

Maxima Precision Supplier Quality Requirements, (2023)

The following requirements apply based on the Purchase Order received from Maxima Precision (Maxima)

PERSONNEL. Personnel performing special processes must be qualified and/or certified per applicable specifications.

SHIPMENT/DELIVERY. Shipments or deliveries, as specified in a Maxima Purchase Order, shall be in accordance with quantities and schedules. It is recommended that the Supplier notify Maxima of any anticipated delay and make other arrangements. Supplier shall prepare and package product for Maxima to prevent damage and deterioration during shipping.

Maxima MATERIALS FURNISHED. All materials furnished by Maxima, including prints, tooling, etc. are to be returned with the product upon completion of the order. Other arrangements may be made. Supplier must notify Maxima for disposition of nonconforming product.

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

SUBCONTRACTING/APPROVED SUPPLIERS. Suppliers are requested to be in conformance with AS9100 or equivalent. Supplier must notify Maxima of any changes to facility location and management. Prior to subcontracting or moving subcontracted orders, Maxima must be contacted for approval. Suppliers may only use Maxima-approved, or their Maxima customer-approved, suppliers. All applicable requirements in the Maxima Purchase Order must be flowed down to the sub-tier suppliers including key characteristics where required. When subcontracting, Maxima must be provided with the same rights and protection as contained in this document.

RIGHT OF ACCESS. Supplier shall allow Maxima representatives, Maxima customers, and regulatory agencies right of entry into the entire supply chain's facilities and to all records related to Maxima contracted orders.

QUALITY. Purchasing information to the supplier will include the applicable revision level of drawings and processing specifications. If not listed, the processing must be made to the latest revision of the processing specification or contact Maxima at the number listed below. Supplier shall maintain controls and perform all inspections and tests required to substantiate product conformance to requirements.

INSPECTION AND TEST EQUIPMENT. Supplier shall maintain inspection and test equipment to assure calibration traceable to National Institute of Standards and Technology (NIST) or other known national or international standard. Calibration records must be maintained and made accessible to Maxima, if required.

FOREIGN OBJECT DAMAGE. Supplier shall control/prevent foreign object damage or contamination during manufacture, assembly, inspection and/or shipment.

RECORDS. The Supplier shall maintain records of work performed for Maxima. Records shall include the certificate provided to Maxima as well as all records that substantiate the certificate. These records are to be maintained for a minimum of 10 years.

CERTIFICATIONS. Supplier must provide certificate of conformance that ensures that all requirements of ordered material or a specification have been met. Certifications must reflect that all applicable material or manufacturing and process specifications called for on the engineering drawing have been met. The specifications must be listed on the certification.

INSPECTION. Inspection is to be performed and certified prior to release of product or service. New production runs on manufactured parts require a First Article Inspection report per AS9102 or similar format if required by Maxima on the Purchase Order. Any other format used must be compliant with AS9102 and approved by Maxima prior to use.

CALIBRATION SERVICES ONLY. Calibration of inspection equipment shall be performed traceable to National Institute of Standards and Technology (NIST). Certificates of Calibration must be provided.

CHANGES. If supplier makes any changes to its processes that would affect product or service purchased by Maxima, Maxima must be notified prior to the change for approval.

COUNTERFEIT PARTS PROGRAM. Supplier is requested to protect Maxima from counterfeit parts from being shipped.

PERSONNEL COMPETENCY. Maxima may specify specific qualification for personnel performing

ACCEPTANCE AUTHORITY MEDIA. Suppliers are required to control the use of Acceptance Authority Media (stamps, electronic signatures, etc.) to prevent application errors (i.e. omission, typos, legibility, etc.), untimely use (i.e. records not completed as planned, stamp use before required, etc.), misrepresentation (i.e., uncertified personnel, falsification of records, work not performed as planned, use by personnel other than the authorized person, etc.) and training deficiencies (i.e. ethics, culture awareness, proper use of authority media, etc.).

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.

Questions should be directed to Ricardo Nunes, President, Maxima Precision (316) 806-7177