

## Purchasing Quality Clauses

**QC 01 Certificate of Conformance** Each shipment must have signature and title of an authorized representative of the vendor stating products, material or services meet all requirements on HTE Manufacturing Purchase Order. Certificates must contain the following: a) HTE Manufacturing Purchase Order Number and line item number: b) Quantity, lot and/or serial number: c) Date of manufacture: d) Part number and revision as specified on HTE Manufacturing Purchase Order and must be formatted in English.

**QC 02 Material Substitution** No substitution of material composition, size or specification will be allowed except by HTE Manufacturing written approval and an amendment to the Purchase Order.

**QC 03 Deviations** Any departure or deviation from drawings, specifications, or other purchase order requirements must be reported to the HTE Manufacturing buyer and be approved by amendment to the purchase order.

**QC 04 Corrective Action** When notified by HTE Manufacturing that items furnished by vendor were found discrepant upon Receiving Inspection, vendor shall promptly notify the buyer in writing of adequate and acceptable corrective action taken to eliminate the root cause of such discrepancy. If vendor is aware (or becomes aware) of any discrepancies which could affect quality or intended use of product or material, the HTE Manufacturing buyer will notify immediately as to what items, quantities may be suspect and when they were delivered to HTE Manufacturing.

**QC 05 Quality System** The vendor shall implement and maintain a Quality Management System compliant with ISO 9001:2008, AS 9100, ANSI/ISO/IEC 17025 or an equivalent system that provides adequate inspection to verify that the product and/or service supplied is in full compliance with the purchase order requirements, all applicable specifications and/or drawings. Compliance with these requirements is subject to audits by HTE Manufacturing and by extension to our customers, government and/or regulatory/statutory agency representatives.

**QC 06 Inspection Records** Generate records of all inspections performed and maintain such records on file for review of HTE Manufacturing and by extension to our customers, government and/or regulatory/statutory agency representative for a minimum period of ten (10) years.

**QC 07 Physical and Chemical Test Records** Legible, reproducible copies of raw material, chemical and physical test reports from the manufacturer's (Mill) test reports. The test reports shall contain all data required per the material specification. Test report data must be submitted for each heat lot or material lot formatted in English.

**QC 08 Process Certifications** Each shipment shall include all processing certifications. All processing shall be in accordance with the process specifications, HTE Manufacturing purchase order or customer drawing requirements, such as heat treating, welding, magnetic particle inspection, Penetrant inspection, ultrasonic inspection, surface preparation and/or treatment, etc. All processing certifications must have the process specification with revision called out on the certification. If parts are serialized, the serial numbers shall appear on the certification.

**QC 09 Customer Furnished Materials** Certifications shall be required from vendor's stating that only HTE Manufacturing furnished materials were used in the fabrication of the product.

**QC 10 Right of Entry** HTE Manufacturing, Inc. reserves the right to review all items included on the purchase order of the vendor's facility and at any sub-tier facility. Access rights shall be extended to our customer, government, statutory and regulatory representatives.

**QC 11 First Article Sample** The first article sample shall be submitted to HTE Manufacturing with the following complete first article inspection report (AS9102A formatted) or equivalent. The report shall include all characteristics and recorded variable data, all inspection tools/instruments used for verifying measurements shall be listed on the report with the following information: name, type, serial number and/or calibration control number.

**QC 12 Traceability** The vendor shall establish and maintain a system for traceability of vendors for their source (including all sub-tier vendors) by lot, batch, heat lot, melt, specification, drawing revision. Records of traceability shall be maintained by the vendor as part of the objective evidence of quality control and acceptability, and such records shall be made available to representatives of HTE Manufacturing and/or HTE Manufacturing customers, government, statutory or regulatory representatives.

**QC 13 Packaging** Packaging of the product shall be to prevent any dents, dings, or scratches. All boxes shall be labeled with HTE Manufacturing purchase order number and however many boxes (1 of 2, 2 of 2, etc). The box that has the inspection data pack shall be included on the label.

**QC 14 Material Certification** Certifications shall be provided from the manufacturer of the material (Mill). The material certification shall state: type of material, material specification, batch number and/or lot number.

**QC 15 Counterfeit Material**- Supplier shall employ a counterfeit material protection plan in accordance with AS6124 Assuring Acquisition of Authentic and Conforming Material.

**QC 16 Conformity** – Supplier shall ensure that persons are aware of their contributions to product, or service conformity, product safety and the importance of ethical behavior.