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Q CLAUSES QUALITY REQUIREMENTS

1.0 PURPOSE

This document establishes and flows down requirements applicable to items ordered under the Purchase Order of which this Form, is a part, to assure that such items are of the required quality and reliability.

2.0 DEFINITIONS

- A. The term "purchase order" means the purchase order, subcontract or other written agreement with the Seller (supplier) in which this form is incorporated by reference.
- B. The term "Buyer" means Qual-Pro Corporation.
- C. The term "Seller" means the legal entity which is the contracting party with the Buyer with respect to the purchase order.

3.0 QUALITY ASSURANCE REQUIREMENTS

The General Quality Assurance Requirements (A through J) required of all suppliers and other Quality Assurance Requirements apply as designated. Specific quality assurance requirements are referenced on the purchase order as Q Clauses (include paragraphs Q-1 through Q-11 below)

A. PROHIBITED PRACTICES

- 1. **Unauthorized Repairs:** Without Buyer's approval, Seller may not repair by any method (i.e., splicing, welding, brazing, soldering, adhesives or other means) parts damaged or found to be faulty during fabrication, if parts were not fabricated/ assembled by supplier.
- 2. **Change in Approved Processes, Materials or Procedures:** Seller shall not change any Buyer approved process (internal or external), material or procedure without prior Buyer approval. As to any product which has been subjected to Buyer or Government specified qualification procedures to qualify the product or to permit the Seller to become a qualified source for the product, the Seller shall not change any process material or procedure from that used to qualify without prior notification to Buyer and approval by the Buyer or the Government, as appropriate.
- 3. **Resubmittal of Rejected Items:** Articles rejected by the Buyer and subsequently resubmitted to the Buyer shall be clearly and properly identified as resubmitted articles. Seller's shipping document shall contain a statement that articles are replaced or reworked articles and shall also refer to Buyer's rejection document.
- 4. **Notification of Facility Change:** Seller shall not relocate any production manufacturing and/or processing facilities during performance of the purchase order, without promptly notifying Buyer and affording Buyer an opportunity to examine such facilities for compliance with Quality Assurance requirements, including any necessary approvals.

B. BUYER SURVEYS, SURVEILLANCE, AUDITS, AND INSPECTION

- 1. Buyer has the right to conduct surveys, audits and surveillance of Seller's facility, or those of Seller's subcontractors or suppliers with prior coordination with Seller, to determine the capability to comply, and to verify continuing compliance, with the requirements of the purchase order.
- 2. Buyer and Buyer's customers shall be afforded the right to verify at the Seller's facilities or at sub-tier supplier facilities that product conforms to the specified requirements. Such verification shall not be used by the supplier as evidence of effective control of quality by the subcontractor. Verification by the customer shall not absolve the supplier of the responsibility to provide acceptable product, nor shall it preclude subsequent rejection by the customer.

C. CUSTOMER SOURCE INSPECTION

Qual-Pro's end customer has the right to inspect any or all of the work included in this procurement, at Seller's facilities or at sub-tier supplier

facilities. The Seller's quality or inspection system and manufacturing processes are subject to review, verification and analysis by authorized Qual-Pro Customer Representatives. Verification by the customer does not constitute proof of quality control to ensure acceptable product nor does it waive future rejection by Qual-Pro or the customer regarding non-conforming or defective material.

D. MEASURING AND TEST EQUIPMENT

Supplier shall establish and maintain documented procedures to control, calibrate, and maintain, inspection measuring and test equipment used by the Seller to demonstrate the conformance of product to the specified requirements. This system shall meet the requirements of ISO 10012-1, MIL-STD-45662, or equivalent, as a minimum.

E. NONCONFORMING MATERIAL

Seller shall provide for control, segregation, and identification of nonconforming material detected at the Seller's facility. Decisions to accept nonconformances (variances from Buyer drawings and specifications) detected at the Seller's facilities, must be made by the Buyer unless otherwise specified in the purchase order. Buyer must authorize in writing prior to shipment of nonconforming material.

F. INSPECTION RECORDS

Seller shall maintain records for a minimum of 3 years, all inspections and tests performed on items delivered to the Buyer. These records shall identify nonconformances and shall be made available for Buyer's review.

G. SAMPLE INSPECTION

Sampling Plans used by the Seller shall conform, as a minimum, to ANSI/ASQ Z1.4. Buyer's acceptance is based on C=0.

H. CERTIFICATION OF CONFORMANCE

With each shipment of items covered by this purchase order, Seller shall submit a certificate of conformance, signed by a responsible representative, which shall constitute a representation by the Seller that:

- 1. Materials used are those which have been specified by the Buyer, and that the items delivered were produced from materials for which the seller has on file, reports of chemical or physical analysis, and any other required evidence of conformance of such items to applicable specifications.
- 2. Processes used in the fabrication of items delivered were in Compliance with applicable specifications forming a part of this purchase order.
- 3. The items as delivered comply with all specifications and requirements of the purchase order.
- 4. Certificate of Conformance will show the part number, revision, purchase order number, revision and signature accompanied by title, of the responsible person.
- 5. In the case of drop shipment, a copy of the above certificate shall be submitted directly to the Buyer at the time of shipment.

I. AGE CONTROL

The Seller shall have an effective system of age control for items whose acceptability is limited by the age of the item. The system must include a method of identifying the age of such items and provisions for the rotation of stock.

