



PURCHASE ORDER QUALITY REQUIREMENTS

Clauses 001 – 009 apply to all Purchase Orders:

001 ORDER OF PRECEDENCE

In the event of conflict between specifications, drawings, and Purchase Order (PO), the following order shall take precedence:

1. Purchase order
2. Directed attachments
3. Drawings
4. Specifications
5. Referenced documents

002 SUBSTITUTIONS

Substitutions and changes are not permitted unless authorized in advance by a **WilliamsRDM** PO Change Order.

003 SUPPLIERS

- A. Supplier shall use only Sub-Tier Suppliers who can fully meet all specification and PO requirements, and, where required by PO specified end user flow downs for special processes, suppliers that have been previously approved by **WilliamsRDM** and/or **WilliamsRDM** Customers.
 1. Supplier shall control Sub-Tier Supplier procurements to ensure that any and all requirements specified are fulfilled.
 2. Supplier shall use only customer-approved outside process sources, when applicable, as indicated in text notes on the PO.
 3. Supplier shall notify **WilliamsRDM** if there are changes in manufactured product and/or processes, changes of component manufacturers, changes in manufacturing facility, and, where required, obtain approval.
 4. Supplier will maintain adequate records & visibility of location of **WilliamsRDM** material sent out for any necessary sub-processes. At a minimum, the supplier shall be able to know the location and anticipated receipt date of any **WilliamsRDM** material that is out of the facility at sub-tiers.
- B. **WilliamsRDM** has the right to conduct surveys, audits and inspection of Supplier's and/or Sub-Tier Supplier's facilities to determine competence and to verify continuing compliance with the requirements of the **WilliamsRDM** PO.
 1. During performance on this PO, the Suppliers and/or Sub-Tier Suppliers quality and/or inspection system and manufacturing processes, and any internal department levels associated with the PO, are subject to review and verification by **WilliamsRDM** or **WilliamsRDM** Customers.
- C. Obtain approval, in writing, for any non-conforming product prior to shipment. Notify the **WilliamsRDM** contact of the specific discrepancy vs. the original specification, and request approval of the deviation. **WilliamsRDM** will respond after evaluation of the discrepancy request.
- D. Supplier shall provide and maintain an inspection system which will assure that all supplies and services submitted to **WilliamsRDM** conform to PO requirements whether manufactured or processed by the Supplier of Supplier's sub tier sources. The supplier and their sub tiers at all levels shall perform or have performed the inspections and tests required to substantiate product conformance to drawing, specifications and PO requirements, including any referenced key characteristics. The Suppliers inspection system shall be documented and shall be available for review by **WilliamsRDM** prior to the initiation of production, and throughout the life of the contract. The Buyer at its discretion may furnish written notice of the acceptability or non-acceptability of the inspection system. The Supplier shall notify the **WilliamsRDM** representative in writing of any change to the Suppliers inspection system. The inspection system shall be subject to disapproval if changes would result in nonconforming products.

004 CONFORMANCE RESPONSIBILITY

- A. Neither inspection and/or tests made by **WilliamsRDM** or by Government representatives shall relieve the Supplier of the responsibility to furnish a product that conforms to the requirements stated on the **WilliamsRDM** PO.
- B. The Supplier shall notify the **WilliamsRDM** Buyer in writing when discrepancies in the Supplier's process or product are discovered and/or suspected which may affect parts or assemblies that the Supplier has delivered and/or will deliver under the **WilliamsRDM** PO.



005 CALIBRATION

Product acceptance inspections and tests, conducted in fulfillment of this order, shall be performed with calibrated equipment traceable to NIST. Supplier shall provide and maintain gages and other measuring and testing devices necessary to assure that products conform to the technical requirements.

006 CERTIFICATION

- A. Certificate of Compliance: One shall be completed and returned with each shipment and shall identify as a minimum the following:
1. Part number;
 2. **WilliamsRDM** PO number and line number;
 3. Serial number and revision (if applicable);
 4. Statement certifying that all material delivered under the referenced PO complies with part numbers, specifications and/or drawings noted and were inspected as stated and are available for review by **WilliamsRDM**, **WilliamsRDM** Customer(s) and/or Regulatory Authorities upon request. Welder Certification: Shall be in accordance with MIL-STD-1595.
- B. Certification of domestic metal origin: Supplier and all sub-tiers are prohibited from incorporating into military parts, components, and/or "end-item deliverables", specialty metals which have been melted outside of the United States, its possessions, or Puerto Rico, unless certain limited exceptions as set forth in the clause or DFARS subpart 225.7002-2 apply.
- C. Prohibited Material - All constructions and finishes containing pure cadmium or pure zinc are prohibited. In addition, constructions and finishes containing pure tin are prohibited unless they contain a minimum of 3-weight percent alloying element(s) (i.e. lead, silver, etc.). Seller shall submit a certificate with each shipment stating that no prohibited materials are present in their deliverable product.
- D. Chemical/Physical Certification - Data showing conformance with the applicable raw material specification (i.e. material test reports) shall be furnished with product delivered. Data shall be signed and certified to be accurate by an official of an applicable testing agency.
- E. Critical and Limited-life Certification or Compliance -
1. Materials or items having characteristics susceptible to degradation must be marked accordingly indicating the date at which the critical life was initiated or the useful life will be exhausted.
 2. Material such as paint, rubber, adhesives, lubricants, etc., shall not be used after the expiration date unless the Supplier can provide evidence of re-validation.
 3. Rubber goods must have the package/container stamped with its cure date or date of assembly.
- F. Material Shelf Life Certification - Material, chemical or item received shall have a minimum of 75% of its original shelf life upon receipt in our facility and MSDS sheet shall be included with item.
- G. Record Retention - Documentation required, as stated on the **WilliamsRDM** PO, shall be retained by the supplier for a period of seven (7) years upon PO completion and made available for **WilliamsRDM**, **WilliamsRDM** Customer(s) and/or Regulatory Authorities upon request.

