

PURCHASE ORDER QUALITY ASSURANCE TERMS

Unless otherwise specified in the Contract, all of the general requirements below apply to all purchase orders:

General Requirements:

The **SUPPLIER** will verify all purchase orders issued by **Integrated Surveillance and Defense Inc. (ISD)** upon receipt. Any discrepancies in price, quantity, specifications, quality requirements, and packaging or delivery requirements will be communicated to and resolved with **ISD** purchasing before taking action on the purchase order. If the **SUPPLIER** becomes aware of any circumstances that are likely to cause a delay in delivery of the ordered item(s), the **SUPPLIER** will immediately notify **ISD** in writing stating the reason for the delay and the updated delivery date. All items are subject to final inspection and acceptance by **ISD** at destination not withstanding any prior payment or inspection at source. Final inspection will be made within a reasonable time after delivery.

The **SUPPLIER** will use technical data at the contractually specified revision or at the latest revision, if not specified. If the **SUPPLIER** has difficulty with a technical issue or interpretation of requirements contact **ISD** for clarification. Inaccurate, incomplete, or ambiguous information will be reported to **ISD** in a timely manner.

The **SUPPLIER** will ensure that product shipped to **ISD** matches the part number and revision (if applicable) listed on the Purchase Order. All revision changes must be completed through the Buyer and be documented on the PO. Verbal changes and email direction are not authorized.

The **SUPPLIER'S** submission of records, reports, specifications, drawings, inspection and test results and other documentation will be in English.

SUPPLIER is responsible for ensuring the following:

- All items procured from its sub-tiers conform to all relevant requirements of the purchase order.
- All applicable **ISD** Purchase Order Quality Assurance Terms will be flowed down by **SUPPLIER'S** to their sub-tier suppliers including copies of the latest revision or specification (as required).
- Sub-tier supplier quality systems will be compliant to the same or a higher level than the **SUPPLIER** requirement.
- Non-disclosure agreements need to flow down to sub-tiers vendors when providing proprietary drawings, specifications or data.
- Notify **ISD** when any of their sub-tier vendors are found to be non-compliant to a **ISD** provided specification.

Buy American

Certification and Country of Origin must be supplied with all delivered material in accordance with DFAR-Clause 252.225.7001 and 252.225.7012.

Chemicals

All chemical shipments will comply with appropriate statutory and regulatory requirements for transportation, labeling, special or unusual handling requirements, and spill instructions. A copy of the SDS, if applicable, will be provided with each shipment.

Corrective Action

- A) **SUPPLIER** must have a system for Corrective Action.
- B) The solution should be verified, by the **SUPPLIER**, to ensure the problem is solved.
- C) **SUPPLIER** will establish, document, implement and maintain a procedure to evaluate if nonconformities are based on human factors and if additional nonconforming parts exist.
- D) **SUPPLIER** must provide a Corrective Action response within 30 calendar days from the date the Corrective Action is initiated. Failure to respond within the allotted timeframe or an unacceptable response may impact both **SUPPLIER'S** rating and approval status.

Counterfeit Parts

The **SUPPLIER** will maintain a Counterfeit Part Prevention process internally, and with its **SUPPLIERS**, using SAE AS5553, AS6081, and/or AS6174 as a guide. **SUPPLIERS** must be compliant to the applicable Defense Federal Acquisition Regulation Supplement (DFARS) for government contracts (i.e., DFARS 252.246-7007). **SUPPLIER** will only purchase products to be delivered to **ISD** from the **Original Component Manufacturer (OCM)**, or the **Original Equipment Manufacturer (OEM)**, or through the **OCM/OEM** authorized distributor chain. Parts will not be acquired from independent distributors or brokers unless approved in advance in writing by **ISD**. Regardless of the source of procurement, **SUPPLIER** must provide **OCM/OEM** documentation that authenticates traceability of the part to the applicable. Parts deemed to be counterfeit will not be returned to the **SUPPLIER**.

