NXP MERCH STORE – U.S. Usage Policy

Effective Date: OCTOBER 2026
Applies To: All U.S.–based NXP Employees

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1. Purpose

The NXP MERCH STORE provides employees and business groups with convenient access to high-quality merchandise that reflects NXP's brand standards. This policy outlines the appropriate use of the store, purchasing guidelines, and approval requirements.

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2. Scope

This policy applies to:

- All employees located in the United States
- All business-funded purchases made through the NXP MERCH STORE platform
- All personal purchases made by employees using the NXP MERCH STORE platform

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3. Personal Purchases

Employees are welcome to place **personal orders at their own expense**.

- Personal purchases do **not** require manager approval.
- Personal purchases must be paid with a **personal payment method**
- Personal items **MAY NOT** be expensed or reimbursed under any circumstances.
- Purchases made on corporate travel and personal credit cards are not reimbursable

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4. P-card ONLY Business-Funded and Approved Purchases

Business-funded purchases may include items such as:

- Branded merchandise for events or customer engagements
- Team-related items aligned with business needs
- Recognition gifts (manager-to-employee or peer-to-peer, as the program expands)

- Branding-approved apparel or items used for public-facing activities

4.1 P-card Approval Requirements

Ensure that the expense declaration is justified from a business perspective and adheres to the NXP Global Travel Policy. Before placing an order with business funds with P-card, individual must obtain:

Approval should be documented (email, Teams chat, or purchase request) and retained with expense documentation.

- Obtain **manager approval**.
- Obtain **budget owner approval** (if different from the manager).
- Review and comply with the **P-Card Policy**, acknowledging that all card usage is the responsibility of the cardholder.
    - **Expense Type**: 8CB108 Branded Merchandise

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5. Brand Compliance

All merchandise offered through the NXP MERCH STORE is aligned with NXP's brand standards.

- Use the official store as the primary source for branded merchandise
- Follow all brand guidelines when distributing items externally or internally
- Official NXP Brand Guidelines

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6. Prohibited Uses

Employees may **not** use the NXP MERCH STORE for:

- Personal purchases charged to business cost centers
- Gifts that violate NXP policies or local regulations
- Purchases intended for resale
- Items that circumvent brand or marketing guidelines

Misuse may result in denial of reimbursement or further corrective action.

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7. Questions and Support

- Site assistance: *Order status, product availability, shipping/delivery, store access or ordering issues.*

    - Client Success Team
    - Monday - Friday from 8am-5pm CST
    - 833-262-0442
    - support@splashbrands.com
- Boundless Program Administration: *NXP branding requests, bulk and custom order pricing, and etc.*
    - Katie Reese, Inside Sales
    - kreese@boundlessnetwork.com