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SUPPLIERS – TERMS & CONDITIONS

1. Supplier shall have a documented quality assurance system in accordance with a recognized system, i.e. ISO 9000 series, AS9100.
2. Supplier shall document Inspection, Manufacturing, Calibration, and Order Processing Procedures.
3. Certificate of conformity is required detailing operations performed relative to Purchase Order, and approved by the person responsible for ensuring the conformity.
4. Supplier shall maintain records relative to Purchase Order for a minimum of ten (10) years, or longer if specified on the PO.
5. Supplier shall package with the best commercial practices, or as specified on the PO.
6. Supplier shall perform the required processes to the latest revision of the required specifications.
7. If supplier will use sub-contract work to perform required process, the supplier is required to flow-down Metcor Inc requirements as applicable.
8. Supplier shall notify Metcor of any change in product, process, supplier or manufacturing location.
9. Access to supplier plant will be made available during normal business hours to Metcor Inc, regulatory authority and/or their customer for purpose of inspection and/or audits.
10. Metcor Inc will be notified in writing of any deviations from the Purchase Order requirements, of any non-conforming products or any changes in supplier's Quality Management System.
11. Non-conforming products shall be put on 'hold' until disposition has been approved by and no action taken until Metcor's written approval has been received. Details of the Purchase Order requirement, actual non-conformance, cause, corrective action to prevent further non-conformance, and re-work procedure will be supplied.