



Purchase Order AS9100 External Provider Flow-Down Requirements

The following External provider Quality Requirements are applicable to the external providers of International Aero Engineering, LLC. Reference AS9100:D 8.4.3 Information for External Providers

By accepting a purchase order, you agree to comply to the following requirements of General Terms and Conditions and A thru K. If our purchase order states "This is a AS9100 order", you must also agree to meet the requirements of L thru Y.

General Terms and Conditions

GTC1. MRB Authority

The Material Review Board Authority has no authorization on this purchase order.

GTC2. Raw Materials

Mill certifications are required and shall include heat number, lot number, and material composition certification to the specific requirements defined on the face of the purchase order.

Traceability requirements: External Provider shall state the complete traceability of raw material back to the origin/mill on their packing list or certification of conformance. Reference of mill certification is acceptable.

Reference: [Certification Requirements for External Providers](#) for raw material certification requirements.

GTC3. Raw Materials And Purchased Articles

All test results performed on specimens or detailed analyses of Sellers acceptance test results on all raw materials required to satisfy specification requirements and employed in the Manufacturing of the articles purchased on a subcontract or purchase agreement shall be made available to the Buyer upon request.

GTC4. SDS Requirements

The manufacturer shall provide Safety Data Sheets for all chemical and hazardous materials as required by OSHA HCS and Cal/OSHA requirements per Hazard Communication 1910.1200

GTC5. Certifications

Parts are required to be free from counterfeiting with authenticity of parts and certifications supplied.

Hardware-Consumables IE: Mil, AN, and NAS SPECS require distributor and manufacturer certification.

GTC6. Age Control And Limited Life Products

Seller records for age control/life limited products shall reflect use-full life and when Seller will expend its life.

GTC7. Calibration Services

The External Provider and External Provider subcontractors shall meet and maintain a Calibration System in compliance with the Calibration System Requirements of ISO10012 or ANSI Z540-1.

GTC8. Statement of Conformance

Each Shipment shall include at least one legible copy of a statement of conformance. This statement shall specify that all contractual requirements have been adhered to, including specifications and other applicable documents cited in the purchase agreement. Evidence is on file for review by the International Aero quality representative. The statement of conformance must contain, as a minimum: the part number, purchase order number, quantity, revision as specified on the purchase order, name, and address of the company certifying the part.

GTC9. Conflict minerals - Conflict free Smelter Program

The External Provider must conform with the CFSP program as defined in 2010 United States legislation, Dodd-Frank Wall Street Reform and Consumer Protection Act, Section 1502 Reference www.conflictreesourcing.org.

Within thirty (30) days after the end of each calendar year in which Supplier has provided any goods to Buyer under this Agreement or otherwise, Supplier shall inform Buyer's Procurement Representative of any inclusion of materials classified as "Conflict Minerals" as defined by the Responsible Minerals Initiative (RMI) guidelines, accessible at the RMI website. Supplier shall conduct thorough due diligence on its supply chain to meet the reporting requirements of this section.

GTC10. Acceptance Authority Media (AAM)

14 CFR Part 21 of the Code of Federal Regulations outlines the regulations for the certification of products and parts within the United States aviation industry. Section 21.2 specifically addresses Acceptance Authority Media (AAM), which plays a crucial role in ensuring compliance with safety and quality standards.

A) Purchase Order Requirements: International Aero Engineering, LLC uses Purchase Orders to communicate the processes, products, and services to be provided by external providers.

Information concerning the identification and revision status of specifications, drawings, process requirements, inspection/verification instructions and other relevant technical data will be communicated to the external provider when they quote the job, on the purchase order and/or on the supplementary documents from International Aero Engineering, LLC.
[Reference AS9100:D 8.4.3: a]

B) Approvals: Any requirements for the approval of products and services; methods, processes, and equipment; and the release of products and services, beyond those listed below, are included on the Purchase Order.
[Reference AS9100:D 8.4.3: b]

C) Competence: All personnel performing work on behalf of International Aero Engineering, LLC shall be appropriately qualified via education, skills, experience, and training. Any specific required personnel qualifications must be approved by International Aero Engineering, LLC (e.g. IPC training for soldering and inspection).
[Reference AS9100:D 8.4.3: c]

D) Interactions: When an external provider needs to communicate with International Aero Engineering, LLC, they should contact the buyer which had reached out to the external provider via email or phone number which should be found in the signature of the International Aero Engineering, LLC employees email. Alternatively, the external provider may call the main line: (562) 531-8633 and request the purchasing department.

Discrepancies, omissions, and the need for clarifications or interpretations of any nature encountered by External providers in respect of furnished drawings or engineering data will be brought to the attention of International Aero Engineering, LLC for resolution.

