



PROPRIETARY INFORMATION

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|----------------------------------|-------------|-----|----|
| WI #                             | WI 8.0.2-03 | REV | NC |
| TITLE                            |             |     |    |
| Supplier PO Terms and Conditions |             |     |    |
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**Supplier PO Terms and Conditions**

**Revision Date: 3/17/2023**

**PURCHASING**

- 1.Triax Industries, LLC ("Triax") Standard Terms and Conditions of Purchase shall apply to all Triax placed Purchase Orders.
- 2.Supplier packlists and invoices must have the Purchase Order ("PO") # referenced clearly in order to process payment.
- 3.Please provide an order acknowledgement or communication of accept-reject as soon as possible from order receipt.
- 4.Supplier automatically accepts the PO as placed if no communication is received within 5 days of order placement.
- 5.If PO has a \$0 dollar value, Supplier must provide a price quote and receive a revised PO prior to proceeding with any work.
- 6.If PO requires performance of service at the Triax Chandler (Lone Butte) site, Supplier must acquire a Gila River Indian Community (GRIC) Business License. This is ~\$150 and can be accessed via the GRIC website or call 520- 562-9550.

**PACKAGING**

- 1.Unless instructions are specified or provided with the PO, the Supplier shall package all ordered goods per best industry practices to provide proper handling means, damage protection, and conformance to all applicable transportation regulations. Damaged or lost goods due to faulty or unsuitable packaging, shall be the financial responsibility of the Supplier.
- 2.If BOL / Shipping Instructions are unclear or unspecified on the PO, please contact Triax Shipping/Receiving @ (480- 449-5777) for shipping instructions. Use of an unqualified or incorrect carrier may result in charges to the Supplier for excess transport costs or associated liabilities.

**BOL/SHIPPING INSTRUCTIONS**

- 1.If unclear or unspecified on the PO, please contact Triax Shipping/Receiving @ (480-449-5777) for shipping instructions. Use of an unqualified or incorrect carrier may result in charges to the Supplier for excess transport costs or associated liabilities.

**QUALITY**

- 1.Supplier Quality Contact: (Alternative contact: Triax main line: 480-449-5750 and ask for a Triax Quality Representative)
  - Carla Sciarrone
  - email: csciarrone@triaxindustries.com
  - phone: 480-449-5769
- 2.Supplier shall conform to the requirements of ISO 9001/AS9100. If a Supplier is not ISO 9001/AS9100 certified, Triax will provide documentation describing the Supplier's responsibilities to comply with this business standard.
- 3.Records created by the Supplier during the performance of a Triax PO shall be retained for 7 years or as specified on the PO/Part Tech Card. If disposing of records after the minimum retention period, dispose of expired records by means of deletion from all servers/databases (for electronic records) or shred (for physical records).
- 4.Acceptance of a Triax PO additionally provides Triax and its Customers reasonable "Right-Of-Access" to the Supplier's records related to the ordered goods and Supplier's facilities upon request.
- 5.Suppliers wanting to ship known non-conforming goods against a Triax PO must obtain Triax approval prior to doing so.
- 6.Please contact Triax Quality department for any requests to ship deviations or non-conformities. Please provide the non-conformity description, its impact to the intended use of the goods, the associated PO#, and the quantity effected as part of these requests. DO NOT SHIP these non-conforming goods until you have received documented authorization from Triax.
- 7.Any escape found after shipment to Triax the supplier shall notify Triax as soon as the nonconformity is discovered.
- 8.Receipt of non-conforming goods without prior approval is considered an Escape event. This event will require Supplier.
- 9.Corrective Action steps. Continued events may result in the removal of a Supplier from the Triax approved vendor list, disallowing future orders to be placed with the Supplier.
- 10.Triax shall immediately notify Supplier of any Escape or otherwise damaged goods received.
- 11.Supplier shall be responsible for the replacement of or financial credit for the item's order value, as well as any additional financial burden caused by the escape. In addition, associated return or replacement shipping charges shall be borne by the supplier.
- 12.To reduce the probability of an escape, the Supplier shall obtain approval from Triax prior to making purposeful changes to the manufacturing, integrity, or appearance of the ordered goods. Failure to notify Triax in advance of such a change may result in the rejection and return of all impacted goods at the Supplier's expense.
- 13.Supplier will flow down requirements to subtier suppliers.
- 14.Supplier will prevent the use of counterfeit parts (see 8.1.4 of the AS9100D / ISO 9000:2015 standard).
- 15.Supplier will ensure persons/employees are aware of the following: their contribution to product or service conformity, product safety, and the importance of ethical behavior.
- 16.Supplier will maintain an approved calibration system (where applicable).
- 17.For calibration suppliers: ISO 17025 Certified is preferred.



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## Revision History

| Revision | Reason For Revision                 | Initials | Date       |
|----------|-------------------------------------|----------|------------|
| NC       | Move T&Cs to a controlled document. | cms      | 03/17/2023 |
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