

# PURCHASE ORDER COMMENTS

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## GENERAL APPLICABLE TO ALL PURCHASE ORDERS

- All documents sent to FCI must be legible after scanning.

FCI expects the following performance from suppliers: On-Time Delivery of 95%min and an Acceptable Quality Status of 95%min. (08QA080002)

The applicable PO Comment below is specified on the Purchase Order.

## 01 RIGHT OF ACCESS

FCI and its customers and Regulatory Agencies (FAA - Federal Aviation Administration, etc.) shall be granted the right of access to FCI's vendor facilities and records for the purpose of performing surveillance, investigations, audits, surveys, or source inspections when determined necessary by FCI or FCI's customers or Regulatory Agencies. The access is limited to parts and process affecting or possibly affecting FCI.

## 02 FLUID COMPONENTS INTERNATIONAL LLC FURNISHED MATERIAL

- This Purchase Order requires that material furnished by FCI not be substituted or repaired without FCI's approval.
- Traceability must be maintained to the parts/material provided. Shipment of FCI furnished part/material shall have a Certification by Comment 08 or 21a stating the lot number provided on this purchase order. If needed each part shall be temporary identified to ensure traceability is maintained.
- Discrepant FCI furnished material and/or parts, sub-assemblies, etc. may be rejected at time of receipt. The vendor assumes responsibility for the total value of material, components, sub-assemblies and assemblies when scrapped as a result of processing obviously defective FCI furnished material.
- The vendor is not responsible for FCI controlled parameters, except to the extent he assumes responsibility for protecting FCI's investment in raw or partially finished material. The vendor shall be held accountable for the cost associated with process damaged FCI furnished material.

## 03 SHIPMENT OF DISCREPANT MATERIALS

The vendor shall not ship any parts or materials to FCI or its designated receiver that do not conform to the drawings, specifications, or purchase order without prior approval from FCI's Material Review Board. Nonconforming parts requiring submittal to FCI are as follows:

- Technical or material requirement is violated.
- Requirement in Supplier documents, which has been approved by FCI, is violated.
- Nonconformance cannot be corrected by continuation of the original manufacturing process or by rework.
- The item does not conform to the original requirement even though the item can be restored to a condition such that the capability of the item to function is unimpaired.

All material submitted for Material Review Board's approval must be submitted in writing through FCI's Purchasing personnel. All submittal shall at a minimum contain the Purchase Order and Line-Item number, Part/Item number, quantity of discrepant items and clearly and accurately described the discrepant condition. Do not ship nonconforming parts in a box with conforming parts.

Escaped Parts- Parts that are shipped as conforming, and post shipment have been determined by the supplier to be nonconforming.

The supplier is to notify FCI within 24 hours when it has been determined that parts have Escaped.

## 04 AGE CONTROLLED ITEM

Materials or articles having definite age degradation characteristics must be marked with the Date Code, Manufacturing Date and/or Cure Date and the Date the useful life will expire. All expiration dates must have at least 50% of its useful life remaining upon receipt at FCI.

### 04a MSDS

Include Safety Data Sheet (SDS) with the first shipment and when there is a change in the formula composition. And, provide a SDS if requested by the buyer.

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## 05 VENDOR DOCUMENT CHANGE REQUEST FORM

The Vendor Document Change Request Form is to be used by the vendor in the event the vendor wishes to recommend changes or improvements to the attached FCI drawing. The vendor shall request a form from FCI purchasing or download it from FCI's internet website, complete the entire form less the shaded areas and send to the FCI's -Buyer/Purchasing Agent- identified on the Purchase Order. The vendor shall not proceed with the recommended changes until approval of the form is obtained.

## 06 ACCEPTANCE TESTING

FCI reserves the right to conduct or have Independent Testing conducted, (NDE, Chemical Analysis, Seismic, etc.) prior to accepting the parts. Furthermore, acceptance may be revoked for non-conformities discovered as a result of the testing.

## 07 FLOW DOWN REQUIREMENTS

The vendor shall advise and pass on to sub-tier suppliers all applicable specified requirements referenced on the Purchase Order and Comments, including Key Characteristics where required. If Key Characteristics are stated on the drawing AS9103 applies.

