

# QUALITY SYSTEM



MID-STATE AEROSPACE, INC.

## QUALITY REQUIREMENTS

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CODE	REQUIREMENT
QR1	<b>Quality System Approval</b> The supplier shall, as a minimum, maintain an accredited 3 <sup>rd</sup> party registration to AS9100 if a manufacturer and AS9120 if a Distributor. If a supplier has less than 50% Aerospace business then ISO9001 is acceptable. For Bearing Manufacturers an industrial or automotive certification may be acceptable.
QR2	<b>Right of Entry</b> Mid-State Aerospace, Mid-State Aerospace customers, government representative or applicable regulatory agencies shall have the right to survey seller's facilities, with suitable notification to review all processes, subcontractors, contracted parts, procedures and records that are applicable to Mid-State Aerospace.
QR3	<b>Traceability</b> Seller shall provide a Certificate of Conformance, with Mid-State Aerospace purchase order clearly noted on it, with each shipment. At a minimum, the certifications provided shall be in English. Seller must ensure that all certifications (Manufacturers Certificate of Conformance, Test Reports, Process Certs, Raw Material etc) for a part is traceable to one another by either a lot number, date code, heat number, job or work order number or material P.O. number. Changes or amendments to any certification paperwork must identify the authorizing party via signature, initial, stamp, or any other similar method, along with amendment date.
QR4	<b>Nonconformance</b> No known nonconformance shall be shipped to Mid-State Aerospace without written authorization from Mid-State Aerospace Quality. The product shall be held at the supplier pending instruction from Mid-State. If nonconforming product is found by the supplier after shipment to Mid-State the supplier shall notify Mid-State within 48 hours of the discovery
QR5	<b>Multiple Lots</b> Multiple lots shall be bagged separately and identified. No commingling of lots is allowed under any condition.
QR6	<b>Packaging</b> Seller must assure that all product shipped is adequately packed and/or packaged to prevent damage, contamination, the introduction of Foreign Object Debris (FOD) and/or deterioration. Unless otherwise specified on the purchase order, seller must use best commercial practices (such as described under ASTM-D-3951) to prevent damage, contamination and/or deterioration to all products during transit. No loose fill material (i.e. foam peanuts) shall be used in the packaging of products. Clamps, which are sensitive to ozone and UV, must be packaged in black Mylar bags. Shelf life items must also be packaged appropriately for protection.
QR7	<b>Counterfeit</b> Supplier shall establish and maintain a Counterfeit Parts Prevention/Avoidance and Control Plan using Industry Standard AS5553 (Counterfeit Electronic Parts; Avoidance, Detection, Mitigation and Disposition) and AS6174 (Counterfeit Material; Assuring Acquisition of Authentic and Conforming Material) as guidelines. The process shall be to prevent and control the delivery of counterfeit parts.  Font required is 3 of 9 (code 39) type, human readable characters printed below each bar code.  The outer container label shall have the bar code printed on it or a white label with black print attached with the bar code information on it. Size of the bar code information shall be .375 inch minimum in height and must be placed without blocking any information.
QR8	<b>Procurement Specification Document and Certification Requirements</b> When the procurement specification and this purchase order have differing certification requirements, the higher-level requirement takes precedence.
QR9	<b>Record Retention</b> Seller shall retain quality records for a minimum of 10 years. Fasteners identified as safety critical, quality records shall be retained for 30 years. Records shall be made available to Mid-State for review upon request. Mid-State must be notified prior to the destruction of any quality records. Bearing Manufacturers refer to QR37.
QR10	<b>Calibration</b> Tools and equipment used in the final acceptance of manufactured product shall be calibrated in accordance with ANSI Z540-01 or ISO 10012-1 or TS/ISO 16949.
QR11	<b>Statistical Process Control (SPC)</b> The Seller shall identify the statistical techniques in establishing, controlling and verifying process capability and product characteristics. Documented procedures shall be established and maintained to implement and control the application of these statistical techniques. Mid-State Aerospace measures on time delivery and if it falls below Mid-State Aerospace acceptable levels a NCR or removal from the ASL could result.

