

Approved: QA Department	PIONEER MICHIGAN BROACH CO. 13957 PIONEER AVE. LEROY, MICHIGAN 49655	Doc. No.: QA-FORM-045 Rev: 002. Effective day: 10/12/2023
TITLE: Supplier Terms		

1.0 Purpose: This document establishes the terms for products or services provided to Pioneer Michigan Broach Company (PMB) by its suppliers, in accordance with the requirements of AS9100D.

2.0 Scope: This procedure applies to all PMB purchases from Approved Suppliers.

3.0 Responsibility: All Approved Suppliers of PMB must abide by these terms as part of the Purchase Order agreement.

4.0 Procedure:

Communication: PMB must be notified in writing (email is acceptable), if any of the following conditions exists:

- A. Discrepancies:
 - I. Some or all of the products or services provided by Supplier to PMB may be non-conforming, and disposition or guidance is needed from PMB.
 - II. Some or all of the products or services provided by Supplier to PMB are known to be non-conforming.
- B. Process Changes:
 - I. Changes to the Approved Supplier’s processes, suppliers, and/or location are made that affect the products or services provided.

Supplier selection criteria must meet one of the following: Price, Customer Driven, Availability, Product Quality, Sole Provider.

Product Conformity: Supplier is expected to comply with PMB’s supplier performance expectations: <50% Risk Value for “On Time Delivery” and Quality Level

Product Safety: Supplier must abide by all requirements critical to product safety and must communicate to PMB the occurrence of any issues or events affecting product safety. Suppliers must have an ethical code of conduct in place. Work performed by Calibration services must be traceable to NIST requirements, and there must be no opportunity for counterfeit parts. Suppliers need to ensure product safety and product conformance.

Record Retention: All documentation relevant to the products or services provided must be retained for a minimum of 7 years OR as required by the customer.

Right of Access: As appropriate, it is requested that PMB and its customers be granted Right of Access to the applicable areas of all the Approved Supplier’s facilities and records involved in the products or services provided.

5.0 References: AS9100 REV D

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