



## Purchase Order and Quality Clauses

### Purchase Order Clauses

**P01) DELIVERY PAPERWORK** - shipments are to include all material traceability, packing sheets, certifications and test reports when the shipment arrives on our dock. Tech Manufacturing LLC's purchase order must appear on all invoices, shipping papers, containers, and correspondence.

**P02) DOMESTIC MATERIAL REQUIRED** - DFARS 252.225-7008 requires that "ANY SPECIAL METALS" used on products delivered under U.S. Government contracts must be melted in the United States or "Qualifying Country" (DFARS 225.003).

**P03) LATEST REVISION** - The service being performed must be complete per the latest revision. At no time will other revisions be used other than what is indicated on the drawings or purchase order without the express written permission of an authorized representative of Tech Manufacturing, LLC.

**P04) AGE SENSITIVE PRODUCT** - Articles procured on this order are considered "age sensitive" (i.e. Adhesives, paints, rubber products, etc). You are requested to mark the date of manufacture & expiration date on components and supply the most recently produced product.

**P05) MSDS SHEET** - Please send a "Material Data Sheet" that meets the OSHA hazard communication standard on all potentially hazardous chemicals or materials with your shipment. Mark to the attention of "Purchasing".

**P06) INSURANCE CLAUSE** - Contractor is to maintain all necessary liability insurance to protect themselves against claims for bodily injury or death of any person or persons whether or not employed by contractor, which may arise from any operation in connection with work covered by this order. Required insurance in all cases will be workmen's compensation and employers' liability for the state involved and public liability insurance. If you select any portion of this order, it will be necessary that you carry contractor's protective liability insurance. A copy of your "Certificate of Liability Insurance" may be requested by Tech Manufacturing, LLC purchasing prior to beginning work on this order. You must provide a safe work environment. Contractor will abide by Tech Manufacturing's safety policy of wearing safety glasses with side shields at all times in designated areas.

**P07) DROP SHIPMENTS - PLEASE NOTE:** If this is a drop shipment to another other than Tech Manufacturing, LLC On the same day the shipment is made, a faxed copy of all certifications and test reports and either the packing slip, or a shipping document must be sent to the attention of the buyer on the purchase order.

**P08) ORDER ACKNOWLEDGEMENT** - Send acknowledgement of purchase order with price and delivery, via fax (636) 745-9480 or email [t.delf@techmanufacturing.com](mailto:t.delf@techmanufacturing.com) within 48 hours

**P09) CNC PROGRAM SUPPLIERS** - Supplier will use prints, drawings, processes and electronic data supplied by Tech Manufacturing, LLC to make CNC programs. The CNC programs, tool list and processes will fulfill Tech Manufacturing specifications and workmanship. The supplier will verify CNC programs using Vericut and/or other acceptable methods. Suppliers will provide a comment line on the source program with the name of the CNC programmer, the date that the CNC program was certified, and the method that was used to certify the program.

**P10) TRACEABILITY & IDENTIFICATION** – material requiring heat/lot traceability will be individually identified and traceable to the purchase order.



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**P11) PART PROTECTION** - Parts require protection from physical and mechanical damage. Parts must be protected by separation, wrapping, cushioning, or some other means to ensure no damage is caused by parts rubbing together during handling and shipment.

**P12) DELIVERY NOTIFICATION** - TECH MANUFACTURING, LLC is to be notified immediately if shipment will be delayed for any reason. NOTE: Shipments delivered more than (5) five days prior to requested delivery date are not accepted without prior approval from Tech Manufacturing, LLC ([t.delf@techmanufacturing.com](mailto:t.delf@techmanufacturing.com))

**P13) CUSTOMER PROPERTY CONTROL** – when Tech Manufacturing, LLC or its customer property such as check templates, form dies, etc. are supplied to a vendor/subcontractor. The organization shall exercise care with customer property while it is under the organization’s control or being used by the organization. The organization shall identify, verify, protect and safeguard customer property provided for use or incorporation in the product. Seller assumes all risk and liability for loss or damage, except for normal wear and agrees to permit inspection and supply detailed statement of inventory upon request from Buyer. If any customer property is lost, damaged or otherwise found to be unsuitable for use, this shall be reported to Tech Manufacturing, LLC and records maintained. Control of Government and Boeing-owned special tooling shall be maintained as per the latest revision of Boeing document D950-11059-1 “IDS SELLER SPECIAL TOOLING REQUIREMENTS”. This document is accessible for your review at:  
[http://www.boeing.com/companyoffices/doingbiz/supplier\\_portal/index\\_general.html](http://www.boeing.com/companyoffices/doingbiz/supplier_portal/index_general.html)

### Quality Clauses

**Q01) CERTIFICATE OF CONFORMANCE:** You are required to submit with each shipment a Certificate of Conformance (C of C) signed or stamped by an authorized Quality Representative or designate, which references Tech Manufacturing, LLC’s Purchase Order Number (purchase order#) and Serial Number (S/N) if applicable and states that the materials furnished to Tech Manufacturing, LLC are in conformance with the specific data listed on the purchase order, drawings, and all applicable requirements and standards to prescribed revision levels, and that supporting documentation is on file including approved written procedures for all special processes to reference specifications.

