



SUPPLIER REQUIREMENTS Additional AS9100D Requirements shown in Blue (items 19-24)

As a Supplier to TRUE SEALS LLC, you agree to comply with the terms and conditions listed below with respect to any product or services provided to TRUE SEALS, and additional AS9100D requirements when specified on the Purchase Order.

1. **Control of Drawings & Specifications.** The Supplier shall ensure that the drawings and specifications are the relevant revision status specified on the Purchase Order. The Supplier shall comply with any special requirements regarding the control of drawings and specifications.
2. **Quality/Inspection System.** Supplier shall maintain a quality/inspection system that will ensure all goods and services conform to contract requirements whether manufactured or processed by Supplier or procured from Sub-Tier Suppliers.
3. **Reporting Discrepancies.** Discrepancies, omissions, and the need for clarifications or interpretations of any nature encountered by Supplier in respect of furnished drawings or engineering data will be brought to the attention of TRUE SEALS for resolution.
4. **Calibration System.** All Inspection Measuring & Test Equipment used by the Supplier during in-process and final inspection to make a compliance evaluation shall be calibrated to nationally recognized standards ISO17025 and ANSI/NCSL Z540.3
5. **Special Processes.** Supplier shall provide certifications for all special processes and nondestructive test results performed with each shipment. The certificate shall identify the processor, process used, controlling specification & revision, and the results of test or measurement performed. Supplier used shall be a TRUE SEALS and/or Customer approved source for said Processes. The Supplier shall be approved as per above to perform specific required Special Processes, or use Special Process vendors acceptable to TRUE SEALS and TRUE SEALS's customer.
6. **Material Substitution.** Material substitutions are not permitted without TRUE SEALS written consent.
7. **Special Requirements, Critical items, or Key Characteristics:** The Supplier shall comply with any special requirements, critical items, or key characteristics of products requested by TRUE SEALS including the need to provide test specimens for design approval, inspection, verification, investigation, or auditing.
8. **Changes in Process, Product or Location.** Supplier shall notify TRUE SEALS of intended or actual changes that may affect the quality of delivered goods and services. This includes: Changes to the Quality Management System, the Manufacturing Line, Facility Location, Processes, or Natural Disasters. Quality data and/or approved design data to be available in the English language. Supplier shall control the products they manufacture to ensure repeatability of provided products under controlled conditions. True seals must be notified of any design or development changes of supplier provided products.
9. **Workmanship Quality.** Supplied products shall meet all applicable requirements as stated in purchase order documentation, provided customer drawings, specifications, or product description paperwork.
10. **Limited Shelf Life Items.** Materials with limited shelf life shall be marked with the date of manufacture, lot number and applicable specification on the container and shall have 90% Minimum shelf life remaining when received by True Seals.
11. **Certificate of Conformance.** Supplier's acceptance of TRUE SEALS's purchase order certifies that the materials and processes supplied under the purchase order shall be or have been controlled and inspected in accordance with TRUE SEALS's purchase order requirements and they meet the specified order requirements, referenced specifications and drawings. Supplier must provide a Certificate of Conformance for all orders and lots, verifying that all products and lots meet those requirements. All products and lots must be clearly identified, labeled and must be traceable to, and linked to the Certificate of Conformance. The Certificate of Conformance must include True Seals item number for traceability.



12. **Nonconforming Products and Materials.** Supplier shall obtain TRUE SEALS's prior written approval with respect to the disposition of any nonconforming products or materials supplied that does not meet engineering drawing or documents under contract or Purchase Order. In the event that nonconforming materials are present, and the materials are deemed acceptable or useable by the Supplier, it is still the responsibility of the Supplier to Inform TRUE SEALS so that a determination can be made for the use of said materials.
13. **Record Retention.** Supplier shall maintain records of inspections, tests, and process controls called for by the contract or Purchase Order. Unless specified elsewhere in contracts or attachments, these documents shall be on file, stored and protected in such a manner that they remain legible, readily identifiable, and readily available to TRUE SEALS for no less than 7 years.
14. **Supplier Corrective Action.** Supplier shall, on request, provide statements of corrective action on nonconformities or failures of Supplier's goods or services.
15. **Packaging and Handling.** As a minimum, the Supplier shall package all material in a manner that will ensure protection against corrosion, oxidation, deterioration and physical damage during shipment. Electrostatic sensitive product shall be packed in an ESD protective bag. In addition, when materials delivered are lot-controlled and multiple material lots are shipped, each lot shall be separately packaged and identified.
16. **Confidentiality.** Suppliers shall hold all information received from TRUE SEALS in confidence and no third-party request for information will be authorized unless approved, in writing, by TRUE SEALS.
17. **Competence.** Suppliers shall keep up to date records on the validation of competence of employees producing goods/services for TRUE SEALS.
18. **On Time Delivery and Quality Assurance.** Suppliers shall commit to on time delivery, and quality of, goods and service requirements as required by the purchase order either specifically or by reference.
19. **Right of Access.** TRUE SEALS, its customers, and regulatory authorities shall be granted the right of access to all Supplier and sub-tier Supplier facilities and records involved in fulfilling the Purchase Order requirements to ensure conformance with the requirements.
20. **Letter of Disclosure.** When a nonconformance is determined to exist, or is suspected to exist on goods and/or services provided to TRUE SEALS under Contract, Supplier shall provide written Post Delivery Notification Letter or Letter of Disclosure.
21. **Counterfeit Parts.** The Supplier shall certify that only new and authentic materials are used in products or goods delivered to TRUE SEALS and that the products/goods delivered contain no Counterfeit Parts.
22. **Foreign Object Debris/Damage.** Supplier is required to establish and maintain a Foreign Object Debris/Damage (FOD) prevention program that employs appropriate housekeeping practices to assure timely detection and removal of residue/debris generated, during operations and normal daily tasks.
23. **Flow down to Sub-tier Suppliers.** Suppliers shall flow-down to Sub-Tier Suppliers the applicable requirements as required by the purchase order either specifically or by reference.
24. **Ethics.** Suppliers shall ensure their employees are aware of their contribution to product or service conformity and product safety and the importance of ethical behavior.

Company: _____

Printed Rep. Name: _____

Supplier Signature: _____

Date: _____