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**BRAZONICS, INC.**

**QUALITY CONTROL INSTRUCTION**

<b>QCI: 6.1.1</b>	<b>TITLE: PURCHASE ORDER NOTES AND CODES</b>
<b>ISSUE DATE: 10/18/2016</b>	<b>REVIEWED BY: Kennia E. Corona</b> <i>KE</i>
<b>REV DATE: 04/09/2018</b>	<b>MFG APPROVAL:</b> <i>John Corona</i>
<b>REV: E</b>	<b>ENG APPROVAL:</b> <i>[Signature]</i>
<b>PAGE 1 OF 9</b>	<b>QA APPROVAL:</b> <i>Kennia E. Corona</i>

**1.0 PURPOSE:**

1.1 To meet the intent of SAE AS9100 Section 8.4 Control of Externally Provided Processes, Products and Services, to ensure purchased product conforms to specified purchase requirements by flowing down the necessary quality requirements and selecting approved suppliers to ensure product realization.

**2.0 RESPONSIBILITIES:**

- 2.1 It shall be the responsibility of Purchasing to implement the proper quality clause into the body of the purchase order and that the supplier chosen is capable of performing the function.
- 2.2 It shall be the responsibility of supplier working to applicable purchase note and/or code to comply with requirements specified herein.
  - 2.2.1 If at any point supplier has a concern regarding the purchase note and/or code flowed down or feel they cannot comply with requirements, Brazonics purchasing department shall be contacted prior to proceeding.
- 2.3 It shall be the responsibility of Quality to ensure that these requirements are adhered to.

**3.0 QUALITY ASSURANCE PURCHASE ORDER NOTES AND CODES REQUIREMENTS:**

3.1 Applicability: The Quality Assurance Requirements specified on the purchase order comprise an integral part of the purchase order. Items which do not conform to the requirements may be subject to rejection and returned for rework or replacement.

**P01 STANDARD PO NOTE**

- Confirming PO - DO NOT DUPLICATE.
- SDS Required, as applicable.
- Use of Ozone depleting substances prohibited.
- Suppliers must conform to ISO-10012-1, QA Requirements for Measuring Equipment or MIL-STD-45662, Calibration Systems Requirements.
- B/E Aerospace, TPM Segment Terms & Conditions of purchase applies to this order. Terms of Purchase can be found at [www.brazonics.bethermalandpower.com](http://www.brazonics.bethermalandpower.com)

Brazonics, Inc, a BE Aerospace Company, is an affirmative action/equal opportunity/e-verify employer.

If this order is for a contract or subcontract with the U.S. Government, then the following applies:

The Equal Employment Opportunity clauses in Section 202 of Executive Order 11246, Section 503 of the Rehabilitation Act of 1973, and Section 4212 of the Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended, 29 CFR Part 471, Appendix A to Subpart A (EO13496), and the implementing rules and regulations of the Office of Federal Contract Compliance Programs (41 CFR, Chapter 60) are incorporated herein.

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**THIS CONTRACTOR AND SUBCONTRACTOR SHALL ABIDE BY THE REQUIREMENTS OF 41 CFR 60-300.5(A) AND 41 CFR 60-741.5(A). THESE REGULATIONS PROHIBIT DISCRIMINATION AGAINST QUALIFIED INDIVIDUALS ON THE BASIS OF PROTECTED VETERAN STATUS OR DISABILITY, AND REQUIRES AFFIRMATIVE ACTION BY COVERED PRIME CONTRACTORS AND SUBCONTRACTORS TO EMPLOY AND ADVANCE IN EMPLOYMENT QUALIFIED PROTECTED VETERANS AND INDIVIDUALS WITH DISABILITIES, AND TO TREAT QUALIFIED INDIVIDUALS WITHOUT DISCRIMINATION ON THE BASIS OF THEIR PHYSICAL OR MENTAL DISABILITY.**

NOTE: Tumble deburring not permitted without written consent.

**Quality System**

The supplier shall maintain an effective Quality System in accordance with any of the following; AS 9100, ISO 9001, MIL-I-45208, or equivalent that relate to customer product.