APPROVED BY: ROBERT SOMERS  
TITLE: QUALITY MANAGER

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QUALITY REQUIREMENTS

QR12	<p><b>Foreign Object Debris (FOD)</b> Seller shall establish, document and maintain a program to control and eliminate Foreign Object Debris (damage) (FOD) and/or contamination during seller's (or seller's sub-tier sources) manufacturing, assembly, test and inspection operations.</p>
QR13	<p><b>Hazardous Material</b> Seller shall furnish a label on product that indicates hazardous material and type (Ex: cadmium, lead, hexavalent chromium, polybrominated biphenyls (PBB), and poly brominated diphenyl ethers (PBDE)), or any chemical known to cause cancer.</p>
QR14	<p><b>Mercury Free</b> To the best of your knowledge all products and/or services provided have not come in contact with, or have been exposed to, mercury bearing instruments or equipment, or mercury in any other form.</p>
QR15	<p><b>Mid-State Terms and Conditions</b> Mid-State Terms and Conditions apply to all items shipped.</p>
QR16	<p><b>Return Policy</b> Mid-State Aerospace reserves the right to return product, within a reasonable time frame, if it does not meet the dimensional and/or structural requirements of the purchase order or drawing.</p>
QR17	<p><b>Country of Origin</b> Country of Origin statement is required on the Manufacturers Certificate of Conformance. If no statement is on the C of C it will be assumed that the product was manufactured and/or assembled in the United States.</p>
QR18	<p><b>Certifications</b> Applicable specification and part revision level must be present on certifications and test reports. The following certifications must accompany the product shipped:</p> <ul style="list-style-type: none"> <li>a. – Manufacturers Certificate of Conformance</li> <li>b. – Raw Material Certification</li> <li>c. – Test Reports and Process Certifications</li> <li>d. – Distributor Certificate of Conformance</li> <li>e. – Third Party Test Reports</li> <li>f. – Mill Material Certifications</li> <li>g. – Chemical and Physical Reports</li> </ul>
QR19	<p><b>Shelf Life</b> On certifications for product having a limited or specified shelf life, Seller shall indicate the cure date and, when applicable, any special storage or handling conditions. Cure date must also appear on all packaging.</p> <ul style="list-style-type: none"> <li>a. – The remaining shelf life at time of delivery shall not be less than <b>85%</b> of total life.</li> <li>b. – The remaining shelf life at time of delivery shall not be less than <b>80%</b> of total life.</li> <li>c. – The remaining shelf life at time of delivery shall not be less than <b>75%</b> of total life.</li> </ul>
QR20	<p><b>Drawing</b> Seller must supply the drawing (print) with the part. Seller shall also verify compliance with design specifications, including and required qualifications of person, testing, and acceptance test document.</p>
QR21	<p><b>First Article</b> A documented first article is required. First article shall be required on the first production run per AS9102. All additional revisions due to engineering, design and/or specification change then a Delta AS9102 is required.</p>
QR22	<p><b>Government Source Inspection</b> Government Source Inspection shall be conducted at the Seller's facility and shall be requested and accomplished prior to shipment. When the items on the Purchase Order are ready for inspection, notify the Mid-State Quality Manager so that coverage can be arranged. Drawings, specifications and other pertinent data shall be made available to the Mid-State Aerospace Quality Representative and/or Government Source Inspector at time of inspection.</p>
QR23	<p><b>8130-3 Tags</b> 8130-3 tags are required for items identified on this purchase order.</p>
QR24	<p><b>PMA Required</b> PMA approval is required for items on this purchase order (if applicable).</p>
QR25	<p><b>ESD</b> The Seller shall provide safeguards for all Electrostatic Discharge (ESD) sensitive components and assemblies. ESD components and assemblies shall be packaged and transported in electrostatic shielding containers. All ESD containers or cushioning materials must have the mechanical characteristics to properly protect parts against damage. All ESD packaging containers must have an ESD caution label affixed to the outer surface.</p>



