

LEAR GLOBAL PURCHASING - SUPPLIER BULLETIN

STATUS	BULLETIN #	SUBJECT	RELEASE DATE
NEW	56430-56	Supplier Written Approval Requirement all Changes or Moves of Production Location(s)	02-08-2007
SCOPE:	ALL APPROVED PRODUCTION PART AND MATERIAL SUPPLIERS TO LEAR		

PLEASE NOTE:

If you are the Supplier System Administrator for your company, please ensure that this bulletin is forwarded to all appropriate contacts within your organization.

This bulletin is to remind all suppliers the importance of complying with all aspects of the Lear Supplier Requirements Manual.

One specific requirement for all production suppliers is that advanced, written approval for all production location changes must be obtained from Lear Corporate Purchasing and all Lear receiving locations.

This requirement includes all tool moves as well as any changes in processing and/or assembly locations.

Suppliers are to required submit the completed "Request for Written Approval for Global External Production Supplier to Change/Move Production Location(s)" form to their Lear Corporate buyer and the affected Lear receiving plant(s).

This form must be submitted well in advance of the planned change/move. In many situations Lear Corporation needs to obtain approval from their customer prior to any change.

The "Request for Written Approval for Global External Production Supplier to Change/Move Production Location(s)" form and the Lear Supplier Requirements Manual can be accessed at:

<http://lear.covisint.com>

