



Supplier Terms and Conditions

Process Changes

Any changes in process or product shall require advanced notification and approval by SDC.

Sub-Tier Suppliers

When the need to outsource work occurs (using sub-tier suppliers) SDC must be notified in advance, including changes in sub-tier suppliers and changes in location of manufacture prior to making the change. This requirement applies to the suppliers contracted by SDC to perform work and services or provide products.

Certificate of Conformance

Some orders or lots require a Certificate of Conformance to show that verification has occurred and the lot meets all requirements. Identification and traceability for each lot must be maintained and linked to the Certificate of Conformance. Records must be retained for at least 5 years. Records that are no longer retained must be destroyed versus discarded. If you are required to provide a Certificate of Conformance it will be noted on your purchase order.

Nonconforming Product

When nonconforming product occurs, SDC needs to be notified for appropriate controls and disposition. Root cause analysis and timely, effective corrective actions are required when SDC determines the supplier is responsible for the root cause of a problem.

Right of Access

SDC as well as its customers has the right of access to all facilities involved in processing of SDC orders and all applicable documents and records. SDC as well as customers, and customer's representative intend to perform verification activities at supplier's premises when warranted and to assure product and services conform to specified requirements. Advance notification will be provided. This requirement must flow down to all levels down the supply chain.

Quality

Verification by SDC or its customer shall not be used as evidence of effective control of quality and shall not absolve the supplier of the responsibility to provide acceptable product or service, nor shall it preclude subsequent rejection by SDC or its customer.

Performance

SDC has begun to monitor the performance of our suppliers. Performance of our suppliers shall include on time delivery and nonconforming parts or material. Suppliers selected to receive documented information are based upon the risk to the customer.