shall bear the cost
- 16.10** If supplier receives a PO with a delivery shorter than pre-set lead-time, it is supplier's responsibility to communicate to buyer and agree on a delivery date that is acceptable to supplier and has the PO reissued.

17.0 EARLY WARNING SYSTEM IMPLEMENTATION

17.1 A weekly report will be sent to supplier each Sunday and supplier will provide update for the listed orders (i.e. shipment on time, no changes, delayed by 1 week with reason, etc.) for this auto-generated report by each Wednesday. In addition to the status update, supplier will provide signature and a date from the individual providing the status of the open orders. Supplier can scan this report back weekly to your supply chain facilitator. Supplier will verify that all of the listed information is accurate. Supplier will need to pay close attention to the PO numbers, Vendor Name, Item numbers, Unit, Quantity, Delivery Remainder, Created Date, Delivery Date, Unit Price, and Amount Ordered. All other fields will be used internally.

This report will help cut down on errors (pricing, quantities, delivery dates, missing orders, etc.), late shipments, and miscommunications internally, and with all of our supply chain. For instance, there have been times at which a Purchase Order was generated, but a supplier did not receive it. Everyone reviewing this report will see a list of all open purchase orders which will allow supplier and Ranir to reconcile open purchase orders.



Ranir LLC
P.O. Box 8877
Grand Rapids, MI 49518-8877
t/ 616 698 8880
f/ 616 222 0710

Purchase order copy: PXXXXX

Date	Page
11/14/2016	1 of 1

Rev. 1

Purchase order number must appear on all packages, containers, invoices, and correspondence

Delivery address

DESIGNATED PORT
CONSIGNEE
RANIR LLC
4701 EAST PARIS
Grand Rapids, MI 49512

To:

Attention information

Delivery
Confirmed

2/24/2017

Mode of Delivery	Delivery Terms	Payment Terms	Tax exempt number
Expeditors Ocean	FREE ON BOARD (NAMED PORT OF		

Ranir Item Number/Description	Quantity	Unit Price	Ext. Price	Delivery	Confirmed
				2/24/2017	

price per 1000

If the supplier believes that you are not the correct person to provide status updates on Ranir's Purchase Orders has not received the report, please advise so that we can update this list. Also, for some suppliers there will be more than one person receiving this report, so please consult with one another to determine who the point person should be to provide the necessary updates.

18.0 FORECAST REPORT

The forecast report is intended to assist the supplier for planning purposes by providing an estimated forecast over a future period of time.

The forecast report applies to suppliers that provide components and materials used to manufacture or assemble products at Ranir, and also to finished products that are shipped to Ranir for distribution to Ranir customers. This report is to be used as a projected forecast for suppliers to reference. This report is not intended to indicate new firm purchase orders or approval to purchase additional materials for products and/or components and is not binding on Ranir.

18.1 Process

The supplier forecast report will be emailed to the supplier by the specified buyer for the account.

18.2 Definitions of the report:

A – Item: Supplier item number for component, material, finished good.

B – Item Name: Description of item number.

C – Status: Used for Ranir, LLC internal purposes only, supplier can disregard.

D – Buyer Code: Internal number for each specific buyer. The 'R' at the end is on regular planning.

E – Vendor ID: Internal number assigned to each supplier.

F – Type: Separated into three categories – forecast, planned orders, open purchased orders.

- Forecast: Ranir, LLC's sales order forecast.
- Planned Order: Projected purchase orders based upon the sales order forecast to be used by supplier for planning purposes. Note – The planned order column does not indicate an actual purchase order for the supplier.
- Open Purchase Order: Firm purchase orders that have been issued to the supplier by the buyer.

G – Dates: Dates will be shown by month for a specified period of time.

* Note the disclaimer at the end of the report. This report does not indicate actual firm purchase orders, nor does it give supplier approval to purchase material outside of a firm purchase order.

19.0 SUPPLIER SCORECARD

A supplier scorecard is used to measure, rate, and rank suppliers on a continuous basis. Areas taken into consideration are delivery date and quantity received as it relates to a purchase order. If these are not as stated on the purchase order, the supplier will take a mark on their scorecard reflecting the error made, as well as any late shipment automatically incurring a 5 percent charge back. The goal is to

maintain a 95 percent score. If a supplier falls below this percentage an action plan created by the supplier to improve their score will be required.

20.0 REVISION HISTORY

Rev.	Effective Date	Change Number	Description of Change	Released by:
05	5/23/2022	22-05-038	Removed section 7.2.2 that references financial penalties. Revised section 5 to harmonize with Perrigo Ethics document	AO
04	10/28/2020	20-08-079	Updated section 7	AO
03	11/19/2019	19-10-004	Revised sections 5.1, 5.9.2, 7.2.2, and 7.3	JEB
02.1	03/06/2019	19-03-013	Dispositioned material will <i>not</i> be returned to supplier	JEB
02	02/18/2019	19-01-027	Move 700-002 and supplier standards to this document	JEB
01	05/24/2018	18-05-076	Initial release	JEB