**Calibration System**

The supplier shall maintain an effective Calibration System in accordance with ISO 10012-1, MIL-STD-45662, or equivalent.

**Right of Access**

Work under this PO is subject to Brazonics, Brazonics' customers and/or government and regulatory agency personnel periodic surveillance/audits of the process and all facilities of the supplier, including those facilities of sub-tiers where worked is being performed or is scheduled to be performed. Supplier shall include the provisions of this facility access requirements in its PO with its sub-tier processors.

**Nonconforming Materials**

The supplier shall notify Brazonics, via Purchasing Department, of any Nonconforming Material. Materials shall be identified as Nonconforming prior to shipment; data shall be supplied of the Nonconformance. Purchasing department representative is to notify Engineering and/or Quality Management representative of the nonconformance.

**Notification of Changes**

The supplier shall notify Brazonics of any changes to the supplier product/process or change of plant location and ownership. Notification to Brazonics shall be done in writing, via Purchasing Department, at least 90 days in advance of any of these changes. Purchasing department representative is to notify Quality Management representative of the changes.

**Control of Records**

The supplier shall maintain Control of Records for a period of 10 years and/or longer if required by the Purchase Order. Those records shall be maintained by the supplier and destroyed after 10 years of PO (purchase order) closure. Records shall be available if required. Unless otherwise specified in the PO, latest revision of specifications must be used.

**Work Transition**

Supplier must notify Brazonics of any work transition. If work transition is approved by Brazonics, supplier must have a process to manage work transfers. Brazonics supplier shall provide information in regards of the new producer/supplier capabilities and production readiness.

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### **Suppliers Responsibilities**

It is the responsibility of all Brazonics suppliers to:

- a) Apply the appropriate controls to their direct and sub-tier external providers to ensure that Brazonics flowed down requirements are met.
- b) Ensure personnel performing the work to be provided to Brazonics are competent and have all applicable qualifications.
- c) Ensure that persons are aware of their contribution to product or service conformity, product safety, and the importance of ethical behavior.
- d) Understand that Brazonics evaluates each supplier (of raw material, machined parts, special processes, quality services, and customer approved sources) based on their ability to supply product in accordance with flowed down requirements with focus on quality and delivery. Based on the results from this review supplier may receive a corrective action, be removed from our approved suppliers list, or placed on probation. Suppliers placed on probation, are required to submit an improvement plan.
- e) Contact Brazonics buyer at any time there is an issue or concern.

### **Abrasives**

No abrasive pads, sandpaper, disc, orbital sanding, etc. shall be used for surface preparation of parts.

### **P01.1 GOVERNMENT RATED ORDER:**

This is a rated order for national defense use, and you are required to follow all the provisions of the Defense. Priorities and Allocations System regulation (15CFR 700). The Rating to support this order is DX or DO.

### **P01.2 NOT RATED ORDER:**

This is not a rated order for national defense use.

### **P02 Brazonics, Inc. to supply material for this Order.**

### **P03 Vendor to supply all material required for this Order.**

### **P04 EXPENSE ONLY**

- Confirming P.O. - DO NOT DUPLICATE.
- B/E Aerospace, TPM Segment Terms & Conditions of purchase applies to this order. Terms of Purchase can be found at [www.brazonics.bethermalandpower.com](http://www.brazonics.bethermalandpower.com)

### **P05 EXPENSE WITH CERTS REQUIRED**

- Confirming P.O. - DO NOT DUPLICATE
- SDS Required
- B/E Aerospace, TPM Segment Terms & Conditions of purchase applies to this order. Terms of Purchase can be found at [www.brazonics.bethermalandpower.com](http://www.brazonics.bethermalandpower.com).

#### **Quality System**

The supplier shall maintain an effective Quality System in accordance with any of the following; AS 9100, ISO 9001, MIL-I-45208, or equivalent that relate to customer product.

### **P06 FOREIGN OBJECT DAMAGE (FOD) PREVENTION**

The supplier shall establish and maintain an effective Foreign Object Damage/Debris (FOD) Prevention Program in order to prevent, detect, and remove FOD throughout all processes.

