



QUALITY ATTACHMENT FOR PURCHASE ORDERS

This document establishes requirements applicable to items ordered under the Purchase Order, of which this is a part, to assure contract flow down, quality, and reliability. The General Requirements for product assurance, including continuous improvement, are applicable unless expressly excluded in the Purchase Order. The Special Quality Assurance Requirements, herein, shall apply when specified on Purchase Order.

GENERAL REQUIREMENTS

Unless otherwise specified in the Purchase Order, the following general requirements shall apply:

1) PROHIBITED PRACTICES

- A. **Unauthorized Repairs:** Without Buyer's prior written approval, Seller shall not repair by any method, parts damaged or found to be faulty during fabrication
- B. **Change in Approved Processes, Materials, or Procedures:** Seller shall not change any process, material or procedure without prior written approval by Buyer if such process, material, or procedure was originally subject to approval by the buyer. As to any product which has been subjected to Buyer or Government specified qualification procedures to qualify the product or to permit the Seller to become a qualified source for the product, the Seller shall not change any process, material, or procedure from that used to qualify without prior notification to Buyer and approval by Buyer.
- C. **Improper Resubmittal:** Articles rejected by the Buyer and subsequently resubmitted to the Buyer shall be clearly and properly identified as resubmitted articles. Seller's shipping document shall contain a statement that articles are replacement or reworked articles and shall also refer to Buyer's rejection document.
- D. **Notification of Facility Change:** Seller shall notify DP Products, Inc. in writing prior to relocation of any production, manufacturing and/or processing facilities during performance of a DP Products, Inc. Purchase Order affording Buyer an opportunity to examine such facilities for compliance with Quality Assurance requirements, including any necessary approvals. In addition, if there is a change in senior management the supplier shall notify the Buyer.

2) ACCESS TO FACILITIES

The supplier shall grant rights of access by DP Products, Inc., its customers, and/or any regulatory authorities to the applicable areas of all facilities, at any level of the supply



chain involved in the Purchase Order and to all applicable records. This shall also include the right to conduct a survey, audit, and/or assessment of the Supplier's facility and the Supplier's sub-tier suppliers to determine their capability to comply with requirements.

3) **ORDER OF PRECEDENCE FOR TECHNICAL DOCUMENTS**

In the event of a conflict in requirements between technical documents, the following order of precedence shall prevail:

(A) Purchase Order/Contract

(B) Drawings

Specifications cited on the drawings

Note: Contact the DP Products, Inc. authorized buyer regarding any questions or concerns. The configuration requirements specified in the Purchase Order will contain applicable drawing and associated revision levels and supplemental drawing data.

4) **QUALITY SYSTEM**

The supplier must be able to maintain a Quality System that meets or exceeds industry standards and ensures adequate product conformance and appropriate objective evidence to meet usual business responsibilities. It is preferable that Suppliers are able to maintain a Quality System that meets or exceeds AS9100 (current revision). The Supplier shall notify Buyer within two working days if any ISP, AS, or NADCAP certifications are revoked or suspended. Notification of certification upgrade is encouraged, but not mandatory.

5) **DOCUMENTATION**

The Buyer may refuse to accept items delivered under the Purchase Order if the Seller fails to submit required documentation, e.g. test data or reports, as specified in the Purchase Order.

A hard copy of all required documentation shall be clearly identified and sent with each shipment.

Certification submitted by the Supplier must bear the signature of the authorized agent, be in English and of photographically reproduce quality (preferably black and white).

6) **FIRST ARTICLE INSPECTION REPORT**

The first time a supplier delivers a part/assembly to a given revision of a DP Products, Inc. part number, the Supplier shall furnish a complete First Article Inspection Report, listing actual inspection results for all drawing dimensions and applicable notes. The



parts used perform the First Article shall be marked. First Article acceptance by DP Products, Inc. shall neither constitute final acceptance of the lot nor relieve the Supplier of the obligation to furnish all parts that meet all drawing, specification and/or Purchase Order requirements.

For aerospace orders, AS9102 is recommended as a guideline for First Article Inspections.