QR26	<p><b>100% Inspection Required</b> Seller shall perform 100% inspection of all characteristics or specified characteristics on all products covered by the Purchase Order. Records of sellers 100% inspection results, showing actual range of values, shall accompany each delivery of product(s).</p>
QR27	<p><b>Preference for Domestic Specialty Metals (Berry Amendment)</b> Any specialty metals incorporated in articles delivered under this order must be melted in the United States, its possession or in a qualifying country as defined in the DFARS 252.225-7009. Please refer to the DFARS clause located in the Government Websites for identification of Specialty Metals and list of Qualifying Countries. <b>DFARS</b> compliance statement must be stated on the manufacture's certificate of conformance.</p>
QR28	<p><b>DFARS</b> DFARS 252.225-7016 applies. <b>DFARS</b> compliance statement must be stated on the manufacturer's certificate of conformance.</p>
QR29	<p><b>Airbus Approval</b> Airbus approval number and release statement of "For Furtherance of Airbus UK" required on the Manufacturers Certificate of Conformance.</p>
QR30	<p><b>Record Retention for Bearing Manufacturers</b> Seller shall retain quality records for a minimum of 5 years for Industrial and 3 years for Automotive. Records shall be made available to Mid-State for review upon request. Mid-State must be notified prior to the destruction of any quality records.</p>
QR31	<p><b>Special Process Approval</b> Special processes shall be performed by sources that are accredited by the National Aerospace and Defense Contractors Accreditation Program (Nadcap). This requirement applies whether the process is performed by the Seller or by Seller's subtier sources. Special Processes include but are not limited to: NDT, Nonconventional Machining, Heat Treat, Plating/Coating, Welding and Chemical Processing.</p>
QR32	<p><b>Revision Levels</b> All material furnished to Mid-State Aerospace by the seller and its suppliers must be manufactured to and/or meet the most current revision level of the applicable part standard and its associated specification at the time the purchase order was issued unless otherwise specified on the Mid-State Aerospace purchase order.</p>
QR33	<p><b>Manufacturer's Certificate of Conformance</b> Manufacturer's Certificate of Conformance must display revision level of part being furnished.</p>
QR34	<p><b>Government Orders and DPAS Rated Orders:</b> Any purchase order noting a US Government Contract number and associated Priority Rating shall be executed in accordance with the Defense Priority and Allocation System Program. A person must accept or reject a rated order and transmit the acceptance or rejection in writing (hard copy), or in electronic format, within fifteen (15) working days after receipt of a DO rated order, and within ten (10) working days after receipt of a DX rated order.</p>
QR35	<p><b>Notification of Changes</b> Supplier shall notify Mid-State Aerospace when changes occur that will affect the Quality System, such as changes of address/location, ownership, company name, Quality Manager, Quality Management System (QMS), or QMS approvals.</p>
QR36	<p><b>Marking for Electronic Products</b> Supplier shall adequately and permanently mark the product with the part number and when applicable, the date code.</p>
QR37	<p><b>Assemblies</b> All individual components within the assembly shall be listed on the Manufacturer's Certificate of Conformance along with traceability to the applicable certification.</p>
QR38	<p><b>Date Codes</b> If product has an age or a date code, parts must be less than 4 years old unless approved by a Mid-State Quality Representative. The age or date code must be listed on the Manufacturer's Certificate of Conformance and seller's Certificate of Conformance as applicable. In case of multiple date codes, all date codes and associated quantity must be listed on the Manufacturer's Certificate of Conformance and seller's Certificate of Conformance as applicable. The supplier may hand-write date code, quantity, or any additional information on the Certificate of Conformance as long as the changes are accompanied by a signature and/or a stamp.</p>
QR39	<p><b>Conflict Minerals "The Dodd-Frank Wall Street and Consumer Act"</b> The Security and Exchange Commission (SEC) has imposed that publicly traded companies report of any product containing Tantalum (and all its derivatives), Tin, Tungsten or Gold from the Democratic Republic of Congo, Angola, Burundi, Central African Republic, Rwanda, Tanzania, South Sudan, Uganda and Zambia. Mid-State Aerospace is expecting you as a supplier to perform a due diligence effort to make these determinations. It will be required that you do not knowingly supply any product that contains these minerals from the above listed countries based on the concerns that the revenues obtained from the mining and transport of conflict minerals aid in financing the ongoing conflict in the Democratic Republic of Congo (DRC) and the surrounding countries.</p>
QR40	<p><b>Supplier Control</b> Supplier shall control and monitor external providers performance.</p>