- 1. Seller shall show on each container of materials having a limited or specified shelf life (both Seller's in-plant containers and containers in which material is delivered to Buyer) the cure or manufacture date, expiration date, lot or batch number, and special storage and handling conditions applicable to the contents. This information shall be in addition to the normal identification requirements of name, part or code number, type, size, quantity, etc. Special handling conditions shall be recorded on certifications and shipping documents covering the material as delivered to the Buyer, in addition to normal identification information.

2. Time lapse between cure of manufacturing date and date of schedule receipt to the Buyer under the purchase order shall not exceed one-third (1/3) of the shelf life of the material without prior written waiver of Buyer as to each shipment.

individual parts due to size or shape, the lot or batch number will be stamped on identifying tags or the smallest unit package. Traceability records shall be available for review upon request.

J. PRESERVATION AND PACKAGING

1. All material intended for the Buyer shall be protected against the usual hazards of corrosion, contamination, deformation, or other spoilage at the Supplier's facility and in transit.
2. All materials intended for the buyer shall be packed with suitable protection to prevent damage through handling, during storage at the Supplier's facility, and in transit.
3. All electrostatic sensitive material shall be protectively packaged to avoid damage due to electrostatic discharge.

Q-6 BUYER'S SOURCE INSPECTION

The Purchasing Department shall be notified forty-eight (48) hours in advance of the time material will be ready for inspection/surveillance, and all items submitted under this clause shall have passed Seller's inspection. Inspection/Surveillance does not relieve seller of the responsibility for compliance with all requirements of this purchase order. Evidence of Buyer Inspection/Surveillance must accompany or be shown on the shipping documents.

- A. Set-up and process verification required prior to production run.
- B. In-Process inspection or test, or both are required prior to delivery.
- C. Final inspection or test, or both are required prior to delivery.

Q CLAUSES:

Q-1 SELLER'S QUALITY SYSTEM

The Seller shall maintain a quality system which complies, as a minimum requirement, with the specification designated below. The Seller's system shall be subject to audit by the Buyer's Quality Representatives.

- A: MIL-I-45208A, or equivalent
- B: ISO 9001

Q-7 GOVERNMENT SOURCE INSPECTION

Government source inspection is required prior to shipment from Seller's facility. Upon receipt of this purchase order, Seller is required to notify Buyer of the schedule for inspection.

Q-2 CERTIFICATIONS

A: Shipment of material must be accompanied by the manufacturer or mill inspection/test report for the material containing:

1. Name and location of the raw material manufacturer or mill.
2. Material identification by specification number and material condition.
3. Manufacturer or mill identification number of raw material.

B: If the seller is other than the original manufacturer, Seller shall provide a copy of the original manufacturer's certification signed by an authorized company official.

Q-8 INSPECTION/TEST REPORTS

A. Seller shall submit with each shipment, a report for the delivered end items or assemblies with the following information included as a minimum: part number, revision, purchase order number, lot number, lot quantity, inspection sample size, characteristics/parameters inspected and/or tested, inspection test data, quantity passed/rejected by characteristic, date of inspection/test, and signature/stamp of the Seller's inspection/test representative. If Go/No-Go test method is used, test program must be identified. In case of a drop shipment, a copy of the report shall be submitted directly to the Buyer at the time of shipment.

- B. Records of inspections/tests and raw material certifications relevant to this procurement shall be retained for a period of:
 1. 5 years
 2. 7 years
 3. 10 years
 4. Other

Q-3 TEST AND PHYSICAL ANALYSIS

The Seller shall submit a report as indicated below (actual or typical) with each lot of material shipped. In case of a "Drop Shipment" to other than Buyer's plant, a copy of the report shall also be submitted to the Buyer, together with a copy of the packing slip, at time of shipment.

- A. Actual Values Test Report: The test report shall list the actual test results obtained from an analysis of representative sample of each lot of material used to fill the order.
- B. Typical Value Test Report: The test report shall list the range of values within which the properties of the material used to fill this order fall.

Q-9 SOLDERABILITY

Seller shall provide parts which meet the solderability requirements of ANSI/J-STD-001.

Q-4 CONTROL OF SPECIAL PROCESSES

A. The seller must be approved by the Buyer to perform required special processes or must use special process suppliers acceptable to the buyer. A list of such suppliers will be provided upon request. If the seller wishes to use alternative suppliers, a written request must be submitted and approved by the buyer prior to commitment to an unlisted supplier. Special processes to include welding, plating and painting.

B. Material Safety Data Sheets (MSDS) as required by OSHA, shall be provided with this procurement.

Q-10 SPC PROGRAM

Seller shall utilize an SPC program to establish, control, and verify process capability, product characteristics, and process improvement. Records shall document the evidence of variation and control where applicable.

Q-5 LOT CONTROL AND MATERIAL TRACEABILITY

A. Items furnished under this purchase order, packing list, certifications and other applicable documents, must be identified by manufacturing date code, lot or batch number. Where impractical to stamp

Q-11 FIRST ARTICLE INSPECTION

Review drawing provided to you by Qual-Pro and obtain clarification before fabricating this part. One sample from the initial lot fabricated per the drawing will undergo first article inspection.

- A. Point-point or net-list testing is required and evidence provided.
- B. If bare board is other than .060 thickness, a cross section sample is required with first article.
- C. All other fabricated material, such as sheet metal, cable assemblies, etc. will be per drawings/specifications provided.
- D. Produce one item for approval before producing the complete order.
- E. Seller shall provide Buyer with a first article report.

Q-12 Sub-Tier Control

The supplier shall be responsible for flow down of all the requirements and provisions of Qual-Pro's purchase order applicable to the supplier's sub-contractor(s).