**Q02) MATERIAL TEST REPORTS** - the original mill or foundry chemical and mechanical test reports for material used in fulfilling this order must be maintained for a period of ten (10) years. Mill or foundry certifications require country of origin, traceability to the material chemical and mechanical test reports. The heat lot number of each test report must be traceable to the material. Any reprocessed raw material must be traceable to the original mill test report and must include objective evidence of compliance (e.g. mechanical tests) to the materials reprocessed condition.

**Q03) MATERIAL CERTS** - One copy of the actual chemical composition and actual mechanical properties for each lot, batch, or heat, shall accompany each shipment and must reference Tech Manufacturing, LLC’s purchase order number. Either Tech Manufacturing, LLC’s purchase order# shall be referenced on the cert.; or a packing list referencing the Tech Manufacturing, LLC purchase order#, mill cert. and Heat Lot# shall accompany the cert.

**Q04) CRITICAL/TRACEABLE PARTS** – Whenever articles covered by this order have been identified as critical and/or traceable. You are required to assure that affected employees are aware of the critical/traceable nature of these articles and that appropriate steps are taken to safe-guard product quality and where applicable traceability. (NOTE: copies of Boeing critical materials documents, 74A900053 - Serialization & Traceability Requirements for F/A-18 E/F, EA-18G & AFA18F Fracture Critical Traceable Parts and 74A900054 - Control of Fracture and Maintenance



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Critical Parts for the F/A-18 E/F, EA-18G & AFA18F Aircraft may be obtained by contacting Tech Manufacturing, LLC purchasing)

**Q05) WORK REQUIREMENTS** - Seller certifies that shop travelers/manufacturing work orders will reflect and indicate work requirements, as evidence by the supplier's quality assurance signature or acceptance stamp, and are on file for review upon request.

**Q06) RIGHT OF ENTRY** – This purchase order is subject to the Right-of-Entry for Tech Manufacturing, LLC personnel, its customers and regulatory agencies, to verify the quality of work, and to access of pertinent records.

**Q07) CUSTOMER APPROVED SOURCES** - Material and processes supplied against this contract must be from approved sources of the end item users (Tech manufacturing, LLC's customer)

**Q08) NON-CONFORMING PARTS** - Supplier must establish controls to assure that nonconforming materials are identified, segregated, dispositioned, and controlled to prevent inadvertent use. Supplier must document and notify Tech manufacturing, LLC of any nonconforming product identified in manufacture; this notification includes post delivery. Supplier has no authority for disposition of non-conforming material; therefore approval must be obtained from the Tech Manufacturing, LLC Material Review Board (MRB) in writing prior to shipment. A completed copy of Subcontractors internal Non-Conformance report and Corrective Action Report is required with shipment.

**Q09) ACCEPTABLE PRODUCT** – verification by Tech Manufacturing, LLC shall not absolve the seller of the responsibility to provide acceptable product, nor shall it preclude subsequent rejections by Tech Manufacturing, LLC.

**Q10) PART IDENTIFICATION** – when applicable, subcontractor shall identify supplied parts per Tech Manufacturing, LLC's customer requirement and add Tech Manufacturing, LLC's MFR number 11673, do not stamp individual parts with final Q.C. buyout identification.

**Q11) REQUIREMENTS FLOW DOWN** - Sub contractors shall flow down to sub tier suppliers all applicable requirements in the purchase document, including Key Characteristics.

**Q12) PACKAGING** – Supplier shall provide all necessary care in packaging to insure Tech Manufacturing, LLC parts or materials are not damaged. Stacking of plates, bars, sheets, castings, or parts, shall not cause warping, distortion, nicks, dents, gouges, scratches or other damage. Inadequate use of pallets, cardboard, bags, boxes, containers, bubble wrap, foam, paper media, etc., meant to protect parts or material delivered to Tech Manufacturing, LLC or to another destination on Tech Manufacturing, LLC's behalf, shall not be the cause of material or part damage.

