

**Terms and Conditions, (7/24/2023)**  
**D&D Machine, Inc. (D&D)**

**The following requirements apply based on the Purchase Order received from D&D Machine, Inc.**

**PACKING AND SHIPPING.** Supplier must prepare/package product for D&D to prevent shipping damage and deterioration.

**SHIPMENT/DELIVERY.** Shipments or deliveries, as specified in a D&D Purchase Order, shall be in accordance with the specified quantities and the specified schedules. Supplier is encouraged to notify D&D of any anticipated or actual delay.

**D&D FURNISHED MATERIALS.** All materials furnished by D&D are to be returned with the product upon completion of the order unless other arrangements have been made.

**NON-CONFORMING MATERIAL.** For material supplied by D&D, supplier must notify D&D of any nonconforming product and make arrangements for approval if submitting any nonconforming product.

**SUBCONTRACTING/APPROVED SUPPLIERS.** Any D&D supplier may subcontract work to another supplier provided that D&D is provided with the same rights and protection as stated in the Purchase Order and the D&D Terms and Conditions. Suppliers may only use approved suppliers of D&D and/or its customers.

**RIGHT OF ENTRY.** Supplier shall allow D&D representatives, D&D customers, statutory and regulatory agencies right of entry into the applicable areas of Supplier's facilities and the entire supply chain to verify all processes and records.

**QUALITY.** Supplier shall maintain an inspection system which will assure that all delivered products conform to Purchase Order requirements, whether manufactured or processed by the supplier or a sub-tier supplier. Supplier shall maintain controls and perform all inspections and tests required to substantiate product conformance to Purchase Order requirements. Supplier is required to notify D&D of changes in product and/or process definition to obtain D&D's approval prior to such changes.

**SPECIAL PROCESSORS** All Special Processors must adhere to quality management system that is compliant to aerospace requirements (e.g. AS9100) or accredited to Nadcap as required by the end customer. If accreditation is revoked Processor must notify D&D immediately. If processing is completed prior to notification or there is a failure to notify, the Processor could be liable for any and all costs associated with order including but not limited to labor and material cost incurred on the order and any costs and expedite fee associated with recovery of the order. (Note: all processing for Boeing end user must adhere to the requirements of Approved Process Sources [DI-4426](#), and must comply with all applicable PSD's. For reference current Boeing Specifications and Revisions Index: [BAC](#), [BMS](#), [BSS](#), [Finish Documents](#).

Spirit MAA1-10042-1 Supplier Quality Assurance Manual applies to all Spirit parts.

**INSPECTION AND TEST EQUIPMENT.** Supplier shall maintain inspection and test equipment to assure calibration traceable to a known national or international standard. Calibration records must be maintained and made accessible to D&D, if required.

**FOREIGN OBJECT DAMAGE.** Supplier shall control/prevent foreign object damage or contamination during manufacture, assembly, inspection and/or shipment. The FOD program requirements must be made accessible to D&D upon request.

**RECORDS.** The Supplier shall maintain records of work performed for D&D. Records shall include the COC provided to D&D as well as records that support the certificate. Records must be available to D&D upon request. Records must be maintained for a minimum of fifteen (15) years.

**CERTIFICATIONS.** Supplier must ensure that individual parameters within a given specification have been met. Certifications must reflect that all applicable manufacturing and process specifications called for on the engineering drawing have been met.

**FIRST ARTICLE INSPECTION.** If required by D&D on the Purchase Order, first article inspections are to be recorded on form AS9102, current revision or on a form compliant with AS9102.

**CALIBRATION SERVICES ONLY.** Calibration of inspection equipment shall be performed traceable to National Institute of Standards and Technology (NIST) or other national or international standards. Certificates of Calibration shall be provided.

**CHANGES.** Any change to the requirements as stated on the Purchase Order must be approved by D&D prior to taking action on those proposed changes.

**COUNTERFEIT PARTS PROGRAM.** Supplier is requested to protect D&D from counterfeit parts from being shipped.

PERSONNEL COMPETENCY. D&D may specify specific qualification for personnel performing work related to the details of the Purchase Order provided. The supplier should be ready to provide evidence to D&D if requested.

PERSONNEL COMMUNICATION. Supplier is required to communicate with their personnel regarding the following:

- Their contribution to product or service conformity to requirements
- Their contribution to product safety
- The importance of ethical behavior

Questions should be directed to Danny Slates, Quality Assurance Manager, (316) 269-1553