## **WECOSO, INC. dba WEST COAST SOLUTIONS**

# **AS9100 Supplier Terms & Conditions Agreement**

As a supplier to Wecoso, Inc. dba West Coast Solutions, it is understood when accepting our purchase orders; your organization agrees to meet the following AS9100 requirements in addition to Wecoso, Inc.'s General Terms and Conditions of Purchase.

EXTERNAL PROVIDER ENSURES, WITH THE ACCEPTANCE OF THIS PURCHASE ORDER, THAT PERSONS ARE AWARE OF THEIR CONTRIBUTION TO PRODUCT OR SERVICE CONFORMITY, INCLUDING THEIR CONTRIBUTION TO PRODUCT SAFETY AND THE IMPORTANCE OF ETHICAL BEHAVIOR.

The seller warrants that in the performance of this PO, the seller shall comply with all applicable statutes, rules, regulations, and orders of the Government and any of the state or political subdivision thereof, and agrees to indemnify Wecoso, Inc. against any loss, damage, cost, or liability by seller's violation of this warranty.

Communication to Wecoso, Inc. should be made to the Buyer of Record on the Purchase Order. If communication is handled in a non-written/electronic format, for example, telcon, it should be provided in a written/electronic format as requested.

Wecoso, Inc. reserves the right of final approval of product and services; methods, processes, and equipment; and the release of final product and / or services. All special processes required by this Purchase Order must be performed by qualified personnel.

Key, critical, and special characteristics must be identified and controlled as noted on the Purchase Order or specification.

#### RIGHT OF ACCESS

Right of access by Wecoso, Inc., our customer, and regulatory authorities to the applicable areas of all facilities, at any level of the supply chain, involved in the order and to all applicable records to include verification and validation on-site, as defined on the Purchase Order. The external Provider must confirm within 96 hours a visitation schedule that is acceptable to all interested parties of the visit.

### **QUALITY MANAGEMENT SYSTEM**

External Provider, including their sub-tier providers, must have implemented a Quality Management System (QMS). Wecoso, Inc. reserves the right to review and approve the Quality Management System. Standard QMS Requirements Include:

Vendors providing calibration services must provide evidence of calibration traceable to NIST. Certificates must also identify AS RECEIVED and AS LEFT conditions in whatever appropriate terminology. Notification must be made if items are determined damaged or unable to calibrate as soon as possible for potential impact review.

Customer Directed sources must operate in accordance with approved specifications and standards, as dictated and controlled by the customer in question.

The Vendor shall maintain the proper identification and revision status of specifications, drawings, process requirements, inspection/verification instructions, and all other relevant technical data.

#### **COMPETENCY**

The external Provider will ensure that all persons performing work per this purchase order are competent and trained. If any product or process requires personnel qualifications, the external provider will ensure that only qualified individuals perform these tasks in accordance with the applicable specifications of this purchase order.

#### **TEST SPECIMEN**

Wecoso, Inc. reserves the right to approve or specify any designs, tests, inspection plans, verifications, use of statistical techniques for product acceptance, and any applicable critical items, including key characteristics. Wecoso, Inc. reserves the right to designate requirements for test specimens for design approval, inspection/verification, investigation, or auditing (where applicable).

Any statistical techniques used for inspection sampling must be pre-approved, such as sample inspection plans.

#### NON-CONFORMING MATERIAL

External Providers must notify WECOSO, Inc within 24 hours of discovery if non-conforming material has been shipped. Notification must include:

- The affected shipments/lots.
- Applicable PO(s).
- The non-conforming condition.
- Any other traceability information needed to track down all affected products.

Wecoso, Inc. does not grant disposition authority for non-conforming Product. Any non-conforming product that cannot be reworked at the external Provider's expense to a conforming condition must be dispositioned by Wecoso, Inc. No known non-conforming product shall be shipped to us without our written authorization.

#### SERIOUS FAILURES, MALFUNCTIONS OR DEFECTS

External Provider shall notify Wecoso, Inc. of any serious failures, malfunctions, or defects found in the Product within 24 hours of discovery via written communication.

