

February 1, 2015

BASIC BUYING POLICY NOTICE

This is a reminder concerning BAE Systems Basic Buying Policy and what that means to you as a supplier.

It is BAE Systems policy that the Procurement Department has sole authority and responsibility to obligate funds for goods and services on behalf of the Company. All purchase orders are issued by the Procurement Department only, and NO commitments from any other person (verbal or otherwise) are binding.

This means that Engineering, Program Management and others are **NOT AUTHORIZED** to give direction to suppliers such as start of work authorization, scope changes, schedule changes, picking up material, redirecting deliveries, etc. If you receive such direction, please contact your Authorized Procurement Representative to confirm.

The Authorized Procurement Representative is responsible for releasing a Request for Quote (RFQ) or a Request for Proposal (RFP) in support of BAE Systems proposals to our customer. Any questions regarding the RFQ/RFP and your response must be directed to the Authorized Procurement Representative. It is imperative that the process is followed to assure BAE Systems to be compliant to Government Regulations, Public Laws and Internal Policies and Procedures.

If you, as a supplier, choose to proceed based on an unauthorized person's direction, you will not be eligible to receive an adjustment in price for any additional costs incurred and may become ineligible to receive any additional awards from BAE Systems.