



## SUPPLIER QUALITY CONDITIONS Rev D

**These Quality Conditions are considered part of Jaco Aerospace's Purchase Order:**

### **1. Right of Access**

1.1 Jaco Aerospace, its customers and regulatory agencies, reserve the right to witness, at the supplier's facility, the activities associated with fulfillment of this purchase order to include the facilities of sub-tier supplier(s) as applicable.

### **2. Supply Chain Responsibilities & Supplier Flow Down**

2.1 The Supplier shall review their sub-tier supplier(s) to ensure all quality requirements of Jaco Aerospace's purchase order & notes are flowed down and complied with.

2.2 Only Jaco Aerospace designated special process sources are used when so indicated on the purchase order notes. The use of Jaco Aerospace designated sources does not relieve the Supplier of the commitment to meet all product requirements.

2.3 Quality assurance documentation including test data, and manufacturer's material certification is made available to Jaco Aerospace when requested.

### **3. Traceability, Certifications & Packing Slips, MSDS**

3.1 A Certificate of Conformance is required when noted on the purchase order. The C of C, sales order, and packing slip must provide a clear audit trail for lot traceability to include the PO number, quantity, manufacturer's heat, lot or batch number, manufacture date, Jaco Aerospace's part number and revision level (when applicable), as well as Supplier's name, address & signature. A product MSDS is to be supplied with every applicable shipment.

### **4. Product Non-Conformances**

4.1 Items failing to conform to all applicable drawings, specifications, or other purchase order requirements shall not be delivered to Jaco Aerospace without prior written approval from Jaco Aerospace Quality Assurance.

4.2 Supplier shall evaluate each non-conformance for its potential to exist in previously delivered items. If non-conformance potential exists the Supplier shall notify Jaco Aerospace in writing within 24 hours and provide the following information: 1) description of non-conformance, 2) affected purchase order numbers and delivery dates, quantities, and lot or batch numbers.

### **5. Change Reporting**

5.1 Supplier shall notify Jaco Aerospace of changes in product and/or process definition, changes of suppliers, change of manufacturing facility location and, where required, obtain organization approval.

### **6. Unauthorized Changes**

6.1 NO changes may be implemented that could impact form, fit or function of the product without Jaco Aerospace Quality Assurance's prior approval.

### **7. Delivery**

7.1 Early delivery is allowed unless otherwise specified on the purchase order. *Immediate formal contact with Jaco Aerospace is requested for any impending late deliveries.*

### **8. Record Retention and Disposal**

8.1 Records associated with this order must be retained for a minimum of two years unless otherwise specified on the purchase order. Following the retention period, record disposal will be any of the following unless otherwise specified: permanent deletion of all electronic type drawings that contain verbiage such as "proprietary," "confidential," or otherwise stated, hard copy with the same verbiage must be shredded.

### **9. Counterfeit/Fraudulent Parts**

9.1 Unless agreed to prior to accepting our Purchase Order, Supplier shall have available a paper trace back to the material's originator. This allows for better assurance that the parts are not Counterfeit or Fraudulent.

### **10. Supplier's Acceptance of Quality Conditions**

10.1 Supplier's acknowledgment of Jaco Aerospace's Quality Conditions will be confirmed by receipt of signed purchase order, receipt of invoice, or any services rendered against this purchase order.

### **11. Supplier Awareness**

11.1 Supplier should be aware that the products and/or services they provide impact overall product/service conformity; contributes to overall product safety; and that ethical behavior is an important piece of this Supplier/Customer relationship.