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## PURCHASING TERMS AND CONDITIONS

1. Personnel performing special processes must be qualified and/or certified per applicable specifications.
2. Suppliers are requested to be in conformance with AS9100 or equivalent.
3. Purchasing information to the supplier will include the applicable revision level of drawings, as required. Process specifications shall be performed to the latest revision. Certification of Conformance from the process/heat treat supplier(s) shall indicate the revision level of the specification performed.
4. Inspection is to be performed and certified prior to release of product or service. The Certificate of Conformance shall be signed by a member of quality.
5. Test reports are required for raw materials. All services/products require a certificate of conformance, as applicable.
6. Test methods used for calibration services shall meet national standards (NIST).
7. If non-conforming product occurs as a result of supplier's services, the supplier shall notify AAA Air Support in order to make applicable arrangements for the nonconforming product.
8. If supplier makes any changes to its processes that would affect product purchased by AAA Air Support, AAA shall be notified prior to the change.
9. AAA Air Support, their customer and/or regulatory authorities shall have the right of entry to all applicable areas of all facilities, at any level of the supply chain involved in the order and to all applicable records.
10. If supplier needs to subcontract any part of the order to another supplier, all required information shall be flowed down to the subcontractor, including any key characteristics and/or critical items, if applicable. Subcontract work shall not be allowed unless prior approval is obtained by AAA.
11. Suppliers shall retain records in accordance with AS9100 for a minimum of 10 years.
12. Supplier shall notify AAA Air Support of any changes of suppliers, changes of manufacturing location or changes of management, and where required, obtain AAA Air Support approval.