

1. Scope

The following Quality Codes\Clauses are a requirement of the procurement when specified by number and letter designation paragraph (QC-1-QC-XX), as applicable on the Purchase Order for all vendors, and all sub-Contracts for material, supplies and services that become a part of an end item including test equipment and tooling. **The General Quality Assurance requirements QC-1, apply to ALL PROCUREMENTS.**

2. Purpose

This document establishes the Quality Assurance requirements (Q Code\Clauses) which are applicable as specified on the Purchase Order.

3. Quality Codes\Clauses**QC-1 GENERAL VENDOR QUALITY ASSURANCE REQUIREMENTS****A. GENERAL QMS PRACTICE:**

- Vendor **shall** maintain a recognized Quality Assurance System, such as AS9003(or Equivalent), ISO-9001, etc. as a minimum
- Unless otherwise specifically stated in the Purchase Order, the following conditions apply. If the Seller is unable to comply with these Quality Clauses, they **shall** contact the buyer immediately and not accept the Purchase Order until they have either received a written deviation/waver from AMC, Inc. or have achieved compliance through changes within their processes and or subcontractors. Approval requests **shall** be submitted to the Buyer.

When the Seller is not sure about Q-Clause applicability they should contact AMC, Inc. for clarification/consensus.

Definitions:

- Franchised Distributor - An entity that supplies services, products, or materials to the Seller under expressed authorization by the OEM.
- Non-Franchise Distributor - An entity that supplies services, products, or materials to the Seller without expressed authorization by the OEM.

B. CERTIFICATE of COMPLIANCE:

A Certificate of Compliance **shall** be supplied with each shipment of material supplied against this Purchase Order. The certificate **shall** be signed and dated by the authorized Quality Assurance personnel and shall certify that the material meets all applicable Buyer specification requirements or military/industrial specification requirements.

The C of C is to reference the following:

- Purchase Document number
- Any number the Seller's facility uses for material traceability (ie: Lot/date code number, job/shop order #, etc.)
- Applicable part numbers & quantities per part numbers of purchase order
- Serial number (if applicable)

B.1 Seller **shall** supply verification of data regarding compliance with the IPC-1755, Conflict Minerals data exchange standard (e.g. the CFSI conflict minerals reporting template), when applicable.

B.2 FLOW-DOWN Requirements:

Vendor is **REQUIRED** to conform to special conditions, processes, requirements and or information, stipulated by AMC, Inc. customer(s), and to incorporate and include such information on their DWGs, SOWs, POs, etc. so as to flowed-down and disseminate the data to their sub-contractors and vendors.

B.3 DFAR Compliance for COUNTERFEIT DETECTION & AVOIDANCE:

In accordance with DFARS 252.246-7008, when applicable, the Seller **shall** ensure that only new and authentic materials are used in the products delivered to AMC, Inc. The Seller may only purchase parts directly from the Original Component Manufacturers (OCMs), OCM franchised distributors or authorized aftermarket manufacturers. Use of product that was not provided by these sources is not authorized unless first approved in writing by AMC. AMC approval is contingent upon the Seller presenting support for its request (ig Certificate of conformance and Traceability (CoCT). The Seller is **required** to assure product authenticity and comply with AMC approved higher level quality test and inspection. If counterfeit parts are furnished under this (purchase/subcontractor) agreement, the items will be impounded by AMC without payment to the seller by AMC. The seller **shall** replace such items with items acceptable to AMC. AMC reserves the right to cancel the PO at no cost to AMC if replacements cannot be supplied. The Seller may be liable for all costs relating to the replacement.

B.4 COUNTERFEIT PARTS PREVENTION

At a minimum, Seller **shall** have a counterfeit parts prevention plan that incorporates the following:

- Assesses potential sources of supply to determine risk of receiving counterfeit parts.
- Maintains a register of approved suppliers, including the scope of the approval, to minimize the risk of counterfeit parts supply.
- A process to specify contract/purchase order quality requirements to minimize the risk of being provided counterfeit parts.
- A process to assure detection of counterfeit parts prior to formal product acceptance. The rigor of the verification process shall be commensurate with product risk.
- A process to assure that all occurrences of counterfeit parts are reported, as appropriate, to internal organizations, customers, government reporting organizations (e.g., GIDEP), industry supported reporting programs (e.g., ERAI), and criminal investigative authorities.