#### **CHANGES**

External Provider shall notify Wecoso, Inc. of changes in product and/or process, changes of suppliers, and changes of manufacturing facility locations within 24 hours.

#### SUBCONTRACTORS

Wecoso, Inc. does not allow its suppliers to subcontract any product or process to a sub-tier supplier without prior written consent from Wecoso, Inc. If a subcontractor is required, the notification must be provided to Wecoso, Inc. in writing, stating the service to be provided and subcontractor(s) to be used. All subcontractors utilized within the supply chain must be approved or designated by the end-user customer, if applicable.

#### FLOW DOWN

Flow down to the supply chain the applicable requirements, including all Purchase Order requirements and key characteristics to the supplier's vendors of any approved outsourced products or services required. External provider is responsible to flow down any applicable end-user customer requirements to their subcontractors.

#### **SUPPLIER PERFORMANCE MONITORING**

The performance of suppliers is monitored using specific metrics data that include but are not limited to:

- Quality performance of parts and services and On-time delivery performance.
  - If Wecoso, Inc.'s monthly supplier evaluation identifies a supplier with an ontime delivery rate of less than 80%, a corrective action request can be issued for supplier response.
  - If Wecoso, Inc.'s monthly supplier evaluation identifies a supplier with quality rejections exceeding 5% of their work orders, a corrective action request can be issued for supplier response.
- If Wecoso, Inc.'s monthly supplier evaluation identifies a supplier with an on-If delivery cannot be met, the appropriate Wecoso, Inc. Buyer of Record must be notified in advance.

#### CORRECTIVE ACTIONS

Corrective Actions flowed to the External Provider shall be completed and returned in a timely manner. External Provider must flow down corrective action requirements to sub-tier providers when it is determined the sub-tier Provider is responsible for the nonconformity.

#### **INCOMING INSPECTION**

Wecoso, Inc. performs an incoming inspection to ensure the purchased Product meets purchasing requirements. These requirements may include:

- Verification of the certificate of conformity or other certifications.
- Products are inspected to ensure they meet requirements (dimensions, etc.), and the results are recorded when appropriate.
- All special processes (plating, heat treat etc.) where Wecoso, Inc. cannot verify the compliance, inspection will require Certificate of Conformity or applicable certification documents.

#### **RECORD RETENTION**

External Provider shall retain all Records, including disposition requirements associated with the Purchase Order as required by the contract for a minimum period of 10 years, and the records are to be deliverable to the Wecoso, Inc. Buyer of Record within 48 hours after the request. Records will be disposed of to eliminate the possibility of recreation or access to proprietary/confidential information.

#### FOREIGN OBJECT DEBRIS/DAMAGE (FOD) PREVENTION

The Seller shall maintain a FOD prevention Program. The FOD program shall include a review of manufacturing process to identify and eliminate FOD entrapment areas through which foreign objects can migrate. Seller shall ensure work is accomplished to prevent FOD in deliverable items. Seller shall maintain work areas sufficiently to preclude the risk of FOD incidents. The Seller shall investigate each FOD incident and ensure the elimination of its root cause.

#### **PREVENTION OF COUNTERFEIT PARTS**

External Provider shall plan, implement, and control their process to prevent counterfeit or suspect counterfeit parts from use or inclusion into the Product in accordance with AS9100 clause 8.1.4 (Prevention of Counterfeit Parts). The external Provider should use AS6174 and AS5553 as guidance when developing a counterfeit part prevention program.

# PREVENTION OF SUSPECTED UNAPPROVED PARTS (Only applicable to AS9110 MRO, AS9120 Distribution)

External Provider shall plan, implement, and control a process that identifies and prevents the release of unapproved and suspected unapproved parts or inclusion into the Product in accordance with AS9110 and AS9120 clause 8.1.5 (Prevention of Suspected Unapproved Parts) as applicable.

#### **AWARENESS**

In accordance with AS9100 section 8.4.3, the organization shall communicate to external providers its requirements for awareness. This includes the external provider's contribution to product or service conformity, their contribution to product safety, and the importance of ethical behavior.