If a First Article Inspection is required on a part for which a similar First Article Inspection Report has already been delivered to DP Products, Inc. a Delta First Article Inspection may be acceptable. Questions regarding the suitability of Delta First Article Inspections should be directed to a DP Products, Inc. Supplier Quality Engineer.

7) LOT SAMPLING

The Buyer reserves the right to use ANSI/ASQ Z1.4-2003 or other appropriate sampling plan based on $c=0$ for the acceptance or rejection of product. If the Seller uses ANSI/ASQ Z1.4-2003 or other appropriate sampling plan and the sample contains rejected items, the Seller must perform 100% inspection for the rejected feature or parameter to ensure that zero defects are present. All sampling plans must be based on $c=0$.

8) CERTIFICATE OF CONFORMANCE

The Supplier shall provide a Certificate of Conformance that certifies all materials and processes supplied are in accordance with DP Products, Inc. Purchase Order requirements. This document shall be signed and dated by the Supplier's Quality Assurance or Management Representative.

9) RESPONSIBILITY FOR CONFORMANCE

Neither surveillance, inspection and/or tests made by the Buyer or his representatives at either the Seller's or Buyer's facility, nor the Seller's compliance with all applicable Product Assurance Requirements shall relieve the Seller of the responsibility to furnish items which conform to the requirements of the Purchase Order.

10) CONTROL OF NONCONFORMING PRODUCT

The Supplier shall provide prompt, written notification to DP Products, Inc. when nonconforming material or products affecting drawing, Purchase Order, or specification requirement issues are discovered. Notification shall be given in writing. The Supplier shall not ship such nonconforming material or product until authorization to ship has been obtained from DP Products, Inc. Quality Management. Upon authorization to ship,



nonconforming product will be clearly identified and all documentation related to nonconforming product shall accompany product shipment.

11) CORRECTIVE ACTION REQUESTS

When a quality problem exists, the Buyer will request corrective action from the Seller. Such request shall be responded to in the specified time and shall include the following information:

- (A) Analysis of the root cause of the problem
- (B) Statement of the action taken
- (C) Effectivity of the action
- (D) Copies of supporting documentation

Failure to provide evidence of corrective action may result in disqualification of the Supplier.

12) IDENTIFICATION / MARKING

The Supplier shall identify all items, parts, components, subassemblies and/or assemblies with the appropriate part number and revision level as noted on the part drawing or as otherwise specified by the DP Products, Inc. Purchase Order. Parts and/or materials that are not suitable for marking due to size and/or configuration may be identified using the bag and tag method.

13) PACKAGING / HANDLING / PRESERVATION / SHIPMENT

All items delivered on this order must be adequately preserved, packaged, handled, and contained to prevent deterioration and damage during shipment. The shipping method should ensure safe arrival at destination in accordance with best commercial practices, unless special packaging and shipping instructions are specified by Purchase Order, drawing, or specification. Special packaging/handling instructions may include, but are not limited to, unique marking requirements, special material traceability, and use of custom or reusable containers.

14) CALIBRATION

The Supplier shall perform all inspections and tests using calibrated equipment. For calibration service providers or test laboratories, accreditation to ISO 17025 is preferred. Materials used to meet applicable drawing requirement and procurement documents shall not be excluded.



15) CONFIGURATION MANAGEMENT

The Supplier shall maintain the configuration – including revision levels of all hardware and associated data/drawings throughout all manufacturing and processing steps. Changes to any product configuration shall be approved by DP Products, Inc. prior to implementation.

16) DELIVERY SCHEDULES / DELAY IN DELIVERY

Supplier shall meet all scheduled delivery dates as specified on DP Products, Inc. Purchase Order. If Supplier becomes aware of any circumstances that are likely to give rise to a delay in promised deliver date, the Supplier shall immediately notify Buyer, in writing, stating the reason for the delay and the new time for delivery. Shipments received earlier than five days before, or more than three days after, the promised delivery date will have a negative effect on the Supplier's performance rating. If requested dates are unable to be met, Supplier shall notify Buyer, in writing, stating the reason for the delay and the new delivery date no later than 48 hours before the promise date. In case of delay in delivery without proper notification, DP Products, Inc. reserves the right to cancel the Purchase Order without liability to DP Products, Inc. or any other third party.

