

**General:** As a supplier to Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. it is understood that your organization agrees to meet the following stipulations/AS9100 requirements whenever a Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. Purchase Order specifies that the order is for an aerospace application/job (or contains some similar aerospace/AS9100 reference). These requirements are, therefore, to be considered as terms and conditions to all aerospace purchases.

1. Where required on the Stanfordville Machine & Mfg. Co., Inc. and/or Kent Gage & Tool Co. Purchase Order, its suppliers must use Stanfordville Machine & Mfg. Co., Inc.'s/Kent Gage & Tool Co.'s customer-approved special process sources.
2. Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. is to be contacted (by the supplier) in the event of nonconforming product/material. Arrangements for the approval of supplier nonconforming product/material must be directed by a Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. authorized manager/designee.
3. Furthermore, the supplier is required to notify Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. of any changes to a product and/or process and to obtain approval from and authorized Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. manager or designee (if applicable).
4. Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co., their customers, and regulatory authorities retain the right of access to all suppliers facilities involved in the aerospace order and to all applicable records.
5. The AS9100 standard requires that all applicable customer/regulatory/AS9100 requirements for the supplier flow-down to sub-tier suppliers (includes requirements in the purchasing documents and key characteristics where required). However, Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. does not allow its aerospace suppliers to subcontract any product or process to a sub-tier supplier without Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. expressed written consent.
6. Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. performs inspection activities to ensure that purchased product meets purchase requirements. They may include:
  - Receiving inspections (of supplier products/services/documents) may be/are performed by a designated employee.
  - Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. verifies the authenticity of the appropriate certificate of conformity, material certificates, etc. and other accompanying documentation by review and comparison (as is appropriate) to the drawing and/or industry specifications by other means. When necessary, Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. may inspect or audit at the supplier's facility.Furthermore, products are inspected to ensure they meet requirements (dimensions, etc.) and the results are recorded (as appropriate). All special processes (anodizing, heat treat etc.) where the compliance cannot be verified by inspections will require a Certificate of Conformity.
7. When appropriate, Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. may delegate the inspection authority to one of its approved supplier's premises. Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. will communicate the inspection requirements (including approved monitoring and measurement equipment/methods) and Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. will maintain a record of those approved to carry out such inspections.
8. When Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. or its customer intends to perform verification at the supplier's premises; Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. will first state the intended verification arrangements and the method of product release. This information will be communicated on the Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. Purchase Order or via another acceptable purchasing arrangement.
9. Where specified in the contract, the Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co.'s customer or customer's representative will be afforded the right to verify at the supplier's premises and Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co.'s premises that subcontracted product conforms to specified requirements. Verification by the customer is not used by Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. as evidence of effective control of quality by the supplier and shall not absolve Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. or its supplier of the responsibility to provide acceptable product, nor shall it preclude subsequent rejection by the customer.
10. To prevent the purchase of counterfeit or suspect/unapproved products and to ensure product identification and traceability (and for other reasons), Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. will institute controls that include the requirement of Material Certificates, Certificates of Conformity, and/or other supporting documentation from its suppliers as is appropriate. These requirements may be specified on Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. Purchase Order or may otherwise be communicated to the supplier.
11. Records are available for review by customers and regulatory authorities in accordance with contract or regulatory requirements and should otherwise be kept confidential.
12. Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. may also require specific actions where timely and/or effective corrective actions to a supplier issue(s) are not achieved. These actions may include but are not limited to any or all of the following: withholding payment until the issue is resolved, removal of the supplier from Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co.'s Approved Supplier List, and legal actions.
13. Stanfordville Machine & Mfg. Co., Inc./Kent Gage & Tool Co. requires all documents to be retained for 10 years.