



SC-01 Supplier Quality Clauses

Clauses Q1 through Q13 shall apply to all orders, agreements, and subcontracts where this document has been incorporated by reference. Clauses regarding certifications (Q8.X) and any other clauses apply as indicated on the face of the purchase order or any attachments. In the event any requirements cannot be met, notify Plasma Processes Purchasing Department immediately.

Q1) Sub-Contracting: Sub-Contracting of this Order other than original release to, is prohibited without prior written authorization from the Order Originator and Plasma Processes Quality Assurance Department.

Q2) Traceability / Record Retention: The Supplier shall retain objective evidence and all records of the quality of the item supplied (manufacturing, assembly, materials, services, inspection, test, and special process records) for a minimum of seven (7) years, unless otherwise required by contract. These records shall be sufficient to prove conformance to all applicable specifications and drawings. These records shall be made available to Plasma Processes upon request, and maintained in a manner that prevents damage from fire, moisture, pests, power interruptions or other deteriorating effects. Seller shall notify the Plasma Processes buyer if conformance to this requirement cannot be met. Written approval from Plasma Processes must be obtained before destroying any records associated with this contract. Plasma Processes shall be notified thirty (30) days prior to destruction of documentation related to Plasma Processes orders.

Q3) Nonconforming Product Notification: Nonconforming products may not be shipped to Plasma Processes unless written authorization is obtained from the Buyer. Plasma Processes reserves the right to return any nonconforming product to the Supplier at the Supplier's expense.

Q4) Corrective Action Request: The Supplier shall respond to requests for corrective action from Plasma Processes. The Supplier's response to a corrective action request shall be within the requested period, usually thirty (30) days, and must include the root cause, the statement of the action taken to avoid a reoccurrence, and the effectiveness of the action.

Q5) Notification of Product/Process Changes: Requirements for the Supplier to notify us of changes in product, process, or product/process definition and, where required, obtain our approval. This includes any facility location changes.

Q6) Right of Access: Plasma Processes, our customers, and regulatory authorities shall have the right to access the supplier's facilities for any purpose including verifying all tests and/or inspections performed as part of the terms and conditions of this purchase order.

Q7) Flow-Down Requirements: Requirements for the supplier to flow down to sub-tier suppliers, the applicable requirements in the order, including key characteristics, ethical behavior, product safety, and product or service conformity.

Q8) Certifications: One (1) copy of each certification document specified on the order shall accompany each shipment. Certifications shall be signed by an authorized member of the vendor's firm. Each certification shall identify the Plasma Processes purchase order and the items covered by the certification. Materials received without certification may be rejected and returned at the vendor's expense.

Q8.1) Certificate of Compliance: The vendor shall provide a Certificate of Compliance that all materials, processes, and/or finished items supplied under this order are as specified by Plasma Processes Purchase Order, and link to all documentation for the supplied services or items. Certifications shall be signed by a company Quality Assurance Representative or Responsible Company Official. The following information is required on the certification at a minimum:

1. Purchase Order Number, Line Number
2. Part Number (including revision) and Lot, Manufacturing Order, or Batch Number if applicable.
3. Supplier Name, address, and contact information and manufacturer's name (if different than the Supplier) if applicable or be traceable to other supplied documents
4. Specification Number (including revisions and amendments)
5. Serial numbers of serialized parts

Q8.2) Raw Material Identification: All raw material, including plate, bar, extrusions, sheet, etc... of aluminum, steel, or other material, must be identified per the applicable specification. All raw material must also reflect Plasma Processes purchase order number. Excluding Chemical/Physical test reports.

Q8.3) Specific Compliance: The Supplier shall certify that all parts, materials, processes, and finished items supplied under this order were inspected, tested and found to comply with the requirements of this order. Inspection and test data shall be maintained and are subject to examination by Plasma Processes. The applicable drawing and/or specification and its' revision shall be referenced.

Q8.4) Material Test Reports (Actual): The Supplier shall provide a chemical/physical test report under the applicable specification for the material shipped under this order with actual test results from samples for this specific material.