007 OBJECTIVE EVIDENCE

Evidence consisting of data and/or certifications showing complete product and raw material specification conformance for all items used in product manufacturing and/or traceability to such data/certifications at the Supplier's and Sub-Tier Supplier facilities shall be:

- A. Retained on file and available for review to **WilliamsRDM** for a period of seven (7) years upon completion of **WilliamsRDM** PO.
- B. Delivered with each shipment hereunder.

008 PACKAGING

Material delivered here under shall be packaged in accordance with:

- A. Standard Commercial Practice - All material shall be protected against corrosion, contamination, deterioration, or other spoilage during transit. All material shall be packed with suitable protection as to prevent damage through handling, transit, and during storage prior to use. Packaging will be in accordance to "Best Commercial Practice" unless otherwise stated.
- B. Military Specified - The stated item shall be packaged in accordance with the given military specification as stated on the **WilliamsRDM** PO.
- C. ESD Protection - Electrostatic discharge protection per MIL-STD-1686 and MIL-HDBK-263 is required



if parts are susceptible to static damage.

009 CORRECTIVE ACTION

- A. When a quality problem exists or arises with a Supplier item, **WilliamsRDM** reserves the right to forward a Corrective Action Request to the Supplier, requiring a timely response that shall include the following information:
 - 1. A root-cause analysis;
 - 2. Statement of the action taken to prevent recurrence;
 - 3. The affectivity date of the action.
- B. When corrective action is required for Government source-inspected items, the Supplier shall coordinate with the **WilliamsRDM** and the applicable Government quality representative.

Clauses 010 – 015 are applicable only if specifically called out on the PO:

010 QUALITY SYSTEM

The Supplier shall maintain a quality and/or inspection system that complies to:

- A. MIL-I-45208A or ISO 9000 series.
- B. MIL-Q-9858A or ISO 9000 series.
- C. FAR 52.246-2 inspection requirements.

011 SOURCE CONTROL

- A. Only those Suppliers listed on the drawing are approved suppliers of this product.
- B. QPL - Items ordered are to be supplied from a qualified manufacturer appearing in the applicable Qualified Products List.

012 FIRST ARTICLE

A representative sample of material furnished from the first production run and shall be accompanied by variable measurement data showing full compliance of each dimension shown in the drawing. Attributing data shall be furnished for each dimension accepted with functional gauging. Testing to specifications shall also be provided if required.

013 IN-PROCESS INSPECTION

Supplier performance of in-process operations to stated requirements shall be verified by **WilliamsRDM** Quality Personnel during manufacture at one or more of the following, as specified by the **WilliamsRDM** PO:

- A. Prior to encapsulation or conformal coating process;
- B. Prior to cleaning;
- C. Prior to plating;
- D. Prior to assembly;
- E. As specified: _____

014 SOURCE INSPECTION

- A. Government inspection is required prior to shipment from the Supplier's facility.
 - 1. Upon receipt of the **WilliamsRDM** PO, the Supplier will notify the applicable Government representative so that appropriate planning for Government inspection may be accomplished.
- B. On receipt of the **WilliamsRDM** PO, the Supplier shall promptly furnish a copy to the Government representative, or to the nearest Army, Navy, Air Force, or Defense Supply Agency inspection office. In the event the representative or office cannot be located, the **WilliamsRDM** Buyer should be notified immediately.

015 TEST DATA

- A. Test Data - Functional assemblies furnished here under shall be accompanied by lot acceptance test data showing full conformance with the acceptance test or other functional requirements of the drawing.
- B. Test Reports - A test report shall be furnished giving the military, federal, or industrial specifications by which the described item on the PO is tested and the actual test data measured. The test report shall



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- be signed by an authorized agent of the supplier or laboratory and the title of the person stated.
- C. Inspection Results - A list of all characteristics checked and the results are provided to **WilliamsRDM**
 - D. Results are retained on file by the supplier for a period of seven (7) years upon PO completion and are available for **WilliamsRDM** and/or **WilliamsRDM** Customer review and/or inspection upon request.

016 FOREIGN OBJECT DEBRIS/DAMAGE PREVENTION

Supplier shall maintain a foreign object debris/damage (FOD) prevention program using NAS412 as a guideline. Buyer has the authority to review/audit supplier's FOD prevention program. Supplier shall maintain records to verify each item was inspected for FOD.

017 COUNTERFEIT PARTS

Supplier shall maintain counterfeit parts prevention and control plan using AS5553 as a guideline. Supplier shall use best practices to prevent the sale of counterfeit and suspected unapproved parts. Suppliers that suspect they have supplied counterfeit parts must notify **WilliamsRDM** within 48 hours of finding.