



When are reps and certs required?

Suppliers supporting US Government contracts must update Moog's Representations and Certifications Form on an annual basis. Moog Purchase Orders and Change Orders in furtherance of US Government contracts can only be placed with suppliers whose reps and certs are up to date.

How will suppliers be notified to update their reps and certs?

Suppliers will receive an automated request from support@proactive4.com to update their reps and certs in the Alltogather portal one month prior to expiration. Suppliers will receive monthly reminders to update their reps and certs once expired.

Moog buyers may request updated reps and certs on an as needed basis.

Suppliers may update their reps and certs at any time if changes have occurred.

How do suppliers log in?

Moog's Alltogather Reps and Certs Site can be accessed via this link:

<https://moog.btogather.com/forms/repscerts/>

Suppliers can log into the Alltogather Reps and Certs Site by entering their email and vendor code.

If the supplier experiences issues logging in, the supplier should click "Contact Support". After the supplier has emailed support@proactive4.com, a Moog representative will validate the request and provide additional details on how to access the Alltogather Reps and Certs Site.

How do suppliers create or update reps and certs once logged in?

If submitting reps and certs within the Alltogather Reps and Certs Site for the first time:

1. Select "Create New Reps and Certs".
2. Complete each section of the questionnaire by clicking "Edit" for each section. The section status will move from "Not Started" to "Complete."

If corrections or updates are needed, suppliers may review/revise/resubmit their reps and certs by selecting "Create New From Last Reps and Certs" and following Step 2 above. Suppliers can also select "Create New From Last Reps and Certs" when updating the reps and certs on an annual basis.

How can suppliers save a copy of their submission?

On the Alltogather Reps and Certs site, the supplier can download a copy of their submission(s) by clicking on the paperclip next to the submission under the "View" column.

What should a supplier do if any of the prepopulated information is incorrect?

Please contact rep sandcerts@moog.com with the correct information. The Reps and Certs team will update Moog's system with the correct information. The information within Alltogather will be refreshed the following Monday.