

August 1, 2021

Dear Valued Supplier,

As part of Lear Corporation's annual IATF 16949 audit certification and compliance, Lear is required to have a VALID Quality Certificate on file for every supplier address that ships to Lear.

- It is expected that your organization has formulated a transition plan to be in accordance with these standards. ISO 9001/ IATF 16949 has a much stronger focus, and as such, Lear Corporation will continue to evaluate our supply base for compliance.
- This is a reminder that IATF 16949 and ISO 9001 certification is required unless your company has obtained a waiver or deviation in writing from Lear. Suppliers not in compliance will not be able to bid on new business and may lose current business.

All suppliers are required to comply with Lear's Customer Specific Requirements which can be found in our [Global Requirements Manual and Code of Conduct for Suppliers](#) on [www.lear.com](http://www.lear.com)

Instructions for certificate upload in our Supplier Portal be found <https://slm.lear.com>:

LEAR COMPANY TECHNOLOGY SUSTAINABILITY CAREERS INVESTORS SUPPLIERS NEWSROOM

Supplier Diversity Supplier Sustainability Policy Purchase Order Terms & Conditions Conflict Minerals Human Rights

Web Applications Web Guides EDI Guidelines Affiliates Corporate Governance

### Web Guides

As a leading global tier 1 automotive supplier, Lear works with a diverse group of vendors and suppliers to meet the needs of our customers. To maintain the quality and timing expectations of our customers, the suppliers must meet our expectations first.

Lear Corporation provides opportunities for minority enterprises, ensuring their fair consideration as vendors of our goods and services. Lear recognizes the responsibility to the communities that it serves and the society in which it conducts business and the use of minority business enterprises must be, and is a function of our routine purchasing procedures. No potential minority supplier will be precluded from consideration, as Lear firmly believes that in a free enterprise system every attempt must be made to fully utilize all of our resources.

- + Supplier Development
- + Supplier Diversity
- Supplier Training & Reference
  - SLM - Sell-side Supplier Attachment Upload
  - SLM - Sell-side Supplier Self Service Password Reset Utility
  - SLM - Sell-side Supplier Certification Upload

SLM-SELL Side\_108.0\_Supplier-Certification Upload

If you do not have access to the [slm.lear.com](https://slm.lear.com) portal, do not remember your company's administrator, or cannot remember your credentials, send an email to [supplieraccess@lear.com](mailto:supplieraccess@lear.com).

**NOTE: CERTIFICATES ARE NOT ACCEPTED VIA EMAIL. CONTACT YOUR LEAR BUYER IF YOU DO NOT UNDERSTAND THE REQUIREMENTS OR NEED ASSISTANCE.**

Thank you in advance for your support.

Dirk Erickson  
Vice President, E-Systems  
Global Purchasing and  
Supply Chain

Jason Rupp  
Director, Seating  
Global Purchasing  
Surface Materials

Larry Vano  
Vice President, Seating  
Global Purchasing  
JIT and Structures