



STS AIR-PRO PURCHASE ORDER QUALITY REQUIREMENTS

Important:

As an External Provider (Supplier) for STS Distribution Solutions (d.b.a. STS Air-Pro), your company is an extension of our Quality Management System (QMS).

An Acceptance of an STS Air-Pro Purchase Order indicates an agreement with the requirements listed below.

The term SUPPLIER is used throughout and means "External Provider."

If you have questions, please contact us at **1-844-359-4673**.

WWW.STSAVIATIONGROUP.COM

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1. Acceptance Authority Media (AAM):

[Stamps, electronic/manually applied signatures, initials, etc... The Supplier and those within its supply chain will ensure AAM use is:

- In compliance with AS9100 requirements and 14CFR Part 21.2.
- Clearly defined within its QMS.
- Communicated to its employees and supply chain.
- Maintained effective through prescribed Internal Audit assessments.

2. Quality Management System:

Supplier shall achieve and maintain compliance with an acceptable QMS or quality standard. Examples include: ISO 9001; AS9100; AS9120; ASA100; and, AC 00-56B. Priority will be given to suppliers with QMS certification(s).

3. Counterfeit Parts:

(Definition) An unauthorized copy, imitation, substitute, modified part – material, part or component – which is knowingly misrepresented as a specified genuine part of an original or authorized manufacturer.

(*) Examples include false identification of marking(s) or labeling, grade, serial number, date code, documentation or performance characteristics.

Supplier shall implement a plan to prevent Counterfeit Part use and delivery, notify STS Air-Pro if it believes Counterfeit Parts were delivered, and take immediate action to control and quarantine any materials identified as such. The Supplier will ensure this plan is flowed down to its supply chain.

4. Surplus Parts:

Unless otherwise specified on the STS Air-Pro PO, "NS" (New Surplus) parts are not authorized.

5. Control of Documented Information (Records):

Documented Information which provides evidence of conformity shall be legible, protected from unintended alterations, available for review by STS Air-Pro, its customers or regulatory agencies, and retained in a secure location for a minimum of ten (10) years.

6. Right of Access:

STS Air-Pro representatives, its customers and regulatory agencies shall be permitted access to Supplier facilities and Documented Information relating to the externally provided product.

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7. Product/Process Changes:

Supplier shall inform STS Air-Pro of any process changes which may impact product quality or conformity within 7 business days, and where required, obtain STS Air-Pro approval.

8. Calibration:

When required, the Supplier shall use and maintain monitoring and measuring equipment calibrated at specified intervals against measurement standards traceable to (inter)national standards.

10. Non-Conforming Product:

If Non-Conforming Product is identified after shipment or delivery the Supplier shall immediately notify STS Air-Pro. Include PO#, date shipped, PN, quantity and description of the non-conformance. A STS Air-Pro CAR may be issued.

11. Corrective Action Request (CAR):

Supplier is required to respond to a STS Air-Pro CAR within 10 business days. If necessary, the Supplier must “flow down” the CAR to their Sub-Tier Supplier.

12. Certifications:

Unless otherwise stated on the STS Air-Pro PO, minimum certification documents include Certificate of Conformance and a Packing List. Test Reports and FAA Forms 8130-3, Authorized Release Certificates may be requested as required.

13. Packaging:

STS Air-Pro requires all Externally Provided products to be packaged in a manner to ensure protection against physical damage during shipment. Preferably use original manufacturer’s packaging or a “best industry practice” method. Products damaged due to inadequate packaging will be rejected and returned to the Supplier.

14. FOD:

Supplier shall develop a Foreign Object Debris/Damage (FOD) Prevention Program which is communicated to its employees and flowed down to their Supply Chain.

15. Quality Flow-Down Requirements:

Applicable STS Air-Pro PO Quality Requirements shall be “flowed down” to the Supplier’s Sub-Tier Supplier(s) and may include Special Requirements, Key Characteristics, Specific “Customer” Flow-downs, Inspection Requirements, Right of Access, and Certification Requirements. Ensure employees are aware of their contributions to Product / Service safety, conformity and ethical behavior.

For more information, please contact:

STS Air-Pro

1-844-359-4673

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www.stsaviationgroup.com