Communication from International Aero Engineering, LLC shall include these flow-down requirements as well as additional requirements stated on the purchase order. External provider performance may also be provided by International Aero Engineering, LLC to the external provider including quality and on-time delivery performance. Changes in revision shall be communicated. Any changes made by the external provider must be approved by International Aero Engineering, LLC prior to the delivery of product.
[Reference AS9100:D 8.4.3: d]

E) Monitoring of External provider Performance: All purchased materials and services are subject to inspection for compliance to the purchase order and all applicable quality and Purchase Order requirements, including On-Time Delivery and Quality of products and services.
[Reference AS9100:D 8.4.3: e]

F) Verification / Validation: The Purchase Order shall indicate if International Aero Engineering, LLC, or its customers, intends to perform any verification or validation activities at the External providers' premises.
[Reference AS9100:D 8.4.3: f]

G) Substitutions: No material or process substitutions, quantity variations or splits from the purchase order may be made without prior written authorization from International Aero Engineering, LLC.

H) Infrastructure: External providers are expected to have the resources necessary (personnel, property, facilities, equipment, and materials) to supply the products and/or services required to accommodate International Aero Engineering, LLC's production schedule and PO requirements.

I) Limited Shelf Life: If the supplied products are life-limited, the external provider is required to furnish either the expiration date or the material cure date.

J) Calibration: All Inspection Measuring & Test Equipment used by the External provider during in process and final inspection to make a compliance evaluation shall be calibrated and traceable to NIST, or an equivalent international body. Calibration providers to International Aero Engineering, LLC shall ensure that calibration certificates include As Found / As Left data.

K) Labeling: The external provider shall label the exterior of the container to ensure adequate identification needed to ensure the identity of the product being shipped. The external provider must ensure the handling and shipping methods for a proper and on-time delivery without damage to the product. The external provider shall ensure that any special labeling requirements shall also be listed in the appropriate shipping documents and on each package.

AS9100:D REQUIREMENT

The following Requirements must be followed only if AS9100 is a requirement as stated on the Purchase Order supplied by International Aero Engineering, LLC:

L) Technical Data Requirements: The use of any technical data (including, but not limited to: specifications, drawings, process requirements, work instructions) will be provided by International Aero Engineering, LLC.
[Reference AS9100:D 8.4.3 a]

M) Design Control: Any design activities performed on behalf of International Aero Engineering, LLC or in the development of products, materials, components, or service purchase by International Aero Engineering, LLC shall meet the requirements of AS9100.

[Reference AS9100:D 8.4.3: g]

N) Critical Items/Key Characteristics: When source documents, drawings, specifications, and/or Purchase Order requirements include special requirements, critical items, or key characteristic requirements the External provider shall ensure the integrity of these requirements and provide supporting data to International Aero Engineering, LLC for approval.

[Reference AS9100:D 8.4.3: h & Clause 3. Terms and Definitions]

O) Test, Inspection and Verification:

Test / Inspection Requirements: All product or services to be provided to International Aero Engineering, LLC. Items or services provided to International Aero Engineering, LLC shall be appropriately verified by testing or inspection using calibrated inspection measuring and test equipment.

First Article Inspection (FAI) may be required as well as a number of additional documents such as: material certifications for raw materials, calibration records for gages used, process flow, traveler or routing sheets, control plans, inspection sheets, test records for special processes, appearance samples, functional test results as specified in print and/or specifications, Part Submission Warrants, capability studies, run at rate documentation and certificate of conformance (C of C) documentation. See the current AS9102 Aerospace Standard for a better understanding of other possible requirements.

1. An AS9102 First Article Inspection report must show evidence of acceptance by the external provider's quality representative. A first article(s) shall be produced on production equipment and using processes which will be utilized on production runs.
2. When requested, a first article(s) may be performed on prototype articles to determine conformance status to available data.
3. Additionally, the external provider shall perform subsequent first articles per the requirements of AS9102 (i.e. following every major tooling or design change, and subsequent to any evident quality degradation for a specified part or article).
4. Records of all first article activity will be documented as required in AS9100, treated as quality / acceptance records, and made available to International Aero Engineering, LLC.
5. If any tests are required the purchase order and/or supplementary documents would state that information to the external provider. International Aero Engineering, LLC will evaluate the data in the test reports provided by the external provider to confirm product meets requirements.
6. Certifications must include a statement of compliance with International Aero Engineering, LLC's Purchase Order requirements, referenced specifications and drawings.
[Reference AS9100:D 8.4.3: i]

P) Statistical Techniques: Sampling or Statistical Process Control for acquiring and using data to validate product acceptance must be reviewed and approved by International Aero Engineering, LLC.

[Reference AS9100:D 8.4.3: j]

Q) Expectations:

1. Quality Management System: External providers shall maintain an effective Quality Management System in accordance with the requirements of ISO 9001, AS9100 or equivalent that provides a means of ensuring that products conform to specified requirements. The external provider's Quality Management System must address the requirements contained in this document.

2. Customer Designation: The Purchase Order shall indicate if International Aero Engineering, LLC, or its customer, requires the External provider to use any designated or approved sub-tier external providers/sources.