General Requirements (cont.):

Delivery Documentation

New parts or components not accompanied by one of the forms of acceptable documentation listed in A through F below must have a Certificate of Conformance to verify traceability back to the original manufacturer or original component manufacturer:

- A) FAA Form 8130-3, "Authorized Release Certificate", "Airworthiness Approval Tag"
- B) FAA Technical Standard Order (TSO) markings on part and associated TSO certification
- C) FAA Parts Manufacturing Approval (PMA) markings on part and associated PMA certification
- D) FAA Production Certificate statement on associated shipping documents that indicates the part was produced under FAA Production Certificate
- E) Certificate of Conformity from the Supplemental Type Certificate (STC) holder; shipment of parts based on a STC must be shipped with documentation referencing the STC
- F) Maintenance Release Documentation with all applicable information and accomplished by those authorized to perform maintenance, preventive maintenance and alterations IAW FAR Part 43

In addition to the above requirements **SUPPLIER** must provide the applicable documentation that includes the information below with each shipment:

- A) OEM/OCM Certificate of Conformance dated and bearing the signature and title of an authorized company representative stating that the products and services furnished are in accordance with all applicable requirements and supporting documentation is on file and will be made available for review.
- B) Description, part number and revision (if applicable) of the product ordered
- C) Delivered quantity
- D) Serial number or batch number/ date code where applicable
- E) Shelf life where applicable
- F) Buyer contract or purchase order reference
- G) Concession number if applicable
- H) Any other document specified in the order (FAI report, EASA Form 1, FAA Form 8130-3, etc.)
- I) Safety Data Sheet (SDS) when applicable

Note: Absence of delivery documentation in accordance with order will be considered as not fulfilling the requirements of the order. In this event, the **ISD** reserves the right to return products to the **SUPPLIER**. Shipping costs will be charged to the **SUPPLIER**.

Detecting and Reporting Suspected Unapproved Parts (SUP)

SUPPLIER will have a process for the prevention of suspected unapproved parts. **SUPPLIER** will report to **ISD** all suspected unapproved parts within 24 hours of discovery. In addition, **SUPPLIER** will follow the guidelines of FAA Advisory Circular 21-29 (current rev) Form 8120-11 "Suspected Unapproved Parts Report" in regards to FAA notification of SUP.

Distributor Requirements

SUPPLIER will provide evidence that the product(s) provided in accordance with this purchase document are new and were obtained from the original manufacturer or original component manufacturer identified within this purchase document. **SUPPLIER's** evidence will include a legible copy of the original manufacturer's certificate of conformity (C of C) and **SUPPLIER's** packing sheet with reference to the provided manufacturer's C of C.

Electronic Components

Electronic components will only be procured from original manufacturers or from original manufactured franchised retailers.

If electronic components should be procured from retailers who are not franchised by the original manufacturer (short delivery time, obsolescence...), the **SUPPLIER** will obtain prior written acceptance from **ISD**. Depending on the type and use of component, inspections and specific tests will be defined in order to ensure components conformity (visual inspection, functional tests, reliability tests...). Components procured from retailers who are not franchised by the original manufacturer will be delivered with a copy of manufacturer certificate of compliance.

General Requirements (cont.):

ESD Packaging/Packing Requirements

Static sensitive parts will be packed in a conductive frame or with leads inserted in conductive elastomer or foam to protect them against electrical charges. External labels will identify the package on at least two sides as containing static sensitive devices.

Fasteners

Each container of fasteners will be conspicuously marked with the number of the lot from which such fasteners were taken. The **SUPPLIER** will provide one Certificate of Conformity for each part number contained in a fastener shipment. This document will contain as a minimum the **SUPPLIER's** name, the standards and specifications, name of the manufacturer, lot number, purchase order number, item number when applicable, and a factual statement that a copy of a written certificate by the Manufacturer is on file at the **SUPPLIER's** facility available for review by **ISD** upon request.

