

SCM 4

(Items identified as a Standard Clause apply to all purchase orders)

**NOTE TO SUPPLIERS:**

1. All Items supplied to AMETEK Hughes-Treitler are subject to inspection upon receipt. Items found to be discrepant after the receiving inspection process are still the responsibility of the supplier.
2. In addition to hardware or performance non-conformances reasons for rejection include (but are not limited to) missing paperwork, illegible paperwork, incorrect paperwork, insufficient packaging and incorrect quantity as identified on the paperwork.
3. Supplier performance is based on quality and delivery.
  - a. Suppliers will receive a Corrective Action Request if quality performance has greater than a maximum Defective Parts Per Million of 10,000 in a three month rolling average and may receive a Corrective Action Request based on one non-conforming shipment.
  - b. DWR submissions always require a Corrective Action as part of the submission as required by the DWR form.
  - c. Suppliers who fail to meet on time performance of 95% over three consecutive months will receive a Corrective Action request.

**End User: As identified on PO**

**Part #1**

Q1 Standard Clause: Registered Quality System

Items supplied on this order shall be designed and/or produced and serviced under a quality system certified to ISO9001/AS9100. For distributors, AS9120 may be substituted.

The system must ensure that persons are aware of the following:

- their contribution to product or service conformity;
- their contribution to product safety;
- their importance of ethical behavior.

**Or**

Q2 Standard Clause: Compliant Quality System

(a) Items supplied on this order shall be produced and serviced under a quality system compliant to ISO9001/AS9100. (b) For distributors, compliance to AS9120 may be substituted.

The system must ensure that persons are aware of the following:

- their contribution to product or service conformity;
- their contribution to product safety; - their importance of ethical behavior.

Q3 Standard Clause: Nadcap SpecialProcess Approval

Items supplied on this order shall be processed only by Nadcap Accredited Sources for special processes.

Q4 Standard Clause: Calibration Services

Calibration services required by this order shall comply with the requirements of ISO10012-1 and/or ANSI / NCSL-Z540-1.

Q6 Standard Clause: Certificate of Compliance

The supplier shall submit a Certificate of Conformance with each shipment certifying that supplies shipped against the packing slip have been manufactured in accordance with the applicable purchase order requirements, drawings and specifications and shall, if applicable, list serial numbers of the items supplied. The Certificate of Conformance must be signed by an authorized representative of the supplier's quality management.

Q6a Standard Clause DoD Programs: DFAR 252.225-7003, 252.225-7008, 252.225-7009, 252.246-7007, 252.225.7048 apply.

Q7 Standard Clause: Material Certification

**(A) Raw Material Suppliers or Suppliers Fabricating from Raw Materials** shall submit copy of Raw Material Certifications with each shipment certifying Chemical and Physical (C & P) Analysis identified with material lot number(s) traceable to the mill/foundry heat lot number. The certification shall be signed by an authorized representative of the supplier's quality management.

**(B) Distributors or brokers** that supply non-electrical standard parts, like fasteners, nuts, washers, O-rings, inserts, pins, etc., shall supply with each lot/shipment to Ametek Hughes-Treitler a certification from the Original Component Manufacturer (OCM) / Original Equipment Manufacturer (OEM) or Authorized Aftermarket Manufacturer (AAM).

**(C) Suppliers identified in this clause** shall provide objective evidence of a Counterfeit Parts Prevention Program IAW AS 6174 (added Rev J)

Q7a Standard Clause DoD Programs: DFAR 252.225-7003, 252.225-7008, 252.225-7009, 252.246-7007, 252.225.7048 apply.

Q9 Standard Clause: Special Process Certifications

Special Processes Certifications shall be submitted for each lot processed with serial numbers, as applicable, processes performed, referenced specification(s) with revision level(s) and shall be signed by an authorized representative of the suppliers' quality management.

Q10 Inspection and Test Data

- A) The supplier shall submit copy of Inspection and Test Data with each shipment certifying specific test and/or inspection data for serial numbers referenced and shall be signed by an authorized representative of supplier's quality management.
- B) Interface dimensions and dimensions identified as Key Characteristics must be 100% inspected and documented, for both serialized and non-serialized parts. Sampling/AQLs are not permitted on Interface or Key Characteristic dimensions. Supplier to submit a copy of Inspection Data of Interface and Key Characteristics with each shipment and shall be signed by an authorized representative of the supplier's quality management.

