



SUPPLIER QUALITY ASSURANCE PROVISIONS (SQAP)

Check notes on purchase order for additional requirements

GENERAL (APPLIES TO ALL PURCHASE ORDERS):

- **INSPECTION AND ACCEPTANCE**- Buyer reserves the right to use ANSI/ASQC Z1.4-1993 or similar sampling plans for the Acceptance or rejection of goods delivered. Certification of Conformance, Packing Slip shall be available Upon receipt of material along with any other certifications or documents that maybe requested by Purchase Order.
- **RIGHT OF ENTRY**- Conesys customers and regulatory agencies shall be assured “right of entry” to the Supplier’s Facility to inspect its quality system, facilities, technical data, and any manufactured articles and witness any tests at a supplier facility to determine compliance with regulatory requirements.
- **CERTIFICATE OF CONFORMANCE** - C of C is required. The C of C shall specify the Conesys purchase order number, revision letter, part number, quantity shipped, lot number, identification of the part and/or material certified and reference to any applicable specifications. This certification shall have the original signature and title of the supplier’s authorized agent at the bottom of the certification.
- **MATERIAL CERTIFICATION**- (Physical and chemical analysis) required for machined raw materials. Machined/stamped purchased per Conesys specification/drawing also require Material Certification.
- **DISTRIBUTOR’S CERTIFICATION (QPL items)** – Must include a copy of the Manufacturer’s Certification.
- **SPECIAL PROCESS CERTIFICATE REQUIRED**- Special process (Passivation, heat treatment, annealing, plating, anodizing, etc.) with applicable information (specification number, temperature, time etc.) QPL items are exempt of this requirement.
- **PLATING THICKNESS**- Plating thickness measurement must accompany the shipment when plated per the Conesys drawing requirements.
- **MATERIAL SAFETY DATA SHEETS (MSDS)** - MSDS shall be included in each shipment of materials or chemical that contains hazardous materials or require special attention for safe handling.
- **FIRST ARTICLE REPORT**- Required for machined parts build per Conesys drawing for the first time and when revision changes.
- **QUALITY SYSTEM REQUIREMENTS** - The supplier shall maintain an inspection system, compliant with MIL-45208 as a minimum, ISO 9001 or AS9100 preferred.
- When ordered to an industry standard (ASTM, AS, MIL, etc) or vendor part number, parts to be supplied or processed to the latest revision.
- **CALIBRATION SYSTEM/ SERVICES**- Seller shall maintain a calibration system that complies with the applicable requirements and latest revision of ISO 10012, ISO 17205 or ANSI/NCSL Z540 or equivalent. Seller of calibration services shall provide certification that such services were accomplished utilizing standards traceable to National Institute of Standards and Technology.
- **CORRECTIVE ACTION**- Acceptance of this purchase order obligates seller to perform, upon request, a written corrective action investigation when Conesys receives discrepant material.
- **LANGUAGE**: Supplier shall make specified quality data and / or approved design data available in English language.
- **LOT CONTROL**- Seller shall assign a common lot control number to all items in a particular manufactured lot. For this clause, a lot is defined as a quantity that has been manufactured during an uninterrupted period of time by essentially the same personnel, following a standard process and using the same equipment/facility. Lots shall be traceable to the raw material used.
- **DISCREPANCIES**- Material Review (MRB) authority is not delegated to the seller when parts are ordered to Conesys specification or drawing. Any departure from the drawing, specification or other purchase order requirements must be documented and submitted to the Conesys buyer for approval. A copy of this disposition document must accompany each affected shipment. Seller shall notify the buyer immediately upon learning of nonconformity of already delivered products. Seller shall provide quantity, lot number or date code affected by the discrepancy.
- **DOCUMENTATION RECORD/RETENTION** – Seller shall maintain documentation defining all processes and related quality function, including but not limited to; procurement, manufacturing, test, inspection, packaging and shipping for a period of ten (10) years.



