

STC Aerospace (STC) Terms and Conditions (Effective 06-11-2025)

The following requirements apply to all purchase orders issued by STC.

FIRST ARTICLE INSPECTION. All initial orders are required to be furnished with a complete FAIR that meets the requirements of AS9102. Suppliers may use the format of their choice or alternatively STC can accept FAI's through Net-Inspect.

SUBCONTRACTING TO APPROVED SUPPLIERS. Any STC supplier may subcontract work to another supplier only if STC is provided with the same rights and protections as stated in the Purchase Order and the STC Terms and Conditions. All requirements must be flowed down to sub-tier supplier. Only approved suppliers of STC and/or its customers may be used.

MANUFACTURERS IDENTIFICATION. Supplier must identify actual manufacturer on the packing sheet if the end item is manufactured by a company other than themselves. If the items/hardware provided by the supplier are covered under the fastener quality act, then the following information must be provided by the supplier on the packing sheet and as a label on individual packages: (1) part number (2) lot number (3) name of actual manufacturer (4) date of manufacture.

RIGHT OF ENTRY. Supplier shall allow STC representatives, customers, and statutory and regulatory agencies right of entry into the applicable areas of supplier's facilities and the entire supply chain to verify all processes and records.

QUALITY. Supplier shall 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 Purchase Order requirements. Supplier is required to notify STC of changes in product and/or process definition to obtain STC's approval prior to such changes.

INSPECTION AND TEST EQUIPMENT. Supplier shall maintain inspection and test equipment to assure calibration is traceable to a known national or international standard. Calibration records must be maintained and made accessible to STC if requested.

FOREIGN OBJECT DAMAGE. Supplier shall control and prevent foreign object damage or contamination during manufacture, assembly, inspection and/or shipment. The FOD program must be made accessible to STC if requested.

RECORDS. The Supplier shall maintain records of work performed for STC for a minimum of sixteen (16) years following the end of the calendar year in which the final delivery was made. Records shall include the COC provided to STC as well as records that support the certificate. At any time during the retention period supplier will deliver said records or any part thereof to STC at no charge upon request. At the end of the retention period records may be destroyed.

CERTIFICATIONS OF CONFORMANCE. 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. Certs must reflect batch/lot number all supply chain intermediaries and raw material supplier. All processing certifications should accompany finished goods and certs shall be traceable to the lot shipped to STC.

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.

CHANGES. Any change to the requirements as stated on the Purchase Order must be approved by STC prior to acting on those proposed changes.

COUNTERFEIT PARTS PROGRAM. Supplier shall have AS6174 conforming procedures in place to prevent use of counterfeit parts. If suspected counterfeit material is received, such items will be placed in quarantine until positive identification is made. If material is found to be counterfeit supplier shall promptly replace such items at suppliers' expense. STC will ensure that all occurrences of counterfeit material are reported as appropriate to internal organizations, customers, government reporting organizations, industry supported reporting programs, and criminal investigative authorities. The requirements for reporting/dispositioning will be in accordance with AS6174. Final disposition of material will be controlled to keep from entering the supply chain.

Any knowing and willful act to falsify, conceal or alter a material fact, or any false, fraudulent, or fictitious statement or representation in connection with the performance of work under this purchase order may be punishable in accordance with applicable legal statutes.

PACKING AND SHIPPING. Supplier must prepare/package product for STC to prevent shipping damage and deterioration. Items received damaged will be returned to supplier for repair or replacement.

STC PROVIDED MATERIAL. Material provided by STC Aerospace is issued with the strict expectation that the supplier will handle all items in accordance with provided specifications, drawings, handling procedures, and quality requirements. Any loss, damage, or scrapping of STC Aerospace-supplied material resulting from supplier error, negligence, mishandling, or failure to follow instructions, including scrap exceeding 1% of the total supplied quantity or more than one piece in low-quantity orders shall be the full financial responsibility of the supplier, including compensation for material cost and any resulting delays or disruptions. The supplier must immediately notify STC Aerospace of any condition affecting the conformity or usability of the material. No substitutions, repairs, or deviations from the provided requirements are permitted without prior written authorization from STC Aerospace. Continued occurrences of excessive scrap will result in the removal from STC Aerospace's approved supplier list.

All unused or unprocessed material must be returned to STC Aerospace upon completion of the order unless otherwise directed in writing.

SHIPMENT/DELIVERY. Shipments or deliveries as specified in an STC Purchase Order (P.O.) shall be in accordance with the specified quantities and the specified schedules. Suppliers are to notify STC of any changes.

NON-CONFORMING MATERIAL. Supplier must notify STC of any nonconforming product prior to delivery.

CORRECTIVE ACTION. Upon STC's request the supplier shall provide a written Corrective Action response for all non-conformances.

DPD/MBD PROCEDURES. Supplier shall comply with all applicable customer DPD/MBD (digital product definition/model-based procedures) standards when customer supplied digital data is used for manufacturing and/or product acceptance.

Awareness. Supplier shall ensure that personnel are aware of their contribution to product or service conformity to requirements, product safety and the importance of ethical behavior.

Cancellation Policy STC retains the option to cancel or suspend the order at any time. Any cancellation charges will be negotiated as appropriate. Written notification of cancellation charges shall be received by STC within 14 days of notification of change.

Special Processors All Special Processors must adhere to a quality management system that is compliant with aerospace requirements (e.g. AS9100) or accredited to Nadcap as required by the end customer. If accreditation is revoked the Processor must notify STC Aerospace immediately. If processing is completed prior to notification or there is a failure to notify, the Processor could be liable for all costs associated with order including but not limited to labor and material cost incurred on the order and any costs and expedite fee associated with recovery of the order. (Note: all processing for Boeing end user must adhere to the requirements of Approved Process Sources [D1-4426](#).) For reference current Boeing Specifications and Revisions Index: [BAC](#), [BMS](#), [BSS](#), [Finish Documents](#).

Any questions should be directed to Ken Posey, Quality Manager k.posey@stcaero.net or 316 755-4800