CCR Purchase Order Requirements & Quality Clauses

The following quality assurance clauses become an integral part of the CCR Products, LLC (CCR) Purchase Order to the extent specified herein.

Note: Clauses with alpha designations are applicable to all procurements.

Procurements that do not relate to product realization will only have the alpha designated clauses apply.

Shipments will not be considered complete and invoice(s) shall not be honored until these requirements are fulfilled.

A. INVOICE REQUIREMENTS

At a minimum, all invoices shall contain the following to be properly received by CCR Products, LLC

- CCR Products, LLC purchase order number
- Description of goods ordered and/or item numbers
- Quantity of goods ordered and/or item numbers
- Cost of goods including all freight and handling charges
- Payables contact information
- Order date

No invoice will be honored until all goods are received unless expressly written by an authorized CCR Products, LLC representative.

B. NONCONFORMING MATERIAL

The seller is not authorized to perform material review action of nonconforming material with the intent of delivering such nonconforming material without the express written authorization from CCR Products, LLC. Disposition of any departures specifications or purchase order requirements must be approved in writing by CCR Products, LLC's quality control manager prior to the shipment from the supplier's facility.

C. CHANGE OF PRODUCT OR PROCESS

The seller shall not implement any changes in design, materials, processes, or controls without prior written approval from CCR Products, LLC where CCR Products, LLC controls the specifications and processes. The intent of this requirement is to ensure that all material supplied under this order shall be homogeneous and the performance, reliability and quality of the material is not degraded. Changed articles shall be clearly identified in a manner different from previously supplied articles.

D. SUB-TIER FLOW DOWN

Supplier shall flow down to sub-tier suppliers the applicable requirements in the purchasing documents.

E. PREVENTION AND COUNTERFEIT

The Supplier shall plan, implement, and control processes, appropriate to the organization and the product, for the prevention of counterfeit or suspect counterfeit part use and their inclusion in product(s) delivered to CCR. NOTE: Counterfeit part prevention processes should consider: training of appropriate persons in the awareness and prevention of counterfeit parts; application of a parts obsolescence monitoring program; controls for acquiring externally provided product from original or authorized manufacturers, authorized distributors, or other approved sources; requirements for assuring traceability of parts and components to their original or authorized manufacturers; verification and test methodologies to detect counterfeit parts; monitoring of counterfeit parts reporting from external sources; quarantine and reporting of suspect or detected counterfeit parts. (In accordance to AS6147 & AS5553)

F. PRODUCT SAFETY, CONTRIBUTION, ETHIC AND BEHAVIOR:

CCR Products, LLC is committed to treating suppliers with fairness and integrity. CCR will emphasize competition without discrimination or deception, in a manner consistent long term relationships. The Supplier shall ensure that persons doing work under the organization's control are aware of a) The Quality Policy. b) Relevant quality objectives. c) Their contribution to the effectiveness of the quality management system, including the benefits of improved performance. d) The implications of not conforming to the quality management system requirements. e) Relevant quality management system documented information and changes thereto. f) Their contribution to product or service conformity. g) Their contribution to product safety. h) The importance of ethical behavior.

G. SUPPLIER PERFORMANCE

CCR Products, LLC will periodically evaluate the performance of suppliers to ensure that they are still operating in compliance with CCR requirements. Suppliers determined to be in nonconformance to these standards may be put on probation or taken off the CCR approved supplier list.

1. QUALITY RECORDS RETENTION

Supplier’s product and process control and quality records both hardcopies and/or electronic, shall be retained at the supplier’s location or approved backup or storage facility for a minimum of thirty (30) years, unless otherwise specified on the purchase order. The records shall be sufficient to determine the quality level of the production processes. These records shall include, but are not limited to, chemical and physical test results of raw material (if applicable) used in the manufacture of the items on the purchase order. Quality records shall be provided upon request by CCR Products, LLC or its customers. Disposition of those records shall be destroyed in one or more method(s) based on the “type” of record. “Type” is defined as hardcopy or electronic version

All hardcopies are to be physically destroyed either by the following method(s):

1. Burned, unless prohibited by local ordinance OR
2. Shredded, or torn up so as to destroy the record content of the documents or material concerned

Electronic: (Requirement is to perform Method 1 and 4 in-combination with Methods 2 or 3)

1. Deletion
2. Overwriting (with proof or re-write)
3. Degaussing - Exposing to a powerful magnetic field to scramble the data, with multiple passes of the magnet over the storage media to make sure the records are properly destroyed. *Once this method is used on the storage device, the device can no longer be used.*
4. Physically Destroying Storage - Actually, physically destroying the storage

All record disposition completion shall be recorded and have evidence of destruction to CCR. Methods listed above are to prohibit outside factors from retrieving and viewing by process of destruction the records. Other methods of destruction are not listed, however alternative methods are to be approved by CCR, as long as intent is met and proof is obtained acceptable.

