

Seattle Aero LLC - PO Specific Notes

Code	Note	Revision Date
1	Seller is required to include and flow-down all requirements of this Purchase Order to Seller's direct supply chain contracts related to the products and/or services supplied to Seattle Aero. For the purposes of this note, Supply Chain shall mean Seller's direct network of suppliers providing material, equipment, information, and services integrated into products and services.	2/6/17
2	Seller shall perform First Article Inspection (FAI) in accordance with AS/EN/SJAC 9102. FAI provisions and requirements set forth related to the compliance with AS/EN/SJAC 9102 shall be included in Seller's direct supply contracts as well as the obligation that they be flowed-down to the sub-tier supply chain. For purposes of this note, Supply chain shall mean Seller's direct network of suppliers providing material, equipment, information, and services integrated into products and services.	2/6/17
3	Subcontracting of the complete items contained herein shall be permitted only upon written approval from Seattle Aero. All contractual and regulatory requirements shall apply to all levels of the supply chain. For purposes of this note, supply chain shall mean Seller's direct network of suppliers providing material, equipment, information, and services integrated into products and services.	2/6/17
4	Inspection shall be in accordance with Boeing D1-8007 or equivalent.	2/6/17
5	Material Review: The Seller shall not use dispositions of use-as-is or repair on products unless agreed upon and/ or stated by this Purchase Order.	2/6/17
6	Boeing Approved Process Sources (D1-4426): The Seller is required to maintain compliance with this document as may be revised from time to time. This document defines the approved sources for special processing, composite raw materials, composite products, aircraft bearings, designated fasteners, and metallic raw materials.	2/6/17
7	The Seller shall immediately notify Seattle Aero, in writing, if procured item is manufactured at, or shipped from, a Seller facility not reflected on the procurement document. The Seller shall also notify Seattle Aero, in writing, of any address or location change.	8/30/17
8	The supplier shall provide an FAA 8130-3, EASA Form One, TCCA Form One or GACA 8130-3 which references the revision level and revision date of approved data. The documentation must comply with all regulatory requirements including but not limited to current orders and memorandum. A statement of the work performed (e.g. Repaired, Modified, Rebuilt, Overhauled, And Inspected) is required (Ref CFR43.2).	2/6/17
9	The supplier shall provide a statement certifying the tooling meets drawing and specification requirements. The supplier shall also provide detailed dimensional reports that indicate the tooling meets tooling drawing requirements.	2/6/17
10	The supplier shall provide: a) tooling drawing(s) [each drawing shall specify recurrent inspections (if required)]; b) a certificate stating the tooling meets drawing and specification requirements; c) detailed dimensional reports that indicate the tooling meets tooling drawing requirements.	2/6/17
11	All parts must have a minimum of 80% shelf life remaining when received at Seattle Aero.	2/6/17
12	All wooden packaging (crates, reels, etc.) must be certified and marked in accordance with ISPM 15 for pest control purposes.	2/6/17
13	Seller shall keep confidential and protect from disclosure all proprietary information and use such only in the performance of and for the purpose of this PO. Disclosure of drawings and design specification is authorized for flow down to third parties only for the purposes of supporting the production at the product identified in this contract. ITAR restrictions may apply to military products and technical data.	2/6/17
14	Seller is expected to ship order in full on the "Ship To" date specified on the Purchase Order. Shipments received 7 days early or 7 days after the specified date, are non-compliant and will be considered a performance discrepancy at the discretion of the Quality Manager.	8/30/17

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15	The Seller will, at all times, keep adequate books and records relating to all work under this order. These records will include rates and factors for direct labor (including labor hours), material costs, burden rates and subcontracts costs. Representatives of Seattle Aero will be accorded access to review, analyze and verify these books and records for the purpose of collecting information for negotiation of prices for future orders, Seattle Aero-directed changes and termination claims.	2/6/17
16	<p>Any additional or different Terms, which may be contained in any documents furnished by Seller, are deemed material and Seattle Aero hereby objects to and rejects them. Any of the following Seller acts shall constitute Acceptance:</p> <ul style="list-style-type: none"> <li>A. Acknowledgement of this Purchase Order;</li> <li>B. Commencement of performance;</li> <li>C. Informing Seattle Aero of commencement; or</li> <li>D. Shipping of any items in performance of this Purchase Order.</li> </ul>	2/6/17
17	Seller shall maintain, and have available within 10 Business Days, quality records traceable to the conformance of product/part numbers delivered to Seattle Aero. Seller shall make such records available to regulatory authorities and Seattle Aero's authorized representatives. Seller shall retain such records for calendar year +10 years from the date of shipment under each applicable order for all product/part numbers unless otherwise specified on the order. At the expiration of such period set forth above and prior to any disposal of records, Seller will notify Seattle Aero of records to be disposed of and Seattle Aero reserves the right to request delivery of such records. In the event Seattle Aero chooses to exercise this right, seller shall promptly deliver such records to Seattle Aero at no additional cost on the media agreed by both parties. Seattle Aero requires that the provisions/requirements set forth above be included in Seller's direct supply contracts related to the products/part numbers supplied to Seattle Aero. For purposes of this note, Supply chain shall mean Seller's direct network of suppliers providing material, equipment, information, and services integrated into products and services.	8/30/17
18	Seller must provide a statement on the packing sheet certifying its Quality Assurance Department has inspected the parts and they adhere to all requirements, applicable drawings/specifications, or, when the Seller is located outside the United States and they submit an EASA/JAA/FCAA Form-1, the following conditions must exist on the Form: (A) Block 11 status is identified as "NEW", and (B) Block 12 titled Remarks contains a statement certifying the Seller's Quality Assurance Department has inspected the parts, and (C) Block 12 titles Remarks does not contain certification statements of PMA, Prototype, Not To Be Installed On Certified Aircraft, or any statement that does not support PC700 certification, and (D) Block 13a certifies that the items identified above were manufactured in conformity to approved design data and are in condition for safe operation. Seattle Aero requires that the provisions/requirements set forth above be included in Seller's direct supply contracts related to the products/part numbers supplied to Seattle Aero. For purposes of this note, Supply chain shall mean Seller's direct network of suppliers providing material, equipment, information, and services integrated into products and services.	2/6/17

