



**Purchase Order Quality Codes**

The following quality codes are a listing of the possible provisions required on any given Purchase Order placed by Precision Machining Services to any of its suppliers or vendors. This code list is published on the company website and sent to suppliers as needed. Clause A is applicable to ALL purchase orders- the standard code for all POs is **clause A**. Codes are added in the following format example: **clause A; codes 1, 3, 6, 10**.

**Clause A (Applies to ALL Purchase Orders)**

A

- Seller agrees to maintain and make available to Precision Machining for a period of 7 years after final payment (unless longer period specified elsewhere), all records pertaining to inspection certification of processes and materials; design, test and qualification data, as well as purchase order records pertaining to this order. After the retention time expires, records shall be shredded or other wise disposed of to prevent dissemination of information.
- Precision Machining Services and/or its customers reserve the right to survey the Vendor's quality system or inspection system to verify compliance.
- Precision Machining Services and/or its customers reserve the right to inspect/witness any or all of the Material/Product/Services/Testing included in this order.
- Receiving inspection will be performed at Precision Machining Services.
- Changes shall not be made in the product design, materials or service requirements included in this order without written approval by Precision Machining Services.
- All suppliers to Precision Machining Services will cooperate with Precision Machining Services Representatives on any Corrective Action issued regarding root cause and corrective action plans.
- Resubmission of rejected materials and products are only acceptable at the vendor's expense. Identification of resubmitted items is required. Material/product will be re-inspected to drawing/specification requirements and dispositioned accordingly (acceptance or rejection).
- A Certificate of Conformance or Certificate of Analysis is required on the Material/Product/Service ordered. This certificate must be sent prior to or with the shipment of the product. All material and process certifications must include a legible Chemical / Physical (if applicable) test report from the melting mill or process facility. The Certificate of Conformance shall contain at a minimum the following information:
  - a. Name of Manufacturer or Processor.
  - b. Purchase Order number and if applicable the release number.
  - c. Item name, date of manufacture or processing, expiration date if applicable, and identification number(s), which may include part number, lot number, heat number, serial number or other identifying number.
  - d. Applicable drawing / specification number(s) and revision level.
  - e. The signature and position of an accountable person.
  - f. Authorized waiver or changes.
  - g. The Certificate of Conformance shall carry a statement to the following effect:  
*"We hereby certify that the Materials/Products/services furnished in this order were made or performed in accordance with and conform to the applicable specification(s) and/or drawing(s) as stipulated in Precision Machining Services' Purchase Order."*
- **NOTE:** Ingredient test reports may be generated by the ingredient manufacturer, distributor, and outside testing facility, or the product manufacturer.
- The supplier is responsible for ensuring that product is packaged in a manner to prevent damage during shipment. Unless directed by the purchase order or specifications, each contract item must be packaged and identified separately. Markings on primary packaging must include the part number, nomenclature and quantity. If applicable, include serial number, lot number and cure date. Do not combine items from different purchase orders in the same shipping container.



**Purchase Order Quality Codes**

- Conformance to specifications and standards must be to the latest revision level in effect on the date of this order, unless specified otherwise.
- Supplier shall plan, implement, and control processes, appropriate to the organization and the product, for the prevention of counterfeit or suspect counterfeit part/material use and their inclusion in product(s) delivered to Precision Machining Services.  
 NOTE: Counterfeit part prevention processes should consider:
  - a. Training of appropriate persons in the awareness and prevention of counterfeit parts
  - b. Application of a parts obsolescence monitoring program
  - c. Controls for acquiring externally provided product from original or authorized manufacturers, authorized distributors, or other approved sources
  - d. Requirements for assuring traceability of parts and components to their original or authorized manufacturers
  - e. Verification and test methodologies to detect counterfeit parts
  - f. Monitoring of counterfeit parts reporting from external sources
  - g. Quarantine and reporting of suspect or detected counterfeit parts
- Supplier will ensure that employees and people working on its behalf are competent and trained in the processes that are being performed.
- When specifically requested by Precision Machining Services in writing, supplier will maintain a quality system in compliance to recognized Quality Management Systems and/or approved by Precision Machining Services.
- When requested by Precision Machining Services or its customers, supplier will provide test specimens for inspection/verification, investigation and/or auditing purposes.
- Each supplier and its employees are key factors to ensure product conformity delivered to Precision Machining Services and its customers as well as the safety of the products. Supplier must be committed to the highest standards of ethical behavior and business conduct. Supplier must ensure that employees and people working on its behalf are aware of:
  - a. their contribution to product or service conformity
  - b. their contribution to product safety
  - c. the importance of ethical behavior
- Supplier is not authorized to outsource any portion of the PO requirements unless specifically authorized by Precision Machining Services and must flow down these requirements to any sub-tier supplier.