The supplier shall utilize effective FOD prevention practices.

The written procedures or policies developed by the supplier shall be subject to review and audit by Brazonics, and disapproval when the supplier prevention program does not accomplish its objectives.

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**P07 CHEMICAL LABELS**

All chemicals purchased must be identified with GHS chemical labels. In addition, suppliers must include or submit the chemical(s) SDS (Safety Data Sheet) for all products on every shipment. Commodity containers must be labeled on both, container and shipment box.

**P08 MATERIAL CUT SIZE INTO 6 FOOT LENGTHS**

Material is okay to be cut into 6 foot lengths for UPS shipments.

**P09 PEERLESS INSTRUMENT FLOW DOWN**

The following statements shall be preprinted in each manufacturing inspection or test record, and certification used in conjunction with this PO:

“The recording of false, fictitious, or fraudulent statements or entries on this document may be punishable as a felony under Federal Statute.”

“Material furnished does not contain, nor has been contaminated by mercury or mercury compounds.”

**P10 Handling, Storage, Packaging and Preservation and Delivery:**

Supplier shall maintain a process for handling, storage, packaging, preservation, and delivery of the product to prevent damage deterioration, and contamination. Supplier and sub-tiers shall properly wrap, box or rack parts to guard against shipping damage and to apply rust or corrosion protection.

**P11 REACH and RoHS Compliance:**

All product delivered shall be REACH compliant per EU Regulation 1907/2006 and RoHS compliant per EU Directive 2011/65/EU. A statement of REACH and RoHS compliance shall be included on the supplier’s Certificate of Conformance.

**O01 CERTIFICATE OF CONFORMANCE (C of C)**

A Certificate of Conformance, signed by a company official, shall accompany each shipment and shall contain the following information:

- a) Supplier Name
- b) Purchase Order Number
- c) Part Number
- d) Part Revision
- e) Quantity
- f) Serial Numbers (if applicable)
- g) Special Processes, including revisions of specifications
- h) Date
- i) Authorized Signature and Title
- j) A Statement certifying product compliance and traceability.
- k) The C of C or other company document shall contain a DFAR compliance statement, when required.

**C of C shall be legible.**

**NOTE:** When special processes are performed by companies other than the supplier directly providing the item to Brazonics, all C of C’s from the company performing special processes shall be provided to Brazonics with each shipment.

**O02 LAB REPORT DOCUMENTATION REQUIREMENTS**

Raw Material used in the fabrication of this Order shall be traceable to a Laboratory Certificate of actual chemical analysis and mechanical or physical property test results as called for on the governing material specification. A copy of this Certificate must accompany each delivery and contain Chemical Analysis, Mechanical Properties, Name of Laboratory, Signature and Title of the person responsible for the testing performed. A Mill Analysis traceable to the Mill Heat Number is acceptable. Certificate must be legible.

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**Q03 TEST AND INSPECTION DATA REQUIREMENTS**

Acceptance test data and/or inspection results, shall accompany every shipment. These reports shall be validated by an authorized representative of the Suppliers Quality Department and stamped for approval after acceptance.

Examples: Machine Shop - SPC Data, 1st piece Inspection

In-Process Inspection, etc.

Painting - Paint thickness, texture, etc.

Plating - Plating thickness, etc.

All data shall be legible.

**Q04 AGE MATERIAL**

Materials or articles requiring a limited shelf life shall be labeled with the expiration date. The expiration date shall not consume more than 80% of the entire shelf life. Materials or articles having a definite characteristic of Quality degradation with age shall be marked in a manner to indicate the date at which the critical life was initiated and the useful life is expended.

**Q05 SOURCE INSPECTION**

Brazonics Source Inspection is required prior to shipment from the Supplier's facility. Notify the Brazonics Quality Assurance Department 72 hours in advance of need of Source Inspection. The Supplier shall make available to the Brazonics Quality Representative any necessary specifications, documents and facilities. This requirement does not relieve the Supplier of the responsibility for Final Inspection by Brazonics.