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<p>19</p>	<p>Suppliers at all levels of the supply chain shall be registered to either:</p> <ol style="list-style-type: none"> <li>1. Quality Management System - Aerospace Requirements of AS/EN/JISQ 9100, or</li> <li>2. Quality Management System - Aerospace Requirements for Stockist Distributors AS/EN/SJAC 9120, or</li> <li>3. Quality Management System – Aerospace Requirements for Maintenance Organizations AS9110.</li> </ol> <p>The supplier’s certificate of registration to the applicable Quality Management System shall be issued by a Certification Registration Body accredited by the International Aerospace Quality Group as recognized by SAE AS9104.</p> <p>Suppliers shall permit Seattle Aero access to all data in OASIS and NADCAP databases, including registration documentation, certification, audit reports, findings, corrective actions, etc.</p> <p>The supplier shall notify Seattle Aero, at quality@seattleaero.com, of any changes in the certification, registration, accreditation, or major audit findings within two (2) business days of receiving notification of the change or finding. Examples of changes in registration include new certification, suspension, expiration, or Address or Production Location.</p> <p>Suppliers not certified, registered, and accredited are subject to removal from the Seattle Aero Approved Supplier List. If Seattle Aero elects to continue a business relationship with the supplier, the supplier is subject to QMS and/or Special Process audits by Seattle Aero. Suppliers may be required to reimburse Seattle Aero for the cost of conducting these audits until certification, registration, and accreditation are achieved.</p>	<p>8/30/17</p>
<p>20</p>	<p>Definition. 'Ozone-depleting substance,' as used in this clause, means any substance the Environmental Protection Agency designates in 40 CFR Part 82 as-- (1) Class I, including, but not limited to, chlorofluorocarbons, halons, carbon tetrachloride, and methyl chloroform; or (2) Class II , including, but not limited to hydrochlorofluorocarbons. Seller shall label products which contain or are manufactured with ozone-depleting substances in the manner and to the extent required by 42 U.S.C. 7671j (b), (c), and (d) and 40 CFR Part 82, Subpart E, as applicable: Warning Contains * _____, a substance(s) which harm(s) public health and environment by destroying ozone in the upper atmosphere. Warning Manufactured with * _____, a substance(s) which harm(s) public health and environment by destroying ozone in the upper atmosphere. * Seller shall insert the name of the substance(s). Seattle Aero requires that the provisions/requirements set forth above be included in Seller's direct supply contracts as well as the obligation that they be flowed to the sub-tier supply chain. For the purpose of this note Supply Chain shall mean Seller's direct and indirect suppliers performing value-added activity on the products and services. It focuses on direct and lower-tier suppliers.</p>	<p>2/6/17</p>

