

# **Supplier Terms and Conditions**

### **Incorporating Supplier Relationships and Monitoring**

Prior to becoming a qualified supplier, Mach Machine, Inc. will provide a potential supplier with a questionnaire that must be completed and returned for consideration. Key details of the questionnaire include supplier's quality managements systems, quality policies and procedures. Building a relationship with our vendors is important to Mach Machine, Inc. Emphasis on high-level of performance and quality is critical to our final product. Suppliers are reviewed for their performance on an annual basis. Suppliers of Mach Machine, Inc's. QVL must maintain a rating of 90% or above on critical metrics. These rated metrics are shared with suppliers to assist in their continuous improvement. Suppliers that fall below this metric are put into a probationary status for the following year. Suppliers not able to correct their rating after a probationary year are removed from Mach Machine, Inc's QVL.

# Flow Through Procedures for Purchase Orders with AS 9100 requirements

Mach Machine, Inc. may be directed by flow down terms for any subcontractor to include any other special requirements, critical items, key characteristics, tests, inspection, and verification (including production process verification) and the use of statistical techniques for product acceptance and related instructions. Mach Machine, Inc. reserves the right to review subcontractors quality management systems for ISO 9001/AS9100 compliance including subcontractor vender approved external providers list. The subcontractor must notify Mach Machine of any changes of processes, products, or service, including changes of external providers or locations of manufactures. Subtractor must retain documentation for 5 years. Mach Machine Inc. reserves the right to review applicable areas of subtractors facilities to ensure staff are aware of their contribution to product or service conformity, product safety and ethical behavior.

**Quality:** All products will be inspected. If any good or services are found at any time to be defective in material workmanship, or otherwise not conforming with the requirements to the order, the products may be rejected and returned at the Supplier's expense.

## Certifications - Raw Material, Outside Services, and Purchased Products

Mach Machine, Inc. requires mill certification to be included with each shipment. The material will not be accepted without the required certification and associated material lot numbers identified. The materials used cannot be among the conflict minerals list or be counterfeit materials. All material delivered to Mach Machine, Inc. must be of the most current RoHS and REACH compliance at the time of order and appropriate documentation supporting this needs to accompany every shipment.

#### **Shipment Delays**

Supplier agrees to provide an acknowledgement indicating the date of completion. Should there be a delay, a written notice will be sent with the adjusted delivery date. As noted above, quality is important as well as on-time delivery.

## **General Packaging and Preservation Procedures**

Unless specific instructions are required, the product shipped to Mach Machine, Inc. must be delivered, packaged and preserved to prevent damage.

# 1<sup>st</sup> Article Inspection

Mach Machine Inc., will notify supplier by way of the purchase order if a 1st article is required.

# **Shelf Life Procedure**

It is the supplier's responsibility to identify and verify articles, components and/or material being capable of quality degradation with age and shall include shelf life data with each shipment as it relates to the completed articles. Shelf life shall be more than 90% as received by Mach Machine, Inc.

## **Previously Rejected Articles**

Suppliers shall not submit a previously rejected article(s) for re-approval without documentation stating the article(s) was previously rejected by Mach Machine and is being resubmitted for approval with the details of the corrective action taken.

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