The Manufacturer's certificate will state that the fasteners have been manufactured according to the requirements of the applicable standards and specifications and have been inspected and tested by a laboratory, and that an original laboratory testing report is on file with the manufacturer and available for inspection.

Inspection, Testing & Acceptance

The **SUPPLIER** will ensure personnel performing inspection, testing and acceptance of products and services are trained and certified IAW industry standards and competent on the activity being performed. When critical items, including key characteristics, have been identified the **SUPPLIER** will ensure they are controlled and monitored. If sampling inspection is used as a means of product acceptance, the sampling plan will be justified on the basis of recognized statistical principles and appropriate for use. Final test, inspection, and release will be carried out by operators authorized by the **SUPPLIER's** Quality Department.

ITAR/EAR

The specifications provided with this order may contain technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2751 et seq.) and International Traffic in Arms Regulations (22 Code of Federal Regulations 120~130), or the Export Administration Act (Title 50, U.S.C., App. 2401 et seq.) and Export Administration Regulations (15 Code of Federal Regulations 768~799), and their amendments. Violations of these export laws are subject to severe criminal penalties. Contact the **ISD** buyer for questions pertaining to this topic.

Measuring and Test Equipment (M&TE)

The **SUPPLIER** will maintain gages and other measuring and testing devices necessary to assure that product(s) conform to the technical requirements. Inspection and test equipment will be calibrated and maintained in accordance with a nationally or internationally recognized standard (i.e., ISO 17025, ANSI NCSL Z540 or ISO 10012). The tools used for inspection must be controlled as part of the **SUPPLIER's** calibration system prior to use in production. The **SUPPLIER's** calibration system will provide recall capability in the event that any M&TE is found to be out of tolerance.

Nonconforming Material

The **SUPPLIER** will maintain a process for controlling nonconforming material. Nonconforming material must be identified, documented, evaluated, segregated (where practical) and dispositioned to prevent its unintended release or use. **SUPPLIERS** will not disposition nonconforming material as "use-as-is" or "repair" if the nonconformity results in a departure from contract requirements, unless specifically authorized in writing by the **ISD** and approved by an authorized representative of the approved design organization. Authority to ship nonconforming material must be obtained through **ISD**. If a concession request is approved by **ISD**, the **SUPPLIER** will:

- A) Indicate on the accompanying documents (statement of conformity or inspection report) the reference number of the approved concession request
- B) Identify (appropriate labeling) the relevant products
- C) Attach a copy of the concession request accepted by the **ISD** to the delivery documentation

Nonconforming material shipped without prior approval is subject to return at the supplier's expense. The supplier is required to report to **ISD** if a product or article has been released from that **SUPPLIER** and subsequently found not to conform to the applicable specification or design data within 24 hours after discovery.

All material rejected by **ISD** and subsequently resubmitted by the supplier will bear adequate identification of the resubmission with the material or with the **SUPPLIER's** documentation.

SUPPLIER is responsible to report to **ISD** all quality escapements discovered that affect products/articles release from the **SUPPLIER's** quality system. Notice of escapement report is to reflect: dates discrepant product or service was provided, specific description of the discrepancy, total number of products or services provided, cause of the discrepancy, and action taken. Notice of escapement may result in the issuance of a

General Requirements (cont.):

request for Corrective Action. This action is to take place within 5 days of determining a nonconformance has occurred. Detailed root cause and corrective action will be provided by the **SUPPLIER** within 30 days.

Packaging

As a minimum, the **SUPPLIER** will package all material in a manner that will ensure protection against corrosion, oxidation, deterioration and physical damage during shipment to **ISD**. Packaging will be IAW to best commercial practice unless otherwise stated. Items damaged due to inadequate packaging will be rejected and returned to the **SUPPLIER**. **SUPPLIER** will provide adequate inspection control of the preservation, packaging, and shipping process to assure all products are complete and all required documentation has been provided.

Part Identification

Parts will be marked in accordance with the applicable drawing and will include the manufacturer's cage code preceded by MFR. The marking will be accomplished IAW MIL-STD-130 ((latest revision or as specified on PO). Marking will be applied in the approximate area and using the same method as depicted on the drawing.

Parts not required to be marked per drawing will be individually bagged and tagged, IAW MIL-STD-130. Tag will include nomenclature, part number, revision, and manufacturer's cage code preceded by the letters MFR. When Department of Defense Federal Acquisition Regulations Supplement (DFARS) 252.211-7003 (Item Identification and Valuation) is listed as a requirement, an IUID marking is required.

Products ordered on this Contract will be serialized by the **SUPPLIER** using serialization scheme as defined in applicable drawings/specifications. The **SUPPLIER's** serialization scheme will include provisions to ensure that serial numbers are not duplicated on products with the same part number and provide an audit trail to all material, fabrication, assembly, inspection and test documentation.

Personnel Requirements

SUPPLIER personnel must have proper training for the jobs they are performing that meet the Aerospace Quality standards. They must be aware of their contribution to product or service conformity, product safety, and the importance of ethical behavior.

If special processes (soldering, painting, welding, etc.) are performed operators will be qualified and certified in accordance with industry standards or what is defined on the drawing or applicable specification; when there is a difference between the two, the more restrictive requirement will be used. When required to perform nondestructive testing, personnel are required to be certified to NAS-410 and meet NAS-410 training requirements. These provisions also apply to sub-tier suppliers as well.

The **SUPPLIER** must ensure and demonstrate when required that repair and maintenance staff have been trained on the applicable maintenance regulation requirements (i.e., Human Factors, Safety Management System, FAA Part 145).

A copy of personal qualification documentation traceable with signature of applicable certifying body (i.e., NADCAP, NDT, IPC, and FAA) must be provided upon request.

Qualified Products List

Wire, connectors, backshells, primers, coatings and paints manufactured to Military specifications must be listed in the Qualified Products Database. The QPD approved manufacturer must be identified on all quotes and material certifications and this requirement must be flowed down to all sub-tier vendors.

Records

Records will include traceability information from procured material to manufacturing, assembly, tests and inspections of product delivered to **ISD** necessary to determine authenticity and conformance to P.O. requirements. All Quality Records are to be legible, reproducible, and identifiable to the purchase order. Quality Records are to be stored and maintained in such a way that they are readily retrievable in facilities that provide a suitable environment to minimize deterioration or damage and to prevent loss. This applies **SUPPLIERS** and sub-tier suppliers. Retention period for Quality Records are 5 years from Purchase Order completion unless otherwise specified. Prior to destruction **SUPPLIER** must request, in writing, disposition of all records as they pertain to the subcontract/purchase order. **ISD**, our customers, Government, or Regulatory Agency representative will have access to review quality records as they pertain to this order and copies will be furnished upon request.

Right of Entry

ISD, our customer(s), and/or regulatory authorities will have the right of entry and may inspect the facilities and processes of the **SUPPLIER** and their subcontractors/vendors engaged in the performance of this order. **SUPPLIER** will provide, without additional charge all reasonable facilities and assistance for such inspections and tests. Any such inspections or test by **ISD** or its customer will be performed in such a manner as not to unduly delay the work. No inspection, test, approval (including design approval) or acceptance of items ordered will relieve **SUPPLIER** from responsibility for defects or other failures to meet the requirements of this order.

General Requirements (cont.):

Shelf-Life Control

The **SUPPLIER** must identify each item, package or container of limited calendar life material with the manufacture date, storage temperature and manufacturer's recommended shelf life, in addition to the normal identification requirements of name, type, size, and quantity. Identification and special handling condition must be recorded on the shipping document. Each limited calendar life material must be received with a minimum of 80% of the manufacturer's recommended shelf life remaining.

