



24 Chenell Dr  
Concord, NH03301  
Ph: 603-410-6650  
Fax: 603-410-6434

## **Purchase Order Requirements**

### **Contact Review and Print Verification**

Vendors are expected to review prints, contracts, tech data sheets, PO requirements, etc. submitted by Agile Magnetics and communicate any discrepancies, recommendations or features that cannot be maintained (tolerances, surface finishes, etc.). Vendors will be expected to meet all requirements of the print if no deviations are requested in writing. Verification, test and inspection shall be performed on all parts to confirm with any and all print requirements. Vendor sampling plans shall be consistent with industry standard unless otherwise specified or agreed upon in writing by Agile Magnetics.

### **Order Identification**

Documentation submitted by the vendor with shipments must include, at a minimum:

- 1) Agile Magnetics PO number
- 2) Agile Magnetics Part Number
- 3) Agile Magnetics Drawing number and rev as applicable

### **Certificates of Conformance**

In instances where Certificates of Conformance are requested by Agile Magnetics, vendors shall supply an individual certificate separate from other documentation (packing slip, invoice, etc.). Certificates shall be signed by the appropriate vendor authority.

### **Inspection Data and Control of Records**

Test and quality records shall be maintained by the vendor per any requirements outlined on the Agile Magnetics print, data sheet or PO. Such records shall be submitted in the requested format (electronic or paper). The vendor shall retain those records indefinitely unless a retention time and disposition method are explicitly communicated in writing to Agile Magnetics. Failure to maintain records that are legible, accurate and easily retrievable upon request by Agile Magnetics may result in the evaluation of the suitability of the vendor for future orders.

### **3rd Party Requirements**

Agile Magnetics shall notify suppliers of any 3<sup>rd</sup> part requirements such as UL Standards, Copy Exact, RoHS, Reach, testing or manufacturing standards, etc. Notification of the requirement to meet any such standards will be presented on Purchase Orders, prints or data sheets. It is expected that the supplier will review the standards and notify Agile Magnetics if there will be any difficulty in achieving compliance.

### **Copy Exact**

Various customers require that Agile Magnetics meet Copy Exact (CE) standards which ensure that there is no change to form, fit or function without prior notification and approval. This requirement does not affect all parts and Agile Magnetics will identify applicable components through drawings, data sheets or PO's. Parts can be assumed not to require CE notification unless it is explicitly requested. When CE notification is required, the vendor shall notify Agile Magnetics of changes in writing 270 days prior the desired implementation date. Agile Magnetics will submit the appropriate documentation to the end customer for approval and notify the vendor when the changes have been accepted and the material may ship.

### **Counterfeit Materials**

Agile Magnetics is committed to eliminating counterfeit parts from the supply chain per SAE AS5553 guidelines and requirements. The supplier shall maintain a method of item traceability that ensures tracking of the supply chain back to the manufacturer of all parts included with orders. The traceability method shall clearly identify the name and location of all the supply chain intermediaries from the manufacturer to the direct source and shall include batch identification for the item(s) in the form of date codes, lot codes, serializations, or other batch identification.

If suspect/counterfeit parts are supplied under this purchase agreement, such items shall be impounded. The seller shall promptly replace such items with items acceptable to Agile Magnetics and the seller may be liable for all costs relating to impoundment, removal and replacement. The Seller shall purchase material directly from OEMs, OCMs or from Authorized Distributors of OEMs or OCMs, and shall obtain approval from the Agile Magnetics Buyer if items required to satisfy this order cannot be procured from these sources.

### **Product and/or Process Change**

Vendors shall notify Agile Magnetics of changes in product and/or process, changes in suppliers, changes of manufacturing facility location and obtain approval when such approval is requested by Agile Magnetics.

### **Distribution (flow down) of Product Requirements**

As necessary, vendors shall communicate requirements as identified in this document and other technical documents supplied by Agile Magnetics (prints, data sheets, etc) to their supply chain. The vendor is responsible for ensuring that their suppliers meet and can provide evidence of meeting these requirements.

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### **Non-Conforming Product**

Products that do not meet Agile Magnetics requirements as outlined in specs, prints, PO's or drawings shall meet the following standards:

- 1) All vendors shall notify Agile Magnetics of known non-conformances prior to shipping the affected product
- 2) Non-conforming products or materials that are approved by Agile Magnetics to ship must be clearly identified (tags, stickers, etc.) by the vendor to ensure that the material can be distinguished from conforming material

### **Right of Access**

Agile Magnetics, its customers and regulatory authorities reserves the right of access to applicable areas of all supplier facilities as well as all applicable records.

### **Workmanship Standards**

All parts must meet any explicit workmanship standards as defined by Agile Magnetics.

At a minimum all parts must be free of:

- 1) Voids
- 2) Pits
- 3) Discolorations
- 4) Scratches
- 5) Contamination (rust, oxidation, etc.)
- 6) Cracks
- 7) Dents
- 8) Cold solder joints/welds
- 9) Chemical residue (grease, glue, etc.)

The above requirements may or may not be explicitly referenced on Agile Magnetics prints.

Any deviations must be documented by the customer and approved by Agile Magnetics prior to delivery.

### **Conflict Minerals Statement**

As a global supplier of electronic and electrical components, Agile Magnetics is aware of our obligations with regards to laws and regulations regarding Conflict Minerals, specifically the Dodd-Frank Wall Street Reform and Consumer Protection Act, Section 1502. Agile Magnetics does not directly source or process conflict minerals (Tin, Tantalum, Tungsten or Gold), but 3TGs may be contained in our products in the form of solder or as a component of metal alloys. As part of our due diligence, Agile Magnetics has contacted component suppliers within our supply chain to verify their continued compliance with the regulations. Based on information received we declare that our products contain Conflict Minerals sourced from conflict free areas. A copy of Agile Magnetics Conflict Minerals Reporting Template is available upon request.

### **Awareness/Training**

Vendors are hereby reminded that the final product may be an aerospace product; that product conformity is affected by process risk and ethical behavior and that the quality of the supplier's product will impact the safety of the final product. Vendors are therefore required to internally reinforce individual awareness of their contribution to the overall system of supply chain quality control. Vendors shall train all persons according to the required qualifications to confirm with Agile Magnetics requirements.

### **Monitoring**

Vendors will be monitored quarterly based on reject occurrences, Vendors with greater than 3 occurrences per quarter will at a minimum notified of performance.

### **Quality System**

When specifically requested by Agile Magnetics vendors are to implement and maintain a QMS that is approved by Agile Magnetics.

### **Sourcing**

When required by Agile Magnetics or Agile Magnetics customers, Vendors will use customer -specified sources.

### **Testing/Design Approval**

When required by Agile Magnetics or Agile Magnetics customers, Vendors provide a test specimen for design approval, inspection/verification, investigating, or auditing.