



May 2019

## On-Engine Audit Policy

### Scope and Purpose of Audit:

The Master Distributor or Engine OEM is required to have at least one Factory Certified Technician. The audit of the technician is for the verification of the use of proper procedures and practices for installation and wiring, set point adjustments to the panel, and final tuning of the substitution rate of the GTI Bi-Fuel System to the engine/generator operating conditions.

The audit is considered to be complete when the audited technician's paperwork is accepted and returned by Altronic.

### Scheduling:

The scheduling of an on-engine audit will be done at the earliest convenience of the Altronic GTI Field Engineer and receipt of a P.O. to Altronic. (P.O. is required for Altronic to travel).

### Charges:

First time audit for a Master Distributor or Engine OEM Dealer, located in North America, is free of charge up to \$1000.00 USD (any visa or safety fees will be charged at cost plus 5%). It is expected that the Distributor or OEM Dealer will use the first audit to train their commissioning technician; therefore, the GTI labor charges will be waived for the first two work days on site. Any additional travel and expenses beyond two days—or twenty hours—will be charged to the P.O.

The charges for auditing the Master Distributor or Engine OEM Dealer beyond the first two days will be billed according to current Altronic Field Service Policy and Rates.

Auditing must be during regular working days (Monday through Friday) and cannot include Holidays.

The issued P.O. will be cancelled if no fees are incurred.

### Cancellation:

Cancellation of the auditing trip must be done 48 hours or more in advance of the scheduled trip. Altronic, LLC reserves the right to charge for transportation fees or cancellation penalties incurred as a result of the cancellation of a scheduled audit visit.

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