

1.0 Introduction

This document outlines the supplier requirements necessary to satisfy our purchase order.

2.0 Scope

These terms and conditions apply to all suppliers of product and/or manufacturing services determined by Cross & Associates Manufacturing Inc. to directly affect the quality of products we supply to our customers.

3.0 Responsibilities

By accepting our purchase order, it is understood that your organization agrees to meet the following AS9100 requirements whenever a Cross & Associates Manufacturing Inc. purchase order is issued.

4.0 Procedure

1. Cross & Associates Manufacturing Inc. reserves the right of final approval of product, services, procedures, processes, and equipment.
2. All special processes required by this purchase order must be performed by qualified personnel.
3. Our organization reserves the right to review and approve the Suppliers Quality Management System. Standard QMS requirements include:
 - 3.1. Suppliers providing special processing (such as heat treat, penetrant inspection, passivation, paint, anodize or other finishing) that is considered a controlled process must maintain a system for validating processes as required by this purchase order.
 - 3.2. Customer directed sources must operate in accordance with approved specifications and standards as dictated and controlled by the customer in question.
 - 3.3. Suppliers initially approved for use via Certification (ISO, AS9100, etc.) must notify our organization of any changes to that certification.
 - 3.4 Suppliers providing Nadcap certified services must provide current documentation of these services and shall notify Cross & Associates Manufacturing Inc. of certification changes such as process, scope and revision.
 - 3.5 Supplies shall maintain on file and make available a list of approved sub-tier suppliers. Supplier shall flow down Cross & Associates Manufacturing Inc.'s AS9100 Terms and Conditions to their sub-tier suppliers.
4. The Supplier shall maintain on file and make available to (upon request) Cross & Associates Manufacturing Inc, its customers and/or regulatory authority, all quality data/records such as

certificates of material and/or processes, acceptance test reports, inspection records, control plans and other applicable quality control data for a minimum of 10 years from completion of purchase order that directly affects the quality of parts/services ordered by Cross & Associates Manufacturing Inc.

5. To ensure product identification and traceability, Cross & Associates Manufacturing Inc. requires material certificates, certificates of conformity, and/or supporting documentation from its suppliers as is appropriate. These requirements will be specified on the purchase order.

6. Cross & Associates Manufacturing Inc. may require a Corrective Action Report from its suppliers when nonconforming material/product/service is discovered. Specific actions may be implemented where timely and/or effective corrective actions to a supplier issue are not achieved. These actions may include, but are not limited to, removal of the supplier from the approved supplier list

7. In order to maintain the integrity of the first article inspection process with our aerospace customers, the supplier is required to:

7.1. Notify our organization of nonconforming product immediately upon discovery, including any latent defects in products already delivered to Cross & Associates Manufacturing Inc.

7.2. Obtain our organizational approval for nonconforming product disposition. All parts that are dispositioned as nonconforming must be identified with a discrepant part tag or other means of identification.

7.3. Notify our organization of changes in product and/or process, changes of suppliers, and changes of manufacturing facility locations.

7.4. Flow down applicable Cross & Associates Manufacturing Inc. purchase order requirements to their sub-tier suppliers.

7.5 Suppliers shall notify Cross & Associates Manufacturing Inc. of suspected nonconforming product having been shipped within 24 hours of detection.

7.6 Provide test specimens for design approval, inspection/verification, investigation, or auditing.

8. Cross & Associates Manufacturing Inc., its customers and/or any regulatory authority shall have the right of access to the supplier's facility and all applicable records for parts/services purchased by Cross & Associates Manufacturing Inc.

9. All calibration certificates must identify standards used and must be traceable to NIST (National Institute of Standards Technology).

10. The Supplier shall provide packaging in accordance with the best commercial packing methods, to protect the product from damage and for safety in handling during the shipping process or, per specific instructions as noted on our purchase order.

11. Any new supplier (as of 01/01/2021) for aerospace components shall provide current documentation of all quality system certifications, Nadcap certifications as well as the scope of the accreditations as requested by Cross & Associates Manufacturing Inc.

12. Drawings and any other confidential property received by Seller shall be controlled as regulated by the Export Administration Regulations (EAR) or Director of Trade Controls (DOTC) and International in Arms Regulations (ITAR).

13. Supplier will take necessary steps during processing and packaging to prevent addition of any foreign object debris or contaminants. Supplier shall have a F.O.D. prevention and training program adequate enough to ensure compliance.

14. Subcontracting work to another source is prohibited unless defined within the purchase order scope of work to be performed or is pre-approved by Cross & Associates Manufacturing Inc. Work must not be sub-contracted without prior written approval.

15. Distributors must have a counterfeit policy and provide it upon request. The counterfeit policy must include provisions of supplying product from the Original Component Manufacturer or qualified distributor. Seller shall notify Cross & Associates Manufacturing Inc. immediately upon discovery of any delivery of counterfeit parts/components/materials. Seller will be responsible for monetary damages to Cross & Associates Manufacturing Inc. and/or its customers for any losses or damages arising from the delivery of counterfeit parts/components or materials.

16. Cross & Associates Manufacturing Inc. requires suppliers to ensure that persons working on products or services are aware of their contribution to product or service conformity, product safety and the importance of ethical behavior.

17. Supplier shall comply with the AS/EN/JISQ 9100 requirements and 14CFR Part 21.2 regarding the application of Acceptance Authority Media (AAM) requirements. Supplier shall, within its organization and its supply chain, ensure that the use of AAM is clearly defined within its Quality Management System.