## 08 CERTIFICATE OF CONFORMANCE/COMPLIANCE

Any and all processing performed (i.e., Plating, Passivation, etc.), regardless of type or amount of work performed, requires a Certificate of Conformance/Compliance (C of C), EN 10204 2.1, or equivalent to accompany all shipments when performed in accordance with identified specifications (including FCI & FCI's Customer or Regulatory Agency specifications). The materials shall be manufactured or processed in accordance with the latest revision of the referenced specification. (Lower revision levels may be referenced when required by FCI or its customers.)

All incoming shipments will be rejected as non-conforming if the vendor has failed to provide a C of C or equivalent with the part shipment. Revision levels shall be as stated on the Purchase Order. If no revision is stated use the latest revision.

The certification requirements for Processing and Build-To-Print product shall at a minimum include the following information:

- (a) The Purchase Order & Line-Item Number and/or Item/Part number.
- (b) Any applicable specifications, drawings and revision level.
- (c) Statement of conformance/compliance to the drawings or other instructions required by the Purchase Order Line Item.
- (d) Be Authenticated (stamped, initialed, or signed) and dated by a person duly authorized to contractually obligate the supplier.
- (e) Identify any procurement requirements that have not been met.

The certification requirements for Source Controlled product shall at a minimum include the following information:

- (a) The Purchase Order & Line-Item Number.
- (b) Item/Part Number (Revision level is not required since supplier controls the design).
- (c) State the manufacturer.
- (c) Statement of conformance/compliance to the supplier drawing or FCI drawing or Purchase order.
- (d) Be Authenticated (stamped, initialed, or signed) and dated by a person duly authorized to contractually obligate the supplier.

The certification requirements for Industry Specified Product (Standard hardware and Raw Materials) shall at a minimum include the following information:

- (a) Specification and Revision.
- (b) State the manufacturer or produce the certifications providing traceability to the manufacturer
- (c) Statement of conformance/compliance to the Specification or FCI drawing or Purchase order.
- (d) Be Authenticated (stamped, initialed, or signed) and dated by a person duly authorized to contractually obligate the supplier.

The certification requirement for Qualified/Certified Product (example: Ex, IeX, 10CFR50 part B product) is to provide a Declaration of Conformity per IEC 17050. Certified/Qualified Source Controlled product shall follow this requirement.

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### 09 SOURCE CONTROLLED ITEM

Identification of the suggested source(s) is to be construed as a requirement of the present supply for the item(s). The manufacturer's (source) name and part number must be identified on the part or documented on a Certificate of Conformance.

### 09a SHELF/STOCK ITEM

The manufacturer's name must be documented on a Certificate of Conformance. Or, Certifications of Conformances shall be provided showing traceability to the manufacturer.

### 10 REVISION CONTROLLED ITEM

When this P.O. Comment is referenced, the parts, product, or materials shall be manufactured or processed in accordance with the latest revision of the referenced specification. (Lower revision levels may be referenced when required by FCI's or it's customer's.)

### 11 CALIBRATION - Calibration houses only.

The Calibration Cycle for each item is per the above Notes on this Purchase Order Supplement.

Calibration houses (OPTION A) are to be ISO/IEC 17025:2017 accredited by an ILAC-MRA third party.

1. The calibration laboratory holds accreditation by an accrediting body recognized by the ILAC MRA. The accreditation encompasses ISO/IEC-17025:2017, "General Requirements for the Competence of Testing and Calibration Laboratories".
2. The laboratory has achieved accreditation based on an on-site accreditation assessment by the selected Accreditation Body within the past 48 months. The laboratory's accreditation cannot be based on two consecutive remote accreditation assessments.
3. As-found calibration data must be reported in the certificate of calibration when calibrated items are found to be out-of-tolerance.
4. The identification of item, calibration cycle, calibration date, calibration results, equipment/standards used to perform the calibration must be identified in the certificate of calibration.
5. Subcontracting of these accredited services is prohibited.
6. The published scope of accreditation for the calibration laboratory covers the needed measurement parameters, ranges and uncertainties.
7. FCI must be notified of any condition that adversely impacts the laboratory's ability to maintain the scope of accreditation.
8. FCI purchase order will note any additional technical and quality requirements, as necessary, based upon a review of the procured scope of services, which may include, but are not necessarily limited to, tolerances, accuracies, ranges, and industry standards.
9. Traceability to N.I.S.T. standards is required.

Calibration houses (OPTION B) are to be Surveyed by FCI and approved by FCI.

