



## **Purchase Order Clauses and Conditions**

Evidence of Inspection: All shipments must have a certificate of conformance, as evidence that supplied material and / or service has been inspected and approved for shipment, that is traceable to lot or batch number; references the AkroFire, Inc. purchase order number; references the specification or trade name to which the material is certified; and must be signed and dated by an authorized representative of the company.

Notification of Non-Conforming Product: Suppliers of goods and / or services to AkroFire, Inc. must notify AkroFire, Inc., prior to shipment, and obtain approval whenever there is a change in materials, process or design. These changes include, but are not limited to:

- Material changes or substitutions
- Process control changes
- Changes to manufacturing, inspection and / or testing (including locations or external providers)
- Changes to AkroFire approved quality system(s)
- Revised product designs
- If a product or article is released to AkroFire and subsequently found to be non-conforming to applicable design data, Supplier shall immediately notify AkroFire of the non-conforming product.

Right of Access (Surveillance): AkroFire, Inc., their customer and regulatory authorities (FAA), have the right of access to all applicable facilities, at any level of the supply chain, involved in the fulfillment of AkroFire, Inc. purchase orders and to all applicable records.

Record Retention: Supplier shall maintain records, certifications, inspection records, test reports and traceability documents that indicate conformity to shipped product for ten years unless otherwise noted on the Purchase Order.

Flow of Data: Supplier is required to flow down to sub-tier suppliers the applicable requirements in the purchasing documents, including key characteristics where required.

When applicable, customer approved or design authority approved sub-tier suppliers shall be utilized.

Performance Monitoring:

- Supplier shall control and monitor their sub-tier suppliers' performance.
- AkroFire will monitor supplier performance on a systematic basis.

Counterfeit Parts Prevention: Supplier shall establish and maintain a Counterfeit Parts Prevention program.

Employee Awareness: Supplier shall ensure that their employees are aware of their contribution to product and / or service conformity, their contribution to product safety and the importance of ethical behavior.

Changes to Order: AkroFire, Inc. reserves to right to change delivery dates and order quantities.

Acknowledgment: Please confirm receipt of purchase order by calling 913-888-7172 or by faxing confirmation to 913-888-7372 or by email. Please direct any questions or communications regarding purchase order(s) to the appropriate Buyer.

**Purchase order number must appear on all invoices, packing slips and shipping documents.**