Q9) Safety Data Sheet: The Supplier shall provide an SDS for material included in this order.

Q10) General Packaging Requirements: Seller shall be responsible for properly packing and suitable packaging to protect goods in accordance with transportation regulations and good commercial practice. The Buyer's order number shall be clearly marked on all invoices, packages, bills of lading, and shipping orders. Packing lists will accompany each shipment, clearly stating materials shipped. Additional requirements, such as conformance to latest revision of ASTM D3951, may be specified on the Purchase Order.

Q11) Customer Material Traceability: Seller's packing sheets and invoices are to reflect the same Mil-Spec and seller's part numbers that are listed on this Purchase Order.

Q12) Calibration Control: The supplier shall control all inspection and test equipment used for acceptance covered by this PO in accordance with one of the following specifications (or an equivalent): ANSI-Z540.1, ANSI-Z540.3, or ISO17025. All test equipment and gages must be traceable to NIST standards and calibrated to manufacturer's specification or industry standards.

Q13) Process Control: The vendor shall maintain control and approval of all manufacturing (i.e., welding, soldering, plating, painting etc.) and inspection processes used in the performance of this order. The vendor shall maintain objective evidence of process qualification in accordance with applicable specifications. The approval status shall be subject to review and disapproval by Plasma Processes.

Q14) Packaging Requirements (EEE): Static sensitive parts shall be packed in way to protect them against electrostatic discharge (ESD), meeting the latest revision of ANSI/ESD S541. Packages shall be properly identified that they contain ESD sensitive components.

Q15) Fracture Critical Material: Material is deemed Fracture Critical when the applicable material used is sensitive to vibrations or abrupt impact. Material should be handled in such a way to ensure NO impact or vibrations encounter the part.



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Q16) Flight Hardware: Material is deemed Flight Hardware when a Mill Test Report and Certificate of Compliance must accompany the material and be made readily available for traceability purposes. International Vendors can NOT be used to supply Flight Hardware material unless approved by the customer. Designated purpose for material is to be used on manned space flight items.

Q17) Ground Support: Material is deemed Ground Support when a Mill Test Report and Certificate of Compliance must accompany the material for traceability purposes. International Vendors may be used to supply Ground Support material.

Q18) Commercial Material: Material is deemed Commercial when no certifications or Mill Test Reports are required. No traceability is required for commercial material.

Q19) Inspection and Test Plan: An inspection and test plan for control of articles furnished in accordance with this purchase order shall be prepared and specifically written to outline the product flow from receipt of materials through fabrication, assembly, and test operations. The plan defines the inspection points throughout the manufacturing sequence and describes what, where and when inspection will be implemented to control the product. A general description of procedures and records used will be adequate. Two (2) copies of the plan shall be forwarded to the buyer within forty-five (45) days after date of order unless otherwise specified.

Q20) Quality Control Plan: The vendor's Quality Control Manual or equivalent for conformance to applicable program specifications (ISO:9001, AS9100, etc.), shall be submitted to the buyer within thirty (30) days after receipt of order unless otherwise specified.

Q21) Source Inspection: Work under this order is subject to Plasma Processes surveillance at Seller's location. Plasma Processes Quality Assurance representatives may elect to conduct inspection either on a surveillance basis, or 100% inspection. Seller will be notified if Plasma Processes inspection is to be conducted on specific shipments. No shipments are to be held for Plasma Processes inspection unless notification from Plasma Processes is received prior to the scheduled ship date.

Q22) Inspection Data: One (1) copy of the item drawing or applicable catalog page shall accompany parts for receiving identification and inspection.

Q23) First Article Source Inspection: The supplier shall submit a sample first article for dimensional and functional approval prior to making production item(s). The vendor shall notify Plasma Processes within ten (10) business days of when the item is ready for approval examination. Such examinations may be conducted at the vendor's facilities or at Plasma Processes.