**Q06 SAMPLE SPECIMEN**

A Brazonics supplied sample coupon is to be processed along with the items specified on the Order and must accompany each shipment.

**Q07 CALIBRATION C of C**

Calibration Certificates of Conformance must state the following information as a minimum.

- a) Name and address of agency performing the calibration
- b) Description of equipment and operating range, including the precision and accuracy of the instrument.
  - o Provide a Statement of Uncertainty, when applicable.
- c) Primary standard or equipment shall be included and traceable to NIST.
- d) Calibration method used.
- e) Date of calibration shall be stated.
- f) The "as found" and "as left" conditions shall be documented when the instrument was adjusted or repaired during the course of calibration.
- g) Calibration personnel shall be identified and certificate shall be signed/stamped by authorizing person.
- h) Indicate the Environmental Conditions under which the results were obtained.
- i) Purchase Order
- j) Quantity
- k) Identify the Calibration Source as calibrated (Pass/Fail).
- l) Title and Statement Certifying to the requirements of ISO 10012-1-QA Requirements for Measuring Equipment, or applicable specification.
- m) **Certificate shall be legible.**

**NOTE: Calibration shall be performed by an ISO 17025 accredited source or documented evaluation, and shall be carried out under suitable environmental conditions.**

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#### **Q08 SAMPLING PLAN**

When sampling plan is used by the supplier to accept product supplied to Brazonics, the sampling plan shall be justified on the basis of recognized statistical principles and appropriate for use (i.e. matching the sampling plan to the criticality of the product and to the process capability).

If supplier has any doubt of what sampling standard to use, ANSI ASQ Z1.4 shall be used.

#### **Q09 PAINT TEST COUPONS REQUIRED ON THIS PURCHASE ORDER**

The Vendor shall prepare a sample panel in accordance with the applicable specification and processed with the actual product applied to the units per this Purchase Order. The sample coupon shall be 3" x 5" x .06 thick 6061-T6 aluminum. The coatings shall be applied to overlap subsequent coatings at 1/2" intervals. The uncoated side of the sample coupon shall be identified with the Vendors Company name, Purchase Order Number, Part Number and Specification of Coating Material(s). Paint test coupons shall be returned to Brazonics with the corresponding order.

#### **Q10 WELDING GASES**

A. *ARGON* - A Certificate of Conformance signed by a company official shall accompany each shipment and contain the following information: Supplier Name, Purchase Order, Quantity, Date, Authorized Signature, Title and Statement Certifying to the requirements of MIL-A-18455 or CGA G-11.1. Certificate of Conformance shall be legible.

B. *ARGON HELIUM MIXTURE* A Certificate of Conformance signed by a company official shall accompany each shipment and contain the following information: Supplier Name, Purchase Order, Quantity, Date, Authorized Signature, Title and Statement Certifying to the requirements of MIL-A-18455 or CGA G-11.1 for Argon and BB-H-1168 or CGA G-9.1 except 99.996 percent (min) purity argon by volume; dew point -76F or lower; oxygen 10.0 PPM (max) by vol. Helium, Grade A except dew point -76F or lower. Certificate of Conformance shall be legible.

**Note:** Gas Mixtures: The purity of the gases in the mixture shall be as specified for individual gases listed. Composition of gas mixture shall be specified by the fabricator. (75% Argon; 25% Helium).

#### **Q11 WELDING ROD**

A Certificate of Conformance signed by a company official shall be on file and contain the following information; Supplier Name, Purchase Order, Quantity, Date, Authorized Signature, Title and Statement Certifying to the requirements of A.W.S. 5.10. Certificate of Conformance shall be legible.

#### **Q13 METALLOGRAPHIC & DESTRUCTIVE TEST RESULTS**

All photos, samples & mounts shall be returned to Brazonics, Inc.

#### **Q14 MATERIAL SAMPLE REQUIRED PRIOR TO FILLING ORDER**

A sample of the material to be supplied for this order shall be furnished for testing purposes prior to filling order. The material sample shall be 1/2"MIN X 2"MIN X Stock thickness. The sample shall be supplied with the actual Heat Lot Number and actual Chemical & Physical Reports.