1. The calibration must be provided in accordance with their Survey approval.
2. As-found calibration data must be reported in the certificate of calibration when calibrated items are found to be out-of-tolerance.
3. The identification of item, calibration cycle, calibration date, calibration results, equipment/standards used to perform the calibration must be identified in the certificate of calibration.
4. Subcontracting of these accredited services is prohibited.
5. FCI must be notified of any condition that adversely impacts the laboratory's ability to maintain the scope of accreditation.
6. FCI purchase order will note any additional technical and quality requirements, as necessary, based upon a review of the procured scope of services, which may include, but are not necessarily limited to, tolerances, accuracies, ranges, and industry standards.
7. Traceability to N.I.S.T. standards is required.

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### 12 ARTWORK/FILM

Payment will not be authorized until FCI's Artwork/Film is returned. Artwork must be returned with First delivery of Circuit Boards, etc.

### 13 FIRST ARTICLE INSPECTION REPORT (FAIR) FOR EACH PRODUCTION LOT

- a) First Article Inspection Report is required; the balance of the order is contingent on acceptance of First Article delivered.
- b) FAIR is to represent the current production lot. Each production lot will require a FAIR.
- c) Traceability must be maintained. Each production lot shall be identified with an exclusive production lot number. The production lot number shall be identified on the FAIR, Follow-on shipments of the same production lots require the production lot number identified on the CofC per Comment 08 or 21a, the packing slip or temporarily identified on the parts.
- d) FAIR to be in accordance with AS9102 (Current Revision) or as approved by FCI Quality Management.
- e) Variable data (Actual dimension or Actual range of a dimension) required when possible.

### 14 TOOLING

Tooling is to be owned by FCI.

### 15 PRICING

In reference to price of Zero (0.00) listed above, this item is understood to be a price to be determined between the contracting parties.

### 16 UNAUTHORIZED WORK

Contact Buyer with repair estimate before proceeding with repair. Unauthorized work will not be paid for.

### 17 QUANTITY VARIANCES

Quantity variances +/-10% will be accepted. Greater variances must be approved by Buyer in advance of receipt. Unapproved over-shipments shall be returned.

### 18 CANCELLATION

FCI reserves the right to cancel any portion of the quantity on order (scheduled or unscheduled) provided FCI notifies and confirms the Supplier sixty (60) days prior to delivery date; AT NO COST TO FCI.

### 19 DAMAGED PARTS – Sensor Assembly

VENDOR PLEASE NOTE: Please notify FCI if there is any damage to the Sensor Assembly BEFORE Electropolishing

### 21 RAW MATERIALS

A Certificate of Analysis (Chemical, Physical and Mechanical Properties, i.e. CMTR - Certified Material Test Report, etc. as required by the applicable specification) for Metals shall be signed and shipped with each item. Suppliers are to provide a certification for each company that has custody of the material from the mill or original material manufacture.

### 21a PARTS/MATERIAL CERTIFICATION

At a minimum, a Certificate of Conformance/Compliance (8) or - Typical- CMTR -Certified Material Test Report-(21), or equivalent shall be signed and sent with each shipment.

### 21b CERTIFIED TEST REPORTS to EN 10204 Type 3.1

Test reports reported to FCI are to be per specification EN 10204, Type 3.1. Also, the report is to include "EN 10204 Type 3.1".

### 23 CIRCUIT BOARD TESTING

Circuit Boards to be tested for acceptable circuits. (example: Bed of Nail test, Flying Probe Test.)

### 24 CANCELLED, PO Comment.

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### 31 PACKING AND SHIPMENT

This order requires levels and methods of packing and preservation that will ensure safe arrival at FCI and shall, at a minimum, be in accordance with good commercial practices. Special packaging and shipping instructions may be defined in the purchase order. Damaged articles received at FCI will be rejected and shall be at the vendor's risk.

### 38 ESD CONTROLLED ITEM

When parts are sensitive to electrostatic discharge (ESD) the following applies: These parts must be packaged in conductive materials such as conductive bags or foam. The use of antistatic materials such as Pink Poly, metalized grid bags or anti-static tubes without conductive bagging are not acceptable. All packages containing ESD sensitive parts must be marked with standard ESD warning labels. Items shipped without proper protection shall be rejected.

### 39 FIXED PROCESS

After initial FCI approval the supplier is not to alter the process without FCI's approval. Changes requiring notification would include and are not limited to the following: altering manufacturing steps, changing sub-tiers, changing programs on a CNC machine or CMM machine, changing process materials, and dwell times. This requirement also applies to sub-tiers, therefore suppliers must pass the Fixed Process requirement to sub-tiers.