**Q13) GOVERNMENT INSPECTION** – During performance of this order, your quality control or inspection system and manufacturing processes are subject to review, verification and analysis by authorized Government representatives. Government inspection or release of product prior to shipment is not required unless you are otherwise notified.

**Q14) DO DEFENSE RATED** – This is a DO Defense Rated order. The material is needed at the “ship to” location on the specified “delivery required” date. Seller is required to give this order priority over unrated orders and orders with lower priority ratings. Seller is required to make every effort to deliver this material by the need date. FAR 52.211-15

**Q15) DX RATED ORDER** - This is a DX Defense Priority Rated order. The material is needed at the “ship to” location on the specified “delivery required” date. Seller is required to give this order



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priority over unrated orders and orders with lower priority ratings. Seller is required to make every effort to deliver this material by the need date. FAR 52.211-15

**Q16) ISO REQUIREMENT** – Supplier is required to maintain a documented quality system patterned after or in compliance with ISO 9001-200 or AS9100, as applicable to the work scope stated in the order. Procedures, plans, and records will be made available for review by request of authorized Tech Manufacturing, LLC Supply Chain representatives.

**Q17) DPD SYSTEM COMPLIANCE** – Supplier is responsible for maintaining a documented Digital Product Definition (DPD) system in compliance with Boeing D6-56199, D6-51991, and ISO 9001-2000 or AS9100 as applicable to the work scope as stated on the purchase order for design, fabrication, and/or inspection processes at your facility. Supplier's procedures, plans, and records will be made available for review by request of authorized Tech Manufacturing, LLC Supply Chain representatives and their customers as appropriate. The D6-55199 and D6-51991 document can be located at: <http://www.boeing.com/companyoffices/doingbiz/dpd.html>

**Q18) CALIBRATION** - All monitoring and measurement equipment is to be calibrated by a quality system using standards traceable to NIST per the guidelines specified in ANSI/NCSL Z 540.3 and ISO/IEC 17025. The quality laboratory performing the calibration study must be accredited to ISO/IEC 17025 by a recognized international source. All Calibration Certifications or other Certifying Documents must reference this standards and current accreditation. Tech Manufacturing, LLC recognizes ANSI Z 540.3 and ISO/IEC 17025 is the current calibration standard and supersedes Boeing requirement ISO 10012-1 and MIL-STD-45662A

**Q19) AS9102 1ST ARTICLE** – a completed Tech Manufacturing, LLC inspection report/record form (TMF 0005), or equivalent to AS9102 requirements shall be provided with the first shipment as evidence of 100% inspection. The report shall reference Tech manufacturing, LLC's purchase order number. In addition, inspection records must be retained for a minimum of seven (7) years, or as specified by the Tech Manufacturing, LLC purchase order. Suppliers with contracts that have been novated or assigned to Tech manufacturing, LLC by their customer shall provide a copy of the First Article Report matching the current configuration.

**Q20) FOREIGN OBJECT DAMAGE (FOD)** – Supplier shall ensure that Foreign Objects and subsequent Foreign Object Damage is eliminated from all parts prior to shipment. Potential FOD includes but is not limited to burrs, chips, dirt, corrosion, and contamination resulting from the manufacture, assembly, maintenance, processing, cleaning, storage, and subsequent packaging of parts.

**Q21) Q6R DELIVERABLE SOFTWARE REQUIRMENT** – Supplier is responsible for maintaining a documented Software Quality Program in compliance with Lockheed Martin Q6R Software Quality Requirements, and SAE AS9115 or SAE ARP9005 as applicable to the work scope as stated on the purchase order for design, fabrication, and/or inspection processes at your facility. Supplier's procedures, plans, and records will be made available for review by request of authorized Tech Manufacturing, LLC Supply Chain representatives and their customers as appropriate. The Q6R Quality Requirements can be found at: [http://www.lockheedmartin.com/content/dam/lockheed/data/aero/documents/scm/quality/clauses/q6r/q6r\\_rev3.pdf](http://www.lockheedmartin.com/content/dam/lockheed/data/aero/documents/scm/quality/clauses/q6r/q6r_rev3.pdf)

**Q22) CONTROL OF QUALITY RECORDS** – All records related to the manufacturing, testing and inspection of parts supplied to Tech Manufacturing purchase order shall be maintained for a minimum of 10 years unless otherwise specified by Tech Manufacturing. Records related to the manufacturing, testing and inspection of Fracture Critical Traceable parts shall be maintained for the service life of the aircraft.