

## QUALITY ASSURANCE AND PURCHASING REQUIREMENTS

- Q1. **Quality Requirements:** -Formal Standard Inspection System is required. This inspection system should be based on a minimum of ISO 9000 requirements. Compliance to their specifications does not relieve the supplier of the responsibility to furnish acceptable supplies or services. All records shall be maintained for at least ten (10) years.
- Q2. **Report All Discrepancies:** - Deviations from drawings, specifications, or procurement requirements must be submitted to TAM Inspection for consideration. The disposition must be approved by TAM before shipment, unless otherwise directed by TAM Metal Products, Inc. A corrective action may be required. One reproducible copy of the approved DMR must accompany each affected shipment (forms are available upon request).
- Q3. **First Article-First Piece Inspection/Testing Requirement:** A minimal requirement of an internal dimension or internal inspection report may be indicated on our Purchase Order. Otherwise, the First Article Inspection (FAI) {Complete inspection of ALL drawing dimensional characteristics and notes} is required to ensure compliance to the pertinent engineering drawings and specifications. If FAI is requested per the purchase order, first-article samples must accompany the supplier's first article inspection report, showing results of "actual measurements tests and applicable drawing notes". The first article samples are to be tagged or otherwise identified. New parts (the first time a supplier is building a specific part) shall require ALL characteristics and notes. Updated parts (subsequent builds of a specific part by the same supplier) can consist of only a delta first article or verification of changed characteristics and notes unless otherwise stated. Material certifications for any raw material used and certification for all outside processes must also be submitted with FAI report or as called out on the Purchase Order.
- Q4. **Certificate of Compliance:** - Each shipment must be accompanied by one (1) signed legible copy of a Certificate of Compliance (C of C). The purpose is to certify that the supplier's material, processes and finished parts were controlled and tested in accordance with the relevant specifications. If applicable, please provide your ITAR Registration number on the certification (C of C).
- Q5. **Certification of Analysis (Chemical and Physical Test Reports):** - All Purchase Orders for chemicals and raw materials must be accompanied by one legible and reproducible copy of all chemical and physical test reports. The report must contain the signature and title of the authorized representative for the agency performing the test and must conform to specifications. The Purchase Order number must be included on the report.
- Q6. **Right of Entry:** - The supplier shall allow TAM Metal Products, Inc., TAM's customers, and regulatory agencies, the right to entry to determine and verify the quality of work, records and material at any place, including the plant of the suppliers and its subcontractors. The supplier agrees to provide reasonable assistance to these efforts.
- Q7. **Identification of Shelf Life Material, Preservation and Packaging:** - Supplier must identify each item, package, or container of shelf life material with its cure or

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manufacture date, expiration date and any special storage and handling conditions in addition to the standard identification requirements. The supplier shall issue the longest shelf life material available at time of delivery. Material Safety Data sheets need to be provided with each shipment.

Unless otherwise specified by the item drawing, specification or Purchase Order, packing shall meet the following:

The supplier is responsible for assuring that all items are delivered without damage or deterioration and are efficiently and economically packed for the method of transportation and type of handling involved.

Identification: Each shipping container and intermediate package shall be identified with:

- Purchase Order Number
- Part Number
- Quantity
- Cautionary Handling Instruction ( as applicable)

- Q8. **Notification of Changes:** - TAM must be notified when any changes are made in the manufacturing process or location.
- Q9. **Product Identification and Traceability:** - The supplier shall maintain documented procedures for identification of product from receipt and during all processes of production and delivery. When traceability is a specified requirement, the supplier shall establish and maintain documented procedures for unique identification of individual product, batches, lots or heat; which shall be recorded.
- Q10. **Discrepant Material Report and Action/Vendor Rating:** - is generated by quality and delivery. Acceptable parts and prompt delivery ensure top ratings. Rejects, poor delivery, and no responsiveness to discrepant material reports accompanied by a required corrective action, will contribute to negative performance and a decline in vendor rating. Ultimately, a vendor can receive sanctions, up to and including loss of approved vendor status.
- Q11. **Sub-Tier Flow Down:** - Supplier shall accept flow down requirements, as indicated on Tam's Purchase Order, for hardware and processes that are subcontracted. If applicable, flow down shall include the availability of C of C's to the manufacturer level. In case of incidence, the federal government will require certs & test reports from the distributor to the original manufacturer.
- Q12. **ITAR/EAR Compliance:** - International Traffic in Arms Regulations (ITAR) (Arms Export Control Act {Title 22, USC, Sec 2751, et seq}) and Export Administration Regulations (EAR) (Export Administration Act{Title 50, USC, App.2401, et seq}) : -

