

DaVinci Aerospace, LLC AS9100D Supplier Flow Down Requirements

SUMMARY

This procedure defines the requirements for any Suppliers, Vendors, External Processors, and any organizations subcontracted by them who are performing or providing any Services, Shipping and Receiving of Materials, Production Tooling, or Product directly or indirectly to DaVinci Aerospace, LLC.

Acceptance of a Purchase Order from DaVinci Aerospace binds the accepting Organization and any subcontractors used by that Organization to the terms and conditions expressed by DaVinci Aerospace, LLC in accordance with AS9100D, Clause 8.4.3

- 1. The processes, products, and services to be provided including the identification of relevant technical data (e.g., specifications, drawings, process requirements, work instructions)**
 - 1.1. Ensure that all work being performed is in accordance with the Purchase Order provided by DaVinci Aerospace, LLC.
 - 1.1.1. Any deviations from the Purchase Order must be approved by DaVinci Aerospace, LLC.
- 2. The approval of: Products and services, methods, process, and equipment, and the release of products and services.**
 - 2.1. Approval of any of the above items must be in accordance with any standards, policies, regulations, and direction provided by DaVinci Aerospace, LLC.
 - 2.2. Any Materials, Production Tooling, Product, or Services provided by a Supplier, Vendor, External Processor, or Sub-Contractor must be accompanied by a Certificate of Conformance stating the: Supplier name, quantity, unique identifier such as but not limited to; part number, NSN number, or UNSPSC number, and the signature of authorized person(s) confirming conformity.
 - 2.3. Any raw materials such as but not limited to; metal, nylon, or other raw materials, must be accompanied by a certification from the manufacturer confirming the items point of origin, specifications, and material quality.
 - 2.4. Any treatment, testing, or other processes carried out by any Supplier, Vendor, External Processor, or Sub-Contractor must be accompanied by a Certificate of Conformance confirming adherence to the Purchase Order as provided by DaVinci Aerospace, LLC.
 - 2.4.1. If a change to the original criteria as communicated by DaVinci Aerospace, LLC is approved the Supplier, Vendor, External Processor, or sub-contractor must note what the original specification was and which alternative specification was approved and adhered to.
- 3. Competence, including any required qualification of persons;**

3.1. DaVinci Aerospace, LLC reserves the right to inquire and be provided documentation of the certification, training, and/or other proofs of competency of personnel from any Supplier, Vendor, External Processor, or Sub-Contractor performing or providing any Services, Shipping and Receiving of Materials, Production Tooling, or Product.

4. External Provider's interactions with the DaVinci Aerospace, LLC.

4.1. It is the obligation of any Suppliers, Vendors, External Processors, or Sub-Contractors to keep all information shared with them by DaVinci Aerospace, LLC confidential. Information cannot be provided to a third-party without the express written consent of DaVinci Aerospace, LLC.

5. Control and monitoring of the external providers' performance to be applied by DaVinci Aerospace, LLC.

5.1.1. DaVinci Aerospace, LLC will abide by internal processes using a Supplier Score Card to evaluate the performance of any Suppliers, Vendors, External Processors, or Sub-Contractors.

5.1.1.1. In the event of a failure, mis conformity, supply interruption, or other instance where an error from any Suppliers, Vendors, External Processors, or Sub-Contractors resulted in a disruption of services to the end customer DaVinci Aerospace, LLC will issue a Supplier Corrective Action Report.

5.1.1.1.1. In the event an issue is the result of a Sub-Contractor the Supplier, Vendor, or External Processor that issued the Sub-Contractor at fault a Work Order will be held ultimately responsible for the impact on DaVinci Aerospace, LLC's customer(s).

6. Verification or validation activities that the organization, or its customer, intends to perform at the external providers' premises;

6.1. DaVinci Aerospace, LLC and its customers reserves the right to audit, inspect, and observe any Suppliers, Vendors, External Processors, or Sub-Contractors on their premises to ensure and validate their capabilities and conformance.

7. Design and development control;

7.1. DaVinci Aerospace, LLC reserves the right to inquire and approve of design and developments for related tasks by any Supplier, Vendor, External Processor, or Sub-Contractor.

8. Special requirements, critical items, or key characteristics;

8.1. Any Supplier, Vendor, External Processor, or Sub-Contractor must adhere to any and all specifications, requirements, and constraints as communicated to them from DaVinci Aerospace, LLC in any shared documentation such as but not limited to: Technical Drawings, Purchase Orders, or documented forms of communication such as email and or fax.

8.2. In the event of contradicting documentation or other communications, it is the responsibility of any Supplier, Vendor, External Processor, or Sub-Contractor to verify and confirm the requirements, critical items, or key characteristics with DaVinci Aerospace, LLC before providing any Services, Shipping and Receiving of Materials, Production Tooling, or Product.

9. Test, inspection, and verification (including production process verification);

9.1. The selected Supplier, Vendor, External Processor, or Sub-Contractor shall abide by and confirm that any applicable Services, Materials, Production Tooling, or Product has been tested and passed in conformance to the designated spec, criteria, and or industry standard and shall supply a Certificate of Conformance reflecting the test corresponding test results.

