

Procurement Quality Requirements

1. **Right of Entry.** AEC and customer representatives including all statutory and regulatory authorities reserve the right to conduct on site Supplier/Subcontractor visits and surveys. The supplier shall include provisions to allow AECs and/or its customers to determine and verify the quality of work and material and records at any place, including the plant of any supplier and at all production stages of material and processes intended for incorporation into this order.
2. **First Article Inspection** – prior to delivery of the material / parts. The vendor shall submit a first article inspection report to AEC quality assurance department for approval. The first article shall represent the same material, fabrication & processes of the production lot. AEC's acceptance of the first article does not represent the acceptance of the production lot or absolve the vendor from the responsibility of meeting the requirements of the purchase order and specifications.
3. **100% INSPECTION % STATISTICAL PROCESS CONTROL (SPC)** Evidence of Inspection – Supplier shall furnish evidence of S.P.C. (control plan, key characteristics, and process capability) or 100% inspection with Last Article documented for actual dimensions.
4. **Certificate of Conformance** – Each shipment must be accompanied by a statement of conformity containing the signature and the title of an authorized representative of the vendor stating processes and / or materials meets the applicable specifications cited in the purchase order. The certification shall include all processes performed and the specifications and revisions to which they conform.
5. **NON-CONFORMING MATERIAL.** Report of Discrepancy – Any departure from the drawing, specification and other requirements of the purchase order must be recorded and submitted to AEC quality assurance department for approval prior to shipment of the production lot.
6. **QUALITY SYSTEM.** Inspection System Requirements – The vendor shall provide and maintain an inspection system which is approved by AEC quality assurance department.
7. **Shipping and Handling** – Unless otherwise specified in the purchase order, drawings and specification, packaging shall be capable of delivering all items without damage or deterioration in efficient and economic way for the method of transportation and type of handling.
8. **SPECIFICATION REVISION.** All processing done on this purchase order must be performed to the stated specifications, latest revision level and so noted on certifications.
9. **PRODUCT ACCEPTANCE.** AEC acceptance of product does not constitute evidence of control of quality by supplier. It does not absolve the supplier's responsibility to provide acceptable product, or subsequent rejection if product or service is not to contract.
10. **Control of Sub-tier Suppliers** – The vendor shall be responsible for conformance of all supplies or services procured from his sub-tier suppliers and shall assure that the requirements of this purchase order, drawing and specifications are incumbent upon his procurement sources. Documented evidence as the control of sub-tier suppliers shall be maintained.
11. **Raw Material Identification** – Material shall be identified by tagging or strip marking in accordance with Fed-Std-183 or Fed-Std-184.
12. **SHELF LIFE.** Synthetic Raw Material – Materials that have definite characteristics of quality degradation or drift with age shall be marked to indicate the date or cycle the critical life was initiated and the date at which the useful life will be expended.
13. **Test Reports** – Two (2) eligible copies of all testing performed such as physical, non-destructive, or functional must accompany each shipment. The test report must be identifiable with the actual test parameters and material submitted. The test report shall have the signature and title of the authorized representative of the agency performing the test.
14. **Excess Material** – All AEC furnished excess material shall be returned by the vendor upon completion of the job.
15. **Source Inspection** – All items covered by this purchase order are subject to inspection at the vendor facility by AEC quality representative prior to shipment. AEC will be notified at least prior to shipment.
16. **Government Inspection** – Government source inspection reserves the right to inspect all the material and documentation included in this purchase order at the supplier facility prior to shipment.
17. **INTERNATIONAL TRAFFIC IN ARMS REGULATIONS (ITAR) AND EXPORT ADMINISTRATION REGULATIONS (EAR).** This order is subject to ITAR and EAR requirements.
18. **DEFENSE FEDERAL ACQUISITION REGULATION SUPPLEMENT (DFARS).** This order is subject to DFARS requirements.
19. **RETENTION OF RECORDS.** Records containing objective evidence indicating the results of manufacturing process, test, inspection results audits and certifications received from sub-tier suppliers must be legible, identified, collected, protected, easily retrievable, stored and retained for ten (10) years or per purchase order / contract requirements at the suppliers facility or off site storage, provided the records are easily accessible. Under no circumstances should these records be destroyed without the prior written approval of AEC. Records shall be made available to AEC and government agencies upon request.
20. **FOREIGN OBJECT DEBRIS/DAMAGE (FOD) PREVENTION.** Supplier shall maintain a FOD prevention program. AEC shall have the right to perform inspections, verifications and FOD prevention program audits at the supplier's facility to assure program documentation and effectiveness.
21. **DIGITAL PRODUCT DEFINITION (DPD)** Supplier shall maintain a DPD system that complies with the industry's aerospace standards / regulations.
22. **Sub-tier Contribution to product or service Conformity.** It is the responsibility of the sub-tier to provide product or a service that meets or exceeds tier 1 and AEC expectations.

Procurement Quality Requirements

23. **Sub-tier Contribution to Product safety.** It is the responsibility of the sub-tier to provide product safety so that the product can perform to Its designed /intended purpose without causing unacceptable risk of harm to persons or damage to property
24. **Importance of Ethical behavior,** all sub-tiers are to have an ethical behavior program
25. **Awareness per AS9100 Rev D,** The Sub-tier organization shall ensure that all person doing work under the organization is aware the requirements of AS9100 Rev D section 7.3
26. **Counterfeit:** Must have an established effective control to prevent counterfeit
27. **Contract No.** The prime contract number listed on the AEC P.O. will be recorded on all sub-contractors P.O. including all applicable records. AEC will provide sufficient notices to schedule surveillance.