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**Part #2**

**Q11 Standard Clause:** Record Retention

The supplier shall maintain documented information related to the manufacture, test and acceptance of product or services provided for a minimum of ten years from the end of the contract date or in accordance with AHT customer requirements as noted on the PO and within the customer's supplier quality manual as identified in these clauses unless otherwise specified. At the end of the applicable retention period records shall be disposed of in a manner that precludes their use by other than the intended parties.

**Q12 Standard Clause:** AS9102 First Article Inspection Report

The supplier shall submit a complete First Article Inspection (FAI) Report, in accordance with AS9102 current revision. This report must, as a minimum, include completed AS9102 Forms 1, 2 and 3, special process certifications, material certifications (must include chemical and physical analysis), a fully ballooned drawing, functional test data as required and 100% acceptance to all requirements specified on the purchase order.

**Q13 Standard Clause:** Workmanship, Surface Finish, Deburring and FOD

Items supplied to the AHT shall be free of nicks, dents, gouges, scratches, tool marks, mismatches, raised material, stains and contamination. Items must be produced in a fashion so there is no metal to metal contact during the production cycle. Parts must be packaged individually or in a fashion that prevents metal to metal contact and damage during shipping. Only manual deburring is permitted. Tumbling of parts is prohibited unless otherwise noted on the drawing. When not otherwise specified on the drawing AHT WP 05 and WP 99 or their AHT equivalents shall define all other workmanship requirements.

**Q14 Standard Clause:** Material Review Authority

Material Review Authority is not granted to the supplier without specific written approval from the AHT's authorized quality assurance and engineering representatives

**Q15 Standard Clause:** Nonconforming Material Waiver/Deviation

The supplier shall not ship non-conforming product prior to receiving a signed waiver/deviation approval from AHT's engineering and quality representatives. The supplier shall request the waiver/deviation form from AHT's purchasing representative and submit the completed form to the AHT.

**Q16 Standard Clause:** Process Changes

Changes to the supplier's system and/or processes that impact quality must be submitted for review in writing prior to shipment, to Ametek Hughes-Treitler Quality Assurance. A FAIR shall be submitted for the first shipment produced with the revised process. **Q16a Standard Clause:** Suppliers utilizing AHT approved frozen process shall notify AHT prior to making any changes to these process and shall not proceed with the new process until approved by AHT. FAIR requirements apply.

**Q17 Standard Clause:** Age Limited Material

All material on this purchase order having an Age Limit (Shelf Life) specified by the manufacturer, shall require the inclusion of the age limit (Shelf Life) information on the required certificate of conformance.

**Q19 Standard Clause:** Government/Customer Tooling Control

Tooling supplied with this P.O. that is the Property of the U.S. Government, and/or our Customers shall be handled and maintained in accordance with FAR 45. Tooling shall be returned to AMETEK HUGHES-TREITLER at the completion of this P.O. Contact AMETEK HUGHES-TREITLER Property Administrator prior to return of Tooling for written authorization. A Physical Inventory of all Government and Customer Assets that are provided by Ametek Hughes-Treitler under this P.O. shall be performed annually and submitted to AHT's property administrator each September. Any damage/loss shall be reported to Ametek Hughes-Treitler within 24 hours of the occurrence.

**Q20 Standard Clause:** Right of Entry

Government/Customer representatives shall have the right to perform on-site Surveillance of the seller or its subcontractors during the performance of this purchase order for the purpose of determining progress, performing surveillance, making inspections, or witness

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**(Items identified as a Standard Clause apply to all purchase orders)****Part #3****Q23 Standard Clause:** End User Identification

The supplier shall list the end user of this product or service, as noted on the AHT purchase order, on the suppliers packing slip and Certificate of Conformance.

**Q24 Customer Approved Sources:**

Approved Sources shall be used to perform special processes in accordance with drawing and/or specifications listed in accordance with the applicable prime contractors' source approval list. If a Boeing/MDA Process Specification is listed on the drawing (ie PS13201), then Boeing D1-4426 Approved Process Sources applies.

