



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 including disposition if necessary.
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 11 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.
13. AAA Air Support Suppliers will be measured against a goal of 98% Quality and 98% Delivery. AAA Air Support can determine to flow down corrective action request, anytime a supplier is below the **[Approved 08/31/18]**



Goal. Supplier may be subjected to removal from the AAA Air Support's Approved Vendor List if the supplier does not respond to the corrective action request in a timely manner.

14. Suppliers are required to ensure that all products supplied to AAA Air support are manufactured in accordance with all specifications, standards, drawings, or purchase order requirements. Supplier shall also be responsible to ensure that all products are genuine in origin and are not counterfeit products. Supplier shall incorporate a system to prevent counterfeit products or materials from entering the product cycle. If the purchased items become the subject of a legal or counterfeit issue, the supplier must disclose the source of the product.
15. Suppliers shall ensure persons performing work on product intended for AAA Air Support are aware of:
 - Their contribution to product or service conformity
 - Their contribution to product safety
 - The Importance of ethical behavior
16. When specified on purchase order, All Inspections used for acceptance shall be conducted using a sampling plan that is justified on the basis of recognized statistical principle.
17. Delegation for verification and approval of Test Reports/ Chemical Analysis Content is applied to all suppliers of raw materials and services which generate such reports. Acceptance of this purchase order indicates acceptance of these responsibilities.