



dba **HARCO LLC**
PURCHASE ORDER QUALITY PROVISIONS
(Revisions are depicted in Italic)

S1 – Quality System Provisions Applicable to All Suppliers

The Supplier shall maintain a documented Quality System that complies, at a minimum, with Federal Acquisition Regulation Clause 52.246-2. The system shall address:

1. **Calibration:** Measuring and test equipment (M&TE) that is used to determine the acceptability of product shall be calibrated to a frequency re-call system. All calibrations of M&TE shall be traceable to N.I.S.T or equivalent.
2. **Nonconforming Material:** A system for controlling nonconforming material shall be maintained. At a minimum, a system for segregation, identification and dispositioning shall be defined. Suppliers shall not knowingly ship nonconforming product without prior, written approval from the HARCO buyer.
3. **Software Control:** If software is used during the production and/or inspection of items on this Purchase Order, such software shall be controlled in accordance with DOD-STD-2168 or as otherwise approved by HARCO Quality Engineering.
4. **Quality Records:** The Supplier shall retain records that provide *objective evidence of Quality for a period of three (5) years after shipment.*
5. **Control of Sub-Tier Suppliers:** Supplier shall be responsible for conformance to requirements of items purchased from sub-tier suppliers. Supplier shall assure the requirements of applicable drawings and specifications are imposed on sub-tier suppliers. Verification of purchased raw material shall include certifications for physical and chemical properties that shall be forwarded to HARCO upon shipment of the finished product.
6. **Sampling Procedures:** Unless otherwise specified by HARCO, when performing less than 100% inspection sampling, sampling plans shall be based on "0" percent acceptance and be based on ANSI/ASQC Z 1.4, latest revision.
7. **Federal Aviation Administration (FAA) Rights:** The Federal Aviation Administration reserves the right to perform Audits of HARCO's Suppliers.
8. **United States Government Rights:** When the face of the P.O. specifies a Government contract and Department of Defense rating, expediting of this order can be enforced by the United States Government.
9. **Surveys and Surveillance:** HARCO shall have the right to conduct surveys and perform surveillance of the Supplier's and Sub-Tier Suppliers' facilities/operations to evaluate their capability to comply with contractual requirements. HARCO reserves the right to perform on-site Source Inspection by HARCO's Customer including the Government and Federal Aviation Administration.
10. **Document Currency:** Supplier shall utilize revisions of drawings and specifications current at the time of order placement or as otherwise amended in writing by Purchase Order.
11. **FAA Licensed Repair Stations:** Holders of FAA Repair Station Licenses (1) shall ensure that the work being performed is within their ratings and limitations and (2) shall notify HARCO in writing of any changes to the status of their license, ratings and limitation.

12. **Acceptance Authority Media (AAM):** Supplier shall comply with AS/EN/JISQ 9100 requirements and 14CFR Part 21.2 regarding falsification of applications, reports, or records. Use of AAM must be considered as a personal warranty of compliance and conformity.

S2 – Quality Provisions Applicable to All Purchase Orders

1. **Certificate of Compliance (Applicable to all Shipments):** One (1) copy of a Certificate of Compliance indicating parts meet all applicable specifications, signed or stamped by an authorized Supplier representative shall be provided with each shipment. At a minimum, the Certificate of Compliance shall include the Supplier's name and address, HARCO part number and revision, Purchase Order number, and the quantity shipped.

Exclusion(s): Revision requirement on distributor and Mil-Spec parts.
2. **Certificate of Analysis:** Certificates of Analysis shall be provided with each shipment of parts that are produced to a HARCO design.

One (1) copy of a completed Mill certified Test Report, including Chemical and Physical properties for all raw materials are required with each shipment. Whenever HARCO drawing and/or Purchase Order make direct reference to a specific material specification, all certifications shall include reference to the applicable specification and its revision level. Subject material specifications include, but are not necessarily limited to SAE, AMS and MS specifications.

Note: When the raw material for this Purchase Order is supplied by HARCO, then the supplied HARCO Form 103 shall be completed and returned with the shipment in lieu of the Certificate of Analysis.

Note: (P&W LCS Approved Suppliers only) When the HARCO Purchase Order specifies that the manufacturing shall be LCS per PW MCL Section F-17; the Certificate of Compliance shall contain a statement to that effect in lieu of the Certificate of Analysis. The Supplier shall notify HARCO of any changes in their LCS status.

3. **First Article:** First Article requirements apply whenever the part is produced to a HARCO design. For such parts:

Supplier shall provide a First Article Inspection Report (FAIR) with the applicable shipment whenever any of the following are true:
 - This is the first shipment of this part number to HARCO.
 - This is the first shipment in excess of two years since the last shipment of this part number.
 - A revision to the HARCO drawing has occurred since the last shipment of this part number. (In this case, the FAIR shall address only the changes since the previous FAIR).

