

- 1.1 The Seller is required to maintain a quality management system that assures that all product and services furnished to Carter Aerospace Bearings conform to contractual requirements.
- 1.2 To ensure conformance to all Purchase Order requirements, Seller shall flow down all applicable requirements to Seller's sub-tier sources, when such sources are used by Seller for procurement or processing of products for Carter Aerospace Bearings.
- 1.3 Carter Aerospace Bearings reserves "Right of Access" to Seller's & all sub-tier supplier's applicable facilities &/or records for ourselves, our customers, & all applicable regulatory authorities.
- 1.4 Suppliers shall ensure that they are aware of, and their employees are aware of:
 - 1.4.1 Their contribution to product or service conformity;
 - 1.4.2 Their contribution to product safety;
 - 1.4.3 The importance of ethical behavior.
- 1.5 The Seller shall have established processes that ensure that employees have the requisite training before undertaking work in support of this Purchase Order/Subcontract. If the training requires certification of special processes the Seller shall maintain records of training/certification and make the records available for review by the Carter Aerospace Bearings Representative.
- 1.6 Special processes shall be performed by sources that are accredited by Nadcap and approved by end user (if applicable). This requirement applies whether the process is performed by the Seller or by Seller's sub-tier sources. Special Processes include, but are not limited to NDT, Heat Treat, Plating/Coating, and Chemical Processing.
- 1.7 Seller shall notify Carter Aerospace Bearings prior to any changes in product and/or process definition, changes of suppliers, change of manufacturing facility location, and, where required, obtain Carter Aerospace Bearings' approval.
- 1.8 The Seller shall have a program in place to prevent the delivery of counterfeit parts and materials. The supplier is responsible for the flow down of this requirement to its sub-tier contractors and their compliance to it. For guidance, refer to AS6174 (www.sae.org). The Seller shall immediately notify Carter Aerospace Bearings if Seller suspects items delivered contain suspect or confirmed counterfeit items.
- 1.9 Seller shall provide a Manufacturer Certificate of Conformance, with the following (at minimum) clearly noted on it, with each shipment: Vendor Name, Vendor Part Number, Carter Aerospace Bearings Part Number, Carter Aerospace Bearings Purchase Order Number, Quantity, Lot Number, Country of Origin, Statement of Condition (Certify the parts are in "new" condition)
- 1.10 Seller to include material certifications with each shipment.
- 1.11 Seller must ensure that all certifications (Mfg. Certificate of Conformance, Test Reports, Process Certs, Raw Material, FAI, etc.) for a part are traceable to one another by either a lot number, date code, heat number, job/work order number or material P.O. number and available upon request. If Seller is not the manufacturer, all paperwork necessary to provide "full traceability" back to the manufacturer shall be provided.
- 1.12 Applicable specification and part revision level must be present on certifications and test reports.
- 1.13 Supplier agrees to comply with all applicable U.S. export control laws and regulations. The Supplier, also, agrees to indicate on packing slips and/certifications that a subject part is regulated under ITAR by typing or stamping "ITAR PART" for the respective part (if applicable).
- 1.14 All aerospace products shall have assigned a unique traceability number in the form of a lot/batch number or serialization.
- 1.15 Multiple lots shall be bagged/boxed/handled & identified separately and distinctly. A manufacturing lot is defined as all parts manufactured at the same time from the same materials or processed together through all operations.
- 1.16 Prior to shipment the supplier is responsible for ensuring that 100% of all attributes on all parts produced are in accordance with the Carter Aerospace Bearings requirements. Inspection of all features shall occur

throughout and/or after all machining and processing of a manufacturing lot is complete. The method of inspection shall be suitable and capable for each type of feature or inspection being performed.

Measurement instruments should have 10 times (4 times minimum) more resolution than the tolerance being measured. Unless otherwise specified, C=0 sampling plan with the AQL of 1.0 shall be used.

- 1.17 Where variable data is used, the report shall indicate the actual values obtained.
- 1.18 Tools and equipment used in final acceptance of manufactured product shall be calibrated in accordance with the latest revision of ISO/IEC 17025 and traceable to the National Institute of Standards and Technology (NIST).
- 1.19 The seller shall notify Carter Aerospace Bearings of any nonconforming product and obtain Carter Aerospace Bearings' approval for disposition thereof in writing. Seller shall maintain a positive system for controlling the nonconforming material. All nonconforming material must be positively identified to prevent use, shipment and intermingling with good material.
- 1.20 Suppliers shall retain Quality records (CoC's, Test Reports, Raw Material Certifications, Special Process Certifications, FAI's, Route Cards/Travelers, Calibration Records, etc.) for a minimum of (15) years from the date of manufacture unless a longer period is specified. Records shall be protected from unauthorized access. Storage facilities shall provide environmental conditions to prevent deterioration or damage and to prevent loss. The nature of the information in the records, as well as its format, dictates the method by which they shall be destroyed. When records contain sensitive information (such as design detail, proprietary info, ITAR restricted info, etc.), they shall be disposed by irreversible destruction methods such as shredding, or "erasure"/reformatting for electronic/magnetic media. If seller cannot meet record retention time, Carter Aerospace Bearings shall be notified upon order acceptance. In some cases, Carter Aerospace Bearings may be able to allow the Seller to ship all the records to satisfy this requirement. All deviations to this requirement must be issued in writing to Carter Aerospace Bearings.
- 1.21 Carter Aerospace Bearings OTD expectations are 100% on-time. Carter Aerospace Bearings monitors suppliers OTD and may issue formal Corrective Action Requests based on supplier performance.
- 1.22 Carter Aerospace Bearings expectations are that suppliers deliver 100% conforming products. Carter Aerospace Bearings monitors suppliers Quality Performance and may issue Corrective Action Requests.
- 1.23 Errors with paperwork are considered escapes. Each paperwork escape will count as one escape and a one-piece rejection against your quality score. All paperwork issues shall be corrected within one business day.

Revision Log:

REVISION DATE:	REVISION NOTE:	REVISED BY:	APPROVED BY:
06/07/2021	New Document	Sam Lipko	Jeff Berry
12/01/2022	Updated title (previously General Purchase Order Requirements), updated format, added scope, updated QMS requirements (2.2.1), expanded Counterfeit Parts Prevention (2.7.2, 2.7.3), added Training (2.14), expanded Test, Inspection, and Verification System requirements (2.15.4, 2.15.5), expanded Shelf Life (2.19.2), added packaging weight limit (2.21.5), expanded nonconforming material requirement (2.22.2, 2.22.3, 2.22.4), expanded Record Retention (2.25.8), updated on-time delivery window (2.26.1.A)	Heather Wiesenauer	Scott Berry
8/9/2023	Updated title. Condensed down to AS9100 and Carter Aerospace requirements. Customer specific requirements will be flowed down per order.	Heather Wiesenauer	Scott Berry