



9539 Vassar Avenue
Chatsworth, CA 91311
Phone (818) 700-2901
Fax (818) 709-7426
purchasing@jacon.com

SUPPLIER TERMS & CONDITIONS

1. Quality Management System
 - a. Manufacturers/Distributors – Must maintain a quality management system in compliance with latest revision of AS9100, AS9120, ISO9001 or equivalent is required.
 - b. Calibration Labs – Must maintain a quality management system in compliance with latest revision of ISO17025, ANSI/NCSL Z540-1 or ISO 10012.
2. Contract Review
 - a. Additional quality clauses will be noted on the purchase order as required.
 - b. Any delay in shipment must be conveyed to Jacon purchasing as soon as the delay is known.
 - c. Any changes to the contract requirements by the supplier must be approved by Jacon in writing.
 - d. All information in the contract must be held in confidence and no third party request for information will be authorized unless instructed in writing by an authorized Jacon representative.
3. Revision Control
 - a. Drawing, specification and reference document revisions in effect at time of order placement apply unless otherwise specified on this purchase order.
4. Inspection and Testing
 - a. All work must be processed per latest part revision unless otherwise instructed on the purchase order.
 - b. All inspections and tests as required by the drawing and procurement specifications must be performed prior to shipment to Jacon Fasteners & Electronics.
5. Nonconforming Product Notification
 - a. If a nonconformance is discovered prior to shipment that does not affect form, fit, or function, a request for waiver may be submitted. All such requests must be made in writing. Under no circumstances shall shipment be made without written approval from Jacon Fasteners & Electronics.
 - b. If nonconformity is discovered subsequent to shipment, the supplier is required to notify Jacon Fasteners & Electronics within 48 hours with nonconformance details and proposed action to be taken.
6. Flow-Down of Requirements
 - a. Suppliers are required to flow down all of the requirements of this purchase order to sub-tier suppliers and special processors. Suppliers are required to notify Jacon Fasteners & Electronics of changes in the product or process, changes in sub-tier suppliers, changes of suppliers facility location and when required obtain approval of changes from Jacon Fasteners & Electronics.
 - b. When purchase order requires products to be produced by a specific manufacturer, supplying another manufacturer's product shall be cause for rejection.
7. Traceability
 - a. Lot traceability is required for the products on this purchase order. A unique lot/control number assigned by the manufacturer to the production lot provided that is traceable to all raw materials, processing and testing results is mandatory. Commingled lots will be rejected.
8. Certificate of Conformance



9539 Vassar Avenue
Chatsworth, CA 91311
Phone (818) 700-2901
Fax (818) 709-7426
purchasing@jacon.com

- a. Manufacturers shall provide a certificate of conformance with each shipment, which states that the product supplied meets all drawing, specification and purchase order requirements. The C of C shall reflect the part number(s) listed on the Jacon Fasteners & Electronics purchase order, the production lot numbers, and shall be signed by an authorized supplier representative of the manufacturer.
 - b. Distributors shall provide their own certificate of conformance and provide the manufacturer's certificate of conformance as required per the purchase order.
 - c. Processing Suppliers must furnish processing certifications to the purchase order requirements and shall not process any parts for which they are not certified or approved.
 - d. Supplier must provide Material Safety Data Sheets (MSDS) and/or certificates of compliance for restricted, toxic, or hazardous substances.
 - e. As required per the purchase order, the supplier shall also provide raw material certifications, special processing certifications (heat treat, plating NDT, etc.) and test reports for all of the tests required by the drawing and procurement specification
9. First Article Inspection
- a. A First Article Inspection report or first piece inspection report is required with shipments to Jacon Fasteners & Electronics if noted on the purchase order. The report shall reflect all drawing dimensions, test results, raw material chemical & physical test reports and special process certifications. AS9102 can be used for guidance for report preparation.
10. Age Control
- a. Products supplied are subject to age control. The manufacturing/cure date and expiration dates shall be specified on the certificate of conformance. Unless otherwise specified in the Jacon Fasteners & Electronics purchase order, 90% of the product's shelf life shall be remaining at time of receipt.
11. Handling, Preservation and Packing
- a. The supplier shall ensure that the products supplied are protected from damage during production, inspection, packing and shipping operations. Products found to be damaged upon receipt shall be subject to rejection.
 - b. The supplier shall ensure that no Foreign Object Debris (FOD) is present in the products supplied.
12. Shipping Tolerance
- a. The quantity tolerance for this purchase order is $\pm 0\%$. Any deviation from this tolerance must be approved by Jacon Fasteners & Electronics prior to shipment.
13. Single Lot
- a. Each line item on this purchase order must be provided from a single manufacturer's lot. Exceptions must be approved by the buyer prior to shipment.
14. Record Retention
- a. Product inspection records, test reports and other documentation indicating conformance to Jacon Fasteners & Electronics purchase order must be retained by the supplier for a minimum of 12 years from date of shipment.
15. Right of Access
- a. Jacon Fasteners & Electronics, our customers and regulatory authorities reserve the right of access to applicable areas of all facilities at any level of the supply chain involved in the order



