

[Regional Quality Committee Standard]

[Regional Headquarters Function]

1 General Provisions

1.1 Purpose

The purpose of this standard is to ensure proper and smooth operation of the meeting body that is held to judge the necessity of taking market actions, etc. as a region (hereinafter referred to as "Regional Quality Committee" or "RQC") by defining basic requirements such as of roles and structure.

1.2 Scope

This standard applies to the Regional Quality Committee in each region.

1.3 Definition of Terms

The definitions of terms used in this standard are as follows:

| No. | Term | Definition |
|-----|--|---|
| 1 | Market action | An action to take remedial action, such as recall or PUD, or to extend the warranty period for sold products in the market. |
| 2 | Global Quality Committee (GQC) | A meeting organized by Honda Motor Co., Ltd. at to deliberate the need for market action from global markets and to make the final decision |
| 3 | Person responsible for proposing market action | <p>Any of the following persons who initiate requests for the RQC or GQC and propose market actions where it is potentially appropriate from investigations and analyses results of market quality information</p> <ul style="list-style-type: none">▪ Quality representative of the production facility of the product in question (Chief Inspecting Engineer)▪ General Manager of Motorcycle Quality Assurance Division▪ General Manager of Power Product Quality Assurance Division▪ General Manager of Certification & Regulation Compliance Division▪ General Manager of the service section.▪ General Manager of service parts supply section▪ The quality representatives of affiliate companies.▪ The head of a section responsible for the problem or heads of other related sections |

1.4 Names of the RQC

The name of the RQC per region is as follows:

| Region (where products are sold) | Abbreviation | Name of Meeting | Region (country) |
|-------------------------------------|--------------|----------------------------------|---|
| North America | NASC | North America Steering Committee | North America (United States, Canada, Mexico), Central America (Guatemala, Honduras, El Salvador, Nicaragua, Costa Rica, Panama, etc.) |
| South America | SAQC | South America Quality Committee | South America (Brazil, Argentina, Peru, Venezuela, Chile. etc.) |
| Europe | EQC | Europe Quality Committee | Europe (UK, France, Spain, Germany, Netherlands, Switzerland, Belgium, Sweden, Greece, Bulgaria, Serbia, Croatia, Israel, etc.) |
| Asia and Oceania | AQC | Asia & Oceania Quality Committee | Asia (Thai, India, Indonesia, Vietnam, Malaysia, Philippines, Singapore, Taiwan, Korea, etc.) Oceania (Australia, New Zealand, etc) |
| China | CQC | China Quality Committee | China (excludes Hong Kong and Macau) |
| Japan | JSC | Japan Steering Committee | Japan |

• Several overseas facilities

• Countries that consigned market quality handlings to Japan

OQC

Overseas Quality Committee

• Applies to several overseas regions.

• Regions not included in the above: countries in the Middle and Near East, Africa and the CIS, and Hong Kong, Macau, etc.

* Countries in the CIS : the CIS is a cooperative community of countries consisting of the former Soviet Union, such as Russia, Kazakhstan, Uzbekistan, etc.

1.5 Roles of the RQC

1.5.1 In order to judge whether or not market action, etc. is necessary, RQC discusses the results of investigation and analysis regarding internal or market quality information with experts (refer to paragraph 1.6.3) from each region. After the discussion with the attendees, the RQC chairperson (hereinafter referred to as “chairperson”) decides what to propose to the GQC.

If negotiating with the government authority regarding the exemption from market action on sold products, the RQC of the concerned area is responsible for making a decision on whether or not to enter negotiation.

1.5.2 Japan Steering Committee (JSC) may deliberate on the needs of remedial action for quality problems in Japan market, in addition to the needs of proposing market action on quality problems in markets across all regions.

QQC may discuss the quality problems for products manufactured in overseas facilities which Global Quality Service Division, Power Product Quality Assurance Division or Motorcycle Quality Assurance Division of Honda Motor Co., Ltd. has investigated and analyzed (upon request for investigation and analysis or for proposal of market action from facilities outside Japan) and those that require the judgment on the necessity of market action implementation, etc. among regions.

1.6 Composition of the RQC

1.6.1 The RQC is composed of a chairperson, commissioners and a secretariat.

1.6.2 In principle, the chairperson is the person responsible for service operations in the concerned region and is appointed by the Chief Operating Officer of the region.

For JSC, each General Manager of Motorcycle Quality Assurance Division, Automobile Quality Assurance Division, Power Product Quality Assurance Division are to serve as the chairperson.

For those that require judgment on the necessity of market action on products sold to regions outside the control of the respective RQC listed in paragraph 1.4, such as countries in the Middle and Near East, Africa and the CIS, and Hong Kong and Macau (refer to paragraph 1.5.2 for products sold in more than one region), each General Manager of Service Division of Motorcycle Operations, Global Quality Service Division of Customer Service Operations, or Service Division of Power Product Operations of Honda Motor Co., Ltd. is to serve as the chairperson of the QQC.

1.6.3 Commissioners of RQC are decided by the chairperson which, in principle, are the regional representatives from sections of service, production, design and development, certification and regulation compliance related and service parts. Depending on the matters to be addressed, members of other related sections may be added.

- 1.6.4 In principle, the service section of each region serves as the secretariat of the RQC (hereinafter referred to as the "secretariat") and is appointed by the chairperson.

The relevant section of the chairperson is the secretariat of JSC and OQC.

