Standard Operation Procedure for Nitrile Gloves Cranberry Evolve 300, Cardinal Health and 3M 1860 Masks.

Dear Sirs,

In order to clarify the process, let me send you our seller´s SOP.

STEP 1: Buyer confirms the requirement. Seller issues SOP (Standard Operating Procedure), Buyer agrees to this SOP and sign as acceptance; NCNDA (Non-Disclosure Agreement) between four parties - Buyer's/Seller's mandate/intermediary at least signed; Buyer submits LOI/ICPO, KYC, LOA and AML.

NOTE: If the buyer is a Proxy Seller would need also the authorization letter empowering the Proxy Buyer for such transaction.

STEP 2: Due Diligence, IMFPA Draft prepared, reviewed and accepted by Buyer.

STEP 3: Seller’s attorney issues a LOA (Letter of Attestation).

STEP 4: Buyer makes POF, must be BLC with ATV, MT199 or Bank to Bank. If it’s from the Bank/Financial Institution, we would require additional 3 Documents (Max Within 48H after Buyers Lawyer receives LOA from Sellers Lawyer to lock in price).

STEP 5: DRAFTS: SPA (Sale and Purchase Agreement) and ESCROW agreement are sent to Buyer for Approval.

STEP 6: Seller attorney confirms Lot number and SGS report number with SGS PIN number to buyer along with final SPA and ESCROW agreements for Buyer to sign.

STEP 7: Buyer/Buyer authorized representative can inspect the product (accompanied by a Seller representative) and must either fund ESCROW account or issue MT760/MT799 (Blocked for this transaction) with the purchase price and commissions.

STEP 8: Buyer approves to releases funds into seller’s escrow account or release funds via MT103 B2B, Within 48 -72 hours of Buyer’s confirmation of the merchandise.

STEP 9: Product pickup by Buyer for FOB or dispatched if agreed terms are CIF after seller confirms credit of funds and change title ownership to Buyer.

If you have any doubt, please do not hesitate to contact us. Thanks for your understanding and cooperation!

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Buyer's representative Seller's representative

Name: Name:

Title: Title:

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