C. INSPECTION

- Unless otherwise specified, all supplied products will be 100% inspected. The vendor may request a copy of the sampling plan based on the MIL-STD-105. Acceptance is based on verification at AMC, Inc..
- Seller does not have MRB authority without express written authorization of the Buyer. Seller must request MRB authority by submitting MRB board members' resumes and positions currently held. The Seller, or lower-tier Suppliers, is not authorized to disposition nonconformances as "repair" or "use as is" unless Material Review Board (MRB) authority has been delegated. For this purpose, materials **shall** be defined as all parts, materials, components, or assemblies of the Seller or lower-tier Supplier.
- No repair or rework **shall** be allowed outside of the specific specification limits unless prior approval is obtained by the Seller from the

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Buyer. All deviations shall be submitted for approval to the Buyer. Submission of deviation in no way affects any contractual requirements until an approved disposition is issued by the Buyer on a Supplier Support Request (SSR) through the EXPO Portal.

D. PACKAGING

Unless otherwise specified, Packaging **shall** be done in accordance with best commercial practices to preclude movement and/or damage during normal handling and shipping. Perishable items or those with limited shelf life must be handled/preserved in accordance with recommendations of the manufacturer.

E. SHIPPING PRODUCT

Unless otherwise specified on the purchase order, all products shipped to AMC, Inc shall be accompanied with a detailed packing slip referencing the purchase order number, product part number and revision, product quantities, and invoice number.

F. RIGHT OF ACCESS - BUYER SURVEYS, SURVEILLANCE, AUDITS, AND INSPECTION

Buyer, Buyer's Customer, and Authorities have the right to conduct surveys, audits, and surveillance of Seller's facilities, or those of Seller's subcontractors, or suppliers with prior coordination with Seller to determine the capability to comply and to verify continuing compliance with the requirements of the Purchase Order.

Buyer, Buyer's Customer, and Authorities have the right to perform inspection at Seller's facilities, or those of Seller's subcontractors, or suppliers with prior coordination with Seller during the period of manufacture and inspection prior to shipment.

The right of access by the organization, their customer, and regulatory authorities to the applicable areas of facilities and to applicable documented information, at any level of the supply chain;

Ensuring that persons are aware of:

- their contribution to product or service conformity;
- their contribution to product safety (*ie: F.O.D. etc*);
- The importance of ethical behavior.

G. NOTIFICATION OF FACILITY CHANGES:

Seller **shall** not use or relocate any production, manufacturing, and/or processing facilities during performance of the work specified on the Purchase Order from those production, manufacturing, or process facilities previously qualified by Buyer without promptly notifying Buyer and affording Buyer an opportunity to examine such facilities for compliance with Quality Assurance requirements and completion of the buyer's re-evaluation process.

H. CHANGE IN APPROVED DRAWINGS, PROCESSES, MATERIALS OR PROCEDURES:

Seller **shall** not change any drawing, process, materials, or procedure without prior written Buyer approval, if such drawing, process, material, or procedures were originally approved by Buyer.

I. NONCONFORMING MATERIAL

Decisions to accept nonconformances (variances from Buyer drawings and specifications) detected at Seller's facilities must be made by Buyer, unless otherwise specified by the Purchase Order. Shipment of nonconforming items **shall** be accompanied by a Buyer-Approved Supplier Discrepancy Report. The Supplier Discrepancy Report must be dispositioned by the Quality Engineer prior to shipment. Seller **shall** provide for control, segregation, and identification of non-conforming material detected at Seller's facilities.

No repair or rework **shall** be allowed outside of the specific specification limits unless prior approval is obtained by the Seller from the Buyer. All deviations shall be submitted for approval to the Buyer. Submission of deviation in no way affects any contractual requirements until an approved disposition is issued by the Buyer on a Supplier Support Request (SSR) through the EXPO Portal.

J. WORKER COMPENSATION INSURANCE REQUIREMENTS

Vendors **shall** obtain and maintain at its own expense, the following insurance coverage:

- Workers Compensation (statutory) insurance that satisfies all Statutory Requirements and limits per Statues.
- A copy of the Policy upon request may be required within a 30-day time period.

QC-2 FIA (First Article Inspection) Data required:

Vendor **shall** provide (FIA) first article inspection data information to include, as applicable, all dimensional data, performance data, subcontractor and or vendor, manufacturer information, certifications, lot, batch, S/N identification, etc that supports the deliverable item that is being certified to as compliant to the Drawing, SOW, PO and or other applicable design and or manufacturing requirements so ordered. Data to be submitted via SAE form AS9102 or vendor equivalent format and provided concurrent with product delivery.