- **LIMITED SHELF LIFE MATERIAL-**
 1. Materials or articles having characteristics subject to degradation with age shall be marked in a manner to indicate the date of manufacture, lot# and expiration date. The supplier shall not deliver articles with less than 85% of shelf life remaining at the time of delivery.
 2. Suppliers of rubber goods shall document the cure date of rubber-molded article and the compounding date of uncured rubber material. When uncured rubber in stock exceeds 6 months shelf life, a new ASTM test slate must be submitted to Buyer.
- **PACKING/LABELING-** In the absence of a specific packing requirement from Conesys (in writing) the Supplier shall control packing, Packaging, and marking process to the extent necessary to ensure conformity with minimum industry requirements. Cartons must be of sufficient strength to assure that component quality will not be affected during shipment or storage. Container labels and packing slips should include at a minimum Conesys part number, quantity and purchase order. Product found damaged upon receipt, while still on the carrier, will not be accepted by Conesys.
- **PACKING OF ELECTROSTATIC SENSITIVE DEVICES** - Semiconductor devices and other products considered to be electrostatic sensitive devices must be delivered in enclosed ESD protective materials and labeled indicating that the contents contain electrostatic sensitive devices.
- **SPECIAL PROCESSES** - Any process such as heat treating annealing, passivation, plating, chemical etching, anodizing, soldering, welding, brazing, x-ray, magnetic particle, and penetrate inspection shall be accomplished by a Conesys and/or government/customer approved supplier using approved equipment and personnel.
- **PRODUCTION TOOLING-** Acceptance of production tooling on this purchase order shall be contingent on inspection and acceptance by Conesys. Representative of the applicable characteristics on each of the samples produced from this tooling must conform to the dimension and tolerances as specified on the applicable drawings and specifications. All hard tooling samples for first article inspection shall be accompanied by the first article inspection report and material certification, if the vendor is supplying the material.
- **MERCURY EXCLUSION-** Each shipment made against this purchase order must contain no metallic mercury or mercury compounds, and that seller has taken responsible steps to ensure that the item(s) are not contaminated with metallic mercury or mercury compounds.
- **PURE TIN EXCLUSION-** Unalloyed or commercially pure tin or tin coatings shall not be used as a final finish without prior written approval from Conesys. Solderability per MIL-STD-202 method 208 and/or ANSI/J-STD-002. Leads, pins and terminals of components or parts susceptible to oxidation shall be protected by adequate packaging to minimize oxidation during storage and shipment.
- **OZONE DEPLETING SUBSTANCES-** The product to be delivered under this contract may not contain or be manufactured using class I and /or class II.
- **CHANGE IN QUALITY MANAGEMENT REPRESENTATIVE:** Supplier shall promptly notify Conesys of any changes in the management representative with assigned responsibility and authority for the quality system.
- **WORK TRANSFER-** (As defined in AS9100C, 7.1.4... from one organization facility to another, from the organization to a supplier, from one supplier to another supplier.) Notification shall be prior to manufacturing start date of the first part associated with the work transfer.
- **FACILITY RELOCATION/ PROCESS CHANGE NOTIFICATION-** Supplier shall notify Conesys in writing of any changes to the manufacturing facility location prior to the move. Conesys shall be notified of any changes to the processes and afforded an opportunity to examine and approve changes for compliance with quality and regulatory requirements. Seller shall also notify Conesys when significant change in management or ownership has occurred.
- **ASSIGNMENT AND SUBCONTRACTING** - Seller may not assign this Order or any portion thereof without the written consent of Buyer. Seller agrees to obtain Buyer's written approval before subcontracting this Order or any substantial portion thereof. Buyer's approval of any such subcontractor shall not relieve Seller from any obligation imposed by this Order.
- **CAPACITY-** Conesys expects the supplier to have sufficient capacity to meet quoted demand at all times. Conesys may require the supplier to validate this capacity in terms of Manpower, machine and material with objective data. This may be verified during or at any time after the supplier selection process.
- **PROTECTION OF PROPRIETARY INFORMATION-** Any information the supplier receives from Conesys must be kept confidential and not disclosed to any third party without the prior written agreement of Conesys. The proprietary information can include, but not limited to, all versions of electronic data, drawings and documentation, tooling and materials.
- **FLOW DOWN TO SUPPLIERS AND SUB-TIER** - The applicable requirements in the purchasing documents including key characteristics where required.



