



## Di-EI Tool & Mfg. Supplier Purchase Order Terms and Conditions

The following are requirements for selling production material and services to *Di-EI Tool & Manufacturing, Inc. located at 69 Research Parkway Meriden, CT 06450*. All suppliers must comply with Group A requirements. Group B requirements are required when called out on the Purchase Order

### Group A - Mandatory Requirements for all Suppliers

<b>C of C</b>	The following statement must appear on Suppliers Certificates of Compliance "The recording of false, fictitious or fraudulent entries may be punishable as a felony under federal law, title 18, chapter 47." Certification must call out the PO, Quantity, Part Numbers / Revision, all applicable specifications as called out on purchase order or drawing. The C of C must be signed manually in ink by an authorized company Quality or other official noting their title and date.
<b>Counterfeit Material</b>	The seller shall ensure that only new and authentic materials are used in materiel delivered to Di-EI Tool and Manufacturing. The Seller may only purchase parts and material directly from original manufacturers, manufacturer franchised distributors, or authorized aftermarket manufacturers. Use of materiel that was not provided by these sources is not authorized unless first approved in writing by to Di-EI Tool and Manufacturing. The seller must present compelling support for its request (e.g., original manufacturer documentation that authenticates traceability of the material to the original manufacturer) and include in its request all actions to ensure the materiel thus procured is authentic and conforming."
<b>Ethical Behavior</b>	Di-EI Tool and Manufacturing expects your company to act in an ethical manner complying with all applicable statutory and regulatory requirements
<b>Identification</b>	All material and parts must be clearly identified by accompanying paperwork as to Quantity, Part Number and Revision
<b>Inspection, Acceptance and Rejection</b>	Notwithstanding any other provision, in addition to the foregoing, Supplier shall be liable for Di-EI Tool and Manufacturing's actual costs, expenses and damages related to or arising from nonconforming goods, including but not limited to labor and other costs related to transportation of goods, expediting, removal, disassembly, failure analysis, fault isolation, assembly, reinstallation, re-inspection, retrofit, and any and all other such corrective action costs incurred by Di-EI Tool and Manufacturing.
<b>MRB</b>	Your company has no MRB authority. Di-EI Tool and Manufacturing. must be notified of any suspect or discrepant material before it is sent in.
<b>Performance Monitoring</b>	Di-EI Tool and Manufacturing monitors your quality and delivery and may ask for corrective action if these are below expectation.
<b>Process Changes</b>	Major changes in processing, manufacturing, equipment, location or sub-contracting must be reported and approved Di-EI Tool and Manufacturing.
<b>Product Safety</b>	Di-EI Tool and Manufacturing expects your company to understand the safety risks to the product and to protect these parts that you work on. If you have any questions on part protect please contact Di-EI Tool and Manufacturing.
<b>Quality System</b>	Sellers Quality Control system as a minimum must be in conformance to the following ISO 9001:2015 sections (as applicable) 7.2, 7.4, 7.5, 7.6 8.2.3, 8.2.4, 8.3, 8.5.2. and be approved by Di-EI Tool and Manufacturing
<b>Raw Material Certifications</b>	Suppliers shall maintain a copy of all supplier procured raw material mill certifications, which must be readily retrievable and shall include material specification, description, alloy and condition, physical properties, chemical analysis and lot number(s).  Metallic Raw Material Distributors shall include a copy of the original mill's certification with shipment of deliverable material. Supplier shall maintain copies of all subcontracted special processes. Supplier shall also obtain and maintain sub-tier supplier process certifications. No submittal is required unless specifically required per purchase order or other requirement herein. Supplier's material/ special process and sub-tier supplier/processor certification and test results shall be made available upon request.
<b>Records</b>	Records of inspection are required with numerical or statistical values, to be kept on file, available for review. The supplier shall maintain quality records in accordance with the applicable quality system for a minimum of 10 years from completion of purchase order. Records shall include, but not be limited to: <ul style="list-style-type: none"> <li>✓ Evidence of inspection to assure adherence to applicable drawings or specifications and revisions.</li> <li>✓ First Article Inspection/ Test Reports.</li> <li>✓ Records to indicate control of special tooling and special test equipment.</li> <li>✓ Test data records of all qualification and acceptance test performed.</li> <li>✓ Raw material and process certifications.</li> </ul>



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	<i>Note: If signed record(s) are sent to Di-EI Tool and Manufacturing. then the Supplier does not have to maintain these record (s) unless required by statutory, regulatory or other regulations</i>
<b>Right of Entry</b>	During performance of the order, authorized Government Representatives and/or Di-EI Tool and Manufacturing. customer's representatives have the right of entry to review, verify and analyze the sub contracted product or process.
<b>Shipping Documents</b>	Supplier shall provide a packing sheet for each separate shipment with the following minimum requirements: <ul style="list-style-type: none"> <li>✓ Suppliers company name and address.</li> <li>✓ Purchase order number, line item(s) and part number.</li> <li>✓ Di-EI Tool and Manufacturing. dispositioned non-conformance document number(s), as applicable.</li> </ul>
<b>Sub-Contracting</b>	All applicable Di-EI Tool and Manufacturing. requirements must be flowed down to your sub- contractors Di-EI Tool and Manufacturing, their customers and regulatory authorities reserve the right of access to all levels of sub-contractors and any applicable records

### Group B - When called out on PO

B1	Suppliers of <b>Age Sensitive Materials</b> shall provide original manufacturing/cure date, lot number(s) expiration date or length of shelf life (if indefinite, so stated). In addition, forward any special storage/handling instructions. "Shelf life items/material will have not less than 80 percent of shelf life remaining at time of receipt by Di-EI Tool and Manufacturing. Any delivery from a supplier not having at least 80 percent shelf life remaining shall be considered non-conforming
B2	<b>DFARS 252.225-7014 Domestic Specialty Metals, Alt 1.</b>
B3	<b>Suppliers of new FAA parts</b> shall meet FAA FAR 21 requirements.
B4	<b>Special Processors</b> are required to be accredited by the National Aerospace and Defense Contractors Accreditation Program (NADCAP). A processor's approval will be determined based on the Di-EI Tool and Manufacturing. review of the latest NADCAP audit report for those processors with valid NADCAP approvals. <b>Personnel performing special processes must be Nadcap approved.</b>
B5	<b>Records for Critical or Rotating Parts</b> must be kept for 40 years minimum
B6	<b>Test and/or Inspection data</b> is required to be sent in with shipment
B7	<b>Government Inspection</b> is required prior to shipment
B8	<b>Test specimens or coupons</b> required
B9	<b>Tooling</b> - Di-EI Tool and Manufacturing owned or Di-EI Tool and Manufacturing Customer owned tooling is for the exclusive use of Di-EI Tool and Manufacturing product unless otherwise negotiated and agreed upon in writing.
B10	<b>FAA Product</b> or processes and records of manufacture may be subject to Federal Aviation Administration inspection, audit surveillance or investigation.

*NOTE: For any questions or concerns about any of the clauses please contact your Di-EI Tool and Manufacturing. Purchasing or Quality Depts.*



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## Change History

Rev Date	Rev	Change	Approved By
5/21/18	-	Initial Issue	Louis Bell