



- A:** Review attached and/or included requirements for approval of applicable product, equipment, processes, and procedures, if applicable.
- B:** Supplier must have qualified personnel to perform set tasks, if applicable.
- C:** Supplier's Quality Management System shall be compliant to the applicable AS9100/ISO 9000 standard and/or Mil-I-45208. Calibration must be compliant to ISO 17025:2005.
- D:** If applicable, review attached and/or included process requirements, inspection instructions or other applicable specs/drawings/technical data. All parts shall be supplied to the newest revision of the specification unless otherwise noted on the PO.
- E:** Review and agree to the clauses, specifications, and all requirements on the Purchase order.
- F:** Supplier shall maintain test data on file for a minimum of 10 years, if applicable.
- G:** Any non-conforming product must be approved by Sundown prior to shipping. When preapproved to ship nonconforming material, the acknowledgment letter must be included with the shipment and attached to the packing slip.
- H:** All products are subject to final inspection and acceptance by Sundown at destination, notwithstanding any payment or prior inspection at source.
- I:** Any changes in product and/or process definitions require Sundown's approval in writing. For products designed by Supplier, Supplier shall notify Sundown no later than 180 days before the effective date of products that will become obsolete or superseded.
- J:** Sundown, Sundown's customer, and/or any regulatory authorities have the right of access to all facilities involved in this order; including all applicable records.
- K:** Supplier must flow down requirements and/or key characteristics in the purchasing documents to sub-tier suppliers, as applicable.
- L:** Supplier shall comply with all applicable laws, ordinances, rules, and regulations; Federal, State and Local, including and without limitation: The Arms Export Control Act, the International Traffic in Arms regulations, and the Foreign Corrupt Practices Act.  
  
*Compliance shall be a material requirement for each Purchase Order. Supplier agrees to notify Sundown if any products supplied to Sundown are restricted by export control laws or regulations.*
- M:** Sundown's supplier is required to maintain a documented FOD program, which assures that work is accomplished in a manner preventing foreign objects or materials from entering and remaining in deliverable items. Any non-conformances arising as a result of FOD issues will be fully investigated for potential impact.



- N:** Sundown requires all products supplied on this purchase order to comply with Section 1502 of the Dodd-Frank Act. The supplier warrants that they do not supply Sundown with any “conflict minerals” (Gold, Tin, Tantalum, and Tungsten) from the Democratic Republic of the Congo (DRC) or its adjoining countries.
- O:** The Supplier shall include with each shipment the manufacturer’s C of C, Test Reports, unless otherwise noted on the purchase order, or approved by Sundown prior to shipment. The supplier and manufacturer’s C of C and TRs shall include the following at a minimum:
- 1) Manufacturer’s name and address
  - 2) Manufacturer’s part number
  - 3) Batch/Lot identification for the item(s) such as: date codes, lot codes, serializations, or other batch identifications
  - 4) Date of Manufacturer (DOM) and Date of Expiration (DOE), if applicable
  - 5) Signature/stamp with name and title of supplier’s authorized personnel
  - 6) Certified to the applicable specification/drawing and revision level
- P:** All products supplied are to be labeled in a manner as to be readily available with all pertinent information pertaining to the product. At a minimum, product labels should include the following: part number, description, quantity, lot/batch number and DOM/DOE (if applicable).
- Q:** All material shall comply with the current European Union Regulation for Registration, Evaluation, Authorization, and Restriction of Chemicals (REACH). Suppliers are required to notify Sundown, in writing, within 2 business days of acceptance of this purchase order if any item(s) are not REACH compliant. The European Chemicals Agency (ECHA) has added a candidate list of all chemicals that are considered SVHCs on their website. The supplier and manufacturer’s C of C shall state Compliance or Non-Compliance for all part numbers shipped.
- R:** All material shall comply with the current European Union Regulation for the Restriction of Hazardous Substances (RoHS). Suppliers are required to notify Sundown, in writing, within 2 business days of acceptance of this purchase order if any item(s) are not RoHS compliant. The supplier and manufacturer’s C of C shall state Compliance or Non-Compliance for all part numbers shipped. The RoHS restricted substances and limits are as follows:
- 1) Lead (Pb): < 1000 ppm
  - 2) Mercury (Hg): < 1000 ppm
  - 3) Cadmium (Cd): < 100 pm
  - 4) Hexavalent Chromium: (Cr VI) < 1000 ppm
  - 5) Polybrominated Biphenyls (PBB): < 1000 ppm



6) Polybrominated Diphenyl Ethers (PBDE): < 1000 ppm

7) Bis (2-Ethylhexyl) phthalate (DEHP): < 1000 ppm

8) Benzyl butyl phthalate (BBP): < 1000 ppm

9) Dibutyl phthalate (DBP): < 1000 ppm

10) Diisobutyl phthalate (DIBP): < 1000 ppm

**S:** A copy of all paperwork (i.e.: Packing Slip and Test Data) for any drop shipments to a location other than Sundown Aerospace, LLC., 1535 Market Dr., Arab, AL 35016 are to be sent to Sundown's purchasing department (jenny@sundownco.com) prior to shipping.

**T:** The Supplier's organization shall plan, implement, and control the processes needed to assure product safety during the entire product life cycle, as appropriate to the organization and the product.

**U:** Sundown has a company "Code of Ethics" and is committed to conducting its business in an ethical, impartial, and professional manner. Sundown expects the Supplier to conduct business in a fair, impartial, and ethical manner; upholding "ethical business standards". Sundown further expects, should Supplier have cause and/or reason to believe that Sundown and/or any employee/agent of Sundown has behaved improperly or handled anything unethically under this contract, Supplier, if warranted, is requested to report such behavior to the appropriate person, up to and including the President of Sundown.

