



1. Pricing and Invoicing

- **Price Consistency:**

No order shall be billed at a price higher than that which was quoted or previously charged without prior written consent from our organization. All invoicing must strictly adhere to the agreed pricing terms.

2. Inspection, Acceptance, and Returns

- **Material Inspection:**

All delivered materials are subject to inspection and approval by our organization within a reasonable timeframe after delivery.

- **Non-Conformance and Returns:**

If the delivered material does not meet the specified requirements, our organization reserves the right to return the material at the seller's expense. Detailed documentation of any non-conformities must be provided at the time of return.

3. Quality System and Subcontractor Flow-Down

- **Quality System Requirements:**

The supplier must enforce all applicable quality system requirements throughout its supply chain. This includes flowing down these requirements to any subcontractors to ensure that all key characteristics and specifications of the order are maintained.

- **Documentation and Technical Data:**

The supplier is responsible for maintaining accurate identification and revision status for specifications, drawings, process requirements, inspection/verification instructions, and other technical data. This documentation must be consistently communicated down the supply chain, including all customer-specific requirements.

4. Communication and Interaction with External Providers

- **Interaction Protocols:**

Our organization reserves the right to specify the requirements for interactions with external providers. These may include:

- The use of interactive documentation.
- Communication via email and fax.
- Documented confirmation methods for all verbal interactions.

5. Design, Testing, and Inspection Requirements

- **Approval of Designs and Processes:**

Our organization reserves the right to approve or specify any designs, tests, inspection plans, verification methods, statistical techniques for product acceptance, and any critical items (including key characteristics and sampling plans) as they pertain to the order.

6. Access to Facilities and Records

- **Access Rights:** Our organization reserves the right to grant access to our representatives, customers, and any regulatory authorities. This access may extend to all facilities and records at any level of the supply chain that are involved with the order.

7. Special Processes and Qualified Personnel

- **Special Process Requirements:** All special processes required under this purchase order must be performed by personnel who are competent, qualified, and properly trained. Our organization reserves the right to request evidence of such qualifications as needed.

8. Handling of Nonconforming Products

- **Notification and Disposition:**

The supplier is required to notify our organization immediately upon discovery of any nonconforming product. No disposition of such product shall occur without obtaining prior written approval from our organization.



9. Final Product and Service Approval

- **Final Authority:**

Our organization reserves the right of final approval over the product and services delivered. This includes, but is not limited to, the approval of methods, processes, equipment, and the final release of products or services.

10. Record Retention and Documentation Control

- **Retention Requirements:**

The supplier must retain all records associated with the purchase order in accordance with contractual requirements or 15 years if not specified. Additionally, the disposition of such documents must be controlled in line with applicable quality management system (QMS) requirements.

11. Calibration Services

- **Quality System Certification for Calibration:**

Vendors providing calibration services must operate under a certified quality system, such as ISO 9001, ISO/IEC 17025, AS9100, or an equivalent standard.

- **Calibration Certificate Requirements:**

Calibration certificates must clearly list the equipment used and ensure complete traceability to the National Institute of Standards and Technology (NIST).

12. Shelf Life and Test Reports

- **Shelf-Life Compliance:**

All materials with a shelf life must be delivered with a minimum of 60% of the total shelf life remaining. Certificate of Conformance (COC) / Test Report: Each shipment must be accompanied by a Certificate of Conformance (COC) or test report verifying that the material meets the specified shelf-life requirements.

13. Monitoring External Provider Performance

- **Performance Oversight:**

Our organization reserves the right to monitor the performance of external providers. This monitoring includes assessments of:

- Supplier risk.
- The quality of the product or service delivered.
- Timeliness of delivery.

14. Personnel Awareness and Ethical Behavior

- **Awareness and Conformity:**

External providers must be able to demonstrate that their personnel are fully aware of:

Their role in ensuring product or service conformity.

Their contribution to product safety.

The importance of ethical behavior in all aspects of their work.

15. External Provider Requirements

Our organization reserves the right to impose the following requirements on all external providers:

Quality Management System Implementation:

- External providers must implement a Quality Management System (QMS). Our organization reserves the right to review and approve the external provider's QMS.

Use of Approved External Providers:

- Where applicable, external providers may be required to use customer-designated or approved external providers, including for special processes.

Immediate Notification of Nonconformance:

- External providers must notify our organization immediately upon discovery of any nonconforming product or service and secure our approval prior to disposition.



Prevention of Counterfeit Parts:

- External providers may be required to present evidence of processes in place to prevent the use of counterfeit parts.

Notification of Changes:

- External providers must notify our organization of any changes in product or process, supplier changes, or changes in manufacturing facility locations. Our organization reserves the right to approve such changes.

Flow Down of Requirements:

- External providers are required to flow down all applicable requirements, including customer-specific requirements, to their supply chain.

Provision of Test Specimens:

- External providers may be required to supply test specimens for design approval, inspection, verification, investigation, or auditing purposes.

Record Retention:

- External providers must retain all records associated with the purchase orders for a minimum of 15 years, or as specified by the customer contract.

Controlled Document Disposition:

- The disposition of documents must be controlled in accordance with the requirements of the applicable QMS.