Unauthorized over shipments and early shipments may be returned at Seller's expense. Seller shall be liable for all storage/handling charges incurred as a result of over shipments and early shipments.

17) Contribution and Ethics

Suppliers shall ensure that persons doing work under their control are aware of their contribution to product or service conformity; their contribution to product safety; and the importance of ethical behavior.



CLAUSES

THE FOLLOWING CLAUSES ARE INDIVIDUAL REQUIREMENTS ONLY WHEN SPECIFIED IN THE PURCHASE ORDER

01:

MATERIAL CERTIFICATION, CHEMICAL, PHYSICAL TEST DATE, LOT TRACEABILITY:

The Supplier shall furnish a complete set of material certifications listing all chemical, physical tests reports & results traceable to the lot batch, block, or heat lot number back to mill, unless waived by DP Products, Inc. in accordance with the applicable specification, engineering drawing and/or DP Products, Inc. Purchase Order. It shall be signed by the Material Supplier's Authorized Quality Representative, and indicate the Representative's title. All test data and certifications traceable to the materials supplied must be kept on file for a minimum of ten (10) years unless otherwise specified by the DP Products, Inc. Purchase Order.

When specified on the Purchase Order, raw material such as titanium, aluminum, etc. must have the appropriate heat lot identified on each piece for heat lot traceability.

All remnant material returns MUST clearly retain all traceability.

02:

DIMENSIONAL INSPECT REPORT:

The Supplier shall furnish an inspection report for each lot of parts submitted, including inspections of critical features on drawing callouts.

03:

STATISTICAL CONTROL PLAN:

The Supplier shall maintain a statistical control plan to provide:

- (A) Process variance reduction
- (B) Process limits (statistical control limits)
- (C) Special and common cause identification



(D) Cpk maintain at 1.3 or greater

The Supplier shall provide evidence of the effectivity of the statistical control plan.

04:

NONDESTRUCTIVE TEST REPORT:

A nondestructive test report/Certificate of Conformance shall be provided by the Supplier for each shipment of material. The Report/Certificate of Conformance shall include, at a minimum; the Purchase Order #, DP Products, Inc. Work Order #, DP Products, Inc. Part Number, inspection method, quality requirement used for evaluation, rejection or acceptance of article, flaw indication sheet, and identification of inspecting personnel. A report must be submitted for each NDT method performed.

05:

HEAT TREATING / OVEN CURE / AUTOCLAVE CHARTS:

Supplier shall submit a Certification of Heat Treatment, including items below, as / if specified.

(A) Time/temperature chart for material (entire cycle)

(B) Time/temperature chart for furnace

(C) Sketch of thermocouple placement(s) with key to multi-point recording, if utilized.

A load thermocouple shall be used for all heat treatments. A minimum of one part per furnace load shall have the load thermocouple attached to the thickest portion. The time at temperature shall be based upon this thermocouple.

06:

TEMPERATURE / PERISHABLE / SHELF LIFE SENSITIVE MATERIALS:

When DP Products deems necessary, the Supplier shall provide certifications for temperature, perishable and age sensitive materials (e.g. epoxies, paints, bonding agents, adhesives, etc.), which reflect date of manufacture, date of test, shelf life, expiration date, and storage temperature as it applies to each lot/batch. Container label(s) must also reflect applicable lot/batch number(s), storage temperature, expiration date, and date of shipment. Product delivered to Buyer shall have a minimum of 80% remaining of shelf life upon receipt.

07:

SOURCE INSPECTION:



DP Products, Inc. Source Inspection shall be performed when deemed necessary (in-process and/or final). Please notify DP Products, Inc. Quality Management two working days in advance of the date source inspection will be required at your facility. A DP Products, Inc. Source Inspection does not preclude subsequent inspection nor does it relieve the supplier of the responsibility of providing acceptable product. Source inspections may include personnel from DP Products, Inc. in addition to DP Products, Inc. customer representatives and/or regulatory authorities, and shall include access to all records applicable to DP Products, Inc.