Code	<b>Conform to Following Applicable Code(s) if Indicated on P.O.</b>
<b>1</b>	<p><b>NATIONAL DEFENSE PRIORITY</b>            This is a government rated order certified for national defense use, and you are required to follow all the provisions of the Defense Priorities and Allocations System (DPAS) regulation (15 CFR part 700) as specified on purchase order. You are also required to:</p> <ul style="list-style-type: none"> <li>a. Acknowledge (or reject) PO within the following time frame:               <ul style="list-style-type: none"> <li>i. DX rated within 3 working days</li> <li>ii. DO rated within 5 working days</li> </ul> </li> <li>b. Reject DX/DO orders in writing including the specific reason for rejection.</li> </ul> <p>Failure to acknowledge PO conditions shall imply acceptance to PO as written.</p>



**Purchase Order Quality Codes**

Code	Conform to Following Applicable Code(s) if Indicated on P.O.
2	<p><b>SPECIFICATIONS</b>            This Quote / order is subject to the requirements of the specification noted below.</p> <ul style="list-style-type: none"> <li>a. MIL-Q-9858A</li> <li>b. MIL-I-45208A</li> <li>c. MIL-STD-45662A or equivalent</li> <li>d. AS/QS/ISO 9000 Series</li> <li>e. NADCAP</li> </ul>
3	<p><b>GOVERNMENT SOURCE INSPECTION</b>            Required prior to shipment from your facility. Upon receipt of this order, promptly notify the Government Representative who normally services your facility so that appropriate planning for Government inspection can be accomplished. Inspection equipment (gages, templates, jigs, etc.) and personnel must be available for the Government Representative to perform the inspection.            NOTE: The Government and/or its authorized representative reserve the right to inspect/witness any or all of the material/product/ services/testing included in this order at the Vendor's Facility.</p>
4	<p><b>FIRST ARTICLE INSPECTION</b>            FIRST ARTICLE: First Article Inspection (FAI) is required. The supplier shall perform a First Article Inspection (FAI) on one piece chosen at random from the first lot presented for acceptance. Subsequent lots for the same part number shall not require a first article inspection unless previous FAI part was found nonconforming or as required by AS9102, section 5.3. Inspection reports shall have the recorded values for the drawing and certification for all drawing notes and fixturing. The FAI shall be performed and documented per the requirements of SAE AS9102, latest revision in effect at time of order placement. The valid time frame for the FAI shall be per the same standard or per end customer contract, whichever is shorter, which will be flowed down to Precision's supplier.</p> <p>If discrepancies are noted during the FAI, the supplier shall promptly notify the Precision Machining Buyer for directions. If the supplier already has FAI documentation on file that meets the intent of AS9102, submit these documents to Precision Machining QC to determine if a new FAI is required.</p> <p>FAI:</p> <ul style="list-style-type: none"> <li>a. To be performed by Precision Machining at vendor's facility</li> <li>b. To be performed at Precision Machining Services facility</li> <li>c. To be performed by vendor and AS91092 forms shall be completed and sent with shipment.</li> </ul>
5	<p><b>PRECISION MACHINING SERVICES SOURCE INSPECTION</b>            Required prior to shipment from your facility. Notify Precision Machining Services QC Representative 5 working days in advance of when inspection is needed. Inspection equipment (gages, templates, jigs, etc.) and personnel must be available for Precision Machining Services to perform source inspection.</p>
6	<p><b>100% INSPECTION REQUIRED</b>            Supplier shall perform and record inspection of all measurable characteristics (attribute data) for each part. This data shall be submitted with each parts shipment. The record must identify each characteristic and the allowable tolerance limits, and must show objective evidence that each characteristic has been inspected and accepted.</p>
7	<p><b>SIGNED AND DATED INSPECTION REPORTS</b>            Stating that all ND testing (UT, PT, MT, RT, VT) required by the material/product/specification/drawing or P.O. has been completed and meets all requirements must be sent.            The report shall include the following information:</p> <ul style="list-style-type: none"> <li>a. Name of testing facility</li> <li>b. P.O. number and if applicable, the release number</li> <li>c. Part number, serial number, heat number of the items tested</li> <li>d. That all testing has been performed by qualified NDT operators.</li> <li>e. The signature and position of an accountable person.</li> </ul>



