

**A&R Engineering Standard Terms & Conditions:**

- 1) *A&R will provide detailed Purchase Orders to its' suppliers clearly indicating products, processes or services to be provided by the supplier. The P.O. will also identify any relevant technical data to be used as well as any requirements for approval of the following:*
  - a) *Products and services*
  - b) *Methods, processes or equipment.*
  - c) *Any requirements for release of products and services*
- 2) The supplier shall notify the customer (A&R) of any non-conforming product. (Where Applicable)
- 3) Upon notification of a Non-Conformance, the customer (A&R) will review & disposition the Non-Conformance, where permitted, within a reasonable time frame.
- 4) The supplier will notify the customer (A&R) of any changes in product, processes *or location of manufacture* that affect customer requirements. The customer (A&R) will approve or disapprove the change, if within A&R's authority to do so.
- 5) *A&R measures its suppliers via On-Time Delivery to promise date as well as Supplier Quality measured as defective lines received versus ordered, issues with either measure failing to meet A&R's requirements will be communicated to the supplier via phone, e-mail, fax, letter or in-person in a timely fashion.*
- 6) The supplier shall maintain training logs showing evidence of qualification of personnel to perform special processes (i.e. – anodize, passivate, chemfilm, heat treat). Minimum retention period is 10 years.
- 7) The supplier shall maintain records of current certifications of personnel performing NDE, Welding and other special processes requiring industry or regulatory certification. Minimum retention period is 10 years.
- 8) The supplier shall maintain all relevant records for work performed for A&R Engineering for a minimum of 10 years or otherwise as required by the end user, records can consist of written records or records scanned and electronically stored with adequate methods of protection to preserve the data for the minimum required period.
- 9) The supplier shall indicate on their C of C or certification, the current revision status of drawings, specifications, inspection/verification instructions, process requirements and other relevant technical data.
- 10) Where required by industry standards and/or specifications, the supplier shall maintain test specimens for inspection/verification, investigation or auditing.
- 11) The customer (A&R) reserves the right of access for itself, its customer(s) and relevant regulatory authorities to the supplier's facility or facilities involved in processing the order and to all applicable supplier records.
- 12) *The supplier shall use only sub-tier suppliers designated by A&R or its customers or those approved by external sources (i.e. – NADCAP, AS9100, ISO9001)*
- 13) The supplier shall flow down to sub-tier suppliers all applicable requirements contained in A&R's purchasing documents, including key characteristics, where required.
- 14) *The supplier shall maintain a Counterfeit Parts prevention program in accordance with the requirements of AS9100D, paragraph 8.1.4.*
- 15) The supplier shall maintain a Quality Management System that complies with the requirements of: MIL-I-45208, AS9100, ISO9001 or equivalent.

- 16) *The Supplier shall ensure that it's personnel are aware of the following:*
- a) The employee's contribution to conformity of the product or service performed.*
  - b) The employee's contribution to product safety.*
  - c) The importance of ethical behavior within the organization.*
- 17) MATERIALS - ALL STEEL PRODUCTS SUPPLIED MUST BE DFARS COMPLIANT. ALL ALUMINUM PRODUCTS SUPPLIED MUST BE DOMESTIC
- 18) The supplier, upon receipt of order, will send written acknowledgement of receipt of the order and agreement to referenced Terms & Conditions contained within the order.
- 19) **ITAR-E.A.R. – EXPORT CONTROLLED ITEMS** -Technical Data (includes drawings, specifications, models, software, other documentation)
- Supplier acknowledges that A&R Engineering may provide technical data subject to Export Control laws and any such Technical Data will be indicated as "ITAR-controlled." This technical data (as well as components) may not be disclosed to any foreign persons or foreign commercial entities, including employees, consultants, subcontractors, vendors or suppliers. The technical data will only be utilized for the manufacture of articles required by the purchase order. The supplier will convey the same requirements to their sub-tier suppliers. The supplier also agrees to return all such technical data to A&R Engineering upon completion of the purchase order.