3. Nonconforming Product/Output: The external provider shall ensure that nonconforming product or output is identified and controlled to prevent unintended use or delivery. The external provider shall not ship nonconforming materials without prior authorization by International Aero Engineering, LLC.

4. Counterfeit Prevention: The external provider is responsible for developing and implementing an anti-counterfeit education and training program for their employees responsible for purchasing and receiving. It is the external provider's responsibility to prevent counterfeit or suspect counterfeit part use and the inclusion in products delivered to International Aero Engineering, LLC. Electrical components shall always be OEM parts purchased via franchised distributors; no brokers shall be used without approval of International Aero Engineering, LLC.
[Reference AS9100:D 8.1.4]

5. Notification of Changes: The external provider must notify International Aero Engineering, LLC and obtain International Aero Engineering, LLC's approval prior to any changes to processes, products, or services that impact International Aero Engineering, LLC's purchase requirements, including changes of manufacturing facility location or external providers.

6. Sub-tier Flow-down: External providers of International Aero Engineering, LLC are required to communicate in writing all relevant information related to the job to any external provider they use to produce International Aero Engineering, LLC's products. External providers are fully responsible for the quality of their products/services including their sub-tier external providers. Both are responsible that the quality of their products/services meet all International Aero Engineering, LLC's requirements, specifications and drawings as identified on the purchase order. Zero defects are expected from our external providers.

7. Test Specimens: Test specimens for design approval, inspection/verification, investigation, or auditing shall be provided to International Aero Engineering, LLC if requested in the Purchase Order.

8. Record Retention: External providers and sub-tier external providers shall establish and maintain records to provide evidence of conformity to requirements. Records shall remain legible, readily identifiable, and retrievable. Product history records shall be maintained for a minimum of ten years or as required by the purchase order.
[Reference AS9100:D 8.4.3: k]

R) Right of Access: International Aero Engineering, LLC and its customers or any applicable regulatory authority shall have the right to access the external providers' facility to perform inspections or surveillance audits to verify the quality of work, documented information (records), and to ensure compliance to the contract. When applicable, the external provider shall flow-down the access requirement to the external providers' sub-tier sources.
[Reference AS9100:D 8.4.3: l & Annex A.6]

S) Awareness: External providers shall ensure personnel performing work for International Aero Engineering, LLC are made aware of the following:

1. Their contribution to product or service conformity
2. their contribution to product safety
3. The importance of ethical behavior

[Reference AS9100:D 8.4.3: m]

T) Contract Review: The external provider must conduct a review of all the purchase order requirements to ensure their product or service conforms to those requirements.
[Reference AS9100:D 8.2.3]

U) Change Control: The external provider must establish document and maintain a change process appropriate to the product. The External provider shall ensure that the drawings and specifications are the relevant revision status specified on the Purchase Order. The External provider shall comply with any special requirements requested International Aero Engineering, LLC regarding the control of drawings and specifications.
[Reference AS9100:D 6.3 & 8.1]

V) Lot Traceability: All external providers to International Aero Engineering, LLC must have a lot identification system that distinguishes one lot from another when shipping finished product. Each lot of material should be clearly identified on the product (where applicable) and/or on the product packaging. All material lots should be traceable to raw or component material lots as identified by the external provider's external provider.

Each article delivered under a purchase order must be identified on the packing slip with manufacturing part number and International Aero Engineering, LLC's internal part number.

[Reference AS9100:D 8.1.4 (Prevention of Counterfeit Parts), 8.4.3: m (Information for External Providers), 8.5.2 (Identification and Traceability), & 8.5.4 (Preservation)]

W) Preservation and Foreign Object Elimination: The external provider must preserve the product during internal processing and delivery to International Aero Engineering, LLC, maintaining conformity requirements. The external provider must provide packaging that protects the component from mechanical and environmental damage during transport and storage including effects of temperature, vibration, and shock.

This also includes cleaning, removal of foreign objects (FOD), special handling for sensitive products, appropriate labeling, shelf-life control, stock rotation and other special handling. Electrostatic sensitive product shall be packed in an ESD protective bag.

[Reference AS9100:D 8.1.3 Product Safety, 8.1.3 & 8.5.4 Preservation]

X) Special Processes: Product subject to special processing (Welding, NDT, heat treatment, etc.) must be accompanied by certification documents that specify that process and the external provider's conformance to the requirements of that process.

Y) Climate Change

Addition of Climate Change to the Management Systems Standards by ISO. Added: The organization shall determine whether climate change is a relevant issue.

[Reference AS9100:D Inclusion of Climate Change considerations within Management System Standards, 4.1 Understanding the Company and Its Context, 4.2 Understanding the Needs and Expectations of Interested Parties]

Upload to the International Aero Engineering website:

<https://www.internationalaero.com/engineering/pdf/Purchase%20Order%20Terms%20and%20Conditions%208-11-25.pdf>

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Revision Records

REV	Description	Date	Prepared by
N/C	Initial release under International Aero Engineering MRT - Rev O re-written	31 JUL 24	IAE MRT