Note: Process changes may require extra testing and/or FCI customer approval.

### 40 FOREIGN OBJECT DEBRIS/DAMAGE (FOD) PREVENTION – A

- a. Seller shall maintain a FOD Prevention program in accordance with SAE AS9146 FOD Prevention Program, and National Aerospace Standard NAS-412, FOD Prevention.
- b. Seller shall ensure that SAE AS9146 and NAS-412 is flowed down to sub-tiers and subsequent sub-tiers.
- c. Seller shall ensure tooling, jigs, fixtures and test or handling equipment are maintained in a state of cleanliness and repair sufficient to prevent FOD.
- d. Seller shall inspect for foreign objects/materials and ensure No FOD barriers remain embedded.
- e. By delivering Items to Buyer, Seller shall be deemed to have certified to Buyer that such Items are free from any foreign materials that could result in FOD.

### 41 COUNTERFEIT WORK – A,N

- a) For purposes of this clause, Work consists of those parts delivered under this Contract that are the lowest level of separately identifiable items (e.g., articles, components, goods, and assemblies). "Counterfeit Work" means Work that is or contains items misrepresented as having been designed and/or produced under an approved system or other acceptable method. The term also includes approved Work that has reached a design life limit or has been damaged beyond possible repair but is altered and misrepresented as acceptable.
- b) Seller shall not deliver Counterfeit Work to FCI.
- c) Electronic Equipment or organic material or certified products- Seller shall only purchase electronic products to be delivered or incorporated as Work to FCI directly from the Original Component Manufacturer (OCM)/Original Equipment Manufacturer (OEM), or through an OCM/OEM authorized distributor. Work shall not be acquired from independent distributors or brokers unless approved in advance in writing by FCI.
- d) Raw Metals - Suppliers are to provide a certification for each company that has custody of the material from the mill or original material manufacture. (See PO Comment 21.)
- e) Seller shall immediately disclose in writing to FCI with the pertinent facts if Seller becomes aware or suspects that it has furnished Counterfeit Work. When requested by FCI, Seller shall provide OCM/OEM documentation that authenticates traceability of the affected items to the applicable OCM/OEM.
- f) This clause applies in addition to any quality provision, specification, statement of work or other provision included in this Contract addressing the authenticity of Work. To the extent such provisions conflict with this clause, this clause prevails.
- g) By accepting this order the seller acknowledges compliance with the provisions of AS6174 for Material and AS5553 for Electronic Components.

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### 42 RECORD RETENTION – A,N

Seller shall maintain Quality Records evidence for Acceptance of the part **indefinitely** or forward such documents for FCI's retention.

### 43 CALIBRATION OF INSPECTION TOOLS/GAUGES USED FOR MANUFACTURING.

Tools and Gauges used for inspection accepting parts must be calibrated with traceability to N.I.S.T. or other recognized standard. FCI recommends adherence to ANSI/NCSL Z540, ISO 10012-01 or ISO 17025.

### 44 SOFTWARE CONTROL – A, N

Non-deliverable Software shall be controlled per ARP9005.

Deliverable Software shall be per AS9115.

### 45 FCI Qualified Facilities –A, N

- Processing shall be performed by a FCI Quality approved facility. Qualification is identified by FCI Quality Approval on the bottom of the Purchase Order.
- ISO & NADCAP Certified facilities losing the certification require notification to FCI Purchasing and FCI Quality. (Re-certifications do not require notification.)
- Methods, materials or facility changes that may affect FCI product require notification to FCI Purchasing and FCI Quality.

### 46 SAFETY RELATED PART - N

The following documents need to be provided to FCI before commencing work on a safety related part (subject to 10CFR50 and 10CFR21):

- a) Quality Manual
- b) FATP – Final Acceptance Test Procedure
- c) Qualification Report
- d) Product drawing

Changes to the above documents during production of the FCI purchased part require Fluid Components International LLC's written approval prior to implementation.

