

# EXTREME PRECISION SCREW PRODUCTS

## Terms and Conditions

**Disclaimer: All external providers of Extreme Precision Screw Products are to be aware of their contribution to product or service conformity, product safety, and the importance of ethical behavior.**

**By accepting this purchase order, the following terms and conditions apply:**

- 1) Approved vendors shall flow down any applicable specification or other requirements to their sub-tier approved vendors to maintain consistency with the original Extreme Precision purchase order.
- 2) Approved vendors shall maintain records of qualification and competence of employees performing required products / services.
- 3) Approved vendors shall communicate with Extreme Precision via email or other permanent means with any issue pertaining to the required products and services.
- 4) Approved vendors on-time delivery and quality performance is monitored by Extreme Precision.
- 5) Approved vendors shall apply test, inspection and verification means for any provided product / service, as Extreme Precision may not have all resources necessary.
- 6) Approved vendors shall use statistical techniques when specified on the purchase order as a means to accept / certify a product / service.
- 7) Approved vendors are encouraged to maintain a recognized quality system. At a minimum, the quality system must be documented and ensure that the order requirements are controlled and show evidence of product and service conformity.
- 8) Extreme Precision will flow down all necessary criteria, special requirements, and process requirements to sub-tier suppliers.
- 9) The P.O. holder is to notify Extreme Precision prior to shipment, in the event of a nonconforming product or service, in order to secure our disposition.
- 10) Counterfeit parts or materials are not allowed.
- 11) Notify Extreme Precision in the event of changes to location, processes, products or services (including that of external providers) to obtain our consent and approval.
- 12) Provide test specimens for inspection, verification investigation or auditing as required. Extreme Precision reserves the right of entry to any approved vendor or their approved sub-tier to verify facilities and documentation at any level to ensure that products and services conform to all requirements of the original Extreme Precision purchase order.
- 13) Contact the Purchasing Agent listed on the purchase order with any questions related to the requirements of this order.
- 14) PO holder is to inform Extreme Precision of timeline issues that will negatively affect delivery to the required PO date prior to 1 week of the PO (Purchase Order) due date.
- 15) All raw material, purchased parts, and COTS (Commercial off the Shelf) items supplied to EPSP should be DFARS compliant or domestic material. Any and all applicable raw material and special process certifications are required with EACH shipment.
- 16) The PO holder is required to produce or provide parts and/or process to the specifications, revisions and process sheets listed on the purchase order. The PO holder is responsible for flow down of the information and customer requirements to any sub-tier the PO holder may utilize on product or process supplied to EPSP. Deviation from these requirements will result in rejection or hold of payment until the issue is resolved.
- 17) When specification(s) are called out on the PO, the PO holder is required to possess to the appropriate revision. If it is not in the PO holder's possession, it must be obtained or you may contact EPSP for a copy.
- 18) Corrective actions that are implemented against a purchase order by EPSP are to be applied by the PO holder at no cost to EPSP and within a timely manner.
- 19) EPSP and its customers reserves the right to access manufacturing, technical and quality records (excluding financial books and records) of the PO holder and sub tiers involved in the manufacture

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of the product recorded on the PO, if applicable. Records shall be obtainable within 48 hours of request.

- 20) At any point if EPSP, or its customers, requests to audit or inspect the PO holder's premises, the PO holder is to make accommodations as such within 48 hours of request by EPSP.
- 21) Records shall be retained by the PO holder and its sub tiers (if applicable) for a minimum of 7 years. For any Honeywell end use, see SPOC Manual Section 1.11.5 for Record Retention requirements.
- 22) All vendors to Extreme Precision should have a robust risk management plan for issues such as disaster recovery and preparedness, labor issues, and power disturbances; and ensure personnel are aware of their contribution to production or service conformity, product safety, and the importance of ethical behavior. EPSP reserves the right to review the PO holder's plans at any time, within 48 hours' notice.
- 23) If a purchase order is submitted by Extreme Precision to the PO holder that does not contain a dollar amount, Extreme Precision must be notified and agree to the price, updating and forwarding a revised copy to the PO holder, before the packing list/invoice can be accepted.
- 24) All Honeywell End Use parts are required to comply with SPOC 002.
- 25) All Hamilton Sundstrand/UTAS end use parts are required to comply with ASQR -01.
- 26) All purchase orders for gage calibration require a calibration certification traceable to NIST.
- 27) For ALL chemicals, a cert of compliance with NO LESS than the lot/batch number and the expiration date is required, or payment will be withheld until said is provided.
- 28) All applicable design and development control is flowed down from end customer.
- 29) All special requirements, critical items, critical characteristics, etc will be listed on PO.

**Allocation of a packing slip and/or invoice by the PO holder establishes acceptance of these terms and conditions.**