2 RQC Operation

2.1 Holding of the RQC

- 2.1.1 The chairperson will hold the RQC upon request of the person responsible for proposing market action.
- 2.1.2 The chairperson convenes related individuals, upon necessity, in order to obtain expertise from people other than commissioners.
- 2.1.3 After obtaining approval from the chairperson, the secretariat determines the date, venue and other details of the committee meeting, and sends notification of convening the RQC.

2.2 Notifying Information relating to RQC

The secretariat promptly provides the following information regarding the RQC for each product in question to the General manger of Motorcycle Quality Assurance Division, Global Quality Service Division, Power Products Quality Assurance Division and the GQC secretariat (Motorcycle Quality Assurance Division, Global Quality Service Division, Power Products Quality Assurance Division).

- (1) Meeting notice
- (2) Reporting materials
- (3) Meeting minutes
- (4) Other materials

2.3 Request for Holding Global Quality Committee and Report on Rejection of Proposal

- 2.3.1 The person responsible for proposing market action, for those for which market action is deemed to be necessary as a result of the deliberation of the RQC, requests the convening of the GQC to propose market action.
- 2.3.2 The chairperson reports to the GQC the details of the case for which market action, etc. was determined as unnecessary in its supervisory regions with its reasons.

2.4 Records of Discussion Results

The secretariat stores materials and meeting minutes of the RQC.

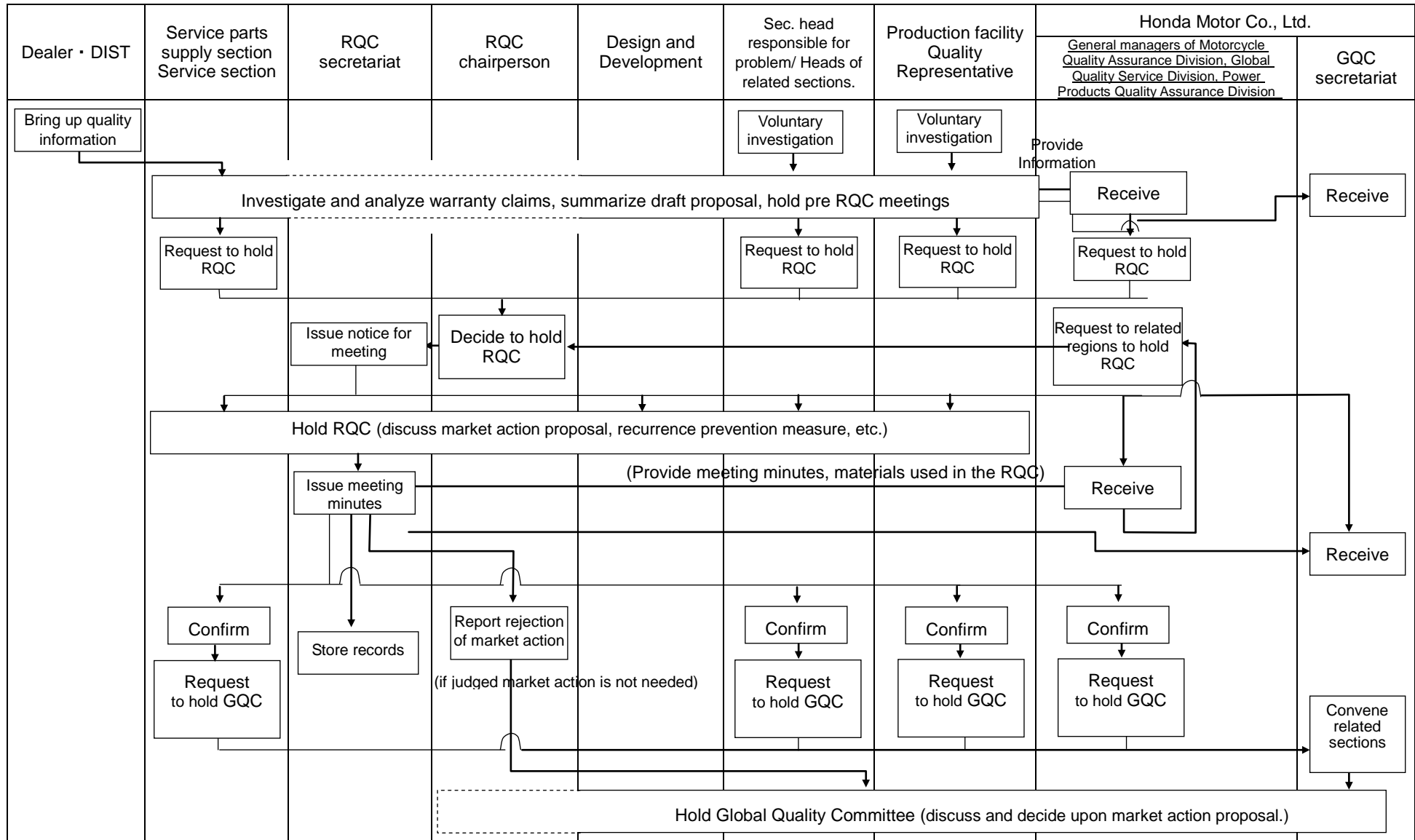
3 Supplementary Provision

3.1 Application

Matters relating to the establishment, revision or implementation of this standard are outlined in G-HQS [Quality Management Standards Control Standard].

Attachment -1

Regional Quality Committee Flowchart



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