**Purchase Order Quality Codes**

Code	Conform to Following Applicable Code(s) if Indicated on P.O.
8	<p><b>REPORTS PRIOR TO OR WITH THE PRODUCT SHIPMENT</b>            Covering all specified inspections / tests / services in accordance with the applicable specification(s) and/or drawing(s) as indicated on the purchase order must be sent to Precision Machining Services, Attention: QC Manager.            In the case of a drop shipment, a duplicate copy of the inspection/test reports must accompany the shipment and the reports must be sent to Precision Machining Services, Attention QC Manager.</p>
9	<p><b>SPECIAL PROCESS AUDITS</b>            Precision Machining reserves the right to perform periodic assessments for any special processes identified in the purchase order or specifications. These reviews are intended to ensure suppliers are adhering to their own internal procedures and requirements, and that the process is being performed to specified requirements.</p>
10	<p><b>PART SERIALIZATION</b>            Serialization shall be maintained by suppliers performing further processing. It is the supplier's sole responsibility to maintain the physical part serialization on EACH part, <i>through all secondary-processing operations</i>. Loss of serialization during these processes will result in the scrap replacement costs being the responsibility of the supplier.</p>
11	<p><b>CERTIFICATION OF AGE OR TEMPERATURE SENSITIVE MATERIAL REQUIRED</b>            The certification shall include the material specifications, cure date, manufacture date, expiration date, shelf life, special storage and handling requirements, and/or any other details as applicable. 75% of the shelf life shall remain on age or temperature sensitive material upon receipt at Precision Machining. The buyer may in special cases, such as small or emergency orders reduce the shelf life requirement as required to support production delivery for shelf life remaining by purchase order amendment. Shelf life that does not meet these requirements shall be subject to rejection and return at supplier's expense.</p>
12	<p><b>MERCURY FREE CERTIFICATION</b>            Shall be sent for all items on this Purchase Order confirming that all material furnished under this contract shall not contain mercury in any form without the specific written approval of Precision Machining Services or agency concerned.</p>
13	<p><b>SUBCONTRACTED SPECIAL PROCESSES</b>            When this code is specified, an "Approved Special Process Supplier" list exists. The supplier shall follow specific requirements addressed in the purchase order for compliance to Precision's primary customer flow down. Contact buyer for clarification and/or purchase order amendment if these requirements are not clear.</p>



**Purchase Order Quality Codes**

Code	Conform to Following Applicable Code(s) if Indicated on P.O.
<b>14</b>	<p><b>QUALITY ASSURANCE PROGRAM REQUIREMENTS FOR DISTRIBUTORS</b></p> <p>The following requirements reflect our interpretation of the provisions of this form as applied to a distributor. You may use these requirements to assure that you and your suppliers are fulfilling the provisions:</p> <ol style="list-style-type: none"> <li>a. The requirements of specification MIL-STD-45662A/or equivalent shall be considered applicable to you as a Distributor.</li> <li>b. All communications related to these requirements shall be directed to the Precision Machining Services Quality Control Department through your Quality Assurance Department.</li> <li>c. Your quality system is subject to an "on-site" review by the Precision Machining Services QC Department. This audit may consist of a review of your quality/inspection plans/QA manual, and a survey of your facility.</li> <li>d. You shall ensure that all materials procured from your supplier meet the requirements of this purchase order. The methods used by you to fulfill this responsibility shall be a documented part of your quality system.</li> <li>e. All materials supplied under this order are subject to inspection upon receipt at Precision Machining Services (or at places otherwise designated) Precision Machining Services and by the government when so specified.</li> </ol> <p>When rejection of items or materials on this order occurs, either as a result of 100% inspection or statistical sampling inspection, inspection may be discontinued, and the materials returned to you for corrective action. You are cautioned in such cases to not only correct cited discrepancies, but also to perform such additional inspections and tests as may be required to preclude further rejections for other causes.</p>
<b>15</b>	<p><b>CALIBRATION SERVICES BY OUTSIDE PARTIES</b></p> <p>Precision Machining Services requires outside calibration suppliers to affix a calibration label to equipment after calibration activities are complete.</p> <p>The label shall contain, at a minimum, the following information.</p> <ul style="list-style-type: none"> <li>• Unique identification number</li> <li>• Date calibrated</li> <li>• Date calibration next due</li> </ul> <p>If the supplier has no such label, or there is not sufficient space for required data, PMS Quality personnel shall be notified, and a standard label will be printed from calibration software.</p>