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## Terms and Conditions

These Terms and Conditions apply to every order supplied to Evolution Tool. Further requirements are stated on the Purchase Order or order email. If there are additional Quality Clauses noted on the Purchase Order, please reference the *Evolution Tool Quality Clauses* document for explanations.

1. **FLOW-DOWN OF REQUIREMENTS.** All Purchase Order requirements, as well as all requirements stated in these Terms and Conditions, must be flowed down through the entire supply chain. Any additionally stated requirements pertaining to the order, included special Quality Clauses, must also be flowed down through the entire supply chain.
2. **SUPPLIER AWARENESS.** Supplier needs to be aware of their contributions to product or service conformity and to product safety, as well as the importance of ethical behavior.
3. **CERTIFICATIONS.** Original mill test reports must accompany all material unless otherwise agreed in writing. Additional certificates of compliance for any processes must also accompany all material with traceability numbers included.
4. **TRACEABILITY.** Material must be traceable through the supply chain to its source of manufacture. Traceability (lot) numbering should be maintained from manufacturing through any secondary processing and on to delivery. This includes markings and certifications.
5. **MATERIAL IDENTIFICATION.** All material must be physically identified with traceability number(s). Permanent marking on all pieces is preferred. If pieces are too small or numerous, then identification tags may be attached in duplicate. In the case of multiple lots of material, all lots must be physically separated and marked separately.
6. **FOREIGN OBJECT DEBRIS (FOD).** Material must be 100% free of any foreign object debris.
7. **PACKAGING.** Material must be packaged in a manner to prevent potential damage from rough handling.
8. **COUNTERFEIT PARTS PREVENTION.** Each supplier shall plan, implement, and control processes/products/services to ensure that counterfeit or suspected counterfeit parts do not become part of material shipped to Evolution Tool.
9. **RECORD RETENTION.** All records pertaining to Evolution Tool orders must be maintained for a minimum of 10 years.
10. **RIGHT OF ENTRY.** This contract affords Evolution Tool, our customers, and any regulatory agencies the right of access to all facilities and documents involved.
11. **NOTIFICATIONS.** If a product quality deficiency is found, or in the event of a change in product definition, Evolution Tool is to be notified immediately. If your quality system or certification status changes, Evolution Tool must be notified immediately.
12. **PARTIAL SHIPMENTS.** No partial shipments are allowed without prior approval, unless freight charges are prepaid.
13. **LATE DELIVERIES.** Every effort must be made to deliver product on time. If delays are expected, Evolution Tool is to be notified immediately.
14. **DESIGN AND DEVELOPMENT.** Evolution Tool does not perform any design or development onsite, currently being outsourced. However, if design or development encompasses a part of the products/services that you supply, then all our customer requirements must be flowed down to you and



your external providers, including but not limited to material, specification, drawing requirements, etc.  
All design is customer verified.