



Purchase Order Quality Clauses

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PURCHASE ORDER QUALITY CLAUSES		
CLAUSE NO.	TOPICS	DATE GENERATED
1.	Quality System	3/30/2006
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1. Quality System

Vendor shall provide and maintain a quality management system acceptable to SCFM and, when applicable, the government. Objective evidence shall be on file verifying that such a quality system exists and is being maintained. Procedures and records shall be on file and available for examination by authorized SCFM personnel.

2. Calibration System

Vendor shall establish and maintain a documented calibration system for all measuring and test equipment such as gages, tools, jigs, fixtures, and dies used to verify conformity of parts. The program shall be in accordance with ISO 10012 or ANSI/NCSL Z540-1.

Material specifications such as those addressing heat treatment may impose specific calibration requirements (e.g., AMS 2750) in addition to those identified in the preceding paragraph.

3. Calibration Services

Contractors performing calibration services for SCFM shall use equipment, which has been calibrated and maintained using standards traceable to the National Institute of Standards and Technology (NIST) in accordance with the latest revision of ANSO / NCSL Z540-1, ISO 10012 or equivalent. Calibration certifications for equipment shall contain the following information as a minimum:

- Equipment description and identification (model / serial number)
- Equipment size / range and rated accuracy
- As received / found conditions
- Date calibration performed
- Calibration due date
- Serial number of standards used traceable to NIST
- Identification of personnel performing calibration
- Applicable environmental conditions

Measuring and test equipment shall be packaged to prevent damage in shipment or storage.

4. Quality Documentation & Record Retention

Vendor shall have a system for establishing and maintaining control of records documenting the part's compliance to applicable procurement documents, drawings, specifications, and standards. Records shall provide traceability to specific products (i.e., Purchase Order, date of inspection, and drawing and revision level/specification number) and use actual data to indicate acceptability of the product.

Inspection records are to indicate the nature (characteristic) and number of observations made, type of deficiencies found, quantities approved and rejected, and the disposition of the deficiencies. Records shall be maintained for a minimum of seven (7) years after the year of the final shipment.

The following responsibilities regarding First Piece Inspection and First Article Inspection/Test also apply.

4.1 First Piece Inspection

First Piece inspection must be performed on the first part or first lot of parts produced to verify conformance to the drawing's dimensional requirements. Previous First Piece inspection reports may be used to satisfy the First Piece requirement provided that:

- There has been continuous production with no breaks greater than 12 months
- The manufacturing process has not changed (i.e., moved the production line, introduced new manufacturing techniques, etc.)
- The manufacturing facilities are the same

When specified in the Purchase Order, documentation showing actual results from measuring equipment shall be submitted along with the first piece sample. First Piece inspection reports for castings shall indicate numeric values obtained and a material test report per the applicable specification.

4.2 First Article Test/Inspection

Prior to Vendor's start of fabrication of any production lot of items covered by the Purchase Order, Vendor shall ship to SCFM a sample item, produced with the same processes planned for use on the production lot, for SCFM'S approval. First Article Inspection/Test is required when any of the following occurs:

- Significant change in manufacturing process (manufacturing line is moved, introduction of a new manufacturing techniques, etc.)
- Change in configuration, component, or sub-component parts
- A break in production or process in excess of twelve (12) months, unless otherwise specified

5. **Certificate of Compliance**

Vendor shall certify that the materials and processes used in performance of the Purchase Order meet all specification requirements and that inspection/process control/test data necessary to substantiate the Certificate of Compliance are on file and available for SCFM review. The Certificate of Compliance, signed by an authorized individual, certifies that the part or service has met all requirements of the Purchase Order including drawings and specifications at the prescribed revision level.

When requested in the Purchase Order, Vendor shall provide inspection/process control/test data with the Certificate of Conformance to SCFM.

6. **Nonconforming Material**

Vendor is responsible for establishing controls to ensure that products not conforming to the Purchase Order are identified, segregated, dispositioned and controlled to prevent inadvertent use. In addition, SCFM may return items that it finds to be nonconforming for appropriate rework, or replacement.

7. Corrective Action

Vendor is responsible for implementing a quality system that is capable of resolving problems and correcting conditions that adversely affect quality. Vendors shall determine root cause (primary reason which caused product nonconformance or quality system deficiency), institute measures to prevent recurrence and implement corrective action.

8. Preservation, Packaging, Packing & Cleanliness

Unless otherwise specified, all uncoated or unprotected ferrous and nonferrous metal surfaces shall be protected against rust and corrosion for a minimum of sixty (60) days from the date of shipment.

9. Special Processes

Vendors that perform special processes (such as casting, painting, plating, heat treatment, etc), must retain records of inspection/process control/test data for each purchase order lot that is produced and provide such for SCFM's review, upon request.

When requested in the Purchase Order, Vendor shall submit inspection/process control/test data prior to or with the shipment to SCFM.

NADCAP approval is required for the following processes:

- Heat Treatment
- Radiographic inspection
- Penetrant inspection
- Tensile testing
- Chemical analysis
- Hardness testing

10. Customer/Government Surveillance

The items and supporting quality documentation covered by this Purchase Order may be subject to SCFM and / or customer/government surveillance/inspection and/or witnessing of tests prior to shipment from your plant.

11. Notifications

The supplier shall immediately notify SCFM when it is suspected or known that nonconforming material has been produced or delivered. The notification must include a clear description of the actual or suspected nonconformance. (b) The supplier shall notify SCFM as soon as it has been determined that supplier is not able to ship as specified. (c) The supplier shall notify SCFM of any **changes in product or process** definition, suppliers, or location of the manufacturing facility and obtain SCFM consent to proceed prior to accepting the order. SCFM, in turn, monitors the supplier's quality and delivery performance and notifies suppliers through performance reports and/or requests for corrections, when deemed necessary.

12. Competence

The supplier shall only use staff that are competent in the tasks they are assigned, and regularly evaluate staff to ensure they remain at the required level of knowledge needed for these assigned tasks.



13. Sub-contracting

Suppliers shall flow down all applicable requirements of the Purchase Order to their sub-tiers to ensure conformance with all Specifications, Drawings, and Quality System requirements, Regulations, key characteristics, Public Laws, and any additional requirements specified in the Purchase Order.