

**Q1 INSPECTION & ACCEPTANCE AT DESTINATION**

Articles defined in the purchase order are subject to inspection and acceptance at SPS Santa Ana

LCS per MCL Manual F-17. Where no sampling plan is referenced, sample inspect per ANSI/ASQC Z1.4 Level II, with ZERO defects allowed.

**Q2 SPECIAL PROCESSES AND FLOWDOWN TO SUB-TIER SUPPLIERS**

When specified in the body of the Purchase Order, only customer approved processors shall be used. In addition, when specifically required by customer contracts, processors of special processes in the following categories must be accredited by the National Defense Contractors Accreditation Program (NADCAP): NDT, Heat Treat, Chemical Processing, Welding, Coatings (Thermal Spray & Diffusion Coatings). When parts/component parts are ordered complete with special processing, but use of customer approved processors is not specifically required, such special processes shall still be performed by SPS Santa Ana's approved suppliers only. A list of approved special processors will be provided when required and upon request. Each shipment must include a report or certification of adequate data as to where the processing was accomplished, including name and address of processing source. Raw material converters are required to use only those mill or melt source suppliers that provide materials which meet SPS Santa Ana's specifications. When sub-tier suppliers are used, the supplier shall flow down all applicable requirements in the purchasing documents, including key characteristics when required as imposed on Clause 14 herein.

**Q6 DATE of MANUFACTURE & MATERIAL SAMPLE**

This clause is applicable only to Purchase Orders issued for the procurement of component parts such as washers, rings and such other components that become part of deliverable hardware. "Date of Manufacture" is defined as the date the raw material is drawn from the supplier's inventory for initial part or component lot processing/fabrication. The supplier shall furnish this "Date of Manufacture" as part of clause Q5 (C of C) herein or in any other form preferable to the supplier. In addition, a material sample, approximately 6 inches long, cut from the same material as the product supplied, is required.

**Q3 SOURCE INSPECTION**

Source inspection at the supplier's facility prior to shipment is required. When the items on the purchase order are ready for inspection, notify SPS Santa Ana's Purchasing Department so that coverage can be arranged. Drawings, specifications and/or other pertinent data, shall be made available to SPS Santa Ana's Quality Representative, at the time of material presentation.

**Q7 PACKING/PACKAGING**

All items shipped under this purchase order must be adequately packaged to prevent damage, contamination and/or deterioration. For coiled wire, the following specific requirements are applicable in addition to the packaging requirements already specified in SPS Santa Ana's internal O.D. Spec: The term "coil" refers to any continuous piece of wire. When multiple coils are being shipped in a "top hat" or wire stand, each coil in the stand must be tagged or identified and uniquely numbered. For sampling purposes, a 12"-24" length of the beginning or ending of the coil must be exposed but suitably protected by a pliable vinyl cap (Caplugs VC Series or equivalent) to prevent damage during transit and injury during handling.

**Q4 GOVERNMENT SOURCE INSPECTION**

Government inspection is required prior to shipment of this material from your facility. Upon receipt of this order, promptly notify the Government Representative who normally services your facility. Provide a copy of this order to the Government Representative or, if none, to the nearest Army, Navy, Air Force, or Defense Supply Agency inspection office. In the event the representative or office cannot be located, notify our Purchasing Dept. immediately.

**Q8 LOT INTEGRITY/TRACEABILITY AND RECORD RETENTION**

All products made from SPS Santa Ana's supplied material shall be made exclusively from the material supplied by Santa Ana. All products made from vendor supplied material shall be made exclusively from the material which conforms to the specified material and is covered by the certification requirement of clause Q5 herein. All products and materials furnished by SPS Santa Ana for special processing by the supplier shall be kept segregated by SPS Santa Ana Lot ID # at all times while under the supplier's control and must be delivered back with the same Lot ID number identification. Quality records pertaining to the fulfillment of this contract but which were not required and not supplied to SPS Santa Ana shall be kept for a minimum of 10 years.

**Q5 C of C & PHYSICAL/CHEMICAL TEST REPORTS**

The supplier shall submit with each shipment: a Certificate of Conformance (C of C) signed by the supplier's Quality Assurance department stating that the items furnished to SPS Santa Ana are in conformance to the purchase order/drawing requirements applicable to the items delivered. This can be a separate document or the statement can be incorporated as part of the packing sheet, invoice or supplier test report. As a minimum, the certification must contain the following information: (a) Purchase order number (b) Lot number (c) Quantity shipped (d) Part number (e) Name and address of the company issuing the certification (f) The date of issue, and (g) Signature and title of the supplier's authorized representative. For calibrated Measurement and Test Equipment (MT&E) and calibration services, the certificate of Calibration indicating traceability to known calibration standard such as NIST and calibration performance in accordance with ISO 10012 and/or ANSI/NCSL Z540-1 shall be submitted in lieu of the C of C. For suppliers of machined or component parts, castings/forgings, raw materials and converters of raw materials, a copy of the original mill heat lot chemistry certification from the original melt source shall also be submitted with each shipment. Material supplied must come from one Mill Heat only; no commingling of Mill Heat is allowed. Suppliers of raw material are also required to indicate in the C of C the country of origin or the manufacturing company name and location of the melt source. All Pratt & Whitney LCS suppliers shall include in the certification a statement to the effect that the parts or processing of the materials had been controlled to Pratt & Whitney requirements for

**Q9 FAA AND CUSTOMERS RIGHT OF ACCESS**

As a subcontractor for SPS Santa Ana, supplier agrees that its facility, fabrication inspection system, methods and procedures are subject to the Federal Aviation Administration (FAA) surveillance and investigation. SPS Santa Ana and all of other SPS Santa Ana customers reserve the right of access into the supplier's plant and to all applicable records to verify the quality of work and materials at any/all production stages, as well as compliance to procedures and specifications.

**Q10 QUALITY SYSTEM AND CALIBRATION SYSTEM REQUIREMENTS**

Supplier shall maintain a documented quality system that complies with the requirements of government and/or industry quality system standards. Suppliers shall maintain a documented calibration system in accordance with ISO 10012 and/or ANSI/NCSL Z540-1; and a quality system compliant with MIL-I45208A or compatible with the requirements of ISO9001:2008 and/or AS9100. Quality systems meeting the requirements for Nadcap accreditation (HT, CP, NDT, MTL, etc) and other accreditations such as ISO 17025 also obtained through Nadcap or through other recognized accreditation bodies are also acceptable. Supplier's quality system is subject to verification and approval at all times by SPS Santa Ana. Integral to the quality system requirements is the requirement for all personnel, whose work affect quality, to be aware of their contribution to product and service conformity, their contribution to safety, as well as the importance of ethical behavior.

**Q11 NONCONFORMING MATERIAL CONTROL & LATENT DEFECT NOTIFICATION**

The supplier shall establish and maintain a documented system for identifying and controlling nonconforming material to prevent its unintended use or delivery. Records of the nature of nonconformities and any subsequent actions taken shall be maintained. Product dispositioned for scrap shall be conspicuously and permanently marked, or positively controlled, until physically rendered unusable. The supplier shall not use dispositions of use as-is or repair unless specifically authorized by SPS Santa Ana, if the product is produced to an SPS Santa Ana or its customer's design, or if the nonconformity results in a departure from the purchase order requirements. To get SPS Santa Ana's authorization for acceptance of this type of nonconformity, a Request for Deviation shall be submitted, in any supplier preferred format. The supplier shall segregate and control the nonconforming material to assure no further work is accomplished on the discrepant item(s) until SPS Santa Ana's disposition is obtained. The material shall be held at the supplier's facility pending approval of the Request for Deviation. In the event a nonconforming condition is discovered that affects previously produced and delivered hardware or products, the supplier shall notify SPS Santa Ana within 24 hours of discovery. Notification shall be in writing addressed to the attention of the Quality Assurance Manager of SPS Santa Ana with a copy to SPS Santa Ana's Purchasing Department.

**Q12 FIRST ARTICLE REPORT**

A detailed first article inspection report is required. Unless otherwise specified to be in accordance with AS9102 first article inspection report format, the report may be the supplier's format and must list all drawing characteristics. The report must include evidence of conformance to all elements including material and processes. SPS Santa Ana must be notified in advance when the first article inspection is scheduled and reserves the right to witness the actual inspection or to require spot checks to verify the data. This first article will consist of one piece and must be identified and packaged separately along with the report when shipped with the production parts.

