



# Agrigreen Manufacturing

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# Working Standard

## Introduction

**Agrigreen Manufacturing (AGL Manufacturing)** is a high-tech Mechanical Manufacturing with the capability of provide solutions for different markets segments and distinguishes itself in the industry by:

- High capacity manufacturing center
- Advance scheduling system to provide quick delivery
- Process insurance to guaranty stable products & quality
- Lean manufacturing production system to achieve best quality-price
- Environmentally friendly manufacturing production system
- Constant process improvement powered by R&D Dep.
- Specific processes required by client and optimum care for the product.

AGL Manufacturing is modern Manufacturing company, located in Zhejiang Province, South of Shanghai in the city of Ningbo, in a Nordic Industrial Park Ningbo, with strategic logistic situation near Beilun port and operates in high demanding markets. AGL Manufacturing is part of Agrigreen Limited., located in a Hong Kong .

### AGL Manufacturing Organization

#### CEO Mr. Ruben Arias

Bachelor Degree in Industrial Mechanical Engineering  
Polytechnic University of Catalonia, Spain

Bachelor Degree in Industrial Scheduling  
Polytechnic University of Catalonia, Spain

#### Design and R&D department

1 Head department Senior Mechanical Engineer  
2 Project Manager  
5 Technician Draftsman

#### Production department

1 Head department Senior Mechanical Engineer  
2 Production Managers  
27 Specialized workers

#### Quality department

1 Head Mechanical Engineer  
2 Quality Technician

#### Finance Department

1 CPA  
1 Accountant Alice

#### Purchasing Department

1 Head department Senior Technical Purchaser

#### Logistic and Export Department

1 Head department Senior Logistic Manager

Most important values of Agrigreen Manufacturing are Quality Products, Technical solutions and Customer Service.

What makes us special is our ability to create and invent new ways to provide solutions for anything our customers need.

We can do this because of our talented and highly-qualified staff with decades of experience. We take our deep knowledge and expertise, together with our drive to improve, innovate, and perfect, and use these elements to produce the best agricultural solutions for our customers

Agrigreen Manufacturing has three main activities:

- Agricultural turn key projects
- Dairy farms project
- Custom made Mechanical solutions under client demand

Present quality systems under process are:

#### • ISO9001

AGL Manufacturing goal is to meet or even outperform customer's expectations.

Therefore, this document is presented to all our customers to inform them in detail about the working standard of AGL Manufacturing and to explain how AGL Manufacturing operates and about the results our customers can expect.

AGL Manufacturing is open for discussion when certain demands, requests deviate from the terms mentioned in this document.

Without mutual agreements AGL Manufacturing will operate according to the working standard as described in this manual.

## Working Standard

### 1. Request for quotation

The customer sends a Request for Quotation to AGL Manufacturing.  
This request should include the following information:

- Customer's contact person & Details
- Brief process description & application
- Product Technical Documentation :
  - *Part description*
  - *Part drawings (Part drawings & Assy drawings if parts bellows to main assembly)*
  - *Part Material Standard*
  - *Critical points, o other specifications that may affect the final use or quality of Part*
  - *Packing instruction or Special Loading request*
- Order quantity
- Delivery Condition & Time line delivery schedule

**Non Disclosure Agreement maybe signed upon client request, with AGL Manufacturing before or after Request for Quotation process**

### 2. Quotation

AGL Manufacturing will quote in accordingly based in customer requests and information provided.

If any deviation in the request AGL Manufacturing, will provide and remark the point in which, any technical specification or request is been modify or adapted to similar standard, for final customer acceptance.

### 3. Order

AGL Manufacturing with provide the Purchasing order which included:

- Customer's contact person & Details
- Order & Project or Parts Reference and Description
- Full specification and dimensions
- Quantity of delivered parts
- Specifications or other quality demands which have to be applied
- Delivery conditions
- Payment conditions
- Technical documentation , Assembly guides, Project book.

### 4. Sample stage

AGL Manufacturing, will provide a sample to the customer according Quotation detail specifications.

The sample must be confirm in full, and provide AGL Manufacturing a writing conformity of sample quality and technical specifications , before order production

AGL Manufacturing, may conduct if necessary a functional test assembly with the rest of Assy in order to insure full product satisfactory, if required

Finally is any deviation in the original specification by customer due to adjustment in the specifications, functionality or else, offer will be revised, and new sample will be supply if applicable until Sample is approved

### 5. Production & quality control

AGL Manufacturing and customer will agree in delivery schedule and logistics terms , the will be manufactured following specification agreed, based in approved sample.

AGL Manufacturing will follow process, and quality control and test based in standard AGL Manufacturing procedures.

If non standard or deviation from AGL Manufacturing process, and quality control and test , is requested by customer will be special design and this should be mutual agreed by customer and AGL Manufacturing

Customer can access to manufacturing facilities upon request, under AGL Manufacturing supervision.

AGL Manufacturing will limited access to manufacturing facilities in order to protect other customer intellectual property

### 6. Packaging & Logistics

AGL Manufacturing will pack according specification agreed in the Quotation if any special request, sample packing should be approved by customer

AGL Manufacturing, will provide shipping follow up of the orders and will update, in order customer can follow the shipping status of the items

Customer should follow guaranty delivery terms and send Declaration of product reception within terms of the guaranty in order to claim any deviation in the material quality, packing or defect.

### 7. Assembly and Maintenance

Customer should follow guaranty assembly and maintenance terms, which are detail in Assembly guides procedure and Maintenance supply by AGL Manufacturing, in order to be under guaranty terms.

### 8. Documentation

AGL Manufacturing will provide:

- Invoice copy
- Packing list copy
- Technical documentation (Hard copy upon request)
- Assembly guides copy (Hard copy upon request)
- Project Book copy (Hard copy upon request)
- Invoice Original send by courier
- Packing list original send by courier

### 9. Payment

Payment terms as agreed in Quotation

Payment shall be effected in line with the invoice within the agreed term of payment.

### 10. Terms modification

AGL Manufacturing and customer will inform if any modification of any terms listed above concerning to agreed terms.

AGL Manufacturing and customer should mutual agree, new term in order to proceed with process as any modification can have significant consequences to the Order in process (Specifications, Delivery schedule, Price,....)