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- **OBSOLESCENCE MANAGEMENT-** the Supplier shall advise in writing of planned obsolescence to parts/materials or production processes, preferably 12-24 months in advance, and include a suggested alternative material or source.
- **FOREIGN OBJECT DEBRIS (FOD) PREVENTION PROGRAM (NATIONAL AEROSPACE STANDARD NAS412)**
- **PREVENT THE USE OF COUNTERFEIT PARTS- (AS9100 D- 8.1.4)**
Organization 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 the customer
- **CONFLICT MINERALS COMPLIANCE-** In accordance with applicable “Conflict Minerals” laws (Dodd-Frank Wall Street Reform and Consumer Protection Act, section 1502)
- **DFARS 252.225-7014, DFAR 252.225-7009, section 225.003(10), preference for Domestic Specialty Metal, ALTI-** Any Specialty metals (as defined in paragraph [a] of the clause) included in any article delivered under this purchase order must comply with the clause, and must flow down, 7014 alt 1, to all vendors supplying any articles delivered under this purchase order that included specialty metals.
- **DPAS RATED ORDER- Defense Priorities Allocation System** -This purchase order may contain rated and unrated quantities certified for national defense use, and you are required to follow all the provisions of the Defense Priorities and Allocation System (DPAS) regulation (15 CFR Part 700) only as it applies to the rated quantities.”

ETHICS

Conesys conducts all its business practices with integrity and in full compliance of the laws and regulations that govern our global operations. We expect all of our suppliers and vendors to share in the principles established in this Code of Conduct and to drive these standards throughout the entire supply chain.

Ethical requirements include:

- **Business Integrity**
Suppliers to Conesys are expected not to practice or tolerate any form of corruption, extortion or embezzlement.
- **Bribery**
Conesys prohibits bribery (or attempts to bribe) or any other unlawful incentives within its operations or in contact with its business partners.
- **Fair Competition**
Suppliers will conduct their business in line with fair competition and in accordance with all applicable anti-trust laws
- **Human Trafficking**
Conesys will not tolerate and will not condone the use of slavery, forced, involuntary or coerced labor, child labor, human trafficking or sex trafficking in the operation or support of our business or the manufacture and distribution of our products.

suppliers shall also ensure that their employees and subtier suppliers are aware of their importance and contribution to product and process conformity, product safety and their ethical behavior.

BELOW SOAP APPLIES IF NOTED ON PO:

1. **FAI (AS9102)** - Supplier shall supply a First Article Report; IAW AS9102 (Latest Revision).
2. **Use Customer** –designated or approved sources including process sources (special processes)
3. **CONESYS FIRST ARTICLE INSPECTION-** Items produced under this purchase order are subject to the approval of a first article sample at Conesys. Seller should deliver one sample, (or more as requested) which represents in all aspects, the items to be delivered, and await approval before shipping the remainder of the order. Manufacture of the remainder prior to the first article approvals is at risk of the seller.
4. **INSPECTION/ TEST DATA-** If noted on PO, a copy of final inspection/test data for all units shall accompany shipments made against this order. Data sheets shall be identified with, as a minimum, sellers name, Conesys purchase order number, part number and revision level, and date of test. Characteristics being tested shall be identified by name of test, applicable drawing or specification paragraph, inspection test limits, and method of testing along with results of the test.



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5. **EC-DIRECTIVE 2002/95/EC (ROHS) COMPLIANCE-** ALL material, surface finishes, and ALL production processes used for the purchase order must not contain or apply any in ROHS directive restricted substances.
6. **ITAR COMPLIANCE-** International Traffic in Arms Regulation (ITAR) compliance applies. Seller shall not assign any person who are not United States Citizens or aliens granted permanent residency in the United States to work on projects or supply the material covered under this purchase order without Conesys written approval.
7. **CONESYS SOURCE INSPECTION-** Source inspection is required prior to shipment.