



The Vendor Requirements establishes general product assurance requirements and is intended to define the requirements for the Vendor to assure that all goods and services delivered to Lakota Industries conform to specified requirements for quality and Lakota Industries' customer requirements. This constitutes an extension of the contract between the Vendor and Lakota Industries covering the goods or services as described in the Purchase Order.

The Vendor's acceptance of the Purchase Order shall constitute agreement to the requirements stated herein. In the event of any discrepancy between the Purchase Order and the requirements of this document, the terms and conditions of the Purchase Order shall take precedence.

**The following PO notes are applicable to every purchase order: Q001-022  
Additional PO Notes as applicable.**

Raw Material	Q023-025
OSP	Q025
OSM	Q025, Q026
Service	Q027

PO Note Number	Name	Description
Q001	Right of Entry	The Vendor shall grant reasonable access to Vendor's facilities to the representatives of Lakota Industries, Lakota Industries customers, US government and/or regulatory agencies for the purpose of evaluating Vendors' conformance to all purchase order requirements. This also includes the Vendor's sub-tiers facilities.
Q002	Product Control	Vendor agrees not to make any change to material or design that would affect the part or any component of that part without prior written authorization from Lakota Industries
Q003	Process Control	By delivering products or services on the purchase order, the Vendor certifies that such products or services are in compliance with all applicable requirements of the Purchase Order.
Q004	Lot Tracking	Vendor shall have a lot tracking system in place for accountability of materials, manufacturing and any process performed.
Q005	Document Control	Vendor shall consider all information and property obtained from Lakota Industries or Lakota Industries customers as proprietary and shall keep confidential and protect from disclosure. Unless authorized in writing by Lakota Industries, the Vendor may not transmit or furnish any proprietary documents, or copies of such documents, to anyone outside the Vendor's business organization except to a sub-tier source used by the Vendor for performance of work on the Lakota Industries purchase order. All planning, drawings, etc. issued with a purchase order must be returned to Lakota Industries upon completion or cancellation of the purchase order.
Q006	Sub-contracting	The Vendor as the recipient of the purchase order is responsible for meeting all the specified technical and quality requirements, whether the Vendor performs the work, or the work is performed by the Vendor's sub-tier sources. The Vendor is responsible for ensuring that all applicable requirements are flowed down to any Sub-tier Vendor used.
Q007	Time Sensitive Materials	Vendor shall include the type of material, manufacture date, expiration date and lot or batch number. Vendor shall ensure 9 months or 75% shelf life remains on shipment.
Q008	Quality Records	All quality records must be legible and stored in a suitable environment to prevent damage, deterioration, or loss. Records which are the property of, or pertain to, Lakota Industries contracts or POs, are not disposed of without Lakota Industries written consent. Record entry correction must be done by crossing-out the incorrect data, signing/stamping and dating the new entry. Whiteouts or complete blot-outs of incorrect entries are not permissible. Blank fields are not allowed, write "N/A" for fields not requiring any entry or data.
Q009	Non-conformance	Any products found to be nonconforming to Lakota Industries drawings, specifications, purchase order, or other applicable requirements either by the Vendor or the Vendor's sub-tier sources, shall be identified, segregated and reworked or replaced with conforming products prior to delivery to Lakota Industries. Lakota Industries reserves the right to reject and return any non-conforming products to the Vendor at the Vendor's expense. When the Vendor has determined that non-conforming product(s) have been delivered to Lakota Industries the Vendor shall notify the Lakota Industries buyer within twenty-four hours of the initial discovery. Written notification shall include:



		Affected process(es) or product number(s) and name(s) Description of the non-conforming condition and the affected engineering requirement (I.E. What it is and what it should be) Quantities, dates and destinations of delivered shipments. Suspect/affected serial number(s) or date codes and airplane line units when applicable.
Q010	<b>Supplied Material</b>	Lakota Industries may provide material and/or components to the Vendor for use in or on products to be delivered by this purchase order. In such cases the Vendor shall establish and maintain strict accountability for all Lakota Industries furnished material to ensure that it is properly used and accounted for. The Vendor shall return any unused Lakota Industries material/components upon completion or cancellation of the purchase order.
Q011	<b>Packaging</b>	Unless otherwise required by the purchase order, the Vendor shall incorporate good commercial standard practices for the preservation, packaging and shipment to include damage to products during shipment to Lakota Industries or deterioration while in storage at Lakota Industries
Q012	<b>No Substitutions</b>	Unless authorized in writing by Lakota Industries, the Vendor shall not make any substitutions or changes to processes or materials. Items furnished under this Purchase Order shall be identical in form, fit and function to product previously accepted by Lakota Industries Any revisions must be approved by a revised Purchase Order from Lakota Industries
Q013	<b>Ethical Behavior</b>	Vendor shall put in place a process to ensure communication to its employees to ensure they are aware of: <ul style="list-style-type: none"> <li>• their contribution to product or service conformity</li> <li>• their contribution to product safety</li> <li>• the importance of ethical behavior</li> </ul>
Q014	<b>FOD</b>	FOD Prevention Program- Vendor shall establish and maintain a FOD prevention program in compliance with AS9146, Foreign Object Damage (FOD) Prevention Program
Q015	<b>AAM</b>	Acceptance Authority Media (AAM) – Vendor shall comply with the AS9100 requirements and 14CFR Part 21.2 regarding the application of the AAM requirements. Vendor shall ensure that the use of AAM is clearly defined within its processes/systems. Vendor shall, upon Lakota Industries request, be able to demonstrate evidence of communication to its employees. The use of AAM must be considered as a personal warranty of compliance and conformity. The Vendor should assess AAM as follows: <ul style="list-style-type: none"> <li>• Authority Media Application Errors (i.e. Omission, Typos, Legibility, etc.)</li> <li>• Authority Media Application Untimely Use (i.e. Documentation is not completed as planned, "Stamp/Sign as you go", etc.)</li> <li>• Authority Media Application Misrepresentation (i.e., Uncertified personnel, Falsification of documentation, Work not performed as planned, etc.)</li> <li>• Authority Media Application Training Deficiencies (i.e. Ethics, Culture awareness, Proper use of authority media, etc.)</li> </ul>
Q016	<b>Counterfeit Parts</b>	Vendor shall put in place a program to avoid, detect, and mitigate counterfeit parts and materials. Vendors should reference AS6174 for guidance. Vendors shall also flow down counterfeit parts programs requirements to their applicable sub-tiers, especially but not limited to: <ul style="list-style-type: none"> <li>• Electronic parts</li> <li>• Raw Materials vendors</li> <li>• Distributors</li> </ul>
Q017	<b>X31764</b>	Vendor shall put in place a process to ensure conformance to latest revision of Boeing X31764 and shall flow these requirements to sub-tier vendors
Q018	<b>Vendor Performance</b>	The acceptable supply base composite performance must be $\geq 98\%$ Quality and $\geq 95\%$ Delivery. Individual vendors that are not meeting these minimums may be contacted and process improvements plans and/or corrective action may be required by Lakota Industries.
Q019	<b>Human Rights</b>	In addition to the provision set forth in the Code of Basic Working Conditions and Human Rights in the contract, Seller further commits that any material violation of law by Seller relating to basic working conditions and human rights, including laws regarding slavery and human trafficking, applicable to Seller's performance under this Contract/ Agreement may be considered a material breach of this Contract/Agreement for which Lakota Industries may elect to cancel any open Orders between Lakota Industries and the Seller, for cause, in accordance with the provisions of this Contract/Agreement, or exercise any other right of Lakota Industries for an Event of Default under this Contract/Agreement.
Q020	<b>Sampling</b>	Seller shall implement and comply with the requirements of AS9138 when sampling is applied
Q021	<b>Certificate of Conformance</b>	A Certificate of Conformance completed is required with each shipment for all parts, materials, or process performed. This certificate will include as a minimum:



