VINYL TECHNOLOGY, INC.

SUPPLIER QUALITY REQUIREMENTS (Q-Clauses)

The following Q Clauses are a requirement of the procurement document when expressly specified by clause number.

☐ **Q-1. GENERAL QUALITY ASSURANCE REQUIREMENTS (A through P)**

A. RIGHT OF ACCESS

The Buyer, the Buyers Customers and Regulatory Authorities have right of access to the facilities and records of the Supplier and the Supplier's Sub-tiers. Right of Access to be coordinated between the Buyer and Supplier.

B. QUALITY SYSTEM: AS9100 and/or ISO9001

The Supplier's Quality System shall conform to the requirements of ISO 9001 or AS9100. Third party registration by an accredited Registrar will be accepted as proof of compliance.

C. RESPONSIBILITY FOR CONFORMANCE

Supplier shall be responsible to furnish an item that conforms to the requirements of the procurement document. Neither surveillance, inspection and/or test made by Buyer or applicable Government Authority at either Supplier's or Buyer's facility, nor Supplier's compliance with all applicable procurement quality requirements, shall relieve Supplier from being responsible.

Supplier shall control sub-tiers procurements to the extent necessary to ensure quality requirements specified in the procurement document are satisfied.

D. BUYER SURVEY, SURVEILLANCE, AUDITS AND INSPECTION

Buyer has the right to conduct surveys, audits and surveillance of Supplier facilities, and those of Supplier sub-tiers with prior coordination with Supplier, to determine capability to comply, and to verify continuing compliance, with the requirements of the procurement document.

Buyer has the right to perform inspection at Supplier facilities and those of Supplier sub-tiers with prior coordination with Supplier, during the period of manufacturer and inspection prior to shipment. Final inspection, and acceptance, shall be performed at the Buyer facility, unless otherwise specified in the procurement document.

E. DOCUMENTATION

Buyer may refuse to accept item if Supplier fails to submit as certifications, documentation, test data or reports specified by the procurement document.

F. NONCONFORMING MATERIAL

The Supplier is responsible to inform Buyer of product that does not conform to requirements of the procurement documentation. Any decision to accept any nonconformance (variance from Buyer drawings and specifications), detected at Supplier facilities, must be made by Buyer unless otherwise specified by the procurement document. Shipment of any non-conforming item shall be accompanied by Buyer approved document.

If Nonconforming product has already been shipped, (escaped), the Supplier must inform Buyer within from learning/ having knowledge of the escape. Supplier shall provide for identification, control and segregation of non-conforming material detected at Supplier.

G. NOTIFICATION OF CHANGE

Supplier shall not use nor relocate any production, manufacturing, and/or processing facilities to differ from previous approval by Buyer, during performance of work specified in the procurement document, without previously notifying Buyer and affording Buyer an opportunity to examine such facilities for compliance with procurement Quality requirements.

Supplier shall notify Buyer when a significant change in management or ownership has occurred.

Supplier shall not change any drawing, process, material (including sub-tiers' parts), or procedure without prior Buyer written approval, if such drawing, process, material, or procedure was previously approved by Buyer as provided for in the procurement document. Supplier shall not change any process, material or procedure from that used to qualify any item or which was used by Supplier to become a qualified source for Buyer specification/drawing, without Buyer written approval.

H. INSPECTION RECORDS

Supplier shall maintain records of all inspections and tests performed on any item delivered to Buyer. These records shall identify any non-conformance and shall be made available for Buyer review.

I. SAMPLE INSPECTION

Supplier may use sample inspection plans, when tests are destructive, or when the records or inherent characteristics of the product indicate that a reduction in inspection/testing can be achieved without jeopardizing product quality. Sample inspection shall be in accordance with the applicable Buyer specification. When not specified by Buyer, military or a recognized standard sampling plan may be used. Buyer approval is required for sample inspection plans other than military or a recognized standard prior to their implementation. Products inspected by a sampling plan must use acceptance number Zero; i.e. accept on Zero defects & reject on ≥1 defect.

J. CALIBRATION

Supplier or its subcontractor shall be responsible for validating the accuracy and stability of tools, gauges and test equipment used to demonstrate that any item conforms to the requirements specified by the procurement document in accordance with MIL-STD-45662A, ISO 17025, or ASNI/NCSL-Z540-1. The standards used shall be traceable to the National Institute of Standards and Technology (NIST).

