



Title:	Moeller Mfg. Company Terms & Conditions		
Control#:	F SCN 014	Revision: D	
Department:	Purchasing	Approval:	see doc history page
Revision Date:	6/24/2026		
1.0 PURPOSE:	To define and flow down terms & conditions of Moeller Mfg. Company requirements to our supplier base. This Addition will be inclusive to the Purchase Order.		
2.0 SCOPE:	Suppliers who provide sub-contracted processes and/or material to Moeller.		
3.0 Terms & Conditions:			
1) PROPRIETARY - Drawings and process instructions related to this purchase order are proprietary and unauthorized disclosure without written permission from Moeller is prohibited.			
2) RIGHT OF ACCESS - Supplier acceptance of this purchase order gives Moeller, our customer and regulatory agencies the right of access to your facility.			
3) ORDER VARIANCE - Any changes made to the operation/process, product, services, including changes in location of manufacture, that could affect quality or delivery, Supplier MUST RECEIVE PRIOR WRITTEN AUTHORIZATION.			
4) RECORD RETENTION - Moeller Suppliers and their Sub-tier Suppliers shall retain and maintain quality records associated with Moeller product from deterioration for 10 years minimum for serialized and non-serialized parts and 40 years for critical safety items per AS13100. No quality record associated with Moeller may be stored, either temporarily or permanently, in an area where the potential for damage, deterioration, or loss exists. Quality records associated with Moeller maintained for this period may be disposed of only after obtaining authorization from Moeller Quality in writing. Prior to disposal, records shall be defaced or shredded to illegibility.			
5) REQUIREMENTS FLOWDOWN - Moeller flows down all requirements to approved Suppliers.			
6) CERTIFICATES OF CONFORMANCE - Incorrect certs could result in back charges if Supplier is in error.			
7) DFARS (252.225-7014) - If our purchase order specifies that DFARS applies, supplier must CERTIFY that the metals are melted in the United States, its outlying areas, or one of the qualifying countries. Please visit www.acq.osd.mil/dpap/dars/dfarspgi/current/index.html for detailed information.			
8) COUNTERFEIT MATERIAL - The Supplier shall plan, implement, and control processes, appropriate to their organization and product, for the prevention of counterfeit or suspect counterfeit part use and their inclusion in products per AS6174. Unless otherwise authorized in writing by Moeller, the supplier shall utilize only the material provided by Moeller and is prohibited from using any alternative materials for process development.			
9) FOD (FOREIGN OBJECT DEBRIS) - General workmanship practices and standard term for the prevention of Foreign Object Debris per AS9146. It is critical that measures are taken to prevent, clean, and detect contamination.			
10) BUSINESS SYSTEM REQUIREMENTS - Suppliers are required to maintain a system in compliance with the applicable sections of quality standards ISO-9001, and/or AS9100, ISO17025, NADCAP or a system approved by Moeller quality through the Moeller vendor approval process, and/or customer-designated. If the supplier has a change in any of their QMS certifications (expired, revoked, suspended), it must notify Moeller within 48 hours.			
11) COMPLIACE - Suppliers must comply to Moellers Ethics Policy. (product conformity, safety and ethical behavior).			
12) EXPORT COMPLIANCE - Suppliers agree to comply with all applicable government export control laws and regulations, including but not limited to the International Traffic in Arms Regulations ("ITAR", 22 CFR Part 120-130) and the Export Administration Regulations ("EAR", 15 CFR Parts 730-774). In the event Goods or Services are subject to ITAR, Suppliers agree to maintain a valid and current Directorate of Defense Trade Controls ("DDTC") registration and agrees to provide confirmation of such registration if requested by Moeller.			

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13) PACKAGING/SHIPPING DAMAGE - All Material shall be packaged and returned in the original containers or packaging as received. Improperly packaged product will be charged for shipping damage and rework cost.			
14) NONCONFORMING PRODUCT - Segregation and lot integrity must be maintained on all material or services performed on this purchase order. All nonconforming material MUST be identified and segregated. Supplier must obtain Moellers approval for disposition, if applicable. If the supplier identifies an escape of non-conforming product the supplier must notify Moeller within 24 hours.			
15) SUPPLIER EXPECTATIONS - Delivery - 100% on-time based on lead time or agreed upon adjusted delivery date. Quality - Conformance rate of 90% or higher and zero escapes will be considered acceptable. Certain suppliers will receive scorecards based on their impact to Moeller.			
16) ANONYMOUS ETHICS AND COMPLIANCE HOTLINE - Available 24 hours a day, 7 days a week for reporting suspected ethics violations to ensure that any supplier wishing to submit a report can do so anonymously and without fear of retribution. •Website: https://report.syntrio.com/moeller •Toll-Free Telephone: English-speaking USA: (833) 596-4405; Spanish-speaking USA: (800) 216-1288 •E-mail: reports@syntrio.com (must include company name with report) •Fax: (215) 689-3885 (must include company name with report)			
Failure to comply with Items 1 through 14 stated herein will be cause for rejection and items may be returned at suppliers expense.			