



## ***General Purchasing Requirements & Flow Downs***

1. Product Requirements are defined in the Purchase Order and are to be completed as outlined. Any required changes to the PO are to be conducted with the Ace Aeronautics, LLC Buyer as listed on the PO.
2. Delivery or Required Due Dates as listed on the Ace Aeronautics, LLC Purchase Order is the date the order / material is due on our receiving dock, not the **ship date out of your facility**. Late deliveries to any of the Ace Aeronautics, LLC Facilities will be counted as part of the Supplier Performance Metrics.
3. At no time are you the supplier to make any revisions or changes to the Purchase Order requirements, assigned drawings and specifications or other specified requirements without first consulting the buyer of record on the Purchase Order for approval. Any change requires written approval.
4. First Article Inspection Reports when required on the Purchase Order will use the AS-9102 (latest edition) process which is the preferred inspection report format and is to be used on request as listed in the Purchase Order or other purchasing documents.
5. Non Conforming Product must be correctly processed when identified at your location. All identified Nonconforming Product while in the supplier's facility will be quarantined, reworked to exact original specifications and re-inspected to original quality requirements. The Supplier does not have MRB authority for Ace Aeronautics, LLC purchased products meaning the product must be to exact specifications. The Supplier does not have the authority to ship any "out of specification material" or "known defective material" to Ace Aeronautics, LLC. The "Use as is" option and authority is **NOT** granted to any supplier.
6. If Nonconforming Product has inadvertently been shipped to Ace Aeronautics, LLC, the supplier must notify the Director of Quality or the Ace Aeronautics, LLC Buyer as listed on the Purchase Order immediately. All costs, repercussions and adverse affects caused by the Nonconforming product will be the responsibility of the supplier of record.
7. Corrective Action will be required by Ace Aeronautics, LLC for nonconforming product received at our locations and found to be defective and will be handled via our "Supplier Quality Requirements".
8. All purchased materials used in the manufacturing process shall satisfy current governmental and safety constraints on restricted, toxic, and hazardous materials, as well as environmental, electrical, and electromagnetic considerations applicable to the country of manufacture and sale.
9. A current copy of any applicable SDS sheets associate with the product being sent to the Ace Aeronautics, LLC facility as listed on the purchase order and must accompany each shipment for all chemical and composite materials as well as any SDS updates performed by the Supplier.
10. An effective functioning Quality Management System is preferred by Ace Aeronautics, LLC. COTS products are typically secured from distributors. All other products such as outsourced services, raw materials and subcontracted manufactured products lean heavily to 3<sup>rd</sup> party accredited suppliers to AS 9100 or ISO 9001 current edition. Purchases that are required by our customer to be subcontracted to a certified AS 9100 Supplier will be controlled during the Purchasing Process.
11. Suppliers are to have a "Gage Calibration Process" that is traceable to NIST or other Accredited Laboratories with an inclusion in the scope for the specific test or calibration. Records must be furnished to Ace Aeronautics, LLC on request.
12. Customer designated suppliers and contractors must be used as designated by our customer and will be flowed down to Ace Aeronautics, LLC Suppliers. No deviation from the supplier defined in the Purchasing Information or PO is allowed. Certificates of conformance are required and must state the sources of purchased product.
13. All Purchase Orders, Inspection Records, Specifications, Standards and Production Records as well as any other record regarding products supplied to Ace Aeronautics, LLC must be retained for life of the product plus 15 years and made available upon request. For this reason Ace Aeronautics, LLC suggests a sound electronic record keeping process be utilized by our suppliers.



## ***General Purchasing Requirements & Flow Downs***

14. All government programs and requirements dealing with slave labor, child labor, controlled substances, discriminatory practices, DFARS and the Frank Dodd Act must be followed and conformed to by all suppliers of Ace Aeronautics, LLC. This includes any federal or regulatory as well as environmental requirements.
15. All prime contracts, subcontracts or purchase orders in support of an authorized program given a priority rating must ensure adherence to the stipulations of DPAS ratings as prescribed in Executive Order 12919, 15 CFR 700, FAR 52.211-15 and DoD 4400.1-M guidance for DoD activities. When a contractor consistently fails to meet the DPAS contractual requirements on its rated orders, corrective action shall be requested. DPAS contractual requirements include timely notification of acceptance/rejection of rated order, extension of rating to sub-contractors, and priority scheduling. If a contractor fails to meet the delivery schedule on rated orders due to giving a higher priority to a lower rated or unrated order, they are in violation of DPAS regulations. In cases where the contractor does not correct DPAS violations, the case may be forwarded through the DPAS Officer at the Government activity that awarded the end item contract to the Department of Commerce for assistance and legal processing.
  - a. Rated orders are identified by a priority rating and a program identification symbol. Rated orders take precedence over all unrated orders as necessary to meet required delivery dates. Among rated orders, DX rated orders take precedence over DO rated orders. Program identification symbols indicate which approved program is attributed to the rated order.
  - b. Persons receiving rated orders must give them preferential treatment as required by this part.
  - c. All rated orders must be scheduled to the extent possible to ensure delivery by the required delivery date.
  - d. Persons who receive rated orders must in turn place rated orders with their suppliers for the items they need to fill the orders. This provision ensures that suppliers will give priority treatment to rated orders from contractor to subcontractor to suppliers throughout the procurement chain.
  - e. Persons may place a priority rating on orders only when they are in receipt of a rated order, have been explicitly authorized to do so by the Department of Commerce or a Delegate Agency, or are otherwise permitted to do so by this part.