

ANESCO MOLD AND TOOL CO.

27822 Fremont Court Unit B, Valencia, CA 91355 Phone # : 661-257-1147

Document Number: FRM-025

Document Title: Purchase Order Quality Requirements

Draft or Revision: Revision 3

See Corresponding: SOP-008

The following Quality Requirements (QR) apply to all ANESCO MOLD AND TOOL CO. Purchase Orders and Contracts, unless otherwise noted.

Q1 INSPECTION and TEST SYSTEM REQUIREMENTS

The supplier shall establish and maintain an Inspection and Test. The supplier' Inspection and Test System is subject to audit, verification and approval and/or disapproval by ANESCO MOLD AND TOOL CO. designated representative(s).

Q2 MRB AUTHORITY

Material review board authority is not authorized on this purchase order.

Q3 APPROVAL and CHANGES

The supplier shall notify the buyer of any proposed changes in the design, fabrication methods, or processes previously approved by the buyer and/or the buyer's customer, and obtain written approval of the changes from the buyer and/or the buyer's customer. Changed articles shall be clearly identified and in a different manner from the previous articles. When a proprietary item is procured by the buyer, the supplier shall notify the buyer of changes.

Q4 RAW MATERIALS

Raw materials shall be accompanied with certifications, chemical and/or physical test results. (See Q10) The supplier shall certify to the specific requirements defined on the face of the purchase order.

Q5 IDENTIFICATION AND DATA RETRIEVAL

Where and to the extent that traceability is a specific requirement, the supplier shall apply a unique identification to the individual product, material or batch. This identification data shall be recorded on and traceable to related suppliers records (see supplier quality records).

Q6 SUPPLIER QUALITY RECORDS

The supplier shall maintain suitable inspection and test records to serve as evidence of conformance with specified requirements. Such records shall be legible and traceable to the product involved. These records shall be maintained for a minimum period of seven (7) years from the date of final manufacture or as stated otherwise in the contract. Disposed of file may by simply deleting the file or shredding the paper record after retention period.

Q7 SUBMISSION and RESUBMISSION OF NONCONFORMING ARTICLES OR MATERIALS

Do not send nonconforming products or materials to ANESCO MOLD AND TOOL CO. without prior written authorization. Nonconforming articles and/or materials returned by the buyer and subsequently resubmitted by the supplier shall bear adequate identification of such nonconformance, either on the articles, materials, or applicable suppliers' records. The supplier shall provide evidence that the cause of the nonconformance has been corrected and that actions were taken to preclude any reoccurrence.

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|--|----------------------|---------------------------------|-----------------|
| Doc. Title: Purchase Order Quality Requirements | Doc. No.: FRM-025 | Draft / Revision: Revision 3 | Page: 1 of 4 |
|--|----------------------|---------------------------------|-----------------|

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Q8 ACCESS to SUPPLIER'S FACILITIES

During Contract performance, the supplier shall grant reasonable access to all of the supplier's facilities to representatives of ANESCO MOLD AND TOOL CO. customers, US government and/or regulatory agencies for the purpose of evaluating supplier's conformance to all PO/Contract requirements. When applicable, the access requirement shall be flowed-down by the supplier to the supplier's sub-tier sources.

Q9 FIRST ARTICLE AT SUPPLIER ACTIVITY

Supplier shall perform a first article inspection in accordance with the requirements set forth Supplier shall forward one (1) copy of the first article inspection report to the buyer.

Q10 CERTIFICATE OF CONFORMANCE

1. Processes or validation of process - Supplier shall provide evidence that the processes requested in this purchase order were performed by approved sources. Such evidence shall be maintained on file by the supplier. Included with each shipment to the buyer shall be a certificate of conformance indicating as a minimum the process description, process number, name and address of the process supplier, the purchase order and part number.
2. Raw Material – At a minimum, Certificates of Conformance for raw material shall include the appropriate information for traceability, the chemical and/or physical test specification, and actual chemical and/or physical test results.

Q11 MATERIAL TRACEABILITY

Identification of each piece of material and each report is required by specification to provide traceability to heat, lot or batch number.

Q12 GRAIN DIRECTION IDENTIFICATION REQUIRED (where applicable)

Q13 CONTROL of SUB-TIER SOURCES

The supplier, as the recipient of the PO or Contract, is responsible for meeting all PO/Contract specified technical, delegated testing, inspection, or special processes, and quality requirements, whether the supplier performs the work, or the work is performed by the supplier's sub-tier sources. When the supplier uses sub-tier sources to perform work on products and/or services scheduled for delivery to ANESCO MOLD AND TOOL CO., the supplier shall include (flow-down) on Purchase Orders or Contracts, to his sub-tier sources, all of the applicable requirements of the ANESCO MOLD AND TOOL CO. PO or Contract, including, when applicable the requirement to document and control "key characteristics" and/or "key processes", and to furnish certifications and test reports required by the applicable PO Quality Requirements.

Q14 SUPPLIER NOTIFICATION OF NONCONFORMING PRODUCTS DELIVERED TO ANESCO MOLD AND TOOL CO.

When the supplier has determined that nonconforming product(s) have been delivered to ANESCO MOLD AND TOOL CO., the supplier shall notify ANESCO MOLD AND TOOL CO. within twenty-four (24) hours of the initial discovery. The supplier shall use receipt acknowledgement e-mail or other positive notification method. The notification shall include the supplier name, ANESCO MOLD AND TOOL CO. PO/Contract number, part number and description, affected quantity and serial numbers (if known), dates delivered (if known), brief description of the nonconforming condition.

Q15 REQUIREMENTS for QUALIFICATION of PERSONNEL

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|--|----------------------|---------------------------------|-----------------|
| Doc. Title: Purchase Order Quality Requirements | Doc. No.: FRM-025 | Draft / Revision: Revision 3 | Page: 2 of 4 |
|--|----------------------|---------------------------------|-----------------|

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Where applicable, only qualified/certified personnel shall be used based on process specification requirements (NDT, etc.). Records shall be maintained of the personnel qualifications/certifications.

Q16 APPROVAL OF PRODUCT, PROCEDURES, PROCESS, AND EQUIPMENT

ANESCO MOLD AND TOOL CO. will stipulate in the body of the PO when approval of product, procedure, process, and Equipment is required.

Q17 VALIDATION OF PROCESSES FOR PRODUCTION

When validation of a process for production is stipulated on a purchase order the supplier (or sub-tier supplier) is required to maintain records that demonstrate the ability of the process to achieve planned results. The supplier is required to provide a Certificate of Conformance. (see Q10) The records shall include, as applicable:

1. defined criteria for review and approval of the processes,
2. qualification and approval of special processes prior to use,
3. approval of equipment and qualification of personnel,
4. use of specific methods and procedures,
5. control of the significant operations and parameters of special processes in accordance with documented process specifications and changes thereto.

Q18 KEY CHARACTERISTICS

Supply is required to monitor and control key characteristics identified on the controlling print. Supplier is required to maintain records of the monitoring data.

Q19 CONTROL IDENTIFICATION

Seller shall include on the shipping document (invoice/packing sheet) and/or test report the control identity for material being shipped. When test reports are not required by the PO/Contract, the control identity shall be on the shipping document. The control identity is, as applicable, the manufacturing date, lot, batch number, heat or serial number. When multiple lots are included in one shipment, Seller shall separate and identify respective lots, and indicate each lot quantity.

Q20 MATERIAL TRACEABILITY

Identification of each piece of material and each report is required by specification to provide traceability to heat, lot or batch number. Material Label Must be Identify by Date code, Lot code, origin of part and Certificate of Compliance

Q21 HEAT, LOT, OR BATCH NUMBERS FOR REWORKED MATERIAL

Seller shall assign a new heat, lot or batch number to material reworked in accordance with instructions. Seller shall maintain records to show traceability to original material, indicating quantity reworked and subsequently returned to the Buyer. All reworked material shall be identified with only the new heat, lot, or batch number. Sellers shipping document shall indicate both the new and superseded heat, lot or batch number.

Q22 CUSTOMER FURNISHED MATERIAL (CFM)

This clause is for internal use only and is intended to identify materials and hardware items furnished by the customer at no charge to AMTC. Purchasing shall affix this clause to all **no charge** purchase orders used to track materials through the receiving and quality functions.

Q23 TEST SAMPLES

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|--|----------------------|---------------------------------|-----------------|
| Doc. Title: Purchase Order Quality Requirements | Doc. No.: FRM-025 | Draft / Revision: Revision 3 | Page: 3 of 4 |
|--|----------------------|---------------------------------|-----------------|

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The vendor is required to provide test specimens as requested for inspection, verification, investigation, or auditing.

Q24 COUNTERFEIT PARTS

The vendor is required to have a process for the prevention of the use of counterfeit parts. This requirement will also be flowed down to all sub-tier suppliers.

Q25 DPAS RATINGS

Any contract that has a DPAS rating from the Government requires the flow down of all applicable quality requirements to all suppliers and sub-tier suppliers. The seller will ensure that all requirements are flowed down to their suppliers.

Q26 ITAR CONTROLS

ITAR Controls: All documentation related to orders under ITAR provisions will be controlled per the ITAR requirements

Q27 AWARENESS TRAINING

Supplier shall have process for awareness training for their contribution to product or service conformity, contribution to product safety and importance of ethical behavior.

Q28 FOREIGN OBJECT DEBRIS

It is the responsibility of the supplier to assure that the material/product which is processed and delivered to cc shall be free of any foreign object debris related to the supplier's process(es) and/or packaging.

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|--|----------------------|---------------------------------|-----------------|
| Doc. Title: Purchase Order Quality Requirements | Doc. No.: FRM-025 | Draft / Revision: Revision 3 | Page: 4 of 4 |
|--|----------------------|---------------------------------|-----------------|

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