	<b>SCRAP ACCEPTANCE PROCEDURE General Matters and Specifications</b>	DOCUMENT NO	PR.07.01
		RELEASE DATE	04/01/2022
		REVISION NO	00
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### PURPOSE

The purpose of the procurement/scrap acceptance procedure is to ensure that the procurement process is carried out without errors and in accordance with occupational safety and health rules.

### SCOPE:

This procedure is used for all scrap purchases made in our company. Scraps within the scope of the subject; manufacturing residual stainless steel scraps, various tools & equipment, machinery equipment etc. stainless steel based materials that have been out of use, domestic stainless steel based materials that have been out of use, recyclable boxes, packaging, etc. stainless steel based materials, stainless steel shavings resulting from mechanical processes.

### RESPONSIBILITY AND AUTHORITY

The site manager and the quality department are responsible for the implementation of this procedure.

### GENERAL REQUIREMENTS


#### Scrap Delivery

1. Scrap delivery location is CRONIMET Turkey Gebze site. Control and acceptance procedures are carried out here.
2. It is mandatory to have a delivery note for the vehicles that will enter the site. Vehicles without a delivery note are not allowed to enter the site.
3. Scrap is accepted 5 days a week (Monday-Friday), between 9.00-17.00. No admission to the site will be made before 9.00. Vehicles arriving after the specified last entry time will not be taken to CRONIMET Turkey site.
4. Scrap vehicles must be equipped with a tipper, suitable for transporting and unloading scrap in terms of technical safety. CRONIMET Turkey cannot be held responsible for the situations that the vehicle may encounter due to its inappropriate features.
5. Vehicles must open the tarpaulins of their trucks outside the site. Drivers of suppliers must act in accordance with occupational safety rules. Drivers will be able to enter by accepting the security procedure at the CRONIMET Turkey site entrance.
6. No one other than the driver may be present in the vehicles entering the field.
7. Vehicles entering the site can unload their vehicles at the point indicated by the authorized personnel. Vehicle unloading can only be done in the presence of CRONIMET Turkey personnel. Drivers must comply with all occupational safety rules during the unloading process.
8. The driver is responsible for all maneuvers necessary for the safe unloading of the vehicle.
9. Full and empty weighing of each vehicle will be done on the scale with radiation panel. The cost of the materials unloaded without weighing will not be paid.
10. CRONIMET Turkey weighbridge result will be valid for determining the scrap amount.
11. In the event that supplier companies supply scrap to CRONIMET Turkey within the scope of this specification, supplier companies will be deemed to have accepted this specification.

#### Quality Assessment Process

1. The quality assessment is carried out by the quality department of CRONIMET Turkey and is binding.
2. The presence of scrap materials specified in the "Conditional Acceptance and Rejection Conditions" section and 2% or more stone, soil, plastic, slag, iron powder, iron ball, iron, etc. in the scrap (high wastage) is considered as non-conformity. These nonconformities are reported (with pictures) to the supplier company via e-mail and cannot be changed.

<b>QUALITY DEPARTMENT</b>	<b>FIELD MANAGER</b>


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3. Suppliers cannot directly or indirectly convey their objections to the quality unit, all actions to be taken in this direction are made to the purchasing unit.
4. In case of non-conformity detected on the vehicle, the vehicle is returned to the supplier company without unloading.
5. If non-conformity is detected after the vehicle is unloaded, all scrap or non-conforming parts are returned to the supplier company.
6. Content that does not qualify as scrap is defined as "FIRE" and recorded by deducting the determined amount. Quality assessment is based on the remaining quantity.
7. CRONIMET Turkey has the right to return any material that is deemed to be of poor quality, and will not pay the price of the poor quality material even if it does not return the material and uses it.

### Conditional Acceptance and Rejection Terms

1. There should be no parts containing copper, tin, lead, zinc, mercury, iron, plastic. The detected parts are defined as waste and processed according to the waste procedure.
2. Electronic parts and their equipment integrated with the material must not be present. Otherwise, it is defined as waste and processed according to the waste procedure.
3. All materials containing snow and water may be rejected or defined as waste in an amount determined by the quality unit. It is subject to the waste procedure.
4. Vehicles must not have heavy tonnage parts. Parts over 1.5 tons are not accepted by CR TR. They are returned to the supplier company.
5. Materials larger than 1.5X1.5 meters cannot be accepted. They are returned to the supplier company.
6. Unpressurized or uncut tubes, tanks, boilers, etc. pressure vessels are not accepted. They are returned to the supplier company.
7. Materials such as gearboxes, gearboxes, hydraulic cylinders, etc. that have not been opened and oil has not been drained are not accepted. They are returned to the supplier company.
8. Scraps containing all kinds of flammable and combustible materials and oily materials are absolutely not accepted. It is returned to the supplier company.
9. Ammunition scrap is absolutely not accepted. It will be returned to the supplier company.
10. Chemical, medical, military, etc. materials with radioactivity above the natural environment radioactive limit value (40 µR/h) and all kinds of stainless steel materials contaminated with radioactivity are absolutely not accepted.
11. In case of detection of radioactive material in unloaded vehicles, the necessary procedure will be applied by CRONIMET Turkey.
12. Materials containing soil, stone, concrete, insulation materials are not accepted. They are defined as waste and subject to the waste procedure.
13. Wood, rubber-plastic etc. materials are not accepted. They are defined as waste and subject to the waste procedure.
14. All stainless steel shavings containing scale, rust debris, welding spatter, etc., as well as wood shavings, oxidized, greasy or oiled stainless steel shavings containing any kind of impurities may be rejected or penalized by the quality department.
15. Pressed chips are not accepted. They are returned to the supplier company.

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16. Materials arriving in packages or bales may be rejected completely or randomly selected and opened, and if contamination and / or poor quality material is detected as a result of the control, the entire material or the problematic part of the material is returned to the supplier company.

17. In the event of the 3rd repetition of the items specified in the Conditional Acceptance and Rejection Conditions, relations with the company may be suspended.

### **SUPPLIER EVALUATION**

All service and product suppliers that work with our company, are included in the approved supplier list, and have been purchased are subject to supplier evaluation.

All suppliers are interviewed once a year by a management representative. Management is responsible for managing relations with suppliers and taking relevant decisions.

### **Evaluation Criteria:**

Evaluation criteria are determined by taking into account the working principles and vision. As a result of the evaluation, the new classification of the supplier is made and the status of the cooperation with the supplier is announced to the employees with the approval of the Senior Management.

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