



130 American Blvd Turnersville, NJ 08012  
(856) 740-01200 Phone (856) 740-0500 FAX

## **Purchasing Information Supplier Requirements**

CDM Electronics Inc. is a supplier of military and aerospace product. In keeping with the requirements of our customers and AS9100, CDM Electronics Inc. is required to flow down certain requirements to suppliers.

Please note that the requirements below are our minimum requirements. Additional customer required flow down requirements to our suppliers will be done through our Purchase Orders.

Please be advised that your organization is required to retain the following records for a minimum of 15 years:

1. Calibration Records.
2. Inspection Documentation:
  - a. Receiving inspection
  - b. First Article records
  - c. In Process Inspection records
  - d. Final inspection records
3. Certifications for purchased material as requested by our purchasing documents:
  - a. Certificate of Conformity
  - b. Certificates of Analysis
4. Retain quality management system documentation
  - a. Test Reports
  - b. Statistical Records

You are required to flow down requirements from CDM Electronics' Purchase Order and any additional customer requirements to your suppliers including any key characteristics. Documentation showing this must also be retained for a minimum of 15 years.

## **General Terms**

You are required to notify us of any changes in product and/or process, changes of suppliers, changes of manufacturing facility location, and where required contact us regarding obtaining approval of these changes.

You are required to notify us in a timely manner of delivered nonconforming product. Notification shall include a description of the nonconformity, parts affected, and quantity and date(s) delivered. You will need to obtain approval from our organization for nonconforming product disposition.



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Right of entry and audit by CDM Electronics Inc., our customers, and government/regulatory agencies to the applicable areas of all facilities, at any level of the supply chain, involved in the order. All applicable records will be granted on request.

Should our customer visit your premises, please be advised that this will not be used by the customer and/or CDM Electronics Inc. as evidence of acceptance of product. You are responsible for providing acceptable product that meets with all requirements.

To ensure compliance of U.S. export laws, CDM Electronics does not conduct business transactions with the Denied Persons List published by the U.S. Department of Commerce, Denied Parties List published by the Department of State and the Specially Designated Nationals List published by the Department of Treasury, Foreign Assets Control. CDM expects all suppliers to also comply with this law and to include this requirement in sub-tier purchase orders.

### **Warranties**

In addition to Seller's standard warranties, Seller warrants that all items delivered and all services rendered will conform to the requirements as specified by the manufacturer, drawings, etc. and will be free from defects. CDM Electronics may, at its option, return any defective items or nonconforming product to the Seller and/or require corrective action and/or replacement all at Seller's risk and expense.

### **Foreign Object Debris (FOD)**

You are required to ensure that Foreign Objects and subsequent Foreign Object Damage (FOD) are eliminated from all parts prior to shipment. All suppliers must maintain a FOD free environment during machining, manufacturing, assembly, maintenance, inspection, storage, packaging, and shipping.

Specific attention should be given, where applicable, to items such as:

- Housekeeping and cleanliness
- Food and beverage control
- Tool and small part accountability
- Loose objects
- Material handling and parts protection
- External cleaning following evidence of external contamination

Suppliers are responsible for flow down of these requirements to their sub-tier suppliers to ensure FOD free products.



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### **Counterfeit Product Avoidance**

Only new and authentic materials are to be used in products delivered to CDM. Parts shall be procured from either the OEM directly or through the OEM's authorized distributor. Documentation shall be available that authenticates traceability to the supply chain. This shall be evidenced by documentation such as packing slip, receiving documents and/or material certs, and be produced when requested. Independent distributors/brokers shall not be used without prior approval from the CDM buyer.

### **Conflict Minerals Policy**

CDM Electronics Inc. supports the position of the Electronic Industry Citizenship Coalition (EICC) and the Global e-Sustainability Initiative (GeSI) in avoiding any supplier using conflict minerals which directly or indirectly finance or benefit armed groups in the Democratic Republic of Congo or adjoining countries. As a supplier to CDM Electronics and to ensure compliance that CDM Electronics will not receive product that contains conflict minerals that originate from mining or smelting operations in the DRC or adjoining areas, we require our suppliers to respond to information requests regarding the use and sources of conflict minerals in their products. Further CDM Electronics may be required, and may require our suppliers, to perform due diligence on the supply chain and source of its conflict minerals in accordance with the requirements of Section 1502 of the Dodd-Frank Reform Act. As part of our due diligence you will periodically be requested to complete the EICC-GeSI Conflict Minerals reporting template and/or be surveyed to verify compliance with this policy. Also see CDM Electronics Inc. Conflict Minerals Policy Statement on our website.

### **Safeguarding Covered Defense Information and Cyber Incident Reporting (DFARS 252.204-7012)**

Seller is responsible for compliance to the DFAR regulations related to safeguarding covered defense information and cyber incident reporting. The seller shall conduct activities under this clause in accordance with applicable laws and regulations on the access, monitoring, use, and disclosure of electronic communications and data. The safeguarding and cyber incident reporting required by this clause in no way nullifies the seller's responsibility of other safeguarding and cyber incident reporting pertaining to any unclassified systems required by other applicable clauses. The seller shall include this clause in subcontracts as applicable should subcontract performance involve covered defense information.

DFAR 252.204-7012 Safeguarding Covered Defense Information and Cyber Incident Reporting  
<http://www.acq.osd.mil/dpap/dars/dfars/html/current/252204.htm>

In adhering to these requirements we can continue to meet the needs of our customers and maintain meeting the requirements of AS9100.