#### **Q15 CUSTOMER APPROVED SOURCES**

When noted per Customer P.O. review or other Customer related Documents, the use of only Approved Customer Sources shall be used to process hardware for Special processes as noted.

#### **Q16 SERIALIZATION**

Serialized Assemblies shall be traceable to the Product Acceptance Records that are associated with the overall assembly. The assembly shall also be traceable to each Serialized or Lot-Numbered Sub-Assembly or part and their Product Acceptance Records.

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**Q19 PAINT CERTIFICATION REQUIREMENTS FOR THIS PURCHASE ORDER**

Certification shall include the following;

1. Part Numbers painted on this Purchase Order.
2. Quantity & Serial Number Reference of parts painted on this Purchase Order.
3. Specifications used; MIL-P-53022 & MIL-C-22750.
4. Primer & Paint Manufacturers.
5. Batch Numbers of Primer (A & B) and Paint (A & B).
6. FED-STD-595 Color Chip #.
7. Copy original manufacturers Certification of Primer and Paint.
8. All Primer & Paint MUST be purchased from a QPL Approved Source.

NOTES: All assemblies that are tagged and wired to the part during supplier processing, must stay with the associated assemblies at all times. Certificate of Conformance shall be legible.

**Q20 LOCKHEED MARTIN AERONAUTICAL APPENDIX QJ**

Processing to be accomplished in performance of this purchase order is directly related to a Lockheed Martin Aeronautics Company purchase order and must be accomplished in accordance with process specification(s) on this purchase order and the revision in effect as of the date of this PO of Lockheed Martin Aeronautics Company Appendix QJ.

Supplier can request a copy of Appendix QJ from Brazonics buyer, if not provided at the time of PO placement or supplier doesn't have direct access to Lockheed document.

Sub-tier QCS-001 Process Source is to identify specification(s) title, specific revision level(s), and drawing(s) requirement(s) to be performed by a QCS-001 source.

QCS-001 document can be found here: <https://sqm.lmaeronautics.com/QCS001View.aspx>

**Q21 LOCKHEED MARTIN AERONAUTICAL QCS-001**

Supplier QCS-001 Process Source must submit a certificate of conformance (C of C) with a unique certification number with each shipment asserting that the items contained within the shipment are in total compliance with the requirements of this PO; C of C shall include process specifications exceptions (e.g. pre-clean, stress relief/bake, etch, etc.) and the following data elements/information:

- a) Title, specification number (Including revision letter) and QCS-001 process code of the process,
- b) Name and address of the process facility,
- c) Lockheed Martin assigned processor number,
- d) Date the C of C was issued,
- e) Purchase order and purchase order part number,
- f) Quantity of parts (to include quantity accepted/rejected),
- g) Signature and title of authorized quality agent of QCS-001 Process Source,
- h) Fracture durability classification or serialization per customer PO.

Sub-tier QCS-001 Process Source is to identify specification(s) title, specific revision level(s), and drawing(s) requirement(s) to be performed by a QCS-001 source.

QCS-001 document can be found here: <https://sqm.lmaeronautics.com/QCS001View.aspx>

**Q22 FIRST ARTICLE INSPECTION**

Vendor shall supply first article inspection data reports on an as9102 form, IAW AS9100. Forms shall be the latest revision in effect at the time of processing. Vendor may elect to use their own proprietary forms, as long as all requirements of AS9102 are met.

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**Q24 MANUFACTURING PLAN**

Manufacturing plan for each Part # must be submitted to Brazonics for approval, prior to proceeding with this Order.

**Q27 THIS PRODUCT IS USED FOR UTC MEMBER'S END USE**

This product is for UTC member end use and must be controlled per applicable specifications: asqr-01 (supplier quality requirements), utcqr-09-1 (process certification requirements), hsm-17 (supplier product-release program), HSM 19 and purchase order requirements.

