



SUPPLIER QUALITY CLAUSES

IMPORTANT SUPPLIER NOTICE: Quality clauses QC01 through QC11 are applicable to all purchase orders for processes and materials procured. QC12 through QC16 are only “As Required” per individual purchase order requirements.

General Requirements

QC01. Quality Management System Requirement: The Supplier shall maintain and/or be certified to an effective quality system in conformance with ISO 9001.

QC01A. Awareness. Supplier must be aware of their contribution to the product conformity and product safety. Supplier must be aware the importance of their ethical behavior in all aspects of conducting business.

QC02. Calibration System Requirement: The Supplier’s calibration system shall meet requirements of ISO/IEC 17025 or ANSI Z540.3

QC03. MRB/Nonconforming Material: The Supplier shall have a system in place for material identification and segregation to ensure only products that conform to the requirements of the purchase order, drawing and/or specification are delivered to Custom Packaging Supply, Inc. (CPS). Under no circumstance is supplier authorized to disposition non-conforming products and must notify respective Customer Service Representative (CSR) of any non-conforming products.

Note: Previous dispositions shall not take precedence of acceptability.

QC04. Change Notification. The supplier shall notify their corresponding CSR at CPS of any changes to the Supplier or sub-tier suppliers that are out of the requirements of the purchase order. Considered changes are as follows; change of ownership, materials, configuration, process, sub-tier suppliers, inspection methods and/or facility changes prior to production.

QC05. Corrective Action: The supplier or the supplier’s sub-tier supplier shall respond to CPS for corrective action within the timeframe specified and take timely and effective action to eliminate and prevent reoccurrences. Response shall consist of the following information:

Corrective Action

- a. Problem Statement
- b. Immediate Action
- c. Root Cause Analysis
- d. Solution and Implementation
- e. Verification of Effectiveness (including Objective Evidence)



QC06. Right of Entry: The supplier shall furnish reasonable support and access to manufacturing facilities, quality system documentation, quality records, third party audits reports, and personnel responsible for implementing and maintaining the quality system.

QC07. Industry Standards and Revisions: Unless otherwise specified (e.g., drawing, specification, etc.) the valid revision of any industry standard (e.g., ASTM, AMS, MIL-STD etc.) at the time of PO issuance shall be used for fulfillment of the purchase order.

QC08. Record Retention: Supplier shall maintain records of manufacturing and traceability of material used in the fabrication of parts, sub-assemblies or assemblies produced in fulfillment of purchase order. These records shall be maintained by the supplier for a period of ten (10) years after completion of the purchase order and shall be made available for review by authorized CPS personnel, upon request.

QC09. Packing, Packaging and Preservation: The supplier shall utilize appropriate packing, packaging and preservation methods and materials utilizing Best Commercial Practices to ensure articles are received at Custom Packaging Supply in acceptable condition.

QC10. Foreign Object Debris/ Foreign Object Damage (FOD). Supplier shall have a FOD program in place. Foreign Object Damage happens when any object or substance is introduced to a system and causes that system to malfunction or be degraded.

QC11. Counterfeit parts. Supplier shall not deliver or use counterfeit parts. “Counterfeit” part may be defined as: a part made or altered to imitate or resemble an “approved part” without authority or right, and with the intent to mislead or defraud by passing as original or genuine.

QC12. Flow down To Sub-Tier Supplier: Supplier is responsible to flow down any specific requirements to their sub-tier supplier and must comply to said requirements. If sub-tier supplier is non-compliant, supplier is responsible to immediately notify CPS’ CSR.

QC13. Certificate Of Compliance: The Supplier shall include a certifying statement which attests to the supplier’s compliance with all requirements of the purchase order. The Certificate of Compliance shall be signed by a responsible quality representative of the supplier.

As a minimum the Certificate of Compliance shall contain the following information:

- a. Certification of Compliance Statement
- b. CPS purchase order number
- c. CPS part number (include print revision letter if applicable)
- d. Standard/Specification/drawing (when applicable)
- e. Supplier’s shipping document number
- f. Quantity
- g. Serial Numbers or Lot Numbers (if applicable)
- h. Shelf life (if applicable)



QC14. Raw Material Certification/Traceability: Shipment shall include a material certification which identifies the raw material specification (include Type, Grade and Class with specification, if applicable). Material certification must also include the lot# of raw material used.

QC15. Physical/Chemical Test Reports: Materials furnished in fulfillment of purchase order must be accompanied with copies of certified test reports of the physical/chemical properties of material. Producer/Mill test data is preferred. Certified test data from an independent laboratory is acceptable.

QC16. Dimensional Inspection Report: Shipment shall be accompanied by a complete dimensional inspection report of furnished material. AQL shall be to General Inspection Level II per ANSI Z1.4 (current revision), unless otherwise specified.

QC17. First Article Inspection Report: Supplier shall provide an AS9102 first article inspection report to current form revision, accompanied by a complete process/material certification package.

Note: Supplier is not required to be AS9100 certified, however some customers require said FAIR.

QC18. First Article Piece Submission: Prior to manufacturing of material per CPS purchase order, submission of a first article piece is required for approval by buyer. Manufacturing of entire lot is advised as "At Risk" for the supplier without approval by buyer.

QC19. Source Inspection: A CPS or customer quality representative shall conduct an on-site inspection at supplier. CPS or customer quality representative shall sign, date & stamp required documents as proof of approval prior to shipment.