

P.O. Quality Codes

**UNLESS OTHERWISE SPECIFIED ON PO, VERTEC MINIMUM STANDARD QUALITY CODES
ENFORCED ON ALL ORDERS:**

3.0A or 3.0B, 6.0, 7.0, 9.0, 10.0, 11.0, 12.0, 13.0, 14.0, 21.0, 22.0, 23.0, 24.0

Current revision of this document can be found at: www.vertectool.com

1.0 QUALITY SYSTEM REQUIREMENTS

- A) ISO 9001
- B) NADCAP
- C) AS9100

2.0 FIRST ARTICLE

A) VERTEC MUST APPROVE MASKING PICTURES IN WRITING BEFORE PROCESSING.

B) 5 PIECES TO BE SENT TO VERTEC TOOL FOR INSPECTION. VENDOR MUST RECEIVE WRITTEN APPROVAL FROM VERTEC BEFORE PROCEEDING WITH BALANCE OF PARTS.

3.0 MATERIAL/PART DOCUMENTATION

- A) PACKLIST:
DISTRIBUTOR'S DOCUMENTATION OF MATERIAL SUPPLIED.
E.G. PACKLIST, BILL OF LADING, OR SIMILAR DOCUMENT, LISTING MATERIAL TYPE, AND LOT INFORMATION.
- B) CERTIFICATE OF CONFORMANCE:
A CERTIFIED, SIGNED STATEMENT THAT MATERIAL/PARTS CONFORM TO APPLICABLE SPECIFICATIONS, PER PURCHASE ORDER REQUIREMENTS. CERTIFICATION MUST CONTAIN VENDORS NAME, PART NUMBER OR IDENTIFICATION NUMBER AND VERTEC PURCHASE ORDER NUMBER.
- C) FULLY TRACEABLE MATERIAL REQUIREMENTS:
 - 1. ORIGINAL MELT SOURCE CERTIFICATION, WITH HEAT LOT NUMBER. LISTING ACTUAL TESTED CHEMICAL VALUES. (AT MINIMUM, IF MELTER IS NOT FINAL FINISHER OF PRODUCT.)
 - 2. ACTUAL CHEMICAL AND PHYSICAL MILL TEST REPORTS LISTING ACTUAL CHEMICAL AND PHYSICAL MILL TEST VALUES FROM FINAL PRODUCT FINISHER.
 - 3. ALL CERTIFICATIONS SHALL BE SIGNED BY AN AUTHORIZED PERSON.
 - 4. ALL DOCUMENTATION MUST BE TRACEABLE FROM ORIGINAL MELT, TO VERTEC BY HEAT LOT NUMBER. MUST LIST SPECIFICATION NUMBER WITH REVISION PER PO REQUIREMENTS.

4.0 DFARS

MATERIAL MUST BE DFARS COMPLIANT TO 252.225-7009.

5.0 AGE-SENSITIVE MATERIAL

SELLER SHALL MARK ARTICLES WITH LOT OR BATCH NUMBER. EXPIRATION DATE MUST BE MARKED ON MATERIAL AND ON ANY CERTIFICATION. UNLESS OTHERWISE SPECIFIED ON THE PURCHASE ORDER ARTICLES SHALL NOT BE SUPPLIED WITH MORE THAN 10% OF THE SHELF LIFE EXPENDED.

6.0 RIGHT OF ENTRY

VERTEC TOOL, OUR CUSTOMER AND REGULATORY AUTHORITIES MAY PERFORM AUDITS AND SURVEILLANCE OF THE SELLER'S FACILITY TO ASSURE COMPLIANCE WITH OUR QUALITY PROGRAM. THE SELLER SHALL PROVIDE ACCESS TO ALL FACILITIES AND RECORDS UPON VERTEC'S REQUEST.

7.0 COUNTERFEIT CLAUSE

SEE AS6174 FOR MATERIALS OR AS5553 FOR ELECTRONICS, AS APPLICABLE.
Vendor shall have method of assuring materials/parts ordered from their subcontractors are authentic. No counterfeit materials shall be intentionally sold to Vertec Tool.

8.0 PROHIBITED MATERIALS AND FLUIDS

SEE PO BODY FOR DETAILS.

9.0 RETENTION OF RECORDS

THE SUPPLIER SHALL MAINTAIN ON FILE ALL DOCUMENTS REQUIRED ON PURCHASE ORDER AND ANY QUALITY RECORDS RELATED TO PURCHASE ORDER, FOR A MINIMUM OF SEVEN YEARS FROM END OF CONTRACT.

10.0 NON-CONFORMING PRODUCT

IF THE PRODUCT SUPPLIED BY THE VENDOR IS DISCREPANT IN ANY WAY, THE VENDOR MUST CONTACT THE MAKER OF THIS P.O. AT VERTEC FOR INSTRUCTION AND AUTHORIZATION TO PROCEED.

