



1885 Surveyor Ave., #103 Simi Valley, CA 93063 • (805) 522-8817 • FAX (805) 522-8803

Vendor Quality Requirements

APPLICABILITY

The quality assurance requirements are applicable to the Company purchase Orders [PO's] when incorporated by reference to the applicable clause or clauses by code numbers in such PO's. Acceptance of the articles or material specified on this PO will be withheld pending receipt of all required data and documentation.

SIGNIFICANCE

The requirements and execution thereof shall be in addition to and not in derogation of other PO requirements.

REFERENCED DOCUMENTS

Unless specifically stated, all standards referenced herein shall be the issue in effect on the date of quotation for this PO, unless prior approval has been granted by MPE.

100 QUALITY REQUIREMENTS

- A) The Seller shall maintain as a minimum a quality system that is compliant to ISO 9001. Manufacturing records shall be maintained for a period of seven years and available for review if so requested.
- B) The supplier agrees to allow the access of their facility for the purpose of review/inspection by Prime Contractor, MPE or government/regulatory personnel during the course of contract or PO.
- C) The supplier shall maintain an inspection system applicable and adequate for the material or service being supplied.
- D) The supplier shall control all test equipment used for acceptance of items deliverable under this PO, in accordance with any of the following standards: ANZI/NCSL Z540, ISO/IEC 17025, ISO 10012-1.
- E) The supplier's calibration system is subject to review and approval by MPE Quality Assurance Department at all times during the performance of this PO.
- F) MPE reserves the right to perform source inspection at the supplier's facilities or where designated in the PO prior to shipment. Inspection and test of the articles defined in the contract shall be performed by the supplier, and shall be subject to witness.
- G) MPE reserves the right to perform in-process inspection at the supplier's facilities. Supplier shall submit their inspection plan or traveler designating in-process source inspection points. Approval is required for in-process source inspection points prior to supplier commencing manufacturing or test operations. Supplier shall notify the MPE buyer 48 hours prior to the time in-process inspection is required.
- H) Inspection and acceptance of the first article manufactured against this PO if the MPE PO is a first time buy is required prior to start of fabrication. The supplier shall submit a First Article Report demonstrating compliance with the requirements of the PO and referenced documents. This report shall be submitted with the first article for inspection and acceptance.
- I) Government source inspection is required prior to shipment from supplier's plant. Upon receipt of this PO, promptly furnish a copy of the purchase order and notify the Government representative who normally services suppliers plant so that appropriate planning for government inspection can be accomplished. In the event the representative or office cannot be located notify the MPE buyer immediately.
- J) Prior to or during supplier performance, any deviations or proposed changes in design from the supplied drawings or specifications must be reported to our Buyer immediately. No deviation will be considered approved without written confirmation of that fact from the Buyer. Under no circumstances are repairs to be undertaken without prior written approval from the Buyer.

200 TEST AND WORKMANSHIP

- A) Prior to shipment all materials shall be cleaned so as to be free of all foreign substances or residue from processing or handling.
- B) The supplier shall notify the buyer of any proposed change in part number or nomenclature that differs from PO information prior to shipment.
- C) Drawing Requirements – Drawings and specifications sufficient to inspect and/or test the articles being delivered shall accompany first shipment of this PO.
- D) Functional Test Data – Functional test data referencing PO numbers, supplier's name and address, part number, part name, serial numbers, data and run time of units if applicable, including actual test data, must accompany each shipment. These reports shall be validated by an authorized representative of the supplier's quality department.

300 CERTIFICATION, INSPECTION DATA AND TRACEABILITY

- A) The Seller shall submit a Certificate of Compliance signed by an authorized representative with each shipment which states that the product supplied is in full compliance with the PO and/or applicable specification. The Buyer's Order Number shall be referenced on all certification documents.
- B) The Seller shall submit a manufacturers' material certification report that states the material type and shows the physical and chemical properties by reference to melt, cast, heat, etc., and signed by its authorized representative (or by the agency performing the tests) with each shipment. Nonmetallic material shall only require a chemical properties inspection/test report.
- C) Inspect Test Data – Inspection data referencing purchase order numbers, supplier's name and address, part number, part name, serial numbers and quality characteristic data must accompany each shipment. These reports shall be validated by an authorized representative of the supplier quality department and must relate to each shipment. If statistical sampling is used as the basis of accepting then the procedures shall be in accordance with industry accepted sampling plans.
- D) The supplier shall inform the Buyer in writing of all proposed changes in design, materials, processes or fabrication methods involving parts furnished to this specification and shall obtain Buyer's written approval before effecting such changes on deliverables against this Purchase Order. Notification to the Buyer is required if the location of the manufacturing facility is to change (current work) or has been changed.
- E) The Seller shall provide a Material Safety Data Sheet with the shipment if the PO is a first time buy of materials covered under the Hazard Communication Standard (29 CFR 1910.1200) and /or any state or local regulations. The Seller shall also have a system of updating the Buyer with an updated MSDS for the product if the Buyer continually purchases the product from the Seller.

400 MATERIAL IDENTIFICATION AND PACKAGING

- A) The supplier shall identify materials and articles having definite characteristics of quality degradation or drift with age and/or environment. This identification shall indicate the date and/or cycle that the critical life was initiated and the date and/or cycle at which the useful life will be expended. If environment is a factor in determining useful life, identification shall also include the storage temperature, humidity, etc., required to achieve the stated useful life. In no case shall material or articles be supplied with less than 70% of the useful life cycles remaining.



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B) All materials which are volatile, toxic or emit fumes which are harmful to human health shall be properly contained in accordance with applicable health and safety requirements. The containers will be plainly marked as to contents with appropriate warnings, precautions, instructions and storage conditions.

C) The supplier shall incorporate good commercial practices for preservation and packaging of all articles applying to this PO and shall identify each package permanently and legibly with PO number, manufacturer's name, date shipped and packing sheet number.

D) If Seller uses special processes, customer approval is required. Special process certification: The seller shall furnish a certificate of compliance which states the product conforms to applicable specifications required by purchase order, drawing or specification signed by an authorized representative of the agency performing the special process (plating, welding, heat treating, anodizing, painting, nondestructive testing, etc.) with each shipment. When applicable, batch lot, heat number, x-ray, heat treat chart, etc., for the special processes performed shall accompany shipment

500 SPECIAL RESTRICTIONS

A) Documentation supplied as part of this contract constitutes technical data within the definitions of the U.S. International Traffic in Arms regulations (ITAR) and is subject to the Export Control Laws of the U.S. government. Transfer of this technical data by any means to a foreign person, foreign entity or otherwise restricted entity or individual whether in the United States or abroad, without a prior export license or other approval from the U.S. Department of State, is prohibited.

B) This purchase order has a Defense Priorities Rating of DO-A1: This is a rated order certified for national defense, emergency preparedness and energy program use, and the contractor shall follow all the requirements of the Defense Priorities and Allocations System 15CFR 700.