

Abex

An IC Industries Company

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*formula 1007-138
product code 3H
NANM strips only*

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From: A. D. Indelicato

Subject: Asbestos Product Policies

As a result of the July Operating Committee meeting, following are the policy changes regarding quotations, experimental orders, development orders, general sales policies, and inventory.

1. Quotations

Any request for quotation involving a part that is not currently in a price sheet, or currently manufactured in the case of OE, should be refused.

Functionally, what should occur is:

- a) On a part number by part number basis, refuse to quote (RTQ), but offer an asbestos-free alternative product and so quote.

Where no asbestos-free alternative is available, a letter should accompany the quote inviting the customer to a meeting to discuss their needs.

- b) All RTQ's should be sent to the customer via the appropriate sales department so that the appropriate follow-up and priority is given. This also allows the sales vice presidents to appeal the RTQ if there is strategic significance to the quote.
- c) A monthly recap of RTQ's due to this policy should be issued by M. G. Beaver with input from Marietta and Troy.
- d) Before we RTQ, a thorough check of our inventory should be conducted by Materials Management to determine if the desired part, or functional equivalent, exists. If inventory is available, special consideration will be