



**KrisDee**  
& Associates, Inc.

PRECISION MACHINING & MANUFACTURING

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## Supplier Purchase Order Requirements (Terms of Acceptance)

This document establishes requirements for procurement and defines supplier responsibilities for ensuring purchased items and processes conform to company drawing, specification and contractual requirements.

Organizations agreeing to supply material, processes, hardware or components used in the product realization process shall:

- Maintain a quality management system certified to – or at a minimum, compliant with – recognized international standards.
- Use personnel trained and qualified to process the purchase order in compliance with all stated requirements.
- Be responsible for applying the appropriate procedures and processes and equipment to adequately fulfill the purchase order.
- Notify KrisDee & Associates of any nonconforming product, and seek arrangements for approval and/or disposition of any nonconforming product.
- Notify KrisDee & Associates in the event of changes in product and/or process definition, including changes to location of manufacture and obtain approval.
- When required, use customer approved special process sources.
- When required, supply KrisDee & Associates with certificates of compliance to all stated purchase order requirements.
- When required, provide test specimen for design approval, inspection/verification, investigation or auditing.
- Flow down to sub-tier suppliers the applicable requirements in the purchasing documents, including key characteristics where required.
- Maintain control of quality records and agrees to provide copies of those records if requested by KrisDee & Associates.
- Shall plan, implement, and control processes, appropriate to the organization and the product, for the prevention of counterfeit or suspect counterfeit part use and their inclusion in product(s) delivered to KrisDee & Associates.
- Supplier shall ensure all applicable quality requirements are imposed upon sub-tier suppliers.

- Ensure that employees are aware of their contribution to product and service conformity, contribution to product safety and the importance of ethical behavior.

KrisDee & Associates maintains the right of final approval of any and all product submitted as fulfillment of the purchase order based on a C=0 acceptance level (one nonconforming = all nonconforming). In the event that KrisDee & Associates quality personnel determine the product or process to be nonconforming or otherwise lack fulfillment of requirements, following review at our facility the product may be returned to the supplier for replacement, rework, or credit and formal corrective action.

KrisDee will monitor Supplier's On Time Delivery and Quality Performance and when applicable issue a Supplier Corrective Action Request (SCAR).

KrisDee & Associates, its customer, and responsible regulatory authorities reserve the right of access to all facilities involved in the order, and to all applicable records.

Unless permission granted from KrisDee, Supplier shall not disclose to any person outside of its employ, or use for any purpose other than to fulfill its obligations under the Purchase Order, any information received from KrisDee, except such information which is otherwise publically available.

11/05/18 – Revised areas have been highlighted in Yellow.