		<ul style="list-style-type: none"> <li>• Company Name</li> <li>• Name of authorizing person.</li> <li>• Purchase Order Number</li> <li>• Part Number or Description</li> <li>• Manufacture Date.</li> <li>• Manufacturing/Material Spec (as required)</li> <li>• A statement of compliance that shall be worded substantially as follows:            "This is to certify that all materials, processes, parts and/or assemblies shipped herewith under subject purchase order conform to the specifications as called out on the purchase order and associated documents."</li> </ul>
Q022	Part Marking	<p><b>Part Marking</b> – All packages must be traceable to shipping documentation which will include the following information at minimum:</p> <ul style="list-style-type: none"> <li>• Purchase Order Number</li> <li>• Lot and/or Work Order Number</li> <li>• Name of Manufacturer</li> <li>• Manufacturing/Material Specification Number (as applicable)</li> </ul> <p>Manufacture Date</p>
Q023	Certificate of Analysis	<p>All raw materials must be procured from a "Conflict Minerals" free source IAW Dodd-Frank Act section 1502.          A Certificate of Analysis stating compliance meeting the requirements of applicable material specifications is required with each shipment for all parts, materials, or process performed. It shall require as a minimum:</p> <ul style="list-style-type: none"> <li>• A statement that all materials, processes, inspections and test meet the requirements of all specifications listed on the purchase order.</li> <li>• Manufacturer's name and address</li> <li>• Material name as called out on the Purchase Order</li> <li>• Manufacture Date</li> <li>• Chemical and Physical properties including actual values, material specifications, and specification revisions.</li> </ul>
Q024	Distributor's Certificate of Conformance	<p><b>Distributor's Certificate of Conformance</b> - A Certificate of Conformance is required with each shipment for all parts, materials, or process performed, <b>along with a copy of all sub-tier vendor/manufacturer certifications to show traceability from the original manufacturer.</b></p> <p>These certificates will include as a minimum:</p> <ul style="list-style-type: none"> <li>• Name of authorizing person.</li> <li>• Distributor's Purchase Order Number or sub-tier's Lot Number.</li> <li>• A statement of compliance that shall be worded substantially as follows:            "This is to certify that all materials, processes, parts and/or assemblies shipped herewith under subject purchase order conform to the specifications as called out on the purchase order and associated documents."</li> </ul>
Q025	Testing	<p>Vendor shall furnish functional tests reports or results as required by the applicable purchase order, drawing, or specification. The Vendor or a recognized testing laboratory may perform testing. Vendor's verification program shall document the frequency of such tests and test results.</p>
Q026	First Article	<p>Buyer's inspection and acceptance of First Article product(s) is required prior to Vendor delivering the production order. Each First Article shall be completely processed per the purchase order and clearly identified as First Article sample and submitted to Lakota Industries for approval. Vendor shall perform First Article Inspection (FAI) in accordance with AS9102 (latest revision) on all supplied product. AS9102 forms are available at <a href="https://www.sae.org/iagg/forms/index.htm">https://www.sae.org/iagg/forms/index.htm</a>. First Article Inspection Reports (FAIRs), including delta/partial FAIs, are to be supplied to Buyer in electronic format prior to shipment of all first article parts. Vendor shall furnish FAI supporting documentation (material certs, work orders, etc.) electronically upon Buyer's request.          Under this contract, the vendor shall flow down the substance of this clause to all subcontracts awarded.</p>
Q027	Calibration Vendors	<p>By delivering products or services on the purchase order, the Vendor certifies that such products or services are in compliance with all applicable requirements of the Purchase Order and that all measurements are traceable to NIST.          Frequency will be as listed on purchase order.          Criteria and tolerance is manufacturer recommendations unless otherwise stated.</p>