

## **General**

As an External Provider of Zenith Tecnica, the External Provider agrees to meet the following stipulations that support the AS9100 standards and business requirements whenever a Purchase Order (PO) specifies that the order is for an aerospace application (or contains some similar Aerospace AS9100 reference).

## **Requirements**

These following requirements are, therefore, to be considered Terms and Conditions to all Aerospace purchases. Any changes to these terms and conditions will be stated on the Purchase Order (PO).

1. Zenith Tecnica requires that the External Provider shall maintain the proper relevant technical data of the processes, products and/or services provided. (e.g, identification and revision status specifications, drawings, process requirements, work instructions)
2. Zenith Tecnica reserves the right of final approval of products and services, methods processes and equipment, and the final release of products and services
3. Zenith Tecnica requires that all special processes required by this purchase order must be performed by competent qualified personnel
4. Zenith Tecnica reserves the right to identify the requirements for interaction with our External Providers including:
  - a. The use of interactive documentation
  - b. The use of email
  - c. Documented confirmation methods of all verbal interactions
5. Zenith Tecnica reserves the right to monitor the External Provider's performance including:
  - a. Supplier Risk
  - b. Quality of product or service delivered
  - c. On time delivery of product or service
6. Zenith Tecnica reserves the right to designate requirements for verification or validation activities that we or our customer, intend to perform at the External Providers' premises
7. Zenith Tecnica reserves the right to approve or specify any designs, tests, inspection plans, verifications, criteria for design and development required by Zenith Tecnica from an External Provider
8. Zenith Tecnica reserves the right to approve or specify any special requirements, critical items, or key characteristics
9. Zenith Tecnica reserves the right to approve or specify any test, inspection, and verification (including production process verification) to ensure that purchased product/service meets the requirements

10. Zenith Tecnica reserves the right to approve or specify the use of statistical techniques for product acceptance and related instructions for acceptance by Zenith Tecnica
11. Zenith Tecnica reserves the right to require the need from the External Provider to:
  - a. Implement a Quality Management System and we reserve the right to review and approve the External Provider Quality Management System
  - b. Use customer-designated or approved External Providers, including process sources (e.g., special processes)
  - c. Notify Zenith Tecnica of nonconforming products or services (e.g all deviations from drawing/specification requirements) immediately upon discovery and obtain approval from Zenith Tecnica's Quality Manager for nonconforming product disposition
  - d. Show evidence of processes to prevent the use of counterfeit parts wherever applicable
  - e. Notify Zenith Tecnica of any changes to the product and/or process, changes of suppliers, changes of manufacturing facility locations and obtain Zenith Tecnica's approval for such changes
  - f. Flow down to the supply chain all applicable requirements (regulatory and AS9100 standards requirements enclosed with the PO, including customer requirements and keys characteristics where required)
  - g. Provide test specimens for design approval, inspection/verification, investigation, or auditing
  - h. Retain all records associated with the purchase orders for a minimum of 10 years or as required by contract and have at our disposal such documents to be controlled
12. Zenith Tecnica reserves the right of access by Zenith Tecnica's employees, our customers, and any regulatory authorities to the applicable areas of facilities and to applicable documented information involved in the aerospace order, at any level of the supply chain
13. Zenith Tecnica reserves the right to request evidence from the External Provider to ensure its employees are aware of:
  - a. their contribution to product or service conformity
  - b. their contribution to product safety
  - c. the importance of ethical behaviour