

ACCURATE STEEL TREATING

CONTRACT QUALITY CLAUSES

ACCURATE STEEL TREATING PURCHASE ORDER QUALITY CLAUSES

Purpose:

To assure minimum customer requirements are communicated to vendors when goods or services are procured.

Application:

Accurate Steel Treating purchase orders shall flow-down requirements to its sub-tier vendors and/or process suppliers by using the follow alphanumeric “quality clauses” when purchasing services and/or goods from outside suppliers.

❖ **AQ1 – CERTIFICATE OF CONFORMANCE (C OF C)**

- A Certificate of Conformance attesting compliance to all related specifications and/or general requirements must accompany services and/or goods procured under this purchase order.

❖ **AQ1A – CERTIFICATE OF CONFORMANCE SPECIAL TESTING**

- Services and/or Tests requiring special handling, which cannot be objectively evidenced through normal inspection verification, will require separate and special Certification of Conformance forms. The nature and type of C of C will be either a vendor or Accurate Steel Treating form detailing all necessary information.

❖ **AQ2 – AGE SENSITIVE MATERIAL**

- Certification is to include specification number, date of manufacture, batch/lot number and recommended shelf life.

❖ **AQ3 – TEMPORARY IDENTIFICATION**

- Each article of purchase order shall have temporary identification applied at time of shipment. The method of identification shall be of a nature, which is secure, yet can be easily removed by personnel without mechanical means. The preferred default method shall be the use of tags, which contain pertinent information to the detail and/or assembly.
- The minimum information temporary identification should contain shall be as follows:

1. Purchase order number. (Item no. if applicable)
2. Main tool number. (parent tool)
3. Detail or assembly number.
4. Quantity of pieces being delivered.

❖ **AQ4 – MANDATORY SOURCE INSPECTION**

- Source inspection shall be performed at supplier facility prior to shipment of final product. When applicable any in-process operations to occur before final shipment shall be source inspected prior to final buy-off. Anticipation of pending source shall be given to Accurate Steel Treating representative a minimum of 24 hrs prior to in-process or final inspection of purchase item(s).
- All items shipped under the purchase order shall bear the stamp or signature of source representative authorizing shipment.
- All pertinent customers of Accurate Steel Treating reserve the right to be present during any source inspection performed per this clause.

❖ **AQ4A – OPTIONAL SOURCE INSPECTION**

- Accurate Steel Treating reserves the right to inspect, at supplier’s facility, any product under the purchase order. Accurate Steel Treating shall contact supplier to confirm or waive source requirements. In the event that contact has not been made between Accurate Steel Treating and supplier before time of completion, or interim inspection, the supplier is authorized to ship product to Accurate Steel Treating, provided the requirements of clauses **AQ1** are fulfilled and accompany shipment.
- All pertinent customers of Accurate Steel Treating (including Government representatives) reserve the right to be present during any source inspection performed per this clause.

❖ **AQ4B – MANDATORY GOVERNMENT SOURCE INSPECTION**

- Government source inspection (GSI) is required and shall be performed at supplier’s facility prior to shipment. As directed by Accurate Steel Treating / **GSI** any in-process inspection is also mandated by this clause. A minimum of **48-hrs** notice to Accurate Steel Treating, prior to inspection, is required when this clause is invoked. Supplier shall provide evidence of **GSI** source inspection with each shipment.

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❖ **AQ5 – RIGHT OF ENTRY**

- Accurate Steel Treating their pertinent customers, and authorities (including Government representatives) reserve the Right-Of-Entry into supplier organization to determine and verify quality of work at any and all stages of production. All information, including digital information, records, logs, inspection tests and any other data are subject to review by Accurate Steel Treating and their customers.

❖ **AQ6 – SUPPLIER SURVEY**

- The supplier's Quality Assurance system is subject to an initial survey and approval by Accurate Steel Treating and/or their customers. Subsequent review of supplier and/or processors may be conducted before or after issuance of purchase order. Deficiencies identified as a result of a survey shall be noted and follow-up activities taken to ensure proper corrective actions have been implemented.

❖ **AQ7 – SUPPLIER PROCESS APPROVAL**

- All processes used in conjunction with the purchase order are subject to approval through Accurate Steel Treating and/or their customers.

❖ **AQ8 – SUPPLIER SUB-TIER APPROVAL**

- All material, supplies and services not supplied to vendor by Accurate Steel Treating must be obtained from Accurate Steel Treating approved source prior to start of effort. Substitutions may be made only with written approval provided from Accurate Steel Treating. All approved subcontracted operations must meet all the provisions of the PO and be certified by the subcontractor.

❖ **AQ9 – PROCESS PLAN APPROVAL (PPA)**

- Vendors elected to perform processes under purchase order, including any sub-tiers there-of, must submit a process plan for approval from Accurate Steel Treating prior to the start of process.
- Any changes in **PPA** must be submitted to Accurate Steel Treating and approved prior to continuing efforts.

- Note: When applicable, materials or items that pose lengthy lead-time to acquire may be purchased prior to final approval of **PPA** only with written consent from Accurate Steel Treating.

❖ **AQ10 – CALIBRATION**

- Supplier's calibration system shall meet the requirements of MIL-STD-45662, ISO 10012 or ANSI/NCSL Z540-1 as applicable. All calibration standards will be traceable to NIST.

❖ **AQ10A – SUPPLIER CALIBRATION**

- All test and measurement equipment used in the performance of purchase order shall be calibrated and traceable to known standard per test methods approved and set-forth by Accurate Steel Treating and their customer requirements. In the event the requirements are not stated on purchase order, the methods and/or specifications of the supplier's internal calibration system shall be deemed acceptable.

❖ **AQ11 – NON-CONFORMING PRODUCT**

- Any deviation from product specifications or drawing requirements shall be documented and submitted to Accurate Steel Treating in a timely manner for disposition and shipping instructions.

❖ **AQ12 – ELECTRONIC INSPECTION DATA**

- All electronic data used to record and inspect products under purchase order shall be captured on a transfer media compatible with Accurate Steel Treating specified methods.
- Unless otherwise specified, normal default method shall be a CD type disc written in either Excel or a CSV format with the nominal – actual – deviation recorded.

❖ **AQ13 – PROPRIETARY AGREEMENT**

- All drawings, specifications, technical Information and electronic definition used in conjunction with purchase order are considered confidential and proprietary to Accurate Steel Treating and its customers.
- No unauthorized reproduction of media is allowed in any form other than that intended to produce product and/or services directly associated with purchase order.

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- ❖ **AQ14 – CUSTOMER APPROVED SOURCES**
 - This job must be processed or procured using customer approved sources only. Review the PO for requirements for flow-down to the vendor.

- ❖ **AQ15 – PACKAGING/PACKING**
 - Seller must ensure that all items shipped under this purchase order are adequately packed and/or packaged to prevent damage, contamination and/or deterioration. Unless otherwise specified on the purchase order, Seller must use best commercial practices in packaging to prevent damage, contamination, and/or deterioration to all items during transit.

- ❖ **AQ16 – RETENTION OF RECORDS**
 - Supplier shall retain all viable quality and/or test records in accordance with this order and make readily available to Accurate Steel Treating, or its customer, upon request for a period of no less than seven (7) years after date of delivery, unless otherwise stated.

- ❖ **AQ17 – ITAR**
 - This purchase order may contain, and/or reference documents containing information subject to the International Traffic in Arms Regulations (ITAR). Seller shall not export, release, or disclose this information to foreign nationals without first complying with the export license requirements of ITAR.