

The following quality requirements apply to every purchase order issued by Jaeckel Tool & Manufacturing Inc. Additional requirements may apply in accordance with our customers' requirements as stated on the actual purchase order. Should you have any questions or require clarification, it is your responsibility to contact us.

1. Right Of Entry – Access is required for our customers and regulatory authorities' access to applicable areas of your facility, and those of your sub-tiers involved in the fulfillment Jaeckel Tool & Manufacturing Inc purchase orders and applicable records to ensure compliance with all applicable requirements.
2. Revision Level– All processing/service associated with Jaeckel Tool & Manufacturing Inc. purchase orders must be performed in accordance with the latest specification revision unless specifically requested otherwise.
3. Nonconforming Product – Immediate notification must be made, of any process or product discrepancy discovered or suspected as a result of your process/service, or after delivery, in writing to Jaeckel Tool & Manufacturing Inc. Nonconforming product must not be further processed without written authorization.
4. Counterfeit Policy – It is a requirement to have a process to ensure suspect or confirmed fraudulent/counterfeit parts are identified, segregated, and placed in quarantine in accordance with AS9100 requirements.
5. Discrepancies – You are required to notify Jaeckel Tool & Manufacturing Inc. when there is a discrepancy in piece count and/or any parts of our requirements are unclear.
6. Process Changes – You are required to notify Jaeckel Tool & Manufacturing Inc. if any quality requirements cannot be met as stated on the purchase order, or if any process changes are made (i.e., specification changes or later revisions, material substitution, etc.).
7. Sub-Tier Controls – You are required to flow down all applicable purchase order requirements, including key characteristics, to sub-tier suppliers when applicable. Jaeckel Tool & Manufacturing Inc. must have previous knowledge and have provided approval of all (sub-tier) suppliers used for our product.
8. Documentation – It is a requirement to provide documented proof of processing and/or material traceability with each shipment/order. Completed documents sent with products should cover all conditions on the PO for verification purposes.
9. Records – You are required to retain all process documentation including records, certifications and test reports for a minimum of 10 years, after the retention period all retained records need to be rendered useless and

destroyed or returned to Jaeckel Tool & Manufacturing Inc. These records must be made available for review by request of Jaeckel Tool & Manufacturing Inc., our customers and regulatory authorities in accordance with contract or regulatory requirements.

10. Identification – Products are to be identified when returned to Jaeckel Tool and Manufacturing Inc. in the same, or a similar, way as they were received.
11. Traceability – Certificates of Conformance or Process Certifications must identify the Part Number, Revision or Issue, Purchase Order Number, Quantity, Jaeckel Tool & Manufacturing Inc. Job Number, all relevant Specifications with Revisions and Material Heat Number (when known); as well as contain the name, title, date, and signature of issuer.
12. Handling – Product must be handled, stored and packaged to prevent damage or deterioration.
13. For Calibration Sources – You are required to comply with the requirements of AS9100, ANSI/NCSL Z540, ISO 10012 or ISO 17025. All certificate(s) of calibration must reflect compliance and include as-received calibration results.
14. Controls - You are expected to maintain a product quality and OTD rating of 98% or above for all orders/shipments to Jaeckel Tool and Manufacturing, Inc. or your approval status could be affected.
15. Supplier Corrective Actions - Jaeckel Tool and Manufacturing, Inc. will issue SCARs as needed to resolve issues that may arise. Suppliers are expected to provide completed responses or request extensions with justification within 30 days of issuance.
16. Other Requirements – Suppliers will comply with all other applicable requirements for external providers within the AS9100.