



PURCHASE ORDER QUALITY PROVISIONS

(Revisions are depicted in Italic)

Quality System Provisions Applicable to All Suppliers

The Supplier shall maintain a documented Quality System that complies, at a minimum, with Federal Acquisition Regulation Clause 52.246-2. The system shall address:

1. Calibration: Measuring and test equipment (M&TE) that is used to determine the acceptability of product shall be calibrated to a frequency re-call system. All calibrations of M&TE shall be traceable to N.I.S.T or equivalent.
2. Non-Conforming Material: A system for controlling nonconforming material shall be maintained. At a minimum, a system for segregation, identification and dispositioning shall be defined. Suppliers shall not knowingly ship nonconforming product without prior, written approval from the Astro Seal Quality Manager.
3. Software Control: If software is used during the production and/or inspection of items on this Purchase Order, such software shall be controlled in accordance with DOD-STD-2168 or as otherwise approved by the Astro Seal Quality Manager.
4. Quality Records: The Supplier shall retain records that provide objective evidence of Quality for a minimum period of five (5) years after shipment that must be in English.
5. Control of Sub-Tier Suppliers: Supplier shall be responsible for conformance to requirements of items purchased from sub-tier suppliers. Supplier shall assure the requirements of applicable drawings and specifications are imposed on sub-tier suppliers. Verification of purchased raw material shall include certifications for physical and chemical properties that shall be forwarded to Astro Seal upon shipment of the finished product.
6. Sampling Procedures: Unless otherwise specified by Astro Seal, when performing less than 100% inspection sampling, sampling plans shall be based on "0" percent acceptance and be based on ANSI/ASQ Z1.4 standard's latest revision.
7. Surveys, Surveillance & Audits: Astro Seal and their customers shall have the right to conduct surveys and perform surveillance of the Supplier's and Subtier Suppliers' facilities/operations to evaluate their capability to comply with contractual requirements.
8. Document Currency: Supplier shall utilize revisions of drawings and specifications current at the time of order placement or as otherwise amended in writing by Purchase Order.

9. Acceptance Authority Media (AAM): Supplier shall comply with AS9100 requirements and 14CFR Part 21.2 regarding falsification of applications, reports, or records. Use of AAM must be considered as a personal warranty of compliance and conformity.
10. Personnel Awareness: Supplier shall comply with AS9100 requirements regarding employee awareness of their contribution to product and service conformity, their contribution to product safety and the importance of ethical behavior.

Quality Provisions Applicable to All Purchase Orders

1. Certificate of Compliance Applicable to each Shipment: One (1) copy of a Certificate of Compliance indicating parts meet all applicable specifications & requirements dated, stamped or signed by an authorized Supplier representative. At a minimum, the Certificate of Compliance shall include the Supplier's name and address, Astroseal part number, revision, purchase order number, and the quantity shipped. All supplied documents must be in the English language.

Exclusion: C of C revision requirement on COTSI, Mil-Spec and Distributor parts.

2. Certificate of Analysis: Certificates of Analysis shall be provided with each shipment of parts that are produced to an Astroseal design. All supplied documents must be in the English language.

One (1) copy of a completed Mill certified Test Report, including Chemical and Physical properties for all raw materials are required with each shipment. Whenever an Astroseal drawing and/or Purchase Order make direct reference to a specific material specification, all certifications shall include reference to the applicable specification and its revision level. Subject material specifications include, but are not necessarily limited to AMS, MS, SAE, QQS specifications.

3. First Article: First Article requirements apply whenever the part is produced to an Astroseal design. For such parts:

Supplier shall provide a First Article Inspection Report (FAIR) to include a ballooned drawing of characteristics with the applicable shipment whenever any of the following are true: • This is the first shipment of this part number to Astroseal. • This is the first shipment more than two years since the last shipment of this part number. • A revision to the Astroseal drawing has occurred since the last shipment of this part number. In this case, the Delta FAIR shall address only the changes since the previous FAIR.

The FAIR must be submitted using the current revision or equivalent of the AS9102 standard (Forms 1, 2, & 3). The applicable forms and instructions are available at <https://saemobilus.sae.org>.

Exclusion: Requirement on COTSI, Mil-Spec and Distributor parts.

4. **Perishable Items:** When it is known by the Supplier that the product being supplied on this Purchase Order is perishable with a finite life expectancy, the Certificate of Compliance shall contain the respective manufacturing date and the expiration date of the product. If special storage temperature other than room temperature is required, the Supplier shall so specify. Material being shipped against this Purchase Order shall have a minimum of 75% remaining of the specified shelf life when received at Astroseal. Any exceptions shall be noted on Purchase Order.
5. **Temperature Sensitive Items:** The supplier shall take adequate precautions to ensure that temperature sensitive material does not exceed maximum/minimum storage temperatures during the entire transit process. Shipping containers shall be clearly marked with the proper storage temperature(s).
6. **Cleanliness:** Manufactured parts shall be free of oil, grease or other contamination.
7. **Packaging:** Good commercial packaging techniques shall be used with enough protection to ensure safe arrival at Astroseal. Staples and similar fasteners are prohibited from use due to Astroseal's required Foreign Object Damage Program.
8. **Special Processes and Non-Destructive Testing (NDT):** When the Astroseal drawing or Purchase Order requires a Special Process or NDT, the supplier shall contact Astroseal Purchasing for the name of an approved Supplier authorized to perform the required process. The Supplier's Purchase Order to the sub-tier supplier shall request a Certificate of Compliance that must be forwarded to Astroseal with the shipment. Special Processes include, but not limited to, all welding and brazing, fluorescent penetrant inspection (FPI), radiographic (X-Ray) inspection and ultrasonic inspection process and heat-treat.
9. **Change Notification:** Supplier shall notify Astroseal in writing of any changes that affect company ownership, manufacturing locations or manufacturing processes.
10. **Counterfeit Parts Program requirements:** When this POQP is annotated on the P.O., all parts delivered and/or used in the manufacture of deliverable products shall be from the Original Component Manufacturer (OCM) / Original Equipment Manufacturer (OEM) or their franchised distributor. The supplier/distributor is required to submit the Original Equipment Manufacturers (OEM) Certificate of Conformance with the applicable shipment.

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