# COMPONENT TRACEABILITY PROCESS DOCUMENT

# COMPONENT TRACEABILITY PROCESS DO

NaviFloor Robotics, Inc.

Effective Date: January 15, 2024

Document ID: CTD-2024-001

#### 1. PURPOSE AND SCOPE

1. This Component Traceability Process Document ("Process Document") es

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- 2. This Process Document applies to all components, including but not limited
- (a) LiDAR sensors and depth-sensing modules
- (b) Navigation control units
- (c) Terrain mapping processors
- (d) Motion control systems
- (e) Safety system components
- (f) Electronic control units (ECUs)
- (g) Proprietary firmware modules

### 2. DEFINITIONS

1. "Component" means any physical or digital element incorporated into Con

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llowing

- 2. Registration Requirements:
- (a) Component specifications
- (b) Supplier information
- (c) Manufacturing date and batch number
- (d) Quality certification documentation
- (e) Import/export classification
- (f) Safety certification status

# 4. DOCUMENTATION REQUIREMENTS

- 1. Mandatory Documentation:
- (a) Component origin certification
- (b) Technical specifications

(c) Quality control test results
(d) Compliance certificates
(e) Installation verification records
(f) Maintenance history
(g) End-of-life disposition plans
2. All documentation must be maintained in Company's secure electronic do
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5. SUPPLIER REQUIREMENTS
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1. Suppliers must provide:
(a) Component origin documentation
(b) Manufacturing quality certifications

(c) Mategial composition declarations
(d) Compliance with Company's Quality Management System
(e) Real-time access to component status updates
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2. Suppliers shall maintain their own traceability systems compatible with C
6. QUALITY CONTROL AND TESTING
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1. Each Component shall undergo:
(a) Incoming inspection
(b) Performance validation

(c) Integration testing

(d) Safety compliance verification

(e) Operational validation
- 2. Test results must be documented and linked to the Component's Traceabil
7. COMPLIANCE AND AUDITING
- 1. Internal Audits:
(a) Quarterly review of traceability systems
<ul><li>(b) Random sampling of Component documentation</li><li>(c) Process compliance verification</li></ul>

(d) Data integrity checks

2. External Audits:
(a) Annual third-party verification
(b) Regulatory compliance review
(c) Certification maintenance audits
8. SECURITY AND ACCESS CONTROL
-  1. Access to traceability records shall be restricted to authorized personnel b
- 2. All access and modifications to traceability records must be logged and m
9. EMERGENCY AND RECALL PROCEDURES

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- 1. In the event of a Component-related issue:
- (a) Immediate identification of affected units
- (b) Stakeholder notification protocol
- (c) Remediation plan implementation
- (d) Documentation of corrective actions

#### 10. AMENDMENTS AND UPDATES

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- 1. This Process Document shall be reviewed annually and updated as necessary
- (a) Regulatory changes
- (b) Technology advances
- (c) Process improvements

(d) Industry best practices

### 11. GOVERNING LAW

1. This Process Document shall be governed by and construed in accordance

### **AUTHORIZATION**

IN WITNESS WHEREOF, this Component Traceability Process Document authorized and approved by NaviFloor Robotics, Inc.

By:

Name: Dr. Sarah Chen

Title: Chief Executive Officer

Date: Japuary 15, 2024

By:

Name: Richard Torres

Title: Chief Operating Officer

Date: January 15, 2024

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