**Q25 Standard Clause:** FOD Program

Supplier shall have an active FOD program in place.

**Q26 Standard Clause:** Counterfeit Parts Prevention Program

The supplier shall have a documented Counterfeit Parts Prevention Program in place per AS5553 and AS6174.

**Q27 Standard Clause:** Escape Notification

The supplier shall notify AHT within 24 hours of identification of an escape or potential escape and have in place appropriate containment action. The supplier shall flow this requirement down to its sub-tier suppliers.

**Q28 Standard Clause:** Quality Management System Registration/Special Process Certification Notification

The supplier shall notify AHT of loss of certification, registration and/or accreditation status of its third party registered quality management system or special process certification status (Nadcap) or customer approvals within 48 hours of receiving notification of the change

**Q29 Standard Clause:** BAE QMS (applies when specified as End User)

Supplier shall meet the applicable requirements of BAE QMS-JSF-141-DV and SC1 and maintain ethical business practices in procurement and sales. Record retention shall be minimum 42 years.

**Q29 Standard Clause:** Lockheed Martin Appendix QX and Record Retention (applies when specified as End User)

Supplier shall meet the applicable requirements of Lockheed Martin Appendix QX. It is the supplier's responsibility to ensure they are working to the correct revision of the document. Record retention shall be minimum 42 years. Features identified on drawings as "Critical Characteristics" shall be inspected 100%.

**Q30 Standard Clause:** Pratt and Whitney (applies when specified as End User)

P&W World Wide Procurement / General Instructions: Terms & Conditions Of Purchase / Appendix I – Pratt & Whitney Additional U.S. Government Flowdown Clauses apply. It is the supplier's responsibility to ensure they are working to the correct revision of the document.

**Q31 Standard Clause:** Rolls Royce SABRe (applies when specified as End User)

Supplier shall meet the applicable requirements of RR9000 (SABRe). It is the supplier's responsibility to ensure they are working to the correct revision of the document.

**Q32 Standard Clause:** When a Rockwell Technology Systems Member Company (Collins, Pratt and Whitney, Pratt and Whitney Canada) is specified as the end user the following applies:

ASQR-09.2 UTC Production Part Approval Process (UPPAP): This specification defines requirements for validating a manufacturing or assembly process which produces parts for a Rockwell Technology System (RTS) Member company.

**Q33 Standard Clause:** The supplier shall flow down the applicable PO and Q Clause requirements to their sub-tiers.**Q34 Standard Clause:** **FOD** Suppliers are expected to implement and maintain good FOD prevention practices (added Rev J).

**Q35 Standard Clause:** **Individual Package Weights** shall not exceed 35 lbs. Packages that weigh in excess of 35 lbs. shall be put on a pallet (skid). Pallets shall not exceed 75 lbs. Package and pallet weights shall be visible on the shipment.

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**REVISION SUMMARY AND APPROVALS**

<b>DATE</b>	<b>REVISION</b>	<b>REVISION SUMMARY</b>
12/29/2017	A	Initial Release
05/09/2018	B	Revised: Created Q32 – Incorporate UTC Member ASQR-09.2 UTC Production Part Approval Process (UPPAP) requirements. (P. Baatz 05/09/2018)
01/10/2019	D	Added requirement for DFAR 252.225.7048, ITAR requirements flowdown. (T. Frye 01/10/2019)
12/13/2019	E	Revised Clause 10: Added: Interface dimension must be 100% inspected and documented. <u>Sampling/AQLs are not permitted on interface dimensions</u>
2/8/2021	F	Revised Q11, added acceptance note criteria on first page and Q 33 and removed reference to 2.1. Features identified on drawings as "Critical Characteristics" shall be inspected 100%.
12/01/2021	G	Revised Q29 by adding the following: Features identified on drawings as "Critical Characteristics" shall be inspected 100%.
3/10/2022	H	Revised Q10, revised/added inspection criteria for Interface and Key Characteristic dimensions.
6/15/2022	J	Added Clause Q34 FOD Prevention Program Added C to Q7 Material Certification requiring objective evidence of a counterfeit parts prevention program. Added Clause Q35 package weights