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Status: Active	Issue date: 12/15/2017
Rev. Level: A	Rev. date: 11/20/2020
Author: S.Hensley	Approval: MD

## ANS PURCHASE ORDER STD TERMS & CONDITIONS

### **1.0 Purpose:**

- 1.1 The purpose of this document is to create a summary instrument that communicates to ANS sub-tiers and supplies the expectations invoked when accepting a Purchase Order from Advanced Nitriding Solutions.

### **2.0 Scope and Frequency of use:**

- 2.1 This procedure applies to:
  - 2.1.1 .....people, assets, processes, parts, customers

### **3.0 Responsibilities:**

- 3.1 It is the responsibility of ANS to provide this document to you with each new purchase order and to resend it to you when this document is revised.
- 3.2 It is the responsibility of the supplier / vendor / source to periodically request this document to verify the latest revision is in your possession.

### **4.0 Definitions:**

- 4.1 N/A

### **5.0 Reference documents/e-files and their locations:**

- 5.1 AS6174 – Counterfeit Detection for Materials
- 5.2 ISO9001:2015
- 5.3 AS9100:2016
- 5.4 IATF16949:2016

### **6.0 Application**

6.1 The quality requirements below apply to suppliers of the following goods and services:

- 6.1.1 Raw Material purchased to an ANS PCC Specification or to an industry specification, such as, AMS, ASTM, MIL, etc.
- 6.1.2 Suppliers of special processing, such as, welding, heat treatment, plating, coating, non-conventional machining or non-destructive testing.
- 6.1.3 Laboratories for metallurgical testing services.
- 6.1.4 Suppliers of calibration equipment or services
- 6.1.5 Machining suppliers, or the suppliers of finished or semi-finished parts.
- 6.1.6 Any other service or component that is used in manufacture, test or inspection or forms part of a finished product

### **7.0 Quality Requirements**

7.1 The supplier shall provide written notification to ANS Purchasing Department of any nonconformance with the product or service being furnished. The Supplier shall



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hold back the shipment of the item until notified in writing of a disposition from ANS Purchasing Department.

- 7.2 ANS Purchasing shall be notified of any changes in product, process, change of suppliers, changes of manufacturing facilities location and where required flow down to suppliers any customer requirements. The supplier shall hold shipment of the product or service until provided with written disposition from ANS Purchasing Department.
- 7.3 ANS, its customers, and regulatory agencies have right of access to all facilities involved in the order and to all applicable quality and technical records related to this order.
- 7.4 Suppliers shall immediately notify ANS Purchasing of any changes to their approval to perform work to relevant customer standards. This includes product and processes for which a customer has given approval to the supplier. The supplier shall not perform work that they are not currently qualified to perform, and if there is a change in their qualification and/or approval, they shall halt any open orders until written disposition is provided from ANS purchasing.
- 7.5 Suppliers are not allowed to sub-contract any part of this order without prior written permission of ANS. If sub-contracting is permitted, then the supplier shall flow down these requirements, any key characteristics, and any order specific quality requirements to their sub-contractors.
- 7.6 The supplier's internal inspection reports, material certifications, employee training records, process monitoring records, and any other materials or documents commonly referred to as quality records, used in the fulfillment of this purchase order, shall be maintained in accordance with the supplier's record retention policy. At a minimum, these records shall be available for 6 years after completion of this order. These records shall be available for review by ANS, our customers and/or regulatory agencies on request. After the required retention period of a quality record expires, the supplier shall dispose of the records in a manner that renders them unusable by any third party i.e. shredding of physical records or deletion of electronic records. Records may be saved past the required retention period but must be handled in accordance with this policy.
- 7.7 Any specialty metals supplied to fulfill this purchase order must comply with United States Government DFARS 252.225-7014 or with the qualifying countries as listed in DFARS 225.872.1, if this DFARs clause is invoked or we mention "Berry Amendment" applies.
- 7.8 Supplier's quality system shall be compliant to ISO 9001 or AS9100, if invoked.



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- 7.9 All specifications shall be to the latest issue unless otherwise specified on the Purchase Order. Contact ANS Purchasing if uncertain of latest revision status.
- 7.10 If there are special requirements for design, test, inspection or verification, including statistical techniques, these shall be indicated on the applicable ANS drawing, purchase specification or Purchase Order. Contact ANS Purchasing Department if clarification is needed.
- 7.11 NDT, Weld, EDM & Laser suppliers will have their processes approved by PRI Nadcap. Personnel qualifications shall be maintained when required by customer approved procedures and/or PRI Nadcap.
- 7.12 Suppliers are prohibited from making any decisions to interrupt flow of product or special process from any existing source until written approval is provided from ANS.
- 7.13 Suppliers of parts and raw materials shall have a counterfeit/fraudulent parts program which should be based on AS6174 and/or AS9100 should address the following major topics (as applicable):
- 7.13.1 Authentic and Conforming Material Availability
  - 7.13.2 Personnel Training and Awareness
  - 7.13.3 Parts Availability
  - 7.13.4 Purchasing
  - 7.13.5 Purchasing Information
  - 7.13.6 Verification of Purchased/Returned Part(s)
  - 7.13.7 In-Process Investigation
  - 7.13.8 Failure Analysis
  - 7.13.9 Material Control
  - 7.13.10 Reporting
  - 7.13.11 Post Delivery Support
- 7.14 ANS requires its suppliers to conform to ANS Conflict Materials Policy SOP-013 and complete EICC/GeSICConflict Minerals Reporting Template when asked to.



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- 7.15 Suppliers shall ensure the competence of their workforce and qualify relevant personnel as appropriate.
- 7.16 Ethical behavior is important to ANS. Suppliers shall maintain an ethics policy which shall be made available to ANS upon request.
- 7.17 Suppliers shall ensure that personnel are aware of their contribution to product or service conformity. Suppliers shall ensure that personnel are aware of their contribution to product safety.
- 7.18 Supplier shall return all documents, records, gaging, tooling, stamps, or other ANS supplied property upon written notification from ANS or when business with ANS has ceased. Possession of property jointly owned by the supplier and ANS and/or customers of ANS shall be maintained by the supplier unless other written instruction is provided by ANS. ANS owned property and jointly owned property in the possession of suppliers shall not be destroyed, sold off, or otherwise discarded unless written authorization is given by ANS. Suppliers shall maintain, protect from harm, and maintain traceability on ANS owned property and jointly owned property. ANS has right of access to any ANS owned property or jointly owned property and suppliers shall give evidence of the current status of any such property in their possession upon request from ANS.