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<p>21</p>	<p>Notification of Escapement (NoE) Process: Seller shall provide written notification to Seattle Aero when a nonconformance is determined to exist, or is suspected to exist, on product already delivered to Seattle Aero. Written notification shall include:</p> <ul style="list-style-type: none"> <li>(A) Affected process(es) or product number(s) and name (s), and</li> <li>(B) Description of the conforming condition and the affected engineering requirement (i.e. what it is and what it should be), and</li> <li>(C) Quantities, dates, purchase orders, and destinations of delivered shipments, and</li> <li>(D) Suspect/affected serial numbers, batches, and/or date codes, and airplane line units, when applicable.</li> </ul> <p>Notification must occur within three (3) business days of knowing all the above information. However, if the condition is possible safety of flight, the information shall be submitted immediately.</p> <p>Written notification shall be sent to <a href="mailto:quality@seattleaero.com">quality@seattleaero.com</a></p> <p>Seattle Aero requires that the provisions/requirements set forth above be included in Seller's direct supply contracts related to the products/part numbers supplied to Seattle Aero, with the modification that notification shall pass through the Seller (and not directly to Seattle Aero). Seller shall notify Seattle Aero of all sub-tier escapes. For purposes of this note, Supply Chain shall mean Seller's direct network of suppliers providing material, equipment, information, and services integrated into products and services.</p>	<p>2/6/17</p>
<p>22</p>	<p>Parts returned to the supplier under this order for Rework/Repair will be accompanied by proof of supplier's inspection acceptance when resubmitted. Component parts returned to Seattle Aero, after being returned to the supplier under this order for rework/repair, will be accompanied by proof of supplier's test data and inspection acceptance when 'no fault found' is found by the supplier. Resubmitted parts will also be accompanied by a copy or reference to the applicable Seattle Aero Service Call number (s).</p>	<p>2/6/17</p>
<p>23</p>	<p>As specifically applies to Distribution, suppliers at all levels of the supply chain shall be certified to either:</p> <p>ISO 9001, ASA-100 or FAA/EASA/TCCA/GACA for suppliers performing Maintenance, Repair and Overhaul.</p> <p>The supplier is responsible to notify Seattle Aero of any changes in the certification / registration / accreditation or major audit findings within (2) business days of receiving notification of the change or finding. Examples of changes in registration include new certification, suspension, expiration, or Address or Production Location.</p> <p>Suppliers not certified / registered / accredited are subject to removal from the Qualified Supplier List. If Seattle Aero elects to continue a business relationship with the supplier, the supplier is subject to QMS and / or Special Process audits by Seattle Aero. Suppliers may be required to reimburse Seattle Aero for the cost of conducting these audits until certification / registration / accreditation is achieved.</p>	<p>8/30/17</p>

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24	<p>Special process suppliers shall be accredited to NADCAP AC7004 Certificates of Registration must be submitted to Seattle Aero if not otherwise available. Suppliers shall permit Seattle Aero access to all data in OASIS and NADCAP databases including registration documentation, certification, audit reports, findings, corrective actions, etc.</p> <p>The supplier shall notify Seattle Aero, at <a href="mailto:quality@seattleaero.com">quality@seattleaero.com</a>, of any changes in the certification / registration / accreditation or major audit findings within two (2) business days of receiving notification of the change or finding. Examples of changes in registration include new certification, suspension, or expiration. Suppliers not certified / registered / accredited are subject to removal from the Supplier List. If Seattle Aero elects to continue a business relationship with the supplier, the supplier is subject to QMS and / or Special Process audits by Seattle Aero. Suppliers may be required to reimburse Seattle Aero for the cost of conducting these audits until certification / registration / accreditation is achieved.</p>	2/6/17
25	All parts must be provided to the most current revision level, unless approved in writing.	2/6/17
26	Seattle Aero, Seattle Aero's customers, and/or government agencies reserve the right to perform inspections of supplier's facilities, as well as at all levels of supplier's supply chain for quality and process control purposes. For purposes of this note, Supply chain shall mean Seller's direct network of suppliers providing material, equipment, information, and services integrated into products and services.	2/6/17
27	Seller agrees not to make any changes in materials, processes, or design details of the part after qualification or approval without written approval from Seattle Aero. This shall include changes in materials, processes or design details by subcontractors. In addition to these changes, changes which would affect the part or any component part thereof with regard to (A) part number identification, (B) physical or functional interchangeability, and (C) repair or overhaul procedures and processes, as well as material changes which affect these procedures without written approval of Seattle Aero is prohibited. If such approval is granted, all part numbers and the original of all drawings or data shall be revised and provided to Seattle Aero accordingly. Seller will ensure subcontracts include the above requirements for supplier part numbered items, whether such equipment is supplied to seller as an end item or as a component part of an end item.	2/6/17
28	<p>Calibration systems shall meet the applicable requirements of ISO 10012, ISO 17025, or ANSI/NCSL Z540-1.</p> <p>If ANSI/NCSL Z540 is applicable, the Handbook shall be used as the interpretive guide.</p>	2/6/17
29	Seller shall not substitute any interchangeable parts without prior written approval from Seattle Aero. The part, and part number, supplied must reflect that on the purchase order.	2/6/17
30	Flammability Compliance document must be provided for material used in Cabin Interior.	2/6/17
31	Repair station will not repair any part by welding, brazing, soldering, heat treatment, coating, plating, adhesives or by any special process without Seattle Aero's authorization and approvals to perform special processes by approved and authorized personnel.	2/6/17
32	Seller shall ensure that all applicable parties in their organization are aware of their contribution to product or service conformity; product safety and the importance of ethical behavior.	7/31/17
33	If a Seattle Aero Purchase Order authorizes Seller to drop ship product to a location other than Seattle aero, Seller shall provide all requested quality documentation to Seattle Aero, at <a href="mailto:quality@seattleaero.com">quality@seattleaero.com</a> , prior to release of shipment to carrier.	8/30/17
34	Seller shall plan, implement and control processes, appropriate to the seller and the product, for the prevention of counterfeit or suspect counterfeit part use and their inclusion in product(s) delivered to Seattle Aero.	9/21/18