**Q13 HAZARDOUS MATERIALS, LIMITED SHELF LIFE ITEMS AND USE OF OZONE DEPLETING SUBSTANCES**

Special handling/storage conditions and Material Safety Data Sheets (MSDS) must be provided when there is a danger to health from the material being purchased. When applicable, materials or articles having characteristics subject to degradation with age shall be marked in a manner to indicate the date of manufacture and expiration date in addition to standard identification requirements. Supplier shall also label products or materials which contain or are manufactured with ozone-depleting substances. "Ozone depleting substance", as used in this clause, means any substance the Environment Protection Agency designates in 40CFR Part 82 as Class I (including, but not limited to chlorofluorocarbons, halons, tetrachloride, and methyl chloroform), or Class II (including, but not limited to hydro chlorofluorocarbons).

**Q14 STATISTICAL PROCESS CONTROL (SPC) DATA**

Supplier shall implement Statistical Process Control Procedures when applicable. A detailed Statistical Process Control Histogram and/or Control Chart with recorded Cpk for the specified key characteristic must accompany each shipment. The report may be the supplier's format. SPS Santa Ana reserves the right to witness the actual inspection or to require spot checks to verify the data.

**Q15 CHANGES**

Supplier shall not and must not make any changes to the processes or materials specified under this purchase order. Supplier shall notify SPS Santa Ana in writing prior to any proposed changes to supplier controlled design, parts, materials, fabrication methods, or processes, that may affect the function, interchangeability or reliability of hardware delivered to SPS Santa Ana; or, of any changes to facility location, ownership or quality management following a quality survey or audit and approval by SPS Santa Ana.

**Q16 CERTIFIED SUPPLIER**

The supplier is certified to deliver product directly to SPS Santa Ana after acceptance by SPS Santa Ana's designated Supplier Quality Assurance Representative (SQAR). This representative has been selected by the supplier and approved by SPS Santa Ana to accept product on behalf of SPS Santa Ana. The product, when shipped, must satisfy all drawing and purchase order requirements and will undergo limited inspection upon receipt at SPS Santa Ana.

**Q17 COUNTERFEIT MATERIALS OR SUSPECT PARTS**

The Supplier shall establish and maintain a Counterfeit Parts Prevention/Avoidance and Control Plan using Industry Standard AS6174 (Counterfeit Material; Assuring Acquisition of Authentic and Conforming Material) as a guideline. The process shall be to prevent and control the delivery of counterfeit parts. Counterfeit or suspect parts shall be controlled and handled as a non-conforming material until determined otherwise to prevent re-entry into the supply chain.

**Q18 FOREIGN OBJECT DEBRIS (FOD) PREVENTION PROGRAM**

Seller shall establish, document and maintain a program to control and eliminate Foreign Object Debris (damage) (FOD) and/or contamination during seller's (or seller's sub-tier sources) manufacturing, assembly, test and inspection operations. NAS412 shall be the baseline document that the supplier's FOD program must comply to. When applicable, seller's FOD prevention program must also be compliant with Boeing specification D6-85622. Foreign Object Debris (FOD) shall be controlled and handled as a non-conforming material.

**Q19 AS9100/AS9120 QUALITY MANAGEMENT SYSTEM ACCREDITATION**

The supplier shall, as a minimum, maintain an accredited 3rd party registration to AS9100 if a manufacturer and AS9120 if a Distributor.

**Q20 BOEING D1-4426 COMPLIANCE**

Supplier shall comply with the requirements of Boeing D1-4426. When supplier is outsourcing work, supplier must comply with and flow down D1-4426 Appendix D, "Purchase Order Flow Down Requirements." The full text of this document can be found at: <http://active.boeing.com/doingbiz/d14426/UserInstProcReq.cfm>

**Q21 QUALITY AND ON-TIME DELIVERY PERFORMANCE**

SPS Santa Ana monitors the performance of suppliers. Suppliers are required to take appropriate actions whenever required to improve, achieve and sustain the level of performance. SPS Santa Ana prefers our supplier to maintain the quality and delivery performance at 95% to 100%.