The **SUPPLIER** will establish a shelf life and storage control program to ensure that no material which has exceeded its shelf life is used in the fabrication and repair of products for **ISD**.

Supplier's Quality Management System (QMS)

The **SUPPLIER'S** QMS should be compliant to ISO 9001, ISO 10012, ISO 17025, AS9100, AS9110, AS9120, NADCAP, or Code of Federal Aviation Regulations as applicable in the manufacture, repair and delivery of products, materials and services under this Purchase Order. The **SUPPLIER'S** QMS is subject to review and audit by **ISD QA**. The **SUPPLIER** will permit access to all data in OASIS and NADCAP databases including registration documentation, certification, audit reports, findings, corrective actions, etc. upon request.

The **SUPPLIER** will notify **ISD** in writing:

- Within 30 days of any change in **SUPPLIER'S** registration system (i.e., ISO 9001, AS9100, AS9110, AS9120, NADCAP, FAA 145), such as a change in certification status (i.e., withdrawal, update, suspension, loss of certification) or the results of any inspections or investigations conducted by the US Government (i.e., DCAA, DCMA) and/or the Federal Aviation Agency (FAA).
- Within 60 days prior to any transfer of production operations or upon any change in the quality organization, processes or services that could affect product conformity or delivery; this includes changes to facility locations, sub-tier manufacturers and vendors.
- Changes to material, processes, procedures, design interfaces, or software which affects the form, fit, function, safety, reliability, maintainability, testing, weight, or any other requirement or specified/implied/advertised characteristic of the product or service being delivered will not be made without prior written approval from the Buyer.

Wire, braid, sleeving, tubing and cable

Must be a continuous piece; no splicing, melting or bonding will be accepted.

Supplier Qualification and Continued Measurement

The **SUPPLIER** shall have a quality management system (QMS) or industrial reputation that is acceptable to the contractor. **SUPPLIERS** already certified to ISO9001, AS6081, AS9100, AS9110, AS9120, or are FAA Part 145 Repair Station-approved are preferred. One or more of the following will determine qualified suppliers, as well as a suppliers' on-going presence on the AVL: anti-counterfeiting programs; manufacturing and engineering capability surveys; product evaluation; compliance of procured material with PO requirements; quality system audits; and/or the promptness and effectiveness of corrective action taken by the supplier. A **SUPPLIER'S** on-going presence on **ISD'S** AVL will be contingent upon satisfactory delivery performance, incoming inspection results, service levels, pricing and periodic reviews.

Continued measurement of approved suppliers is based on the aforementioned elements in the form of a supplier rating. This rating will provide comparative measures for determination of procurement sources and is calculated by a combination of the following: pricing 25% of the overall score; on-time delivery performance is 20% of the overall score; reliability is 25% of the overall score; quality of goods or services provided is 30% of the overall score and is calculated based upon the supplier's performance to include response time, QMS escapes, Supplier Corrective Action Requests (SCAR), and results of source inspections.

Wood Packaging Materials (WPM)

All WPM will comply with the official quality control program for heat treatment (HT) or kiln dried heat treatment (KD HT) IAW with American Lumber Standard Committee, incorporated (ALSC) Wood Packaging Material Program and WPM Enforcement Regulations (see <http://www.alsc.org/>). All WPM will include certification/quality markings in accordance with the ALSC standard. Marking will be placed in an unobstructed area that will be readily visible to inspectors. Pallet markings will be applied to the stringer or block on diagonally opposite sides of the pallet and be contrasting and clearly visible. All containers will be marked on a side other than the top or bottom, contrasting and clearly visible. All dunnage used in configuring and/or securing the load shall also comply with ISPM 15 and be marked with an ALSC approved DUNNAGE stamp. Wood packaging material (WPM) means wood pallets, skids, load boards, pallet collars, wooden boxes, reels, dunnage, crates, frame and cleats. The definition excludes materials that have undergone a manufacturing process, such as corrugated fiberboard, plywood, particleboard, veneer, and oriented strand board (OSD).

