	Purchase Order Quality Requirements	Sheet: 1 de 3
		Rev: 0
		SOP-PR-02-F14

Dear Valued Vendor:

Maquinados y Tecnología is a company responsible for the conformity and quality of products and processes, document SOP-PR-02-F14 REV 0 presents criteria for the selection of suppliers based on their ability to provide them in the best way. The supplier will be at all times responsible for compliance with SOP-PR-02-F14 REV 0; All these quality clauses apply to all purchase orders, unless the purchaser of Maquinados y Tecnología specifies otherwise.

This document establishes and defines the expectations that Maquinados y Tecnología places on its suppliers

Mandatory Requirements on All Purchase Orders: 01 to 09

01: Right of access by MyT, our customer and regulatory authorities to all facilities involved in the order and all applicable quality records.


02: In case of non-conformities, the supplier must respond to MyT with corrective actions within a period of no more than 5 business days.

03: All documentation related to the materials or services purchased by MyT will be kept for a minimum of 10 years or as long as MyT stipulates.

04: Foreign Object Damage (FOD) Control. The supplier will ensure that FOD is removed from all parts, prior to shipment. Suppliers must maintain a FOD-free environment during manufacturing, inspection, storage, packaging, and shipping. Before closing inaccessible or dark areas during fabrication and assembly, make sure the areas are free of FOD. All parts must be clean and FOD free upon shipment. Suppliers must maintain a FOD prevention program.

05: Counterfeit Parts Prevention. Counterfeit parts means suspect parts that are a copy or substitute without legal right or authority to do so, or whose performance or characteristics are knowingly misrepresented. Supplier agrees and shall ensure that Counterfeit Parts are not contained in

Toda copia en papel es un “Documento No Controlado” a excepción del original

	Purchase Order Quality Requirements	Sheet: 2 de 3
		Rev: 0
		SOP-PR-02-F14

delivered products through the implementation of polices that include prevention, detection and risk mitigation methods to protect against their use. In the event Supplier suspects that it has furnished Counterfeit Parts, it shall immediately notify MyT. When requested by MyT, Supplier shall provide Original Manufacturer certification that authenticates traceability of the parts. Supplier shall include this clause or reasonably equivalent provisions in all subcontracts for the delivery of items that will be furnished to or included in products furnished to MyT. Supplier shall use Authorized (Franchised) Distributors unless a Non-Authorized Distributor candidate is approved by MyT. Material certificates of conformance are required from the original manufacturer.

06: The supplier must have competent personnel in order to identify or interpret the data in process, product or service requirements to be provided, for example, in specifications, drawings, process requirements, work instructions.

07: The supplier must ensure that his employees know his contribution to the conformity of the product or service, his contribution to the safety of the product, the importance of ethical behavior.

08: The provider will flow down all applicable requirements provided by MyT to any sublevel provider including key features where necessary.

09: When the products or goods supplied have a limited shelf life, the Supplier must supply the maximum shelf life data available with this shipment. Products or goods with less than 75% useful life the rest should not be sent, unless agreed by MyT.


MANDATORY REQUIREMENTS FOR SPECIAL PROVIDERS ACCORDING TO THE CONTRACTED SERVICE OPTIONAL 20 TO 26

20: Quality Management System certification – ISO 9001

21: Quality Management System certification – AS 9100

22: Quality Management System certification – AS 9120

Toda copia en papel es un “Documento No Controlado” a excepción del original

	Purchase Order Quality Requirements	Sheet: 3 de 3
		Rev: 0
		SOP-PR-02-F14

23: calibration certificates – ISO 17025

24: First article report by AS 9102, including ballooned drawing, material certificate, certificate of conformity and any other certificate required by the drawing.

25: To subcontract special treatments such as: heat treatments, passivations, penetrating liquid inspection, plating, Painting. The supplier must send the corresponding NADCAP certificate valid on the day of production.

26: In case of losing any certificate of the Quality Management System, the supplier must notify MyT immediately.