10. The use of statistical techniques for product acceptance and related instructions for acceptance by the organization;

10.1. Any Statistical techniques for acceptance will be relayed via the Purchase Order.

10.1.1. Testing and proof of testing for Services, Materials, Production Tooling, or Product is the responsibility of the Supplier, Vendor, External Processor, or Sub-Contractor.

10.1.2. Documentation of testing must be submitted along with final Services, Materials, Production Tooling, or Product at delivery for acceptance.

10.1.3. If the results of testing do not meet the designated Spec, Criteria, or industry Standard then Davinci Aerospace, LLC reserves the right to reject any and all Services, Materials, Production Tooling, or Product upon inspection.

11. Quality System Management and Implementation

11.1. It is the responsibility of any Suppliers, Vendors, External Processors, or Sub-Contractors to implement, maintain, document, and adhere to a Quality Management System that adequately controls the quality of any Services, Materials, Production Tooling, or Product they provide.

11.2. Preference will be given to any Suppliers, Vendors, External Processors, or Sub-Contractors who adhere to and are certified under the latest revision of a recognized Industry Standard such as but not limited to ISO:9001, AS9100, NADCAP.

12. Use customer-designated or approved external providers, including process sources (e.g., special processes);

12.1. DaVinci Aerospace, LLC may require any Suppliers, Vendors, External Processors, or Sub-Contractors to only use customer approved external sources for certain Services, Materials, Production Tooling, or Product. If applicable DaVinci Aerospace, LLC will make this known during the quoting process as well as on any documentation such as a Purchase Order or Technical Drawings.

13. Notify DaVinci Aerospace, LLC of nonconforming processes, products, or services and obtain approval for their disposition;

13.1. In the event a Supplier, Vendor, External Processor, or Sub-Contractor submits any nonconforming Services, Materials, Production Tooling, or Product Davinci Aerospace will issue a formal Corrective Action Report (CAR) as outlined in Davinci Aerospace, LLC's document **Corrective and Preventative Action**.

14. Prevent the use of counterfeit parts (see 8.1.4)

14.1. It is the responsibility of any Suppliers, Vendors, External Processors, or Sub-Contractors to take all necessary precautions and institute controls to prevent the distribution, replication, and usage of counter fit, illegal, and/or unlicensed parts.

14.1.1. Controls and precautions including but not limited to: Certificates of Conformance, Material Certificates, Manufacture Certificates and other traceable documentation.

14.2. DaVinci Aerospace, LLC reserves the right to reject any suspected counterfeit Services, Materials, Production Tooling, or Product.

15. Notify the organization of changes to processes, products, or services, including changes of their external providers or location of manufacture, and obtain the organization's approval;

15.1. Any deviations from the Purchase Order, Technical Drawings, or other documentation provided by DaVinci Aerospace, LLC for any Services, Materials, Production Tooling, or Product including location of services or sources must be approved by DaVinci Aerospace, LLC.

16. Flow down to external providers applicable requirements including customer requirements;

16.1. Suppliers, Vendors, External Processors, or Sub-Contractors must have access to DaVinci Aerospace, LLC's AS9100D Flow Down requirements as required by DaVinci Aerospace, LLC's terms and conditions.

17. Provide test specimens for design approval, inspection/verification, investigation, or auditing;

17.1. DaVinci Aerospace, LLC reserves the right to request test specimens for internal evaluation for any Services, Shipping and Receiving of Materials, Production Tooling, or Product.

18. Retain documented information, including retention periods and disposition requirements;

18.1. All Documentation issued by Davinci Aerospace must be retained for a minimum of 7 years. All documents issued by Davinci Aerospace may not be relinquished,

shared, or copied without the express permission of Davinci Aerospace to any 3rd Parties.

19. The right of access by the organization, their customer, and regulatory authorities to the applicable areas of facilities and to applicable documented information, at any level of the supply chain;

19.1. DaVinci Aerospace, LLC reserves the right to conduct site visits in order to inspect, audit, and review the premises of any Suppliers, Vendors, External Processors, or Sub-Contractors along with any accompanying regulative authorities at no cost. All data concerning any Purchase Orders and accompanying documentation and transcripts must be made available during such reviews.

20. Ensuring that persons are aware of: their contribution to product or service conformity, Product Safety, and the importance of Ethical Behavior;

20.1. DaVinci Aerospace, LLC is committed to the consistent production of high-quality aerospace components and parts and expects all elements of its supply chain to hold themselves to the same standard.

20.2. DaVinci Aerospace, LLC has continued to make safety and customer satisfaction a priority and as such Product Safety and Ethical Behavior are crucial elements to maintain the integrity of our Products, Services, and Business Dealings. These qualities are expressed here as desirable qualities of any Supplier, Vendor, External Processor, or Sub-Contractor we select or is involved with any and all operations.

20.3. Any Supplier, Vendor, External Processor, or Sub-Contractor must ensure that all stakeholders are aware of their contribution to:

20.3.1. Product or Service Conformity,

20.3.2. Product Safety

20.3.3. and the importance of Ethical Behavior.