**Q28 252.225-7008, 252.225-7009, OR 252.225-7014 ALT 1 DOMESTIC SPECIALTY METALS (DFAR)**

Any of the above clauses are applicable to this order; any specialty metals used in any deliverable product must be melted in the united states or a qualifying country, a certification stating DFAR compliance and country of origin are required to accompany delivery. The chemical and physical analysis reports shall be maintained by supplier for reference.

**Q29 ITAR CONTROLLED COMMODITIES, TECHNOLOGY AND/OR SOFTWARE EXPORT COMPLIANCE STATEMENT**

The information contained in this Purchase Order (PO) is sensitive to U.S. export laws and regulations. Acceptance of this purchase order binds your company to the following:

- A. The goods being procured will not be used or transferred for the purpose associated with chemical, biological, or nuclear weapons or missiles. Nor will they be resold if it is known that they are intended or likely to be used to such a purpose.
- B. The understanding that the Brazonics goods and technology (i.e. drawings, parts) are controlled by the U.S. Department of State, International Traffic in Arms Regulations and/or Department of Commerce, Export Administration. Regulations.
- C. Upon acceptance of this PO your company assumes all responsibilities for export compliance and to ensure the goods and/or technology will not be exported, re-exported, released or disclosed to foreign nationals inside or outside the U.S. without prior U.S. Government export authorization.
- D. Agree that export control requirements stated above shall survive the completion, early termination, cancellation or expiration of the applicable purchase order, agreement or contract.

**Q31 BRAZONICS CUSTOMER SUPPLIED PAO COOLANT**

PAO coolant per MIL-PRF-87252 ROYCO 602 – 5 gallon container; Brazonics, as the customer, is supplying the Vendor with PAO coolant for the purposes of flushing internal passageways of parts as agreed upon in the Purchase Order. Brazonics mandates that such Customer Supplied Material be labels as follows:

Property of Brazonics, Inc., 94 Tide Mill Road, Hampton, NH 03842, 603-926-5700

Brazonics requires that the Vendor maintain the Customer Supplied Material in its original container and use it expressly for Brazonics contracted work. When the quantity in the container drops to half its original volume or it has reached its shelf life expiration date (shelf life of PAO is 5 years from date of manufacture which is marked on the container) the Vendor is to notify Brazonics Purchasing Department no less than three weeks prior to need and Brazonics will then supply more PAO. Once the Vendor has received the new shipment of PAO coolant from Brazonics they are to use the remaining PAO prior to opening the new container. If the remaining PAO has **expired** then it may be disposed of according to Local and Federal regulation.

**Q32 DOMESTIC MATERIAL**

When required by the Customer and Customer P.O. requirement, the use of Domestic Material "only", unless otherwise noted. Foreign Material may only be supplied if authorized by Brazonics Purchasing.



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**Q33 SUSPECT/COUNTERFEIT PARTS**

Seller shall supply Articles that are not and do not contain suspect/counterfeit parts. A suspect item is an item in which there is an indication by visual inspection, testing, or other information that may not conform to established government or industry accepted specifications or national consensus standards. A suspect/counterfeit item is any item that is a copy or substitute without legal right or authority to do so, or one whose material, performance, characteristics or identity does not appear to be authentic. The term also includes approved Article that has reached a design life limit or has been damaged beyond possible repair, but are altered and deliberately misrepresented as acceptable. Failure by Seller to document material substitution or identify that an item has been refurbished is considered to be fraud, and the item then becomes suspect/counterfeit.

If at any point an item is suspected to be counterfeit, supplier shall notify Brazonics purchasing department representative immediately and provide all applicable identification so the item can be recalled accordingly.

**Q34 PRODUCT FOR BOEING**

All products for Boeing will be processed using Boeing approved sources listed on the D1-4426 approved Suppliers List. Any associated testing must also be performed by a Boeing approved source listed on the D1-4426 approved supplier list.

**Q35 PRODUCT FOR VIASAT**

Products for ViaSat are subject to additional requirements, as flowed down individually on the purchase order, per ViaSat Quality Assurance Procurement Provisions – QAPPS document PR000512 (version as specified on the purchase order).