

# Morris Bean & Company

## AS9100 Supplier Flow Down Requirements

These requirements apply to all purchase orders to approved suppliers of the Morris Bean (MBC) CTP (Critical to Process)/ Approved Supplier Register.

By accepting the purchase order, it is understood that your organization agrees to meet the following requirements:

1. The need to:
  - a. implement a quality management system;
    - Use customer-designated or approved external providers, including process sources(e.g. special processes);
  - b. Supplier must notify MBC of non-conforming product/service upon discovery, including any defects in products already at MBC; and obtain approval for the nonconforming disposition;
  - c. Supplier will not use or supply counterfeit / suspect parts or components as a copy or substitute part whose material, performance, or characteristics are knowingly misrepresented;
  - d. Supplier is to notify MBC of changes to processes, products, or services, including changes of their suppliers, and changes of manufacturing locations, and to obtain MBC's approval;
  - e. Supplier must flow down all PO requirements from MBC to any sub-tier supplier, including customer requirements;
  - f. Any requirements for test specimens for design approval , inspection/verification, investigation, or auditing, where appropriate;
  - g. Record retention requirements of certifications, test reports, and inspection records are 3 years and there are no special disposition requirements unless otherwise specified.
2. MBC, its customers and/or any regulatory authority shall have the right of access to the supplier's facility and all applicable records for parts/services purchased by MBC.
3. To the best of the supplier's knowledge, work is accomplished in a manner to prevent foreign objects or material that could result in Foreign Object Debris (FOD) in deliverables.
4. Supplier's PO will include the processes, products, and services to be provided, including the identification of relevant technical data (e.g. specifications, drawings, process requirements, and work instructions, and our requirements for certifications).
5. MBC reserves the right of final approval of products, services, methods, processes, equipment and release of products and services. Supplier certifications are typically provided unless otherwise specified.
6. All special processes must be performed by trained, qualified persons. For fluorescent penetrant testing (PT) and radiographic testing (RT), personnel should be Level II certified per SNT-TC-1A. Both the vendor and any subcontractors used shall be a MBC approved source for any special processes, including coating, anodize, balance, radiography and penetrant inspection. Special process certification and / or reports shall be submitted with the shipment that assures conformance to all applicable processing requirements.
7. For all calibration services, all gages, instruments and services must be calibrated using standards traceable to National Institute of Standards, or fundamental or physical constants. A calibration / verification report or certificate shall be submitted.
8. Suppliers' interactions with MBC may be verbal, email or written communication including quoting, purchase orders, inquires, non-conforming issues, and corrective actions.

9. Control and monitoring of suppliers' performance for quality and delivery will be applied by MBC.
10. MBC will communicate to the supplier any requirements for verification or validation activities that MBC or its customer, intends to perform at the supplier premises.
11. MBC will communicate any requirements for process design, test, inspection, verification (including production process verification), use of statistical techniques for product acceptance and related instructions for acceptance by MBC and as applicable, critical items including key characteristics.
12. Supplier shall ensure that personnel are aware of
  - their contribution to the product or service conformity;
  - their contribution to product safety;
  - the importance of ethical behavior.