11.0 NONCONFORMING NOTIFICATION

VENDOR MUST NOTIFY THE MAKER OF THIS PO IF VENDOR DETERMINES THAT ANY PREVIOUSLY SHIPPED GOODS ARE DISCREPANT.

12.0 CHANGE NOTIFICATION

VENDOR MUST NOTIFY VERTEC OF ANY CHANGES IN PRODUCT AND/OR PROCESS, CHANGE OF SUPPLIERS, CHANGE OF MANUFACTURING FACILITY LOCATION, AND MATERIAL, AND OBTAIN VERTEC APPROVAL.
AND WHERE REQUIRED, OBTAIN ORGANIZATIONAL APPROVAL.

13.0 FLOW DOWN

WHEN PRODUCTS OR SERVICES APPLICABLE TO THIS PO ARE PROCURED BY THE VENDOR FROM SUB-TIER SUPPLIERS, THE VENDOR SHALL FLOW DOWN THE QUALITY PO NOTE REQUIREMENTS AS NECESSARY.

14.0 NOTIFICATION OF DISAPPROVAL

YOU ARE REQUIRED TO NOTIFY VERTEC TOOL IF YOUR COMPANY CANCELS OR IS DISQUALIFIED FROM ANY QUALITY SYSTEM OR CUSTOMER SPECIFIC QUALIFICATION. EXAMPLES: ISO, NADCAP, AS9100, SPECIFIC PROCESSING QUALIFICATIONS, OR SIMILAR.

15.0 COUPONS

- A) VENDOR TO SUPPLY ALL REQUIRED TEST COUPON.
- B) VERTEC SUPPLIED COUPONS
SEE PO BODY FOR DETAIL.

16.0 LOT TRACEABILITY

ALL MATERIAL FOR EACH ITEM ON THIS PO SHALL BE FROM THE SAME LOT OF MATERIAL. IF A SINGLE LOT CANNOT BE PROVIDED, CONTACT THE MAKER OF THIS PO.

17.0 SPECIAL HANDLING

THESE PARTS ARE FRAGILE AND REQUIRE SPECIAL HANDLING TO AVOID DINGS OR SCRATCHES .

18.0 REWORK

REWORK ON VERTEC PARTS IS PROHIBITED.
IF THE PARTS ARE DISCREPANT IN ANY WAY, THE VENDOR MUST CONTACT THE MAKER OF THIS P.O. AT VERTEC FOR INSTRUCTION AND AUTHORIZATION TO PROCEED.

19.0 VERTEC SUPPLIED MATERIAL

VERTEC MATERIAL MUST BE KEPT ISOLATED FROM ANY OTHER MATERIAL AND ONLY VERTEC SUPPLIED MATERIAL IS ALLOW TO BE USED FOR PRODUCT ON THIS P.O. IF ADDITIONAL MATERIAL IS REQUIRED VENDOR MUST CONTACT THE MAKER OF THIS PO.

20.0 FOREIGN OBJECT DEBRIS/DAMAGE

FOREIGN OBJECT DEBRIS/DAMAGE IS STRICTLY PROHIBITED. SUPPLIER IS REQUIRED TO HAVE A FOD PREVENTION/AWARENESS PROGRAM IN PLACE.

21.0 PRODUCT SAFETY, PRODUCT OR SERVICE CONFORMITY AND ETHICAL BEHAVIOR.

SUPPLIER SHALL ENSURE THAT ALL EMPLOYEES ARE AWARE OF THEIR CONTRIBUTION TO PRODUCT SAFETY, PRODUCT OR SERVICE CONFORMITY AND ETHICAL BEHAVIOR. THE SERVICES PROVIDED MAY BE DIRECTLY RELATED TO AEROSPACE PRODUCTS AND MAY HAVE SAFETY IMPACTS ON THE FINAL PRODUCTS.

22.0 ALL DOCUMENTS REQUIRED FOR THIS ORDER ARE TO BE SHIPPED WITH MATERIALS, *AND*** TRANSMITTED ELECTRONICALLY TO THE AUTHOR OF THIS ORDER, BY THE DAY OF SHIPMENT.**

23.0 BEAD OR GRIT BLASTING ON VERTEC PARTS IS STRICTLY PROHIBITED, WITHOUT EXPRESS WRITTEN AUTHORIZATION ON VERTEC PURCHASE ORDER. IF BLASTING IS REQUIRED FOR PROPER PROCESSING PER PRINT OR SPECIFICATION, STOP WORK AND CONTACT VERTEC FOR WRITTEN AUTHORIZATION BEFORE PROCESSING THE ORDER.

24.0 FOR CALIBRATION OF VERTEC OWNED GAGES, NO REWORK OR ADJUSTMENTS MAY BE MADE WITHOUT EXPRESSED WRITTEN CONSENT BY VERTEC PURCHASING.