2. SUPPLIER CORRECTIVE ACTION REQUESTS

Supplier corrective action requests will be forwarded by CCR Products, LLC to a supplier when CCR quality assurance deems formal corrective action is necessary. The supplier shall give priority to analysis of the cause and proposed corrective action. It is mandatory that replies be received within the period indicated on the supplier corrective action request.

3. CERTIFICATE OF CONFORMANCE / ANALYSIS

The supplier shall provide, with each shipment, a certified statement that the items furnished on this purchase order meet CCR Products, LLC specification requirements as stated on the purchase order. As many of the following items as possible, as it applies to the product being certified, are to be included on the certificate of conformance (C of C) or Certificate of Analysis (C of A):

- Part or item name
- Revision or date
- Serial or lot numbers
- Quantity of items
- Purchase order number
- List of specifications, grade, type, or value to which the product was purchased
- Seller's name and address
- Analysis Results (C of A only)
- Signature and title of recognized quality assurance representative

Acceptance of material at CCR Products, LLC is contingent upon receipt of a C of C or C of A containing the above referenced requirements.

4. RIGHT OF ACCESS

CCR Products, LLC may conduct a survey and/or perform surveillance of the supplier's quality management system to evaluate the degree of ability to comply with these and other applicable requirements, or assist in the resolution of quality problems. As necessary, a CCR Products, LLC customer, government or regulatory agency representative may accompany the CCR quality assurance representative.

5. QUALITY SYSTEM REQUIREMENTS

The supplier's quality system shall be in compliance with the current revision of AS9100, ISO 9001 or have a CCR Products, LLC approved quality system. Suppliers certified to AS9100 or ISO 9001 shall be evidenced by a third party certification.

6. QUALIFIED PRODUCTS LISTING (QPL)

The seller shall include with each shipment a certified statement that the items on this purchase order were produced by a currently approved QPL manufacturer. Indicate the name of the manufacturer and current QPL number on the statement. Material shipped from a distributor must be accompanied by a reproduced copy of the shipping document from the original manufacturer, or a certified statement, signed by a responsible official and contain the following statement: "Original shipping document from the manufacturer is on file at this facility and is available for review by CCR Products LLC upon request."

7. TEST REPORTS

A legible and reproducible test report shall be provided with each shipment upon request. Each test report shall evidence compliance with the applicable drawing, specification and/or purchase order requirements and shall include the revision of the drawing and/or specification. The reports shall bear the signature and title of the responsible agent of the seller. When serialization of items has been imposed by the purchase order, such serialization shall be part of the test report.

- Chemical Test Report (C of A)
- Physical Test Report
- Functional Test Report (defined as operative inspection, e.g. mechanical, electronic, hydraulic, etc.) – Destructive or Nondestructive.

8. CALIBRATION PROGRAM

The seller shall have established, and currently maintain, a calibration program in accordance with ISO 10012, ANSI Z540 or ISO 17025.

9. IDENTIFICATION OF LIMITED LIFE ITEMS

The seller shall identify each item, package or container of limited life material with the manufacturer's date, storage temperatures, and special handling conditions, in addition to the normal identification requirements of name, part number, specification number, type, size, quantity, and manufacturer's recommended shelf life. All material supplied must have, at a minimum, 75% of shelf life remaining. Material Safety Data Sheets (MSDS) must be supplied with each shipment.

10. MATERIALS FOR USE IN PRODUCT REALIZATION

All materials listed on purchase order must have the following to be accepted by CCR Products, LLC

- C of C and/or C of A with all the requirements of clause #3.
- Material Safety Data Sheets (MSDS/SDS) (latest revision)
- Product data sheet (latest revision)

- No broken, breached, opened or otherwise tampered with containers
- Identification markings on each container specifying chemical/product name and part number along with manufacturer

11. CERTIFICATION OF CALIBRATION

Certification of calibration attesting to the accuracy of the items procured in this purchase order shall (if specifically requested) be supplied with each shipment. This certification must contain all test parameters necessary to demonstrate conformance to the manufactures specification and be traceable to NIST or international standards. The traceable standards must be available upon request.

12. SOLUTION ANALYSIS AND PROCESS TESTING

All solution analysis and process testing sources for AC7108 (NADCAP) controlled processes shall be approved by CCR and meet one of the following requirements (AC 7108 sec. 3.5.2):

1. They are a Prime customer approved laboratory
2. MTL accreditation or any MTL recognized approval
3. AC 7108/4 or AC 7108 accreditation

13. PRODUCT ACCEPTANCE

CCR requires that vendors maintain a statistically valid method of product sampling for final acceptance. CCR reserves the right to request vendors' sampling plans, and/or to dictate a sampling plan and/or acceptance criteria for product acceptance beyond industry standards.