



## Terms & Conditions

1. Suppliers shall ensure they have implemented a quality management system.
2. Suppliers shall provide a certificate of conformity, test reports, or authorized release certificate, as applicable.
3. All shelf life items must have at least 80 per cent of their life remaining unless otherwise agreed.
4. Unless otherwise specified, the items subject to this order shall be of the latest issue or revision at time of supply.
5. Shipment of goods: Please use our purchase order number as the shipping reference and do not insure the shipment. Pennine Tools Aerospace will arrange insurance.
6. Your quality records must be retained for a minimum of 5 years.
7. Suppliers are expected to develop, implement, and maintain effective methods and processes appropriate to their products to minimize the risk of introducing counterfeit parts and materials into deliverable products. In addition, suppliers shall provide notification to recipients of counterfeit product(s) which may be supplied and shall seek to exclude such items from any delivered product.
8. Supplier shall notify the Quality Manager at Pennine Tools Aerospace of any nonconforming product supplied to Pennine Tools Aerospace which could cause a safety risk within one (1) business day of realization. Any non-critical issues which could affect product conformity shall be notified with one (1) week of realization.
9. Notify Pennine Tools Aerospace of changes to processes, products, or services, including changes of their external providers or location of manufacture, and obtain the organisations approval.
10. Suppliers shall ensure operations are being performed in a manner that is appropriate, as it applies to their ethical, legal, environmental, and social responsibilities.
  - a. Suppliers must adhere to the laws and regulations in the locality in which they reside. This includes all laws/regulations in the country of origin.
  - b. The Supplier must maintain and operate its manufacturing/production facilities and processes in accordance/compliance with environmental, health and safety laws/regulations in the country of origin.
  - c. Suppliers shall not discriminate against race, colour, sex, religion, age, physical, political affiliation or other defining characteristics as prohibited by the laws/regulations in the country of origin.
  - d. Suppliers shall employ workers of minimum legal age in accordance with the laws/regulations in the country of origin. Child labour laws must be followed. Suppliers shall not practice the use of forced or indentured labour. Suppliers shall not exceed the daily and weekly working hours as permitted by the laws/regulations in the country of origin. Suppliers shall compensate workers in accordance with the laws/regulations of the country of origin. This includes minimum legal wage, overtime wages, and benefits (required by law).
  - e. Evidence of corruption, bribes, improper advantage or any other form of illegal practice by the Supplier or associated operations will terminate all relations with Pennine Tools Aerospace.
11. The Supplier shall ensure personnel are trained, competent and suitably qualified to carry out required tasks to ensure conforming product is supplied and are aware of their contribution to product conformity, safety and ethical behavior.
12. Supplier shall flow down the essence of Pennine Tools Aerospace's requirements listed within this document to their sub-tier sources.
13. Pennine Tools Aerospace or its customer may require right of access to your premises at a mutually agreeable time in order to certify that purchased products meets the requirements of the Regulatory Authorities or the requirements detailed herein.
14. Please acknowledge the acceptance of this order within 7 days.
15. Goods to be supplied with a certificate of conformity issued in accordance with/our requested approval.
16. IMMEDIATE OR EARLY DELIVERY OF THE GOODS IRRESPECTIVE OF THE REQUIRED OR CONTRACTED DATES SHOWN ON THIS ORDER WILL BE GRATEFULLY ACCEPTED.