A. **Products, Processes, and Services** - The Supplier is required to perform only the requirements listed in the body of the purchase order and documents or communications referenced therein. Requirements referenced may include specifications, drawings, process requirements, or work instructions.

B. **Approval** – CUA reserves the right of final approval of product and services, methods, processes, and equipment, and the final release of products and services. Each shipment must be accompanied by one legible copy of a statement of conformance unless otherwise noted in the Purchase Order. The statement of conformance should include supplier name, part number, purchase order number, quantity of parts, Lot or Batch Number(s), and title and name of an authorized Supplier representative.

C. **Competence –** Supplier will ensure that its employees are competent and trained in accordance with the requirements of AS9100D.

D. **Interactions with CUA -** All invoices are to be transmitted to CUA electronically via e-mail or delivered to the address stated in the purchase order. Proposed changes to purchase order agreements should be documented in writing. Suppliers shall hold all information received from CUA in confidence, and no third-party request for more information will be authorized unless approved, in writing, by CUA.

E. **Monitoring of External Providers –** CUA monitors the performance of external providers. The criteria considered include:
   a. Supplier Risk
   b. Quality of Product, Service, or Process delivered or provided
   c. On-Time Delivery of Product, Service, or Process

F. **Verification and Validation Activities** - CUA reserves the right to designate requirements for verification or validation activities that CUA intends to perform at the supplier's premises.

G. **Design and Development Control** - CUA reserves the right to approve or specify any designs, tests, inspection plans, and/or criteria for design and development required by CUA from an external provider. This right does not apply to products considered "commercially available off-the-shelf" (COTS).

H. **Special requirements, critical items, or key characteristics** – CUA reserves the right to approve or specify any special requirements, critical items, or key characteristics. Suppliers are responsible for the validation, and periodic revalidation, of the ability to achieve planned results of the processes for production, where the resulting output cannot be verified by subsequent monitoring and measurement.

I. **Test, inspection, and verification** – Supplier's monitoring and measurement equipment used to verify CUA products and services shall be calibrated to NIST traceable standards. CUA reserves the right to approve or specify in the Purchase Order any test, inspection, and/or verification (including production process verification).

J. **Use of Statistical Techniques** – The Supplier shall use a sampling plan for product acceptance, consistent with industry accepted standards, unless otherwise specified or agreed upon in writing by CUA.

K. **External Provider's need to:**
   a. **Implement a quality management system**

i. When specifically requested by CUA in writing, supplier shall maintain a Quality Management System based on ISO9001 or AS9100 and/or approved by CUA.

b. **Use customer designated or approved external suppliers, including process sources (e.g., special processes)**
   i. When required by CUA or its customers, supplier shall use customer specified sources. If required, this will be stated in the Purchase Order and/or associated documentation.

c. **Notify CUA of non-conforming processes, products, or services and obtain approval for their disposition**
   i. Supplier should immediately inform CUA if product is found to be non-conforming after shipment. CUA will inform the Supplier if a formal Corrective Action process is to be carried out.

d. **Prevent the use of counterfeit parts**
   i. To prevent the possibility of using counterfeit parts in CUA's products, supplier shall institute controls to assure traceability of parts and components to their original or authorized manufacturers.

e. **Notify CUA of changes to processes, products or services including changes of their external providers or location of manufacturer, and obtain CUA's approval**
   i. Suppliers shall notify CUA of intended or actual process changes that may affect the quality of the Supplier's product, process, or service.

f. **Flow down to external providers applicable requirements including customer requirements**
   i. Supplier shall flow down to their suppliers any applicable requirements of CUA or CUA's customers.

g. **Provide test specimens for design approval, inspection/verification, investigation, or auditing**
   i. Purchase orders will specify when a test specimen is required for inspection, verification, or audit purposes.

h. **Retain documented information, including retention periods and disposition requirements**
   i. All certifications, test reports, and inspection reports, as well as receiving inspection, in-process inspection, final inspection, and calibration records shall be retained for a minimum of seven years, unless otherwise specified by CUA. These records will be made available to CUA, its customers, or a regulatory agency upon request.

L. **Right of Access -** With reasonably sufficient notice, CUA and its customers, subcontractors, and regulatory agencies shall be allowed entry and are hereby authorized to enter into the premises of the Supplier to inspect and otherwise verify the quality of work, relevant manufacturing records and material at the Supplier's manufacturing facilities. Supplier must coordinate any such entry with CUA personnel listed on the purchase order.

M. **Awareness –** CUA's suppliers contribute directly to CUA's products' safety and service conformity; therefore, it is of the utmost importance that Supplier personnel conduct business in an ethical manner.

Change History

Version	Date	Issuing Authority	Description of Change
1.0	12/1/2021	Management Rep.	Initial release.