



Supplier Quality Requirements and Clauses

Supplier Quality Requirements – General

The following clauses apply to all Purchase Orders, as applicable

Q01 Quality System Requirements

Manufacturer-As a minimum, the Seller shall have a documented Quality System consistent to the requirements of ANSI/ASQC Q90011994 Model for Quality Assurance in Production and Installation, as applicable.

Note: Kirkhill-TA approval to ANSI/ASQC Q9001/1994 shall include flow down of requirements for AS9100 B, ISO

9001/2000, FAR 21.303 (H), NHB5300.4 (1C) Quality Systems

Distributor-As a minimum, the Seller shall have a documented Quality System consistent to the requirements of ISO 9001/2000

Quality Management Systems

The Seller's Quality System shall be subject to the review by Kirkhill-TA and/or Customers and Government Quality Representatives, as applicable to this Purchase Order

Q02 Access to Seller's Facility

Buyer- Kirkhill-TA reserves the right to inspect any or all work under this Purchase Order at Seller's facility. Seller shall be notified on the Purchase Order if Kirkhill source inspection is required unless otherwise notified, no shipments are to be held for source inspection.

Customer- Kirkhill-TA customers reserve the right to inspect any or all work under this Purchase Order at seller's facility. Seller shall

be notified on the Purchase Order if customer source inspection is required.

Government- When a Government Contract Number is referenced on the Purchase Order, the Government reserves the right to inspect

any or all work under this Purchase Order at the seller's facility. Seller shall be notified on the Purchase Order if

Government source inspection is required.

Q03 Subcontracted Work

Seller shall flow down all requirements specified on this Purchase Order to the seller's subcontractor(s). When a Government Contract Number is referenced on this Purchase Order, Seller shall indicate the Government Contract Number on all subcontract Purchase Orders.

Q04 Special Processes

When Special Processes are required by work under this Purchase Order, the Seller shall utilize only processors approved by Kirkhill-TA and/or its customer. Contact Kirkhill-TA Quality Department to verify approval status. Special Processes include but are not limited to: Welding, Heat Treat, Plating, Anodizing and Non-Destructive Testing. Shipments must include a Process Certification signed by an authorized representative of the processor, the name and title of signatories must be typed on the certification (may be included in Certification of Conformance, see Q05).

Q05 Certification of Conformance

Each shipment must include a Certificate of Conformance signed by an authorized representative of the Seller (original signature only, no facsimiles allowed), the name and title of the signatories must be typed on the certification. The Certification must state the applicable Manufacturing Process and revision as well as all Finish Processes and revisions performed under this Purchase Order.

Q06 Test Reports

Each shipment shall include Chemical and Physical Test Reports as required by the Material Specifications applicable to work under this Purchase Order. Test Reports must indicate actual values of testing performed on the represented material lot. Test Reports shall be signed by an authorized representative of the material manufacturer; the name and title of the signatories must be typed on the test report.

Q07 Nonconforming Product

Seller shall notify Kirkhill-TA of nonconformance on all Buyer supplied materials discovered at receiving or during manufacturing/processing. A documented statement of nonconformance will be submitted for disposition by Kirkhill-TA and its customer prior to shipment. Seller supplied nonconforming product is not acceptable and will not be disposition nor accepted.

Q08 Proprietary Information

Seller shall hold confidential all blue prints, electronic data sets, sketches, tooling, etc. provided with this Purchase Order. Distribution shall be restricted to necessary subcontractors as required for the performance of work on this Purchase Order. All proprietary Information will be returned at the completion of work to this Purchase Order.

Q09 Shelf Life Controlled Material

The Seller shall identify each item, container or package with the Date of Manufacture, Date of Expiration and applicable Storage and Handling requirements. Seller shall only ship materials retaining 90% of their effective shelf life. Non-conforming product will not be acceptable to Kirkhill-TA unless specifically noted on the Purchase Order.

Q10 Sampling Inspection

Seller may perform sampling inspection of all characteristics on product(s) covered by the Purchase Order. Records of Inspection results showing actual values, lot size, sample size and number of units accepted in sample shall accompany each delivery of product(s). Sampling Plans must indicate acceptance number equals zero (0), no defects in sample for lot acceptance.