If packaging requirements of this contract specify the use of wood products and a preservative is required, Pentachlorophenol, commonly referred to as "Penta" or "PCP" is prohibited. Replacement preservatives are 2 percent copper naphthenate, 3 percent zinc naphthenate or 1.8 percent copper 8 quinolinolate.

General Requirements (cont.):

Heat Treatment: Boxes/pallets and any wood used as inner packaging made of non-manufactured wood will be heat-treated. All nonmanufactured wood used in packaging will be heat treated to a core temperature of 56 degrees Celsius for a minimum of 30

minutes. The box/pallet manufacturer and the manufacturer of wood used as inner packaging will be affiliated with an inspection agency accredited by the board of review of the American Lumber Standard Committee. The box/pallet manufacturer and the manufacturer of wood used as inner packaging will ensure traceability to the original source of heat treatment. Marking: Each box/pallet will be marked to show the conformance to the International Plant Protection Convention Standard. The quality mark will be placed on both ends of the outer packaging, between the end cleats or end battens: on two sides of the pallet.

Foreign manufacturers will have the heat treatment of non-manufactured wood process verified in accordance with their National Plant Protection Organization's compliance program. In addition, wood used as dunnage for blocking and bracing will be ordered with ALSC certified marking for dunnage or the markings may be applied locally at two-foot intervals.

Specific Requirements:

Quality requirements 1 through 11 apply when specified on the Purchase Order or subcontract. In the event any term cannot be met, the **SUPPLIER** is responsible for notifying the **ISD** purchasing representative immediately.

1. Traceability

Traceability will be maintained from receipt of raw material through finished product. The **SUPPLIER** will include with each shipment two copies of the results of the lot, batch or item acceptance tests required by the applicable specification. Test reports will include identity of material/item tested, reports of testing performed indicating chemical composition and/or actual physical properties identifiable to each lot, batch, and heat treat lot and will be validated by an authorized representative by an inspection stamp or signature and title. The report will establish the quantity of material/items tested and will be traceable to each lot/batch of material shipped. Send a copy of material test reports electronically to the following address: Materials@isr-def.com. Place one copy inside of the shipping container or with shipping documentation.

2. Special Process Control

SUPPLIERS and all members of their supply chain that only provide special processes will be NADCAP accredited for the following processes:

- Brazing
- Chemical Processing
- Coatings
- Heat Treating
- Materials Testing
- Non-Conventional Machining
- Nondestructive Testing
- Shot Peening
- Welding

SUPPLIER must provide with each shipment, objective evidence of compliance to material process specified under this purchase order. Objective evidence may be in the form of, but not limited to, material test results, personnel certifications, inspection records and process sheets. **SUPPLIER** is responsible for control and conformance of material processes procured from sub-tier suppliers. Evidence of **SUPPLIER'S** validation of sub-tier supplier's capabilities is required upon request.

3. Raw Material Identification

All raw materials, including plate, bar, extrusion, sheet of aluminum, steel, or other material, must be identified per the applicable specification. Identification to **ISD** Purchase Order Number is also requested.

4. Material Validation

Material must be tested by an independent 3rd party NADCAP facility to validate material chemical and physical properties to the applicable industry specification. The reports will be validated by an authorized representative of the organization by an inspection stamp or signature and title. The report will establish the quantity of material/items tested and will be traceable to each lot/batch of material shipped. Send a copy of

Specific Requirements (cont.):

material test reports electronically to the following address: Materials@isr-def.com. Place one copy inside of the shipping container or with shipping documentation.

5. First Article

First Article Inspection required per the AS9102 Standard. A first article Inspection (FAI) will be performed on new product of the first production run in accordance with SAE AS 9102. A delta FAI will be generated IAW AS9102 when applicable. The First Article Inspection report, written in English, along with associated raw material, test reports, and special process certifications will be provided to **ISD** to provide objective evidence that all engineering, design and specification requirements, including process and manufacturing validation are: correctly understood, accounted for, verified, and recorded. All inspectable drawing characteristics values and their associated tolerances, the actual inspection results for each item and whether the characteristic is within allowable tolerance; to include record of the equipment used and asset identification of the equipment will be documented in the report.