9539 Vassar Avenue
Chatsworth, CA 91311
Phone (818) 700-2901
Fax (818) 709-7426
purchasing@jacon.com

and all applicable records of the product. Should this become necessary, reasonable notice will be given to the supplier prior to visitation.

16. Mercury and Mercury Compounds

- a. The supplier is responsible to ensure that the products supplied did not come into contact with mercury or mercury compounds during manufacturing or subsequent processing.

17. Ozone Depleting Substances

- a. The supplier is responsible to ensure that ozone-depleting substances were not used during the manufacturing or processing of the material supplied on this purchase order.

18. Counterfeit Parts Prevention

- a. For purposes of this clause, Work consists of those parts delivered under this Contract that are the lowest level of separately identifiable items (e.g., articles, components, goods, and assemblies). "Counterfeit Work" means Work that is or contains items misrepresented as having been designed and/or produced under an approved system or other acceptable method. The term also includes approved Work that has reached a design life limit or has been damaged beyond possible repair, but is altered and misrepresented as acceptable.
- b. Seller agrees and shall ensure that Counterfeit Work is not delivered to Jacon Fasteners & Electronics.
- c. Seller shall only provide products to be delivered or incorporated as Work to Jacon Fasteners & Electronics directly from the original manufacturer, or through the manufacturer's authorized distributor chain. Work shall not be acquired from Independent distributors or brokers unless approved in advance in writing by Jacon Fasteners & Electronics.
- d. Seller shall immediately notify Jacon Fasteners & Electronics with the pertinent facts if Seller becomes aware or suspects that it has furnished counterfeit work. When requested by Jacon Fasteners & Electronics, seller shall provide documentation from the manufacturer that authenticates traceability of the affected items to the applicable manufacturer.

19. Conflict Minerals

- a. The Securities and Exchange Commission (SEC) has imposed the Dodd-Frank Wall Street and Consumer Act to restrict the use of conflict minerals per Section 1502. Conflict minerals include Tungsten, Gold, Tin or Tantalum (and its derivatives) mined from the Democratic Republic of Congo or adjoining countries. This Act of Congress requires publicly traded companies to report any product containing conflict minerals. Jacon Fasteners & Electronics expects you as our supplier to perform a due diligence review to determine potential conflict mineral sources. We require that you do not knowingly supply product to Jacon Fasteners & Electronics that contains conflict minerals from any of the excluded sources.

20. Source Inspection

- a. As defined by the purchase order, products in this order may be subject to inspection and acceptance by Jacon Fasteners & Electronics prior to shipment from your facility. Please notify Jacon Fasteners & Electronics 48 hours prior to the material being ready for inspection.
- b. As defined by the purchase order, government inspection may be required prior to shipment from your plant. Upon receipt of this order, promptly notify the Government representative who normally services your plant so that so that appropriate planning for Government inspection can be accomplished.