

Terms and Conditions, Rev. 2017
Advanced Machine Inc.

The following requirements apply based on the Purchase Order received from Advanced Machine Inc.

PERSONNEL. Personnel performing special processes must be qualified and/or certified per applicable specifications.

SHIPMENT/DELIVERY. Shipments or deliveries, as specified in a Advanced Machine (AMI) Purchase Order, shall be in accordance with quantities and schedules. It is recommended that the Supplier notify AMI of any anticipated delay and make other arrangements. Supplier shall prepare and package product for AMI to prevent damage and deterioration during shipping.

MATERIALS FURNISHED BY AMI. All materials furnished by AMI, including prints, tooling, etc. are to be returned with the product upon completion of the order unless other arrangements have been made.

SUBCONTRACTING/APPROVED SUPPLIERS. Suppliers are requested to be in conformance with AS9100 or equivalent. Supplier must notify AMI of any changes to facility location, movement of subcontracted services from one supplier to another and changes in management. Prior to subcontracting, AMI must be contacted for approval. Suppliers may only use AMI-approved suppliers. All applicable requirements in the AMI Purchase Order must be flowed down to the sub-tier suppliers including key characteristics where required. Any AMI Supplier may subcontract AMI work to another supplier provided that AMI is provided with the same rights and protection as contained in the Right of Entry clause.

RIGHT OF ACCESS. Supplier shall allow AMI representatives, AMI customers, and regulatory agencies right of entry into the entire supply chain's facilities and to all records.

QUALITY. Purchasing information to the supplier will include the applicable revision level of drawings and processing specifications. If not listed, the processing must be made to the latest revision of the processing specification. Supplier shall maintain controls and perform all inspections and tests required to substantiate product conformance to requirements.

ITAR. If ITAR requirements apply, it will be stated on the Purchase Order. These requirements must be met as required. Questions should be directed to the person identified below.

INSPECTION AND TEST EQUIPMENT. Supplier shall maintain inspection and test equipment to assure calibration traceable to a known national or international standard. Calibration records must be maintained and made accessible to AMI, if required.

FOREIGN OBJECT DAMAGE. Supplier shall control/prevent foreign object damage or contamination during manufacture, assembly, inspection and/or shipment.

RECORDS. The Supplier shall maintain records of work performed for AMI. Records shall include the certificate provided to AMI as well as all records that substantiate the certificate. These records are to be maintained for a minimum of ten (10) years.

NON-CONFORMING MATERIAL. For material supplied by AMI, notify AMI of nonconforming product for disposition.

CERTIFICATIONS. Supplier must provide certificate of conformance that ensures that all requirements of a specification have been met. Certifications must reflect that all applicable manufacturing and process specifications called for on the engineering drawing have been met. The specifications must be listed on the certification in proper sequence.

MATERIALS. Test reports are required for raw materials.

INSPECTION. Inspection is to be performed and certified prior to release of product or service. New production runs on manufactured parts require a First Article Inspection report per AS9102 or similar format if required by AMI on the Purchase Order. Any other format used must be compliant with AS9102 and approved by AMI prior to use.

CALIBRATION SERVICES ONLY. Calibration of inspection equipment shall be performed traceable to National Institute of Standards and Technology (NIST) or other national or international standards. Certificates of Calibration must be provided.

CHANGES. If supplier makes any changes to its processes that would affect product or service purchased by AMI, AMI must be notified prior to the change for approval.

If there are any questions, contact:
Tony Johnson, Quality Assurance Manager
Advanced Machine Inc.
(316) 942-9002