The FAIR must be submitted using the current revision of the SAE AS9102 standard. The submission must include a ballooned drawing. The applicable forms and instructions are available at www.harcolabs.com.

Exclusions include, but are not limited to: distributors and Mil-Spec parts.

4. **Perishable Items:** When it is known by the Supplier that the product being supplied on this Purchase Order is perishable with a finite life expectancy, the Certificate of Compliance shall contain the respective manufacturing date and the expiration date of the product. If special storage temperature other than room

temperature is required, the Supplier shall so specify. Material being shipped against this Purchase Order shall have a minimum of 75% remaining of the specified shelf life when received at HARCO. Any exceptions shall be noted on Purchase Order.

5. Temperature Sensitive Items: The supplier shall take adequate precautions to ensure that temperature sensitive material does not exceed maximum/minimum storage temperatures during the entire transit process. Shipping containers shall be clearly marked with the proper storage temperature(s).
6. Statistical Process Control: HARCO drawing requirements for "SPC Data Delivery" applies only when specifically noted by Purchase Order.
7. Cleanliness: Manufactured parts shall be free of oil, grease or other contamination.
8. Packaging: Good commercial packaging techniques shall be used with sufficient protection to ensure safe arrival at HARCO. Staples and similar fasteners are prohibited from use due to Harco's required Foreign Object Damage Program.
9. Visual Acceptance Criteria: Unless otherwise specified by HARCO drawing or Purchase Order, the visual inspection methods and criteria of HARCO VIS-01 (Visual Inspection Standard) shall apply. The revision of VIS-01 in effect as of the date of the HARCO purchase order shall apply. VIS-01 can be located on www.harcolabs.com.
10. Special Processes and Non-Destructive Testing (NDT): When the HARCO drawing or Purchase Order requires a Special Process or NDT, the supplier shall contact HARCO Purchasing for the name of an approved Supplier authorized to perform the required process. The Supplier's Purchase Order to the sub-tier supplier shall request a Certificate of Compliance that must be forwarded to HARCO with the shipment. Special Processes include, but not limited to, all welding and brazing, fluorescent penetrant inspection (FPI), radiographic (X-Ray) inspection and ultrasonic inspection process and heat-treat.
11. Electrostatic Discharge Control: Suppliers shall make provisions for protection of electronic and electrical material, that has been designated by HARCO as sensitive to Electrostatic Discharge (ESD), in accordance with MIL-STD-1686.
12. Welding Wire Identification: Weld wire (cut lengths) shall be color coded in accordance with AMS 2819 except that both ends shall be color coded.
13. Restricted Processes: The following processes shall not be used except where specifically permitted by the applicable purchase order, drawing or by the specifications invoked by the purchase order or drawing:
 - Welding, brazing or soldering where any remnant of the welded, brazed or soldered material, joint or heat affected zone remains on the part.
 - Electron Beam Metal Removal
 - Electrochemical Metal Removal
 - Electrodischarge Metal Removal
 - Laser Beam Metal Removal
 - Ball broaching or burnishing of holes or bores to develop a required surface roughness, texture or size.
 - Roll forming or roll tapping of internal screw threads.
14. Suppliers of Machined Parts: Supplier shall provide a material sample with the applicable shipment whenever any of the following are true:
 - This is the first shipment of this machine part to HARCO
 - Material has changed since last shipment of this part to HARCO

- This is the first shipment in excess of two (2) years since the last previous shipment of this part number to HARCO
 - Test bar required with all castings
15. Change Notification: Supplier shall notify HARCO in writing of any changes that affect company ownership, manufacturing locations or manufacturing processes.

S3 – Part Specific Quality Provisions

The following Provisions are applicable when specified by Provision Number on the face of the accompanying Purchase Order.

- QP01** Thermocouple Tubing: Thermocouple tubing shall be supplied "Thermocouple Clean" in accordance with ASTM 632, paragraph S3. The Supplier's Certificate of Compliance shall include a statement to this effect. Tubing shall be packaged in wooden cases and protected from being bent, gouged, dented or distorted.
- QP02** Wire Spools: Wire shall be spooled one length per spool. A twenty-four (24) inch length of the inside end of the wire shall be exposed and neatly wound with a protective material secured to the surface of the wire. Each spool shall be supplied in a separate carton.
- QP03** Wire and Cable: All defects must be cut out. No more than 2 lengths are allowed per spool and each length shall be recorded on the spool. Wire and cable shall be spooled such that a minimum of 6 (six) inches of both ends of each length are accessible.
- QP04** DELETED
- QP05** Test Report Required: A completed test report is required with each shipment for each of the Physical/Mechanical/Electrical properties listed on the field of the Engineering Drawing and or as listed separately on the purchase order for each lot, batch or heat no. All test reports shall include reference to the specific material specification and its most recent revision, the required and actual values for each characteristic, and acceptance by the authorized testing personnel.
- QP06** Material for Boeing End Use: Material supplied on this Purchase order is for product deliverable to The Boeing Company.
- QP07** Boeing Approved Supplier: Supplier's quality system shall meet the requirements of Boeing's basic quality system for suppliers. Supplier shall maintain approved status with Boeing during the term of the purchase order and must promptly notify Harco in writing if this status is lost or suspended or if its status in D1-4426 has been changed.
- QP08** Boeing Qualified Product:
- Material provided under this Purchase Order shall be continuously qualified and controlled to the requirements of the applicable drawing, Boeing Material Specification (BMS) or Specification Control Drawing (SCD) called out on the Harco engineering drawing during the term of the purchase order.
 - Supplier shall maintain qualified status with Boeing to produce this material during the term of the purchase order and must promptly notify Harco in writing if this status is lost or suspended or if its status in D1-4426 has been changed.
 - If this material is re-qualified during the term of this purchase order the supplier shall notify Harco and supply a copy of the qualification test report to Harco upon request.
 - The supplier agrees to furnish Harco on request with copies of the supplier's drawings, specifications or process sheets necessary for Harco to meet Boeing's quality assurance requirements.

