	American Precision Avionics, Inc	Issue Date 06/23/17
	SUPPLIER QUALITY REQUIREMENTS	

010 Policy

Our Company is committed to ensuring that all working conditions in its business operations are safe, that workers are treated with respect and dignity, and that customers receive the right parts at the right time, without compromising quality or cost. Suppliers are expected, in all their activities, to maintain high ethical standards, acting with integrity, trust, respect, honesty and teamwork and to operate in full compliance with applicable laws, rules and regulations of the countries in which they operate.

020 Scope

To define the minimum requirements for a Supplier providing material or services for APAvionics.

030 Confidentiality Agreement: As required

040 Access


APAvionics, our customers, and applicable regulatory authorities shall be granted access to all facilities involved in our contracts/purchase orders and to all applicable records as necessary to ensure compliance.

050 Qualified Supplier

- a. Suppliers are expected to acknowledge receipt of each APA PO within 24 hours.
- b. Expectations are that 100% Quality and Delivery are maintained
- c. Suppliers are also expected to provide competitive pricing & timely response to requests from APAvionics Quality, Engineering or Procurement representatives.
- d. Suppliers are required to provide a signed and dated Certificate of Conformance for the procured part, including the Part number, PO number, Supplier and / or Manufacturer's name, when specified on the PO.
- e. Suppliers not meeting our expectations may be issued a Supplier Corrective Action.

060 Quality System Requirements

- a. APAvionics or our customer may require an on-site audit to verify the Supplier's quality system is capable.
- b. Supplier shall complete/submit an Acceptable FAIR, if requested, from Production Ready Equipment (NOT from *prototype tooling*). FAI data includes all dimensional & drawing notes.
- c. When there are Key Characteristics on a drawing, it may be required for those dimensions to have a 30 pc capability study/data submitted prior to approval. (Key Characteristics are the features of a material or part whose variation has a significant influence on product form, fit, performance function, service life, or manufacturability as identified by APAvionics, our customer or identified by the Supplier.)
- d. If special processes (where resulting output cannot be verified by subsequent monitoring or measurement) are required, Supplier shall establish appropriate procedures, process controls, equipment, personnel training and records to

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demonstrate control. APAvionics may specify special process providers when required by our end customers.

- e. Lot-by-Lot controls and traceability to raw material shall be maintained as applicable
- f. Process control and training system shall be appropriate to maintain product conformity
- g. If Supplier becomes aware of released product that was nonconforming, then Supplier will notify APAvionics immediately.
- h. If a Supplier is issued a Corrective Action Request by APAvionics, immediate containment of the discrepancy is expected to prevent further erroneous shipments. Investigation, root cause determination, and a corrective action plan (response to APAvionics) is expected to occur within 10 working days unless requested otherwise. Permanent action is expected to occur within 30 days. Preventive action, where appropriate, is expected to occur within 3 months.
- i. Quality Records (C of C, Inspection/Test data, Identification as applicable) shall be maintained for a minimum of 5 years unless specified otherwise in a Contract or PO. Longer retention times may be flowed down depending on applicable end customer requirements.

070 Obsolescence/End of Life Control

Supplier shall offer a last time buy and provide written notification at least 6 months prior to obsolescence of any material that APAvionics has purchased from the Supplier.

080 Subcontractors

Suppliers that are provided with APAvionics generated documentation, test programs and tooling are expected to maintain revision and quality controls on these items.

Suppliers are expected to inform APAvionics of any changes required to these items.