

Quality Terms for Purchase Orders for R&M Machine

Customer Right of Inspection

1. R&M Machine and their customer and regulatory authorities have the right of access by the organization to the applicable areas of all facilities, at any level of the supply chain involved in the order and to all applicable records.

Certification / Prevent Counterfeit Parts

2. The supplier shall sign and certify that all parts, material, and processes were inspected and found to comply with the requirements of this order. The revision level that processes were completed must be listed on any documentation. (Suspect) Counterfeit Parts are not allowed.

Processes / Part Revision

3. All processes, parts, drawings, specifications, etc. listed on this purchase order shall be done per latest revision unless stated otherwise per the purchase order.

Traceability

4. Traceability must be maintained for all work done on this purchase order. This includes lot, batch, and heat #s of material used for processes and the revision level of the process used for this PO. Material certs are required for materials used in fabrication.

Records Retention

5. Any records made while processing this purchase order not sent to R&M Machine must be kept safe and accessible. Records shall be kept for a minimum of 10 years unless otherwise stated, and then destroyed via deletion or shredding.

Authorized Markings

6. Only markings listed on the drawing and parts list are allowed directly on parts, including acceptance and date stamps.

Change in Process

7. Supplier must notify R&M Machine of changes in product and/or process, changes of suppliers, manufacturing facility location, and, where required, obtain R&M Machine approval.

Verification & Validation (Test) Acceptance

8. Supplier, where appropriate agrees to requirements for design, test, inspection, verification, use of statistical techniques for product acceptance, and related instructions for acceptance on PO, and as applicable critical items /key characteristics. Supplier will be notified what and if any validation or verification activities will be accomplished at their facility by R&M or our customer.

Test Specimens

9. Supplier, where appropriate, agrees to PO requirements for test specimens for design approval inspection/verification, investigation, or auditing.

Shelf Life

10. Data shall be provided for item or materials which are susceptible to degradation with age. Supplier shall provide a signed statement with shelf life, starting date, and expiration date and storage requirements. Shelf-life

limited items shall have 75% or more of their shelf life remaining at time of the delivery to R&M Machine Shop.

Identification

11. At a minimum, all items including raw material supplied on the R&M Machine PO will be identified on supplier's paperwork with the part name and #, as specified on the PO. The identification and revision status of specifications, drawings, process requirements, inspection/verification instructions and other relevant technical data must be included.

Shipping

12. Materials shall be packaged, handled, and transported in a way to ensure the quality of material/part, and that damage, deterioration and loss in transit are prevented.

Corrective Action

13. Supplier shall, upon request, provide statements of corrective action on nonconforming material/parts. Corrective action may require approval signatures by R&M Machine and customer/regulatory representatives.

Material Substitutions Prohibited

14. Unauthorized material substitutions are not permitted. This includes any deviation of form, size, shape, chemistry, melt method, origin, temper/condition, product testing or surface finish. Conversion of raw material (i.e., heat treat to change temper or condition) constitutes material substitution. Raw material must not be re-certified with respect to thickness, diameter, and width or cross-sectional area or product form. Certification for material shall reflect the form and size of the original manufactured product.

National Defense Rated Orders

15. If orders are Rated/certified for national defense, emergency preparedness and/or energy programs, the supplier shall follow all the requirements of the defense priorities and allocation system regulation (15CFR700).

Flow-down Requirements

16. The supplier must flow down the supply chain the applicable requirements including customer requirements.
 - a. Supplier shall comply with all applicable laws, ordinances, rules, and regulations; Federal, State and Local, including and without limitation: The Arms Export Control Act, the International Traffic in Arms regulations, and the Foreign Corrupt Practices Act. Compliance shall be a material requirement for each Purchase Order. Supplier agrees to notify R&M if any products supplied to R&M are restricted by export control laws or regulations.
 - b. R&M's supplier is required to maintain a FOD program, which assures that work is accomplished in a manner preventing foreign objects or materials from entering and remaining in deliverable items. Any non-conformances arising because of FOD issues will be fully investigated for potential impact.

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- c. R&M requires all products supplied on this purchase order to be in compliance with Section 1502 of the Dodd-Frank Act. The supplier warrants that they do not supply R&M with any “conflict minerals” (Gold, Tin, Tantalum, and Tungsten) from the Democratic Republic of the Congo (DRC) or its adjoining countries.

Nonconforming Product

17. Supplier must notify R&M Machine of nonconforming product and obtain R&M Machine approval for nonconforming product disposition.

QMS Requirements

18. Supplier shall implement and maintain a Quality Management System, preferably compliant to at least ISO 9001, unless otherwise called out on the Purchase Order.

Designated Approved External Providers

19. When required, only customer-designated or approved suppliers will be used.

Awareness for Employees

20. Supplier ensures employees are aware of their contribution toward: (a) Product/Service conformity, (b) Product Safety, and (c) importance of ethical behavior.

Approval

21. Supplier will be provided the approval criteria for products and services, as well as, methods, processes, equipment, and the release of products and services.

Competency

22. Supplier will be provided with any competency requirements including any required qualifications of personnel.

Communication

23. Supplier shall communicate with R&M via email or phone during normal business hours. M-F 7AM-3:30PM.

Performance

24. The supplier’s performance will be controlled and monitored via Quality, On-time delivery, and pricing.