Q24) First Article Inspection (AS9102): The supplier shall inspect and record 100% of all data for the first article manufactured in accordance with the requirements of the latest revision of AS9102 using the forms therein, and a bubbled drawing or approved equivalent. The recorded inspection data shall identify the materials, processes, each feature characteristic, the allowable tolerance limits, and the actual dimensions measured, and measurement tool traceability. The Supplier shall include material certifications and traceability for all items used in the Bill of Materials. The First Article item shall be tagged or labeled, identifying it as the First Article Item. The tag shall also include Plasma Processes P.O. number, Part Name, Part Number, and Serial Number. If there is no serial number, the Supplier shall assign an identification number to match the FAI report. The First Article Inspection Report (AS9102 Forms, bubble drawings, material certifications, etc.,) shall accompany the First Article Item with shipment. Plasma Processes reserves the right to witness all First Article Inspections.

Q25) 100 % Inspection: The supplier shall inspect and record in a legible manner, 100% of all data for all the items manufactured. The recorded inspection data shall identify each feature's characteristic, the allowable tolerance limits, and the actual dimensions measured. A range of dimensions representing all units delivered is **not** acceptable. Non-serialized parts shall be at a minimum individually tagged with an identifying number that coincides with the inspection report for each part. The use of check marks or "OK" is not acceptable except in the case of tool-controlled dimensions.

If tooling is used to control or accept dimensions it **must** be validated prior to use and a First Article Inspection report prepared for the tool-controlled dimensions. The resulting FAI report shall be included with the certification package.

Q26) General Inspection: The supplier is required to create and maintain records and data of all inspections and tests performed. Records shall contain the status of articles and materials and evidence of inspections and tests performed, including dates. 100% inspection shall be performed on all critical and major characteristics. Sampling Plans for minor attributes shall conform to MIL-STD-105E, Level 2 / A.Q.L. 4.0.

Q27) Calibration System Approval (Other than Original Equipment Manufacturers): If vendor is not an OEM for the item being calibrated, vendor shall have a documented calibration system that meets the requirements of current revisions of ISO17025, ANSI Z540, or an equivalent. Third party registration by an accredited registrar will be accepted. Vendors declaring calibration system compliance with no formal accredited registrar will be reviewed. The vendor's system shall be subject to review by Plasma Processes. If Plasma Processes has accepted vendor's third-party registration and vendor changes Registrars, loses registration, or is put on notice of losing its registration, contractor must notify Plasma Processes within three days of receiving such notice.

Q28) Foreign Object Debris (FOD): The supplier shall take steps and have a plan to eliminate contamination by foreign objects and debris throughout all manufacturing, assembly, test, and shipping processes. Packing materials that mitigate FOD shall be taken into consideration, and materials that generate fibers, particles or other debris are not acceptable.

Q29) Counterfeit Parts and Material: The Supplier shall implement and maintain controls to prevent the purchase of counterfeit parts and materials. AS6174 provides guidance on assuring acquisition of authentic and conforming material (non-EEE). Avoidance, detection, mitigation, and disposition of electrical, electronic, and electromechanical (EEE) parts is guided by AS5553. Plasma Processes shall be immediately notified of detected counterfeit items, and the items shall be quarantined to keep the items from entering back into the supply chain. If the Supplier delivers items that are determined to be counterfeit, the Supplier shall, at its expense (i) promptly replace such Counterfeit items with items conforming to the purchase order, and (ii) reimburse Plasma Processes for all reasonable, direct costs incurred for the removal and replacement of Counterfeit items, including testing costs required for the removal and replacement.

Q29.1) GIDEP Membership Requirement: Eligible suppliers shall utilize the Government-Industry Data Exchange Program (GIDEP) to alert industry of encountered counterfeit parts and materials. Suppliers are prohibited from shipping parts or materials for which a GIDEP Alert has been issued.

Q30) Shelf-Life Materials: Materials that are employed in the manufacturing of the designated part/item shall indicate at a minimum the material specification, lot number, purchase order number, acceptance markings, shelf-life limitations, and storage conditions as recommended by the manufacturer or required by specification. The supplier shall employ controls for materials to ensure acceptability for use and to prevent nonconforming materials from being incorporated into the end item.