**V:** Product conformity and Safety - The supplier should ensure that their employees are aware of their contribution to product or service conformity and their contribution to product safety.

**W:** Parts are not to be marked with "FAA/PMA" or "PMA" directly on the article, on part packaging or on accompanying paperwork unless specifically requested or allowed on the Sundown Purchase Order.

**X:** Supplier shall supply products that are not and do not contain suspect/counterfeit parts. Supplier shall have a counterfeit risk mitigation process in accordance with industry standards such as AS5553 or AS6174. Chain of ownership must be verifiable and available upon request.

**Y:** Supplier certifies that it complies with all federal, state or provincial laws, including but not limited to the U.S. Occupational Safety and Health Act of 1970 (OSHA) or the Canadian Hazardous Products Act as applicable. Furthermore, if the products purchased herein are considered toxic or hazardous as defined in the above set of regulations, Supplier shall provide a copy of the Safety Data Sheet (SDS) with each shipment or as otherwise specified on the order.

**Z:** All wire and cable are to be supplied on 12" (inch) diameter spools.

**AA:** Both ends of wire and cable are to be exposed.

**BB:** Wire and cable are subject to +10%/-0% tolerance.

**CC:** Wire and cable are subject to +/-0% - exact length, as specified on PO only.



**DD:** Minimum lengths of 100ft (33m) is required. Any lengths shorter than specified are subject to return at the supplier's expense.

**EE:** Wire and cable must be spark tested in accordance with Mil-spec requirements for the ordered materials on purchase order.

**FF:** A Certificate of Origin (COO) for all items produced or manufactured in the USA, Canada, or Mexico is required to be provided. The COO shall be signed by the Corporate Officer or authorized employee of the manufacturer having direct knowledge of the origin of the product. A Certification of Compliance (C of C), signed by a supplier's representative, must accompany each lot of parts delivered to Sundown. This C of C is an indication that all requirements of the associated purchase order, drawing(s) and specification(s) have been met. The C of C must contain, as a minimum:

- 1) Name and address of supplier
- 2) Description of the part (if applicable)
- 3) Part number and revision
- 4) Quantity of acceptable parts
- 5) Sundown's purchase order number
- 6) Serial/Lot number (if applicable)
- 7) Conformance statement

**GG:** All incoming shipments must have a Country of Origin and Certificate of Conformance signed by the vendor's empowered official, unless written authorization is provided.

**HH:** Vendor must maintain a program to avoid any counterfeit product and provide full traceability from the manufacturer, unless written approval is given.

**II:** No packing peanuts are to be used, as a method of FOD prevention.

**JJ:** No substitutions permissible, parts must be exactly as ordered (i.e.: failure rate, reliability, tolerance, etc.). If substitutions are received, they will be rejected and returned to the Seller at the Seller's expense. Any substitutions must have written approval from a Sundown empowered official.

**KK:** The supplier's Quality Control organization shall be responsible for ensuring that items of procurement are packaged in such a manner that the dimensional integrity is preserved, contamination and corrosion are prevented, and no physical damage occurs, or, when specified, that packaging is in accordance with the applicable Packing, Handling, Storage, and Transportation and requirements documentation cited in and attached to the order.

**LL:** Sundown's purchase order number and job number (i.e.: 10096-01, 10096-02, etc.) shall be listed on the packing list and invoice. Failure to list both purchase order and job numbers could result in delayed payment.



**MM:** All items with limited shelf life shall be clearly marked with the manufacturer's name, type of material, shelf life, date of manufacture, and usability limiting date. A minimum of 85% of the original shelf life shall be remaining on all items on this order. If items have no shelf life limitations, supplier shall so state in shipping documents.

NOTE: The vendor shall supply the Hazardous Material Identification System (HMIS) and the Material Safety Data Sheet (MSDS) with the material as required, unless written approval is granted by a Sundown empowered official.

**NN:** Sundown source inspection reserves the right to inspect any or all materials on the purchase order. If the supplier is notified in writing by Sundown of mandatory inspection points, the supplier will be required to notify Sundown Quality Control 72 hours in advance. Shipments shall not be made without accompanying source release inspection signed off by a Sundown Representative, or a waiver issued by the Sundown Quality office. Copies of the purchase order with change orders and related documents shall be made available to the Sundown Representative upon request.

**OO:** Shipments are allowed up to seven (7) days early and at most one (1) day late, unless otherwise stated on the purchase order in writing.

**PP:** The seller shall have the systems and methods to assure full compliance to all Purchase Order (PO) Quality Clauses applicable to this PO. When products or services applicable to this PO are procured by the seller from sub-tier suppliers, the seller agrees to flow down the appropriate requirements to the sub-tier. The appropriate requirements include but are not limited to key characteristics, control of special processes, record retention and flow down of Quality System. The seller shall flow the Quality PO note requirements as necessary to assure full compliance is achieved.

**QQ: DX GOVERNMENT RATED ORDER**

This is a rated order certified for national defense use and you are required to follow all provisions of the Defense Priorities and Allocations System regulations (15 CFR 700). This order has a "DX" rating.

**RR: DO GOVERNMENT RATED ORDER**

This is a rated order certified for national defense use and you are required to follow all provisions of the Defense Priorities and Allocations System regulations (15 CFR 700). This order has a "DO" rating.