6. Government inspection

Government Inspection is required prior to shipment. Upon receipt of this order, promptly notify the Government representative who normally serves your facility so that government inspection can be accomplished. The vendor will furnish, at no cost to **ISD** or the Government, documentation, test data, equipment, and facilities necessary to accomplish product inspection to applicable drawings, specifications and other requirements.

7. FAA System Requirements

Work performed under this order must be accomplished in compliance with **SUPPLIER's** applicable valid air agency certificate. A description of the work accomplished by the **SUPPLIER** will be included with each shipment. All documentation required by this order must be included with each shipment. The return to service must comply with all regulatory requirements including but not limited to, current FAA orders and memoranda.

8. Source Inspection

Source inspection is required prior to shipment. The **SUPPLIER** is responsible for inspecting and presenting a fully conforming product to **ISD** Quality Assurance Representative. The **SUPPLIER** will provide an adequate work area, a current copy of the purchase order, packing slips, all applicable drawings and specifications, required certification/test reports, and all necessary inspection equipment that the **ISD** Quality representative may require. Contact **ISD** at least five days prior to scheduled shipment to coordinate the inspection.

9. Teardown and Evaluation Reports

Items require teardown and evaluation upon receipt; to be conducted before repair or overhaul and the results provided in report form to **ISD** prior to repair or overhaul. This is in addition to any other certification or test reports required as a result of the repair or overhaul.

10. Flight Safety Parts/Critical Safety Items

The requirements of AS9017, Control of Aviation Critical Safety Items, apply to this requirement. If **SUPPLIER** is responsible for the procurement of Flight Safety Parts, the **SUPPLIER** will procure flight safety parts from sources which have been approved by **ISD** QA. Material tests reports will be validated to verify test report accuracy.

Employees performing work or having inspection responsibilities pertaining to critical characteristics will be certified to the appropriate professional level as outlined in applicable national standards, and/or regulatory guidance.

ISD QA must approve the sub-tier/processor before the special process is performed. One or more of the following requirements may apply to this Purchase Order; contact **ISD** QA for guidance:

- A First Article Inspection (FAI)
- Product Line Verification Audit
- Review and approval of planning documentation
- **SUPPLIER** audit

Once approved any revision to the manufacturing plan must be submitted to **ISD** QA for review and approval. All changes affecting critical characteristics will be submitted to the Design Control Activity (DCA) and approved prior to implementation of the proposed change. **SUPPLIER** will notify **ISD** QA when any of their sub-tier vendors are found to be non-compliant to a **ISD** provided specification.

Specific Requirements (cont.):

All records relating to the CSI will be traceable to the date and place of manufacture, maintenance, repair and/or overhaul. Records will provide the traceability required to enable subsequent verification of all aspects of material, manufacture, special process (i.e., heat treat, shot peening, NDT), personnel certification, variability control charts (if applicable), assembly and inspection of critical characteristics.

Records will be maintained at least ten years after vendor ceases to manufacture the part or perform maintenance, repair and overhaul of the part. At the end of the record retention period, or in the event of relocation or shutdown, all records will be offered to the **ISD** prior to disposal.

11. Calibration

Calibration will be performed IAW nationally or internationally recognized standard (i.e., ISO 17025, ANSI/NCSL Z540 or ISO 10012). A detailed report will be provided for all articles being calibrated and will include at a minimum: incoming and outgoing data, accept/reject criteria, identification of the person performing the inspection, and identify the "standards" used as well as their traceability to NIST and calibration due dates. Tamper proof labels or other methods will be used to safeguard tooling from adjustments that would invalidate calibration status.