



1.0 Requirements

- 1.1 Per AS9100, Tampa Brass & Aluminum Corp. is required to “communicate to external providers its requirements for the following:
- 1.1.1 the processes, products, and services to be provided including the identification of specifications, drawings, process requirements, instructions, and other relevant technical data
 - 1.1.2 the approval of
 - 1.1.2.1 products and services
 - 1.1.2.2 methods, processes, or equipment
 - 1.1.2.3 the release of products and services
 - 1.1.3 competence, including any required qualification of persons
 - 1.1.4 the external providers interactions with Tampa Brass and Aluminum
 - 1.1.5 control and monitoring of the external provider’s performance to be applied by Tampa Brass and Aluminum
 - 1.1.6 verification or validation activities that Tampa Brass and Aluminum, or its customer, intends to perform at the external provider’s premises
 - 1.1.7 design and development control
 - 1.1.8 special requirements, critical items, or key characteristics
 - 1.1.9 test, inspection, and verification (including production process verification)the use of statistical techniques for product acceptance and related instructions for acceptance by Tampa Brass and Aluminum
 - 1.1.10 the need to:
 - 1.1.10.1 implement a quality management system
 - 1.1.10.2 use customer-designated or approved external providers, including process sources (e.g., special processes)
 - 1.1.10.3 notify Tampa Brass and Aluminum. of nonconforming processes, products or services and obtain approval for their disposition
 - 1.1.10.4 prevent the use of counterfeit products (see 8.1.4)
 - 1.1.10.5 notify Tampa Brass and Aluminum of changes to processes, products, or services, including changes of external providers or location of manufacture, and obtain their approval
 - 1.1.10.6 flow down to their external providers applicable requirements including customer requirements
 - 1.1.10.7 provide test specimens (e.g., production method, number, storage conditions) for design approval, inspection/verification, investigation, or auditing
 - 1.1.10.8 retain documented information, including retention periods and disposition requirements
 - 1.1.11 the right of access by Tampa Brass and Aluminum, their customer, and regulatory authorities to the applicable areas of facilities and to applicable documented information
 - 1.1.12 ensuring persons are aware of
 - 1.1.12.1 their contribution to compliance
 - 1.1.12.2 their contribution to product safety
 - 1.1.12.3 the importance of ethical behavior
- 1.2 This information is also required to be communicated to Seller’s sub-tier suppliers.



- 1.3 The Seller is responsible for reviewing the Purchase Order and ensuring that any of the following items that are required to manufacture and/or process the product specified on the Purchase Order are present:
 - 1.3.1 Part-specific work instructions and/or process details and/or
 - 1.3.2 Reference to any secondary documentation (drawings, specifications, work instructions, inspection reports, etc.) and/or
 - 1.3.3 Any additional information from section 1.1.
- 1.4 The review is to take place before the Seller accepts the Purchase Order.
 - 1.4.1 Seller acceptance of the Purchase Order shall constitute confirmation that the review has taken place and that no concerns were noted.
- 1.5 The Seller is responsible for communicating to Tampa Brass & Aluminum Corp. if any of the items listed in 1.3 that is required to manufacture and/or process the product specified on the Purchase Order is missing from the Purchase Order.
 - 1.5.1 All communication between Seller and Tampa Brass & Aluminum Corp. is to be written (email is acceptable).
 - 1.5.2 If any communication is verbal, it must be followed up by written communication in order to be considered valid.
- 1.6 Tampa Brass & Aluminum Corp. may request copies of the Supplier review to support audit activities. All requests are to be made in writing and all documents provided to Tampa Brass & Aluminum Corp. by the Seller for auditing purposes shall be treated as confidential material and not disclosed to any 3rd party.

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