

PURCHASE ORDER QUALITY NOTES

Q-NOTE	TITLE	REQUIREMENT
Q001	Quality Management System	Supplier must maintain a Quality Management System (QMS) suitable for the products and services provided to Custom Machine and be approved by Custom Machine or be certified by a 3rd party
Q002	Approved Supplier	Supplier must maintain an 'Approved' status on Custom Machine's Approved Supplier List (ASL) by meeting On Time Delivery and Product Quality requirements
Q003	Certificate of Conformance	Each shipment must be accompanied by a legible Certificate of Conformance (C of C). The C of C will at a minimum contain the supplier name, supplier address, part number, part number revision, purchase order number, quantity of parts accepted, serial numbers (if applicable as well as the signature and title of the authorized supplier representative
Q004	Supplier Sub-Tiers	Custom Machine must approve supplier's sub-tiers performing work on this purchase order. The supplier must to flow down requirements of this purchase order for any work / service performed outside of their facility
Q005	Calibration	Measurement and test equipment used to determine product or process compliance will be traceable to NIST or have calibration performed by an ISO 17025 certified supplier
Q006	Record Retention	Test reports, certifications, inspection records and other documents related to fulfilling the requirements of this purchase order will be retained for a minimum of 10 years, unless otherwise specified
Q007	Nonconforming Product	Supplier will contact Custom Machine for instructions when product is found to be nonconforming.
Q008	Counterfeit Parts	Supplier will have processes in place to minimize the risk of introducing counterfeit parts and materials into the supply chain. Material and part substitutions are not allowed
Q009	Foreign Object Debris	Supplier will have a FOD prevention program (Foreign Object Debris) to ensure the detection and removal of residue / debris from surfaces and cavities during the manufacturing process
Q010	Right of Entry	Custom Machine, its customers and regulatory authorities reserve the right to access the supplier's facility to perform verification and / or validation activities
Q011	Management	Supplier shall notify Custom Machine of changes to company location, ownership, management team or quality accreditation / approval within 10 business days.
Q012	Employees	Supplier will ensure employees are aware of their contribution to product or service conformity, product safety and the importance of ethical behavior.
Q013	Competence	Supplier will ensure employees and people working on their behalf are competent and trained as needed to comply with purchase order requirements
Q014	Sample Inspection	Supplier will use a C=0 sampling plan with an AQL of 1.0 for all non critical characteristics which require 100% inspection, unless otherwise specified
Q015	Interactions	In addition to other purchase order requirements the supplier will hold all information received from Custom Machine in confidence and no third-party request for information will be authorized unless approved in writing
Q016	DRC - Conflict Free Minerals	Supplier will provide conflict free minerals (tantalum, tin, tungsten and gold or "T3G") sourced from approved countries for materials and processes used to fulfill the requirements of the purchase order

Q017	DFARS	Supplier will certify materials, parts, components delivered on this purchase order in compliance with the Defense Federal Acquisition Regulation Supplement (DFARS)
Q018	ITAR / Export Control	Technical data provided is subject to export control under the International Traffic in Arms Regulation (ITAR) or Export Administration Regulations (EAR). Data should not be disclosed or transferred to any foreign person or country without required approvals
Q019	Source Inspection	Supplier will provide necessary access, equipment and resources to Custom Machine and persons acting on their behalf for the purpose of performing inspection to ensure product and process acceptance prior to delivery
Q020	1st Article Inspection	Supplier will submit a First Article Inspection Report (FAIR) and a balloon drawing, if necessary, per AS9102. Variable data is required for dimensional characteristics. 1st article piece will be tagged / identified
Q021	Inspection Report	Supplier will provide an inspection report for each shipment. Sample inspection, AQL 1.0, may be used for non-critical characteristic, provided C=0
Q022	RoHS	Supplier will provide certification stating materials, parts and processes used to meet the requirements of the purchase order comply with European Union Directive 2011/65/EC (RoHS2)
Q023	REACH	Product supplied on the purchase order will comply with Registration, Evaluation, Authorization and Restriction of Chemicals (REACH), EC 1907/2006
Q024	Shelf Life Materials	Supplier will provide shelf life information for time sensitive materials / products. Information will include; manufacture's name, date of manufacture, shelf life or expiration date, lot or batch ID and storage instructions / requirements. Materials / products delivered must have a minimum of 75% of shelf remaining
Q025	Raw Material	Supplier will provide a Mill Test Report detailing; ASME and / or ASTM compliance, specific size, shape and / or diameter specifications, physical and chemical properties specifications, country of melt and manufacture
Q026	Traceability	Supplier will maintain serial number / lot traceability throughout the manufacturing process
Q027	Special Process	Supplier will maintain NADCAP certification or customer / end user process approval for requirements detailed in the purchase order