08:

SOFTWARE:

Any software used for qualification or acceptance of hardware or software deliverables, including firmware, shall have a system for control including procedures and records available for review any time upon request from the Buyer.

09:

DROP SHIPMENTS

This purchase order may require drop shipment of DP Products, Inc. owned material. The Supplier will check quantity and condition of furnished material and perform receiving inspection and/or test to verify compliance to requirements. Upon delivery of material, the Supplier shall contact the Buyer to inform DP Products, Inc. of receipt and condition of the material. The Supplier shall identify and segregate all furnished material until required for further processing. Should any furnished material be found unsuitable for use, the Supplier shall notify the DP Products, Inc. Buyer immediately and appropriately mark and segregate the material until disposition is made by DP Products, Inc. All customer furnished material shall be identified, handled, stored, and protected from damage, deterioration and loss. Supplier shall maintain all traceability and ensure all required documentation (e.g. C of C, material certs, etc.) is provided with the material.

NDT CERTIFICATION:

Supplier shall submit Nondestructive Testing (NDT) items as specified below:

- (A) Radiographic Certification
- (B) Magnetic Particle Certification
- (C) Penetrant Inspection Certification
- (D) Ultrasonic Inspection Certification
- (E) Pressure Test Certification



- (F) Leak Test Certification
- (G) NDT Personnel Qualifications
- (H) X-Ray Film
- (I) X-Ray Technique Sheets

11:

SUBCONTRACTING:

The Supplier shall flow down all relevant quality requirements imposed by DP Products, Inc. to any sub tier suppliers processing DP Products, Inc. materials.

The Supplier shall not subcontract work on any article to be supplied under the DP Products, Inc. Purchase Order without prior written approval of Buyer.

For all DP Products, Inc. materials, special processes – as well as certain additional processes not typically categorized as “special” – are source controlled, and must be performed by a DP Products, Inc. approved vendor. All source controlled processes and approved suppliers can be identified by contacting the Buyer. Approval to perform one process does NOT imply approval for any additional processes- a vendor must be approved for each special and/or controlled process it performs. If a preferred source has not been approved by DP Products, Inc. Seller can request approval prior to beginning work by contacting DP Products, Inc. Quality Management.

The requirement to use DP Products, Inc. approved and/or mandated suppliers must be flowed down to any sub tier providers.

The requirement to use a DP Products, Inc. approved and/or mandated sub tier does not alleviate the Seller of the responsibility of monitoring that supplier and providing conforming product to DP Products, Inc.

For each special and/or controlled processes performed, the Supplier shall furnish Certificates of Conformance in accordance with applicable specifications and/or engineering drawings. The Certificates must reference the vendor performing the process. Certificates for serialized parts and/or assemblies must reference the applicable serial number(s) for traceability and tested at the supplier or the supplier’s sub tier supplier when required by drawing requirements. All test data shall be included in the documentation package.

12:

SERIALIZATION:

All parts and/or assemblies shall be serialized in accordance with the following format PO Number + XXXX, ensuring no duplications are permitted when required by the customer.



13:

FOREIGN OBJECT DEBRIS/DAMAGE (FOD) PREVENTION PROGRAM:

Suppliers must have a FOD program per NAS412 for the purpose of prevention, detection, and removal of foreign objects. The program should meet the following requirements as applicable:

FOD prevention must be implemented in all areas as applicable and FOD awareness training must be given.

Parts must be protected from handling damage in all areas; material handling awareness training must be provided to all employees and handling standard documented.

14:

MERCURY FREE:

Supplier shall certify that all articles furnished against this order do not contain, nor have they been contaminated with metallic mercury or mercury compounds; nor do they include any mercury-containing devices employing only a single boundary of containment.

15:

APPROVED SOURCES:

All material furnished or processing performed by a sub-tier supplier under this order must be by a source approved by DP Products, Inc. Contact DP Products, Inc. prior to placing any sub-tier order.

Supplier shall pass on to its sub-tier supplier(s) the applicable requirements of this Purchase Order.

16:

PREPRODUCTION FIRST ARTICLE INSPECTION:

First Article(s) must be inspected and accepted by DP Products, Inc. prior to a production shipment unless specifically authorized by the Buyer. First Article(s) should be tagged or otherwise identified to show the measurement tool used.

17:

SPECIAL PROCESS(ES):



(A) Supplier shall submit a certification of the Special Process(es) as indicated below, per applicable specification(s):

(1) Surface finish (roughness)

(2) Plating

(3) Coatings

(4) Treatments

(5) Adhesive Bonding

(6) Plastic/composite fabrication

(B) Supplier or its sub-tier suppliers must be approved by NADCAP for special process being performed.

18:

SPECIAL CATEGORY REQUIREMENTS:

Other requirements: As noted in narrative form on the face of the Purchase Order.

19:

MATERIAL OVERCHECK:

Material furnished under this order must have material test report as required in Quality Code 01. Material furnished must conform to all specified requirements. Material furnished must conform to overcheck requirements contained in AS9100, Verification of Purchased Product Section. Seller must have evidence of verification plan on file and available upon request.

(A) Material furnished under this order must have an independent lab overcheck by a NADCAP certified lab.

(B) Material furnished under this order must have an independent overcheck by an approved Customer lab.

20:

PACKAGING / PROTECTION:

(A) Sheet stock shall be protected by appropriate material interleaved between individual sheets and on top and bottom surfaces of material.

(B) Supplier shall individually wrap or box items to prevent damage in transit.



- (C) Supplier shall package items for shipment so as to prevent metal-to-metal contact of machined surfaces. No staples shall be used in packaging or sealing of bags.

Protective devices accompany materials or items when shipped to supplier; Supplier shall maintain protection during processing and return all such items with return shipment.

21:

MATERIAL IDENTIFICATION:

Each part shall be marked with a serial number; certifications accompanying parts shall reflect the applicable (same) serial numbers. Marking method shall be as follows:

- (A) Rubber stamp / ink
- (B) Deleted
- (C) Electrochemical etch
- (D) Steel stamp
- (E) Deleted
- (F) Steel tag with wire attachment
- (G) Paper tag or "Bag and Tag"
- (H) Supplier's standard method
- (I) Vibra-pen per drawing requirements

22:

PACKAGING / PROTECTION:

- (D) Sheet stock shall be protected by appropriate material interleaved between individual sheets and on top and bottom surfaces of material.
- (E) Supplier shall individually wrap or box items to prevent damage in transit.
- (F) Supplier shall package items for shipment so as to prevent metal-to-metal contact of machined surfaces. No staples shall be used in packaging or sealing of bags.



(G) Protective devices accompany materials or items when shipped to supplier;
Supplier shall maintain protection during processing and return all such items
with return shipment.

23:

DFARS 252.225-7008 APPLIES TO THIS ORDER.

24:

Ethical Behavior:

Suppliers shall ensure that persons doing work under their control are aware of
their contribution to product or service conformity; their contribution to product
safety; and the importance of ethical behavior.

25:

Counterfeit parts:

DP Products requires its suppliers to take steps to eliminate the risk of
introducing both counterfeit electronic parts as well as non-electronic parts and
materials. We define Counterfeit Work as items that are or contain unlawful or
unauthorized reproductions, substitutions or alterations that have been knowingly
mismarked, misidentified or otherwise misrepresented to be an authentic,
unmodified part from the original manufacturer or a source with the express
written authority of the original manufacturer or the current design activity,
including an authorized aftermarket manufacturer. Unlawful or unauthorized
substitution includes used items represented as new or the false identification of
grade, serial number, lot number and date code or performance characteristics.

26:

Record Retention:

Supplier must retain documentation for a period of 10 years or any date posted
on the purchase order, whichever is greater.

27:

Supplier Scorecard:

DP Products will be monitoring suppliers for on time delivery and amount of
DRF's. On time deliveries must not be below 70% and DRF's must not exceed 12
per year. In the event the supplier does not meet those expectations, they will be
suspended and need to complete a corrective action to be re-instated as an
active supplier.



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