### 47 TESTING (BUT NOT NDE) FOR FCI NUCLEAR DIVISION - N

1. The testing must be provided in accordance with
  - The test laboratory holds accreditation by an accrediting body recognized by the ILAC MRA. The accreditation encompasses ISO/IEC-17025:2017, "General Requirements for the Competence of Testing and Calibration Laboratories and the laboratory has achieved accreditation based on an on-site accreditation assessment by the selected Accreditation Body within the past 48 months. The laboratory's accreditation cannot be based on two consecutive remote accreditation assessments., or
  - A FCI Audited facility, or
  - A FCI Surveyed/Commercial Grade Dedicated facility. Work must be per the dedication.
2. Subcontracting of these accredited services is prohibited.
3. FCI must be notified of any condition that adversely impacts the laboratory's ability to maintain the scope of accreditation.
4. FCI purchase order will note any additional technical and quality requirements, as necessary, based upon a review of the procured scope of services, which may include, but are not necessarily limited to, tolerances, accuracies, ranges, and industry standards.
5. The published scope of accreditation for the testing laboratory covers the needed testing services, including test methodology and tolerances/uncertainty.

### 48 GOVERNMENT Federal Acquisition Regulations (FAR) AND Defense Acquisition Regulations Supplement (DFARS)

This order is considered a "GOVERNMENT" order. The applicable FAR and DFARS for this order are located at [www.fluidcomponents.com](http://www.fluidcomponents.com), under "Supplier Center" and entitled "FAR Download Clauses".

### 49 SPECIFIC REQUIREMENTS FOR CUSTOMER 11770 - A



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Note: [ ] are reference information for FCI Only. [11770 is the customer listed in the FCI's business system]

This PO Comment is specifically driven by FCI Customer 11770 and is only applicable parts and processes with this PO Comment. [CPAR 24B14 & 24B15]

## I) SUPPLIER RESPONSIBILITY

A) No inspection, approval, training, assistance or advice by FCI or FCI's customer shall affect, limit, modify or otherwise release or discharge, in any manner or to the extent whatsoever, the supplier's responsibilities for the products, or special processes it provides. [4.1D]

B) Suppliers not certified, or with a suspended certification, or demonstrating substandard performance during audits shall be subject to removal from FCI's supplier listing for FCI customer 11770. [4.1F]

## II) CHANGE IMPACT

### A) Change Impact Analysis

The Supplier shall perform a Change Impact Analysis to identify and control changes related to the following:

- Change to a Purchase Order
- Change to a Drawing
- Change to an Specifications

Any changes related to the above, shall invoke a change impact analysis using a change impact analysis process to identify, understand, and control, the potential impacts of the change, and define what would be required for its implementation. The change impact analysis process shall be documented using the Change Impact Analysis Form or supplier equivalent. (05QA000259, Change Impact Analysis) [4.2.1.3]

### B) Publication Logs

The supplier is responsible to ensure Notifications and new or revised specifications or procedures are maintained, available and understood by all applicable personnel. Such reviews shall be documented using a reading log and made available for auditor's request. [4.2.2.3]

## III) NONCONFORMING PRODUCT OR PROCESS

### A) Compliance

For control of non-conforming product related to Purchase Order Comment, the supplier shall comply with the PO Comment 03. Rework to drawing/purchase order requirements is allowed. (Parts are not Frozen Process) Nonconforming parts are to be segregated and identified. Notify FCI for submittal of Nonconforming parts. The nonconformance will be processed per FCI Customer 11770 requirements. [4.3.7.1]

## IV) WORK TRANSFER

### A) Approval by FCI

Prior to transferring work, Supplier is to submit Work Transfers to FCI for processing with FCI customer 11770. [CPAR 24B14]

### B) Phase-Gated Process

The supplier, regardless of the design responsibility, shall establish, implement, document, and maintain, a phase-gate process for the control of a work transfer (e.g., address change, manufacturing location change, or sub-tier change). See example form 05QA000211, Work Transfer Sheet {Gant Chart for the Phases} [5.2.1]

### C) Work Transfer Definition

A work transfer is defined as the temporary or permanent transfer of work or services from one manufacturing or service site/location to another and includes changes:

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- From one site/location to another site/location within the same organization (including, relocation to another building within the same address or to another division) Make to Make
  - From an organization to an external provider (supplier): Make to Buy
  - From an external provider back to an organization (becoming the manufacturer): Buy to Make
  - From an external provider to another external provider: Buy to Buy
- This also includes any address change to the above. These types of transfer are equally applicable to any level of sub-tier suppliers [5.2.2]

V) RAW MATERIAL

A) Raw Material Storage and Control

Controls over certified standard raw material (e.g., bar, tubing, sheet, plate, etc.) shall include:

- A) Permanent identification with material specification number, including any cut pieces, and tagging to ensure traceability to its material certification.
- B) Inventory control over material/certification, including quantity received, released, and remaining relative to a specific batch number. [7.4.2]