QC-3 M.S.D.S.:

Material Safety Data Sheet is **required**. Vendors are to supply a manufacturer's MSDS sheet with each shipment.

QC-4 MATERIAL CHEMICAL ANALYSIS:

An analysis report is **required**, and **shall** include material batch number, heat lot, or other identifying number unique to the material specified on the purchase order.

QC-5 ELECTRICAL TEST REPORTING:

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An electrical test report is **required** to verify the electrical characteristics of the material, including but not limited to conductance, resistance, inductance, or capacitance. The report will include a batch number or lot order number that is unique to the material.

QC-6 MATERIAL SHELF-LIFE:

Data sheet is **required** to determine material shelf-life, storage requirements, cure-time, and application and or use-data. Data sheet to include as applicable: Lot / Batch number(s), S/N(s), Date of Manufacture, Date of Expiration, Date/time of curing. Material provided to AMC, Inc. must have a minimum of an 80% shelf-life remaining. Vendors are to provide a data sheet from the manufacturer with each shipment.

QC-7 INSPECTION DATA:

A copy of the vendor's dimensional inspection report **shall** be supplied; and a unique and serialized number to match the product may be required on specified orders.

QC-8 SPECIALITY METALS DFARS Subpart 252.225-7009 CERTIFICATION:

The items/components contained in this Purchase Order are in support of a DOD contract and have been identified as having the potential to contain "Specialty Metals" pursuant to DFARS 252.225-7009. Acceptance of this P.O. requires the Seller to conform to the requirements of DFARS 252.225-7009. Evidence of conformance demands that the Seller **shall** provide a (CofC) or an approved report certifying that the items/components provided conforms to DFARS 252.225-7009 requiring items/components be melted or produced in the United States, its outlying areas, or a qualifying country.

QC-9 COUNTERFEIT PARTS PREVENTION

The Seller, and its' sub-tier suppliers, **shall** ensure that only new materials are used in products required to be delivered to the Buyer. To further prevent the inadvertent use of counterfeit parts, the Seller may only purchase components and parts procured directly from the Original Component Manufacturer (OCMs), the Original Equipment Manufacturers (OEMs), or through the OCM/OEM's authorized distribution chain unless first approved in writing by Buyer through the submission and approval of an electronic Supplier Discrepancy Report (SDR).

Any use of Non-Franchised Distributors (Brokers) or other sources is not authorized, unless first approved in writing by Buyer through the submission and approval of a Supplier Discrepancy Report (SDR). No alterations of requirements are permitted until an SDR is issued by the Buyer or Seller and approved by the Buyer. The Seller **shall** present completed and compelling support for its request and include in its request all actions to ensure the parts thus procured are legitimate, authentic, non-counterfeit parts. All C of C documentation **shall** be on file at Seller's facility and available to Buyer upon request.

The Seller **shall** segregate and provide full, inclusive of all supply chain intermediaries from the part manufacturer to the direct source of The product, traceability identifiers (i.e., name and location of all supply chain intermediaries, date code/lot code, and serial number) for all items delivered to Buyer which contain an item procured from sources other than OEMs or OCMs or their Authorized Distributors

REV.	SECTION	CHANGE REQUEST #	COMMENTS	DATE	AUTHORIZED BY
A		ORIGINAL			
B	F-1	DCR#003-13	Add section F-1, Change the form number from "720" to a "740" number, because it is actually associated to that.	1/17/13	S. Corrado
C	B-1	DCR# 020-14	Added line "B-1" conflict minerals statement	7/20/14	S. Corrado
A		DCR# 087-17	Revised the form number from AS9100 rev C std to AS9100 rev D std format per the related section	4/17/17	S. Corrado
B		DCR# 002-19	Added "J-Workers Compensation Insurance Requirements to the QC-1 general requirements	1/19/19	S. Corrado
C		DCR# 018-19	Added ensuring that persons are aware of prod. Services, safety & ethical behavior to Right to Access "QC 1 clause F"; revised paragraph of clause A and adding definitions; added a third bullet sentence to clarify "no Repair or Rework w/o authorization to clause C and Clause I; and "BOLDED the font on all of the "Shall" and "Required" words throughout the entire document,.	10/28/19	S. Corrado

REVISIONS: