



Enmark Tool & Gage Co.

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These requirements are to be used in conjunction with Enmark Tool & Gage's purchase orders. This defines, in more detail, the requirements that must be met to continue being a supplier to Enmark Tool & Gage Co. All suppliers are going to be expected to adhere to these requirements. In addition, any deviations to the requirements outlined below, due to any circumstances, must be approved by Enmark Tool & Gage Co. Failure to follow these requirements will result in elimination from our approved suppliers list.

The following requirements are for parts that are Rough Machine Only:

Roughing Requirements for Non-Heat Treated Parts

Rough Bore Held Diameters -.030
Rough Drill Dowels -.030
Rough Machine Held Surfaces +.010
Finish Machine Non Critical surfaces per print.
Finish All Tapped Holes
Finish All Drilled Holes
Finish All Pipe Taps – No Chamfers on Pipe Taps.

Machine "Stamping Pad Oval" for part identification in view with lift holes.

The oval should be approximately 1 ¼ wide and approximately 6" long and is to be milled into an appropriate area .030 deep

Clean and De-burr parts prior to returning them to Enmark Tool & Gage.

Roughing Requirements for Heat Treated Parts

Rough Bore Held Diameters -.040
Rough Drill Dowels -.040
Rough Machine Held Surfaces +.015/.017 Each Surface
Finish Machine Non Critical surfaces per print.
Finish All Tapped Holes-Except on Flame Hardened Parts.- NO Holes.
Finish All Drilled Holes-Except on Flame Hardened Parts.- NO Holes.
Finish All Pipe Taps – No Chamfers on Pipe Taps.

Machine "Stamping Pad Oval" for part identification in view with lift holes.

The oval should be approximately 1 ¼ wide and approximately 6" long, and is to be milled into an appropriate area .030 deep.

Clean and De-burr parts prior to returning them to Enmark Tool & Gage.

Flame Hardened parts have different requirements than Alloy or Thru Heat Treated Parts.

DO NOT PROCEED unless you understand these requirements.

If you have any questions concerning these requirements contact Pete Kane or Ron Schypinski @ 586-293-2797.

The following requirements are for parts that are Finish Machined Complete:

1. Supplier is responsible for verifying quantity of material or parts received, and immediately reporting any discrepancy. Thereafter, the supplier is responsible for replacing missing material or parts.
2. The supplier will **NOT** under any circumstances substitute material, method of heat treat or any other specification callout on print and/or purchase order without prior approval from Enmark Tool & Gage Co.

3. No change will be made in price or delivery unless approved by Enmark Tool & Gage, and a revision is made to the purchase order.
4. Part number and serial number (for multiple parts) **MUST** be stamped on all manufactured parts, on an unmachined surface if possible. If all surfaces are machined, the Part number is to be etched or scribed on a machined surface. However, **NEVER** mark part(s) on a bearing or seal surface. Each and every part must be identified. If unsure where or how to mark the part, contact an Enmark Tool & Gage representative.
 - a. Parts that are split by design (saw or broken into two parts), and intended to be used as one part, **MUST** be matched to ensure proper reassembly. **BOTH** halves **MUST** have the part number marked on it so as to prevent loss of mating half.
5. An Inspection Report **MUST** be filled out for each part(s), ensuring that all critical features have been checked, and returned with part(s) to Enmark Tool & Gage. Actual dimensions ± 0.002 in English and ± 0.050 in Metric or less, and any unilateral tolerances (i.e. $+0.005''/-0.000''$ or $+0.13\text{ MM}/-0.00\text{ MM}$) must be verified. Furthermore, all geometric callouts related to these critical dimensions must be verified as well. If unsure of what must be verified, contact Enmark Tool & Gage's Quality Department.

- a. For multiple parts the following acceptance sampling is allowed:

Lot Size	Sample Size	Rejects Allowed
0 -5	3	0
5 -10	6	0
10-15	9	0
15-20	12	0
20-25	15	0
25-35	18	0
35-50	21	0
50-70	24	0
70-100	27	0
100-130	30	0
130-160	33	0
160-200	36	0

- b. The inspection report is to be enclosed in an envelope identified with Enmark Tool & Gage's purchase order number and job number.
6. If supplier finds a discrepancy during the machining or inspection process, before any repair(s) can be made the supplier **MUST** obtain approval from Enmark Tool & Gage on the proposed repair.
7. Any parts that are scrapped **MUST** be replaced at the supplier's expense.
8. All part(s) **MUST** be cleaned, deburred, and machined surfaces **RUSTPROOFED**, as well as protected from the elements, when returned to Enmark Tool & Gage Co.
9. It is imperative that the supplier keeps Enmark Tool & Gage abreast of the delivery status of all orders. If the delivery date of an order is not going to be met, contact Enmark Tool & Gage's Purchasing Department and let them know the order is going to be late. This will allow us to better communicate the order status with our customers, as well as allow us to adjust our schedule internally.
10. Prior to returning parts notify Enmark Tool & Gage's Purchasing Department, so that an orderly arrangement can be made for receipt and handling of the part(s).
11. Once the part(s) have been returned to Enmark Tool & Gage, and a discrepancy is found in our inspection process, every effort will be made to allow the supplier to correct the discrepancy. However, it is understood that if there is no time allowed in the Enmark Tool & Gage delivery schedule, the repair will be made by Enmark Tool & Gage, and the supplier will be back charged.
 - a. In all cases Enmark Tool & Gage will work with our suppliers to ensure that an acceptable resolution for both parties occurs.

These requirements are not intended to add burden to our Suppliers, but to provide clarification of our expectations and requirements. As part of our ISO9001:2008 continual improvement efforts we are constantly looking internally at how we can improve our costs, delivery and quality to our customers. A portion of this comes from how we interact with our suppliers. Your full cooperation and compliance with these requirements will allow us to achieve the goal of ensuring the smooth throughput, and on time delivery of a quality product to our customers. Ultimately, by accomplishing this goal we will increase orders from our customers which will in turn translate into more business for our suppliers.

Respectively,

A handwritten signature in black ink, appearing to read "Ron Schypinski". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Ron Schypinski
Purchasing Manager
Enmark Tool & Gage Co.