



5601 Research Drive, Huntington Beach, CA 92649  
PH: 714-903-8610 FX: 714-903-8620  
www.americanprecisionassembly.com

#### ALL SUPPLIERS

Any delay in shipment for any reason must be conveyed to American Precision Assembly purchasing as soon as the delay is known by supplier.

Any changes to the contract requirements by the supplier must be approved by American Precision Assembly in writing.

All information in the contract must be held in confidence by the supplier and no third party request for information will be authorized unless instructed in writing by American Precision Assembly representative.

In addition to American Precision Assembly right of entry, the supplier agrees to right of entry for our customers, or regulatory agencies, to all facilities and records in the performance of this contract.

All applicable requirements must be flowed down to sub-tier suppliers.

Suppliers are required to notify American Precision Assembly quality department prior to transferring any American Precision Assembly work to a new facility. American Precision Assembly Q.A. Manager will determine prior to the transfer if suppliers may perform the transfer of work.

Suppliers are required to notify American Precision Assembly quality department of nonconforming product and to make proper arrangements for approval.

The supplier shall maintain adequate records of all inspections and tests. Records shall be kept for a period of ten (10) years after final payment for supplies or services.

All work must be processed per latest revision unless otherwise instructed on purchase order

Provide Material Safety Data Sheets (MSDS) and/or certificates of compliances for restricted, toxic or hazardous substances.

Notify American Precision Assembly of changes in product and/or process definition and, where required, obtain American Precision Assembly approval.

American Precision Assembly does not accept Counterfeit products/materials. To prevent the unintended use of counterfeit parts and materials, all fasteners and/or electrical, electrical, electronic and electro-mechanical parts and components delivered and/or used in the manufacture of deliverable products shall be from the Original Component Manufacturer (OCM) or Original Equipment Manufacturer (OEM) or their franchised dealer or authorized distributor. Parts shall not be used or reclaimed and misrepresented as new. Parts shall not be procured from independent distributors or brokers unless specifically authorized in writing by American Precision Assembly.

When necessary, the supplier shall flow down this requirement to their sub tiers. In the event that suspect materials are inadvertently shipped into American Precision Assembly they will be treated as nonconforming and should said product/material be turned over to authorities; American Precision Assembly bears no financial responsibility for suspect products/materials.

Suppliers are required to maintain a FOD Prevention program which includes prevention and elimination of FOD from the manufacturing processes and work area. Suppliers are responsible for flow down of these requirements to their sub-tiers to ensure FOD free products.

Suppliers must make sure all persons are aware of their contribution to product or service conformity; their contribution to production safety; and the importance of ethical behavior.

Compliance to AC7004, ISO 9001 or 01159347-511AS9100 Quality Management Systems.

#### Machining Suppliers

Machining Suppliers must furnish inspection report, certificate of Conformance, and as applicable Material and Processing Certifications for the parts they submit.



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**Processing Suppliers**

Processing suppliers must furnish processing certifications to the purchase order requirements, and shall not process any parts for which they are not certified or approved.

**Material Suppliers**

Material suppliers must furnish material certifications to the purchase order requirements, and shall not supply material for which they are not certified or approved. Only supply Domestic Specialty Metals unless otherwise instructed on the purchase order.

First Article Inspection Reports shall be submitted to American Precision Assembly prior to the beginning of production. The supplier assumes all financial responsibility for replacement, rework and material when production of parts has begun without First Article Inspection approval from American Precision Assembly.

**Calibration Labs**

Calibration Labs certified to the latest edition of ISO 17025, ANSI/NC SL Z540.1 or ISO 10012.