

## Supplier Quality Requirements

### 1.0 Purpose

The following Quality Requirements define the responsibilities of the supplier to ensure conformance to Isodyne's purchase order requirements. These requirements are applicable to all purchase orders unless specified otherwise on purchasing documentation. All full status suppliers are monitored for product quality and on-time delivery. The supplier's failure to comply with Isodyne's supplier quality requirements may result in product rejection and adversely affect the supplier's quality rating.

### 2.0 Quality Management System

The supplier shall maintain a quality management system to ensure process and product conformity to the requirements of this document including purchasing and engineering requirements. The quality system should be compliant to the applicable ISO 9001/AS9100 standard or have prior approval from Isodyne.

### 3.0 Competence and Awareness

Supplier shall have qualified personnel to perform set tasks. The supplier shall ensure those persons are aware of their contribution to product and service conformity, product safety, and the importance of ethical behavior.

### 4.0 Certificate of Conformance

The supplier shall provide a certificate of conformance with each shipment certifying conformance to the purchase order requirements.

Supplier C of C shall at a minimum include the following:

- 1) Supplier name and address
- 2) Supplier's part number and revision level
- 3) Product description
- 4) Purchase order number
- 5) Quantity
- 6) Product compliance statement
- 7) Lot codes and/or date codes if applicable
- 8) Signature and date with title of supplier's authorized personnel

### 5.0 Material and Special Processes

The Supplier shall conform to the specifications and standards specified on purchase orders and/or drawings. The supplier shall provide documented evidence that raw material and special processes conform to requirements. Chemical analysis and tests shall accompany all orders for raw materials. All applicable data shall be included with the certificate of conformance. These may include grade, type, heat, class, batch number, etc.

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### **6.0 Flow down to Sub-Tier Suppliers**

Supplier shall flow down all relevant purchase order requirements including customer requirements to sub-tier supplier. The supplier is responsible for ensuring that any work performed by a sub-tier supplier conforms to purchase order requirements.

### **7.0 First Article Inspection**

First Article Inspection is required and shall be provided on initial production and all physical changes including revision change, tooling and process changes. Aerospace Standard AS9102 is recommended but not required unless specified in purchase order requirements. Formats other than AS9102 shall provide the same information. This inspection report is to accompany all incoming parts to Isodyne. After the initial FAI is performed, the supplier shall perform a full FAI when any of the following occur:

- A design change affecting the form, fit or function of the part.
- A process change which can potentially affect the form, fit or function.
- A lapse in production for two years or as specified by the purchase order.

### **8.0 Test and Inspection Reports**

When specified on the purchase order, the supplier shall provide acceptance inspection and/or test data with product shipment to provide further evidence of conformance to requirements on the purchase order.

### **9.0 On-Time Delivery**

The supplier shall notify Isodyne buyer of any anticipated delay or actual delay in delivery and what actions are being taken to minimize the delay. When requested by Isodyne buyer, the supplier shall ship goods via air or expedited services at their cost to minimize further delay.

### **10.0 Nonconforming Material**

The supplier shall maintain a nonconforming product process to prevent the unintended delivery or use of such product. The supplier is responsible for notifying Isodyne of any nonconforming product. Shipments of known nonconforming product are not to be shipped without prior written authorization from Isodyne.

### **11.0 FOD**

Supplier is required to have a documented FOD program which assures that work is accomplished in a manner of preventing foreign objects or material from entering in deliverable items. Delivered material must be clean and free from any debris such as burrs, oil, grinding dust, machined chips and other foreign material. Use AS9146 for guidance.

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### **12.0 Corrective Action Request**

The supplier shall maintain a corrective action process. The supplier is required to respond to Isodyne's Corrective Action Requests when nonconforming material has been determined. The supplier shall provide a written response by the requested response date noted on the CAR including containment, identification and segregation, as well as root cause analysis and the action(s) taken to prevent the problem from recurring. When a sub-tier supplier is responsible, the main supplier shall flow down a request for corrective action to the sub-tier supplier.

### **13.0 Right of Access**

Isodyne, its customers, or applicable regulatory agencies (e.g. DCMA) have right of access to applicable areas of all facilities, at any level of the supply chain involved in the purchase order and to all applicable records.

### **14.0 Source Inspection**

Isodyne reserves the right to perform a source inspection at the supplier or sub-tier supplier's facilities at any point in the manufacturing process. When a source inspection is required it shall be flowed down on the purchase order.

### **15.0 Workmanship**

Workmanship shall be at a high level of quality to assure purchased material and products meet the performance requirements of the purchase order, specification and or engineering drawing. Material and products as received shall be free of evidence of poor workmanship.

### **16.0 Packaging and Handling**

Suppliers shall ensure that the correct material is provided and properly marked, identified and packaged. Packaging shall be done in a manner that protects against potential damage from shipping. The supplier shall ensure that required documentation is included with shipments.

### **17.0 Control of Monitoring and Measuring Equipment**

The supplier shall have a calibration system in accordance with ISO9001/AS9100 standards. Calibration services shall have systems in accordance with ANSI/NCSLZ540-1 standards or equivalent ISO Standards (ISO 17025,etc). Calibration records shall be maintained, readily available and NIST traceable.

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### **18.0 Shelf Life Materials**

Items with shelf life shall be marked on the item, package or container with the manufactured date, expiration date, and any additional storage or handling requirements. Isodyne expects 90% useful shelf life remaining and will not accept materials with less than 75% shelf life.

### **19.0 Record Retention**

The supplier is responsible for providing and maintaining all manufacture, inspection and test records associated with Isodyne products for a minimum of 15 years. These records shall be readily available for review upon request. Contact Isodyne prior to disposition of records once 15 year record retention has been met.

### **20.0 Change Approval**

Supplier shall notify Isodyne of changes in product and/or process definition, changes to sub-tier suppliers, and changes of manufacturing facilities that may affect the form, fit and function. The supplier is responsible to ensure any changes are submitted in writing to Isodyne's General Manager.

### **21.0 Specialty Metal Requirement (if applicable)**

All purchase orders incorporate the Defense Federal Acquisition Regulation Supplement clause 252.225-7009. Supplier agrees to only supply material in accordance with DFARS clause 252.225-7009. Supplier shall flow down this requirement to all sub-tier suppliers.

### **22.0 Counterfeit Parts**

Supplier should plan, implement, and control processes, appropriate to the Supplier and the product, for the prevention of Counterfeit or suspect Counterfeit Part use and their inclusion in product(s) delivered to Isodyne. Counterfeit or suspect Counterfeit parts should be controlled to prevent reentry into the supply chain. As such, should Isodyne suspect Counterfeit Parts were delivered, Isodyne will manage said Counterfeit Parts per our Nonconforming Product process. We will work with the supplier and Isodyne's customer to make a determination as to whether the suspect Counterfeit Parts are really Counterfeit.

If, upon resolution with Isodyne's customer and Supplier, it is determined Counterfeit Part(s) were delivered to Isodyne, said parts will not be returned and the Supplier should not be paid for said parts. Isodyne will dispose of the parts as directed by Isodyne's customer. In absence of specific direction from Isodyne's customer, said Counterfeit Parts will be scrapped and disposed at Isodyne.