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Goldwind International Document

Local Ordering Policy



RECORD OF CHANGES

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1.0	2016/09/21	First release	J Simmonds	Dongyinming	Panyantian

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1 Scope and coverage

The aim of this global policy is to ensure that the local acquisition of wind turbine generator spare parts and consumables is controlled in such a way as to ensure the safety of workers, protection of the environment, correct operation of equipment and maintain the life expectancy of wind turbine generators and associated assets.

This global policy covers wind turbine spare parts and consumables identified in technical manuals including, but not limited to, oil, grease and coolant.

This policy applies to all Goldwind International and Subsidiary workers operating under Goldwind management systems.

2 Policy statement

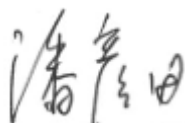
Goldwind has identified that local purchasing is necessary to manage the on-site activities efficiently for the fulfillment of its business operations. The use of local resources where possible, that have the ability and are qualified to meet Goldwind's technical requirements, improves logistic arrangements and promotes the growth of local businesses.

Mandatory policy requirements are:

- Impact to the environment, worker health and safety, and end of life cycle disposal shall be considered before purchasing or ordering of spare parts or consumables
- Project/Service Manager or subsidiaries Senior Manager shall review the local procurement request before purchasing spare parts or consumables
- Parts identified in the *Authorised Purchasing List* within the **Local Purchasing Guideline**, shall be ordered unless approval is granted by the GWI Project Management Department or Service Department Manager to deviate from this list
- For all Items not covered in the *Low Cost Spare Parts/Materials Ordering* table within the **Local Purchasing Guideline**, then a requestor shall submit an Project Local Purchasing Application Form to the Department Material Specialist for approval
- Local sources of supply shall be a qualified agency or company
- Items to be purchased locally shall meet the technical manual requirements. GWI Technical Department shall be consulted to approve any deviation from this requirement
- Product specifications shall be checked prior to ordering and upon physical receipt to confirm verification
- Certificates, inspection, testing and calibration records accompanying the supplied products shall be kept in accordance with **Control of Documentation Guideline**

Note: Read this policy in conjunction with (GWI – Local Ordering Guideline).

Signature:



Panyantian
Goldwind International General Manager

Effective Date: 2016.9.21