

As a supplier to the aerospace industry, and to comply to AS9100 – Quality Management Systems – Requirements for Aviation, Space and Defense Organizations, as well as applicable customer requirements, 3M's Aerospace business ("3M") requires its suppliers to:

1. Provide goods ("Goods") that fully conform to the 3M specification ("Specification") corresponding to 3M's 11-digit material identification number ("3M ID Number") in effect at the time the Goods are ordered by 3M and mark all containers of Goods with the 3M ID Number as required by the Specification.
2. Furnish test reports for each manufacturing lot of Goods evidencing conformance of the Goods with the Specification.
3. Provide to 3M, 3M's customers, and regulatory authorities the right to access all facilities at any level of the supply chain involved in manufacturing Goods ordered by 3M, and all applicable production and quality records relating to such Goods.
4. Maintain all accounting, sales, shipping, transportation, manufacturing, and technical records arising from, or related to, the performance of the supplier's obligations under the applicable 3M purchase order relating to Goods for a period of ten years from the latter of the record's creation or the Goods' manufacture or processing date.
5. Notify 3M (in advance if possible) of any significant corporate action (including but not limited to mergers, acquisitions, divestitures or other changes in control), any change in the supplier's financial condition, or any change in the supplier's quality systems managers that occurs subsequent to any 3M qualification or audit of the supplier's quality management system (collectively "Corporate Events"), in order to permit 3M to evaluate whether a Corporate Event may have an impact on the supplier's quality systems. (Upon the occurrence of any Corporate Event, 3M may cancel any open purchase order without any liability to 3M.)
6. Notify the 3M Automotive and Aerospace Solutions Division's Quality Manager, Darcy R. Jones, at [drjones@mmm.com](mailto:drjones@mmm.com) (a) no later than 24 hours after a discovery that nonconforming Goods have been supplied to 3M, and (b) of any occurrence (including but not limited to natural disasters) that might impact the supplier's ability to deliver conforming Goods.
7. Notify 3M's RM Spec Group at [rmspecgroup@mmm.com](mailto:rmspecgroup@mmm.com) of any intended or actual rationalization, discontinuation, change to production line, site, process, or input materials; or any change of fit, form or function, of any Goods supplied to 3M, and provide 3M with adequate inventory of such Goods (as determined by 3M) to provide time for 3M to qualify the changed Goods or transition to purchasing different Goods.
8. Flow down the requirements of paragraphs 3 and 4 above, as well as all other relevant Goods requirements communicated by 3M, to the suppliers in its supply chain applicable to the Goods, and require such suppliers to commit to notifying the supplier of Corporate Events or other occurrences on terms substantially similar to those in paragraphs 5 and 6 above.
9. Maintain an English language translation of the supplier's (1) quality manual, (2) operating instructions that implement the quality manual requirements, and (3) index of procedures that contain quality requirements, and make specified quality data and/or approved design data available to 3M in the English language when specifically requested by 3M (3M may require additional documentation to be translated, including but not limited to: shop orders, technical specifications, certificates, reports, and nonconformance documents).
10. Have a documented procedure for complying with these enumerated requirements.

In addition to the above, as a supplier to the aerospace engine industry, and to comply to AS13100 – Quality Management Systems, 3M's Aerospace business ("3M") requires its suppliers to:

11. Establish and maintain an effective Foreign Object Damage (FOD), also known as contamination, prevention program – see AS9146. This includes:
  - a. Maintain and report documented information of FOD nonconformities.
  - b. Establish, implement, and maintain FOD prevention processes for operations.

Please note that the forgoing does not limit supplier obligations under any written agreement with 3M or purchase order issued by 3M. If you have any questions regarding this matter please contact your 3M Global Procurement Category Manager.