K. FLOW DOWN OF REQUIREMENTS

Supplier shall flow down all applicable product, regulatory, and quality requirements including requirements for traceability, documentation, and software) to the Supplier's sub-tiers. Supplier is responsible for ensuring and validating the compliance of the Supplier's sub-tiers and maintaining documented evidence.

L. CORRECTIVE ACTION REQUEST

When a quality problem exists with any Supplier item, Buyer may forward a "Corrective Action Request" to Supplier, requiring timely response (as stated on the Corrective Action Request), that shall include the following information: containment action, analysis of the cause of the problem, statement of the action taken to prevent recurrence and the effectiveness of the actions taken.

M. TEST SPECIMENS Test specimens for lab analysis is required for design approval unless otherwise specified. The specimens shall be from the same lot, batch, or heat of material and shall have been processed with the represented parts. Specimens must be identified as to which process lot they represent.

N. COUNTERFEIT PARTS

Supplier shall supply new and authentic parts. Distributors shall purchase parts directly from the Original Component Manufacturer/Original Equipment Manufacturer. (OCM/OEM) or through the OCM/OEMs authorized distributor.

O. FOREIGN OBJECT DEBRIS (FOD) PREVENTION

A FOD prevention program shall be maintained to prevent, detect, and eliminate FOD during manufacturing, assembly, inspection, storage, maintenance, packaging and shipping.

P. CONTRIBUTION AND ETHIC

Supplier are aware of: − their contribution to product or service conformity; − their contribution to product safety; − the importance of ethical behavior.

☐ **Q-2. CERTIFICATE OF CONFORMANCE (COFC)**
Supplier shall furnish a Certificate of Conformance with each delivery attesting that each item of hardware and/or software conforms to all requirements of the Buyer's specification and purchase order and that all required test and inspections have been performed.

☐ **Q-3. CONTROL OF RECORDS**
Supplier shall Control Records that provide evidence of product conformity to requirements a minimum of 7 years after final delivery or otherwise specified by the procurement documentation. These records shall be made available to the Buyer upon request.

☐ **Q-4. TRACEABILITY**
Supplier shall in the performance of this order, provide and maintain a system of traceability on all material and components. The Supplier's system shall effectively control serial numbers, lot numbers, or other suitable methods for ensuring the traceability of material delivered to Buyer.

☐ **Q-5. SHELF LIFE**
Supplier shall provide time sensitive products with more than **80%** of the shelf-life remaining from the date of manufacture. Supplier will identify the date of manufacture on the C of C.

☐ **Q-6. FIRST ARTICLE INSPECTION**
Supplier shall perform a First Article Inspection Report (FAIR) in accordance with AS 9102 of one item from the first production lot, or as required by the Buyer. The FAIR shall consist of recorded actual drawing, specification values, and/or requirements (dimensional, test data, processes, drawing notes, etc.) and may be documented on the drawing or on a separate report form.

☐ **Q-7. CERTIFICATE OF ANALYSIS**
When Buyer specification requires test data to be recorded during performance of acceptance testing, a copy of the recorded data, showing evidence of Supplier inspection and verification of conformance, shall accompany shipment of items to Buyer. Data shall meet the format requirements of Buyer specification and, as a minimum, be identified with:
- Buyer procurement document number and applicable change notice number.
- Part number.
- Type of test performed.
- Lot number, serial numbers, and/or codes of items tested.
- Total quantity tested, quantity accepted and quantity rejected.
- Any codes, keys or other information necessary to interpret Supplier data.

☐ **Q-8. SOURCE INSPECTION**
Items procured under this P.O. may be subjected to source inspection or surveillance by Buyer, prior to shipment. Supplier shall furnish suitable facilities and equipment necessary to perform the required inspection, at no cost to Buyer. Supplier shall notify Buyer at least 48 hours in advance of subject material being available for source inspection and shall hold shipment pending necessary action by Buyer. Final acceptance of material will be at Buyer's facility. Evidence of source inspection must accompany each shipment whenever source inspection is actually performed.

☐ **Q-9. GOVERNMENT SOURCE INSPECTION**
Government Source Inspection may be required prior to shipment. Upon receipt of this order, promptly furnish a copy of this order to the Government representative who normally services your facility so that appropriate planning for Government Inspection can be accomplished.

☐ **Q-10. BERRY AMENDMENT**
Supplier must compliant to the Berry Amendment, 10 U.S.C. 2533 a, and 48 CFR 225.7002-1 through 225.7002-3.