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Supplier shall comply with the above named regulations which control the export and import of defense related articles, services and technical information on the US Munitions List, which may only be shared with US Persons unless approval is granted by the US Department of State (ITAR) or the US Department of Commerce (EAR). Violators of these export laws may be subject to severe criminal and civil penalties.

- Q13. **Country of Origin:-** is required for all raw material and hardware.
- Q14. **Raw Material:-** must be Domestic/DFARS 252.225.7009 except when noted on the P.O. The wording DFAR 252.225.7009, Superseded by or formally 252.225.7014 –Alt1 is NOT ACCEPTABLE!
- Q15. **Conflict Minerals:** Publically traded companies that manufacture products for which “Conflict Minerals” are necessary to their functionality or production must make reasonable efforts to report the origin of the following specified minerals: tantalum, tin, gold and tungsten. There cannot be any trace amounts of these minerals obtained from the Democratic Republic of Congo (DRC) or an adjoining country.
- Q16. **QPL Requirement:** The Mil, AN and MS parts supplied against this Purchase Order shall be manufactured by only QPL sources. The inclusion of products from QPL does not relieve the supplier of their responsibility to provide supplies which meet all specifying on requirement, or to perform all inspections and tests specified for such material.
- Q17. **Foreign Object Debris/Damage (FOD) Prevention:** This requirement is to ensure that procedures and processes are in place to identify, prevent and eliminate potential damage to parts caused by foreign/loose objects & debris. This is the responsibility of all personnel to make every effort to prevent and eliminate FOD. General shop cleanliness and checking prior to closure of an assembly and finished products, to be free of debris, such as: food, chips, shavings, loose hardware & tooling.
- Q18. **Mercury Contamination:** The supplier is responsible to ensure that the products supplied did not come into contact with mercury or mercury compounds during manufacturing or subsequent processing.
- Q19. **Counterfeit Material / Parts:** It is the responsibility of the SELLER to deliver parts, Material and or hardware that is not counterfeit. The SELLER shall verify that the delivered hardware does not contain any counterfeit materials. Verification SHALL include procurement documentation that the SELLER purchased the product directly from the original equipment manufacturer or from a franchised distributor, resale or aftermarket supplier who is authorized by the original manufacturer. The SELLER SHALL also perform an evaluation that could include: visual inspection of the device, markings, evaluation, shall also be made to a known authentic sample or with assistance from the original manufacturer.

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- Q20. **Ozone-Depleting Substances:** The supplier is responsible to ensure that ozone-depleting substances were not used during the manufacturing or processing of the material supplied on this purchase order.
- Q21. **Supplier Performance:** The control and monitoring of external performance provided by vendors, whether seller, buyer, or manufacturer shall be utilized in the application of vendor rating. Currently our vendor rating system uses a number range system: 1 = 90-100% ON TIME AND 0-2% REJECTED, 2 = 80-89% ON TIME AND 3-5% REJECTED, 3 = 70-79% ON TIME AND 6-10% REJECTED AND 4 = < 70% ON TIME AND > 10% REJECTED. We will send a vendor letter stating your subpar performance and we work together to improve your status. If the supplier's rating does not improve to at least a level 3 within the next quarter, the supplier may be at risk of dismissal.
- Q22. **Supplier Personnel Ethics Awareness:** Suppliers shall ensure that persons (personnel) are aware of the following:
- Their contribution to product or service conformity:
  - Their contribution to product safety:
  - And the importance of ethical behavior, which is imperative to conduct activities in an ethic manner. This deserves the confidence of all parties to promote adherence to values, integrity, and obligations that are responsibilities are met in a fair, efficient and responsive manner. Suppliers are to make their best efforts to follow rules or standards of right conduct and practice, and take all appropriate action to ensure ethicality and professionalism.