Q11 Records

The Seller shall maintain accurate inspection and test records subject to review by Kirkhill-TA, Customer and/or Government representatives. Records not provided with shipment shall be retained for 10 years.

Supplier Quality Requirements – Special

The following requirements apply when specifically called out on body of Purchase order.

Q12 Kirkhill or Customer Inspection

Prior to shipment, Inspection and acceptance of product furnished under this order is required at the Seller's facility by a Quality Assurance Representative of Kirkhill-TA. Evidence of such inspection and acceptance shall be the application of the Inspector's stamp on the packing slip. Please contact the Inspection Department at 714-529-4901 X 5278 at least forty-eight (48) hours in advance of the time the articles are available for inspection or test.

Q13 Government Inspection

Prior to shipment, Inspection and acceptance of product furnished under this order is required at the Seller's facility by a Quality Assurance Representative of the U.S. Government. Government inspection shall only be performed after product has been inspected and accepted by Kirkhill-TA Quality Assurance Representative. Upon receipt of this Purchase Order, Seller shall promptly notify the Government Representative who normally services Seller's facility, in order that proper planning by the Government source inspection can be accomplished. If the representative of the Government Inspection Office cannot be located, contact the Kirkhill Inspection Office at 714-529-4901 X 5278 immediately.

Q14 First Article Inspection

Concurrent with the first production delivery, Seller shall submit the first article product(s) to the Kirkhill Inspection Office together with documents and data representing results of the Seller's First Article Inspection/Test, showing actual dimensions or values of each product characteristic and evidence of compliance to applicable drawing notes. The First Article product(s) shall be clearly identified by tagging and other positive method.

Q15 Kirkhill First Article Inspection

Kirkhill inspection and acceptance of First Article product(s) is required prior to Seller starting production. The First Article shall be identified as such including the Purchase Order number, part number and part name. The Seller shall submit the First Article product(s) with documents and data representing Seller's First Article Inspection/Test showing actual dimensions or values for each characteristic and evidence of compliance to applicable drawing notes to the Kirkhill Inspection Office.

Q16 100% Inspection

Seller shall perform 100% inspection of all characteristics on all product(s) covered by the Purchase Order. Records of inspection results showing actual values shall accompany each delivery of product(s).

Q17 Traceability

Outside Processing Suppliers performing processing of materials (rubber or fabrics) are required to maintain traceability of materials supplied by Kirkhill-TA to the processed product Batch and/or lot numbers of materials provided shall be referenced on the processed product Certifications provided with each shipment. In addition to the normal product identification, any identification tags from materials supplied by Kirkhill-TA shall be affixed to the processed product.

Q18 GIDEP Notification

GIDEP stands for Government Industry Data Exchange Program. This is a network of U.S. Government and industrial organizations who cooperate in identifying and preventing unsuitable or questionable materials from being used. Problems with parts, materials, or equipment that are of mutual concern to NASA and associated suppliers are reported via the GIDEP Alert system. An Alert is a warning that faulty or counterfeit parts or raw materials are in circulation. Alerts are issued by a member of GIDEP. The supplier shall establish a systematic approach to evaluate and respond to GIDEP Alerts forwarded by Kirkhill and to investigate, resolve, and document parts and materials problems.

Q20 Self Release / Source Delegation

Each shipment must include a Certificate of Conformance and applicable Documents required in Quality Clause Q05, the authorized representative will stamp and date the documents with the applicable stamp provided to the seller for Self Release / Source Delegation. The Sellers Certifications must state the applicable Manufacturing Process and revision as well as all Finish Processes and revisions performed under this Purchase Order.

Upon receipt of an Alert from Kirkhill, the supplier shall determine whether or not the Alert is applicable to the operations or materials of the supplier or supplier sub tier suppliers. If applicable, an investigation shall immediately be initiated to determine the impact. The supplier shall submit a written response within 5 working days to Kirkhill on each Alert received. An open Alert requiring immediate closure due to a pending flight may require closure information to be submitted by phone. Appropriate action shall be recommended or taken with Kirkhill approval. Results of the investigation shall be reported to Kirkhill.