

Document Title:	AS9100 Supplier Flow Down Requirements.
Relevant to:	Suppliers
Version Date:	02/05/2019
Approved By:	Purchasing Manager

As a Supplier to AME Systems (Vic), you agree to comply with the additional terms and conditions listed below with respect to any product or services provided to AME Systems to meet ISO 9001 and AS9100 requirements.

Description
<p>1) Calibration System. All Inspection Measuring & Test Equipment used by the Supplier during in-process and final inspection to make a compliance evaluation shall be calibrated to the ISO 10012 standard.</p>
<p>2) Special Processes. The Supplier shall provide certifications for all special processes and non-destructive test results performed with each shipment. The certificate shall identify the processor, process used, controlling specification & revision, and the results of test or measurement performed. The Supplier used shall be an AME Systems and/or Customer approved source for said Processes. These include operations subject to process controls such as: coating, joining, heat treating, cleaning, non- destructive test, etc. The Supplier shall be approved as per above to perform specific required Special Processes or use Special Process vendors acceptable to AME Systems and AME Systems customer.</p>
<p>3) Workmanship Quality. Manufactured product shall be free from burrs, and sharp edges.</p>
<p>4) Control of Drawings & Specifications. The Supplier shall ensure that the drawings and specification are the relevant revision status specified on the Purchase Order. The Supplier shall comply with any special requirements requested by AME Systems regarding the control of drawings and specification i.e. ITAR compliance.</p>
<p>5) Limited Shelf Life Items. Materials with limited shelf life (epoxy, paint, adhesives, etc.) shall indicate the date of manufacture, lot number and applicable specification on the container. The Supplier shall supply life limited product with at least 75% of the life remaining.</p>
<p>6) Material Substitution. Unauthorised material substitutions are not permitted without AME Systems written consent.</p>
<p>7) Reporting Discrepancies. Discrepancies, omissions, and the need for clarifications or interpretations of any nature encountered by the Supplier in respect of furnished drawings or engineering data will be brought to the attention of AME Systems for resolution.</p>
<p>8) Quality/Inspection System. The Supplier shall maintain a quality/inspection system that will ensure all goods and services conform to contract requirements whether manufactured or processed by the Supplier or procured from Sub-Tier Suppliers.</p>
<p>9) Changes in Process, Product, Location or Supplier. The Supplier shall notify AME Systems of intended or actual changes that may affect the quality of delivered goods and services. This includes: Changes to the Quality Management System, the Manufacturing Line, Facility Location, Processes, or Natural Disasters. Quality data and/or approved design data, or when a Supplier in the supply chain is not authorised to supply the components as per the AME Systems Purchase order in writing.</p>
<p>10) Counterfeit Parts. The Supplier shall certify that only new and authentic materials are used in products or goods delivered to AME Systems, and that the products/goods delivered contain no Counterfeit Parts.</p>
<p>11) Component Obsolescence. The Supplier shall advise AME Systems in writing as soon as you are notified or become aware that a component is, or has become obsolete. Discussions between the Supplier, AME Systems and its customer will determine an agreed plan for future delivery and will be provided in writing to the supplier.</p>
<p>12) Record Retention. The Supplier shall maintain records of inspections, tests, and process controls called for by this contract. Unless specified elsewhere in contracts or attachments, these documents shall be on file, stored and protected in such a manner that they remain legible, readily identifiable, and readily available to AME Systems for no less than 7 years.</p>
<p>13) Supplier Corrective Action. The Supplier shall, on request, provide statements of corrective action on nonconformities or failures of Supplier's goods or services.</p>
<p>14) Letter of Disclosure. When a non-conformance is determined to exist or is suspected to exist on goods and/or services</p>

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provided to AME Systems under this Contract, the Supplier shall provide written Post Delivery Notification Letter or Letter of Disclosure.

15) Nonconforming Products and Materials. The Supplier shall obtain AME Systems prior written approval with respect to the disposition of any nonconforming products or materials supplied, that does not meet engineering drawing or documents under contract or Purchase Order. In the event that nonconforming materials are present, and the materials are deemed acceptable or useable by the Supplier, it is still the responsibility of the Supplier to inform AME Systems so that a determination can be made for the use of said materials.

16) Packaging and Handling. As a minimum, the Supplier shall package all material in a manner that will ensure protection against corrosion, oxidation, deterioration and physical damage during shipment. Electrostatic sensitive product shall be packed in an ESD protective bag. In addition, when materials delivered are batch-controlled and multiple material batches are shipped, each batch shall be separately packaged and identified.

17) Certificate of Conformance, To Provide supply chain traceability to the OEM/OCM through all the supply chain intermediaries from the part manufacturer to the direct source of the product for the seller.
Supply chain traceability is defined as name and location of all supply chain intermediaries for all procurements lots, and date of all intermediate purchases from the part manufacturer to the direct source of the product for the seller.
A Certificate of Conformance (and as appropriate test reports) (shall) can be supplied for each intermediary in the supply chain.

18) Digital Product Definition (DPD). The Supplier is required to obtain approval as a Digital Product Definition (DPD)-capable Supplier if the Supplier receives, downloads, and/or uses Computer Aided Design (CAD) geometry in any format.

19) Right of Access. AME Systems, its customers, and regulatory authorities shall be granted the right of access to all Supplier and sub-tier Supplier facilities and records involved in fulfilling the Purchase Order requirements to ensure conformance with the requirements.

20) Foreign Object Debris/Damage. The Supplier is required to establish and maintain a Foreign Object Debris/Damage (FOD) prevention program that employs appropriate housekeeping practices to assure timely detection and removal of residue/debris generated, during operations and normal daily tasks.

21) Flow down to Sub-tier Suppliers. The Supplier shall flow-down to Sub-Tier Suppliers the applicable requirements as required by the Purchase order either specifically or by reference.

22) Confidentiality. The Supplier shall hold all information received from AME Systems in confidence and no third party request for information will be authorised unless approved, in writing, by AME Systems.