- The supplier must perform all testing required by the Supplier Quality Control section of the applicable drawing, BMS or SCD.
 - Statistical process control data for all Boeing and Harco designated Key Characteristics shall be supplied with the shipment for each new production lot, batch or date code. At a minimum, a complete test a report for all the above-required tests shall be supplied with the shipment for each new production lot, batch, or date code of material.
- QP09** Cure Date or Date of Manufacture: The Supplier's documentation shall clearly indicate the cure date, or date of manufacture, as applicable.
- QP10** Defense Federal Acquisition Regulation DFARS 252.225-7014 Alternate I "Preference for Domestic Specialty Metals" applies to this part/material. DFARS may be viewed at <http://www.acq.osd.mil/dp/dars/dfars.html>.
- QP11** GEAE Requirements: HARCO provides the supplier with a procurement document(s) that reflects the applicable drawing and/or specification number and revision, test requirements to be performed, and a request for a certified report of all tests performed. The supplier's Certificate of Conformance shall address compliance to all imposed document(s).
- QP12** Certified Repair Station Requirements: The services requested under this Purchase Order are for maintenance activities for an FAA Licensed Repair Station and shall meet the following conditions:
- Per FAA Regulation (FAR) 120, each person who performs maintenance functions, directly or by contract, including subcontract at any tier must have an FAA approved drug and alcohol program. When performing subcontract work for Harco Laboratories, you must have an approved FAA/DOT drug and alcohol program. Additionally, all subcontractors, regardless of tier, who perform any part of this maintenance work, must have an approved FAA/DOT drug and alcohol program.
 - An FAA Maintenance Release is required. An FAA Form 8130-3 is preferred.
- QP13** Non-certificated Supplier Requirements: The services requested under this Purchase Order are for maintenance activities for an FAA Licensed Repair Station and shall meet the following conditions:
- Per FAA Regulation (FAR) 120, each person who performs maintenance functions, directly or by contract must have an FAA approved drug and alcohol program or must be covered by Harco's program. If you do not have an approved FAA/DOT drug and alcohol program, this purchase order shall include a list of your company's employees who are covered under Harco's drug and alcohol program. Only these employees may perform maintenance work for the requested work.
 - A Certificate of Conformance is required and must state, at a minimum, the method by which the above-mentioned item was satisfied.
- QP14** Sikorsky requirements: When this POQP is annotated on the P.O., the supplier/distributor is required to submit the Original Equipment Manufacturers (OEM) Certificate of Conformance with the applicable shipment.
- QP15** Counterfeit Parts Program requirements: When this POQP is annotated on the P.O., all parts delivered and/or used in the manufacture of deliverable products shall be from the Original Component Manufacturer (OCM) / Original Equipment Manufacturer (OEM) or their franchised distributor. The supplier/distributor is required to submit the Original Equipment

Manufacturers (OEM) Certificate of Conformance with the applicable shipment.

- QP16** Rolls Royce Approved Supplier: Supplier's quality system shall meet the requirements of Rolls Royce's SABRe Supplier Management System Requirements. Supplier shall maintain approved status with Roll Royce during the term of the purchase order and must promptly notify Harco in writing if this status is lost or suspended.
- QP17** Dodd-Frank Act Conflict Minerals (Section 1502): Supplier shall comply with the requirements of the Dodd-Frank Act Conflict Minerals (Section 1502). Any material containing tin, tantalum, tungsten or gold shall not be purchased from the Democratic Republic of Congo and neighboring countries. Supplier must report to Buyer immediately if any materials purchased for Harco product originated in these countries.
- QP18** Compliance to SQOP03-01 Is required
Supplier shall comply all P&PWC standards and specifications including, but not limited to, CPW40 as such standards and specifications may be updated by P&WC from time to time

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