Electrex
ELECTRICAL SYSTEM SOLUTIONS®

Electrex Inc.
Hutchinson, Kansas

PURCHASE ORDER TERMS AND CONDITIONS
Rev. 06

CRITICAL ITEMS: Suppliers must flow applicable requirements including key characteristics and critical items or any customer requirements down to secondary level suppliers as necessary for compliance to requirements.

PACKING AND SHIPPING: Supplier shall prepare and package product for Electrex Inc. to prevent damage and deterioration during shipping.
SHIPMENT/DELIVERY. Shipments or deliveries, as specified in an Electrex Inc. Purchase Order, shall be in accordance with the specified quantities the specified schedules. Supplier is requested to notify Electrex Inc. of any anticipated or actual delay.

SUBCONTRACTING/APPROVED SUPPLIERS: Any Electrex Inc. supplier may subcontract Electrex Inc.'s work to another supplier provided that Electrex Inc. is provided with the same rights and protection as contained in the Right of Entry clause. All applicable requirements in the Purchase Order must be flowed down to the sub-tier suppliers including key characteristics where required.

RIGHT OF ENTRY: Supplier shall allow Electrex Inc. representatives, Electrex Inc. customers, and regulatory agencies right of entry into the all Supplier's facilities at all levels of supply chain to determine and verify product, process, records, personnel, material, procedures and systems and validate them.

CHANGE: Suppliers should notify Electrex Inc. of changes in product and/or process, changes of suppliers, changes of manufacturing facility location and, where required, obtain organization approval and flow down to the supply chain the application requirements including customer requirements.

QUALITY: Supplier shall provide and 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 drawings, specifications and other Purchase Order requirements. Unless otherwise specified in the Purchase Order, all drawings, specifications and other requirements are of the current revision as of the date of the Purchase Order.

QUALITY ASSURANCE STANDARDS: Supplier shall comply with Quality assurance standards as defined by Electrex Inc which may include, but shall not be limited to ISO9001, etc.

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 Electrex Inc., if required.

RECORDS: The Supplier shall maintain records of work performed for Electrex Inc.. Records shall include the certificate provided to Electrex Inc. as well as all records that substantiate the certificate. These records shall be maintained in any format for a minimum of fifteen 15 months.

NON-CONFORMING MATERIAL: Supplier must notify Electrex Inc. of any nonconforming product and make arrangements for approval to submit nonconforming product. Supplier needs to get approval for any disposition of material or products from Electrex Inc.

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. The specifications must be listed on the certification in proper sequence.

FIRST ARTICLE INSPECTION: If required by Electrex Inc. on the Purchase Order, first article inspections are to be recorded and shared with Electrex Inc.

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 with each calibration.

MATERIAL: Suppliers shall provide evidence of compliance to REACH, ROHS, Conflict Mineral, etc when applicable.

HUMAN RESOURCES: Suppliers shall ensure that their employees are aware of: (1) Their contribution to product or service conformity; (2) Their contribution to product safety and (3) The importance of ethical behavior Electrex Inc.

IF YOU HAVE ANY QUESTIONS OR CONCERNS, CONTACT:
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