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Procedural Aide

Treske Procurement Quality Clauses

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APPENDIX 1: GUIDELINES FOR APPLICATION OF COMMODITY CODES AND PROCUREMENT QUALITY CLAUSES

Category	Commodity Code	Description of Commodity Code Items	Procurement Quality Clauses
MACH	10	Subcontracted Machined Items, Furnace Brazing	A, E, G, J, K, L, M, N, O, R, U, V, W, X
MACH	10A	Subcontracted Machined Items, Furnace Brazing for Aerospace components	A, C, E, F, J, K, L, M, N, O, R, U, V, W, X
MECH	20	Inserts, Helicoils, Dowel Pins, Fasteners, and other Mechanical Hardware	A, G, J, L, N, O, R, W, X
MECH	20A	Inserts, Helicoils, Dowel Pins, Fasteners, and other Mechanical Hardware for Aerospace components or MIL-STD Hardware	A, G, J, L, M, N, O, R, S, T, W, X
LASER	30	Laser Marking Services	A, E, G, J, L, N, O, R, U, X
CLEAN	40	Clean Room Cleaning Services	A, E, G, J, K, L, N, O, R, U, X
CLEAN	41	Blasting, Shot Peen	A, G, L, N, O, R, U, V, X
CHEM	50	Primer, Paints, Sealants, Chemicals, Adhesives	A, E, G, J, L, M, N, O, P, Q, R, T, W, X
RAW MAT	60	Non-Metallics (Plastics, Fiberglass Sheets, etc.)	A, E, G, J, L, M, N, O, P, R, U, T, W, X
RAW MAT	61	Non-Metallic Raw Materials (Aluminum, Brass, Copper, etc.)	A, E, G, J, L, M, N, O, P, R, U, T, W, X
RAW MAT	62	Metallic Raw Materials (Steel, Low Carbon, Austenitic, Nickel Based, etc.) – DFARs	A, E, G, J, L, M, N, O, P, R, S, T, U, W, X
RAW MAT	63	Metallic Raw Materials (Steel, Low Carbon, Austenitic, Nickel Based, etc.) – Non DFARs	A, E, G, J, L, M, N, O, P, R, T, U, W, X
HEAT TREAT	70	Heat Treatment of Aluminum, Steel, and other heat treatable alloys	A, E, G, J, L, M, N, O, R, U, X
HEAT TREAT	71	Heat Treatment of Aluminum, Steel, and other heat treatable alloys for Aerospace Components or Nadcap	A, E, F, H, I, J, L, M, N, O, R, U, X
PLATE	80	Anodizing, Plating, Conversion Coating, IVD Coat	A, E, G, J, L, N, O, R, U, X
PLATE	81	Anodizing, Plating, Conversion Coating, IVD Coat (Customer Specific Supplier)	A, E, G, H, J, L, N, O, R, U, X
PLATE	82	Anodizing, Plating, Conversion Coating, IVD Coat (Customer Approved Supplier, Nadcap)	A, E, F, H, I, J, L, M, N, O, R, U, X
INSPECT	90	Penetrant Inspection (Customer Approved Supplier, Nadcap)	A, F, H, I, J, L, N, O, R, T, U, X
CONSLT	91	Consulting, Engineering, Inspection Services	A, F, R, X

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APPENDIX 2: PROCUREMENT QUALITY CLAUSES (PQCs)

A. ACCEPTANCE AT DESTINATION

Articles ordered in this contract are subject to final acceptance at destination. Supplier and/or Manufacturer shall notify Treske Precision Machining of any changes to design, materials or processes. No change shall be implemented unless written prior approval has been given by Treske Precision Machining. Product or assembly shall not be moved or outsourced to another production facility unless a documented request for change is approved by Treske Precision Machining in advance. If there are multiple facilities that produce the same product any additional facilities must be approved by Treske Precision Machining in advance. (This paragraph is not applicable for Distributors of Commercial-off-the-Shelf parts)

B. FIRST ARTICLE

Product will not be accepted without objective evidence of a First Article Inspection performed on the part ordered. A First Article Inspection report shall be provided for the initial shipment of any part number ordered by Treske Precision Machining.

C. FIRST ARTICLE (REFERENCE AS9102)

Product will not be accepted without objective evidence of an AS9102 compliant format First Article Verification. A First Article Inspection shall be provided for the initial shipment of any part number ordered by Treske Precision Machining. Drawings that require a First Article Inspection are:

1. Standard Drawing - Full First Article Required.
2. Source Control - Full First Article Required.
3. Selected Item - All characteristics specifically selected for Treske Precision Machining use as identified on the drawing.
4. Altered Item Drawing - All characteristics altered for Treske Precision Machining use as identified on the drawing. If the altered part is a Designed part, a First Article is required on the detail drawing.

Specification Controlled Drawings, Off-The-Shelf, Commercial, Supplier or Vendor Item Drawings do not require a First Article Inspection, unless specifically stated on the purchase order

Evidence of Supplier's First Article Verification Documentation shall include:

1. Recorded inspection and test variable data for all characteristics, requirements and parameters. The Supplier shall record all measurable characteristics (i.e. drawing dimension, tolerance, measured dimension, electrical tests, etc.), including a verification of drawing notes. If the report is not 100% complete, please explain omissions. The supplier shall forward a reproducible, signed copy of the report along with applicable material certifications (ex. coating, paint, plating, composition, etc.) with the initial lot. Certifications are required for all items listed on the Treske Precision Machining drawings or bills of material for the item or assembly purchased.
2. There is a change in drawing revisions, inspection methods, tooling, or materials with the potential to affect form, fit, or function. A First Article Update (Delta FAI) is required for the affected by the change only.

3. There has been a 2-year or greater lapse in production (not applicable for distributors). If subsequent shipments are from the same lot/date code as a previous shipment, a copy of the previously submitted First Article report is acceptable.
4. A natural or man-made event, which may adversely affect the manufacturing process, or as deemed necessary by Treske Quality Assurance.

The First Article sample shall have been fabricated using the same parts, materials and processes where production will be performed.

NOTE: First Article Verification Report shall be shipped to Treske Precision Machining with the deliverable lot.

NOTE: At the discretion of Treske Precision Machining actual confirmation of the First Article Verification data at the supplier's plant may be required.

D. GOVERNMENT INSPECTION

Government Inspection is required prior to shipment from your plant. Upon receipt of this order, promptly notify the Government Representative who normally services your plant so that appropriate planning for Government Inspection can be accomplished. In the event the representative or office cannot be located, our purchasing agent should be notified immediately. A reproducible copy of Government Source Inspection shall be submitted with each shipment. Government inspection is required prior to shipment of this material.

NOTE: This clause should be used only at the Customer/Government's request.

E. TRESKE SOURCE INSPECTION

At Treske Precision Machining discretion, source Inspection may be conducted by Treske at the Supplier/Contractor's facilities or where designated in the contract prior to shipment. Inspection/test and in-process inspection/test of the articles defined in this contract shall be subject to witness by Treske Quality Assurance Inspection. The supplier shall notify Treske Precision Machining at least 3 days prior to the date acceptance is required. Supplier shall have available and present upon request, documented evidence of inspection/test performance including in-process and/or final test. This may be used for the acceptance of hardware or material. Required documentation for shipment must be completed and signed by the supplier's authorized quality personnel, and available for the Treske Quality Representative's review.

F. QUALITY SYSTEM REQUIREMENTS – AS9100/ISO9001

The Supplier's Quality & Inspection System shall conform to the requirements of AS9100 or as a minimum ISO9001 and is subject to review and approval from Treske Precision Machining Quality Assurance. The Supplier shall implement and maintain an effective quality system, which will assure that all materials and services conform to purchase order requirements. The Supplier's quality system shall be documented and provide for early detection of non-conformances. Records generated by the quality systems shall be made available for periodic review when deemed necessary or requested.

G. QUALITY CONTROL SYSTEM REQUIREMENTS

The Seller shall maintain a Quality Control System that inspects products prior to shipment to prevent delivery of non-conformances (i.e. MIL-I-45208). Notwithstanding the provisions of this clause, the Seller is in no way relieved of the final responsibility to furnish the supplies or services specified herein. This system shall be subject to audit by Treske's Quality Assurance Representative.

H. SPECIAL PROCESSES CONFORMANCE

Supplier/Contractor and any sub-tier supplier engaged in special processes such as soldering, welding, cleaning, X-ray, welding, magnetic particle and penetrant inspection, heat treating, plating, anodizing, etc. shall be in accordance with specifications and standards stated on the drawings and/or purchase order. Contractor shall have records of approval on file, available for review by Treske Precision Machining and/or its customers may require certification and approval of special processes.

Suppliers shall ensure that all personnel performing such processes as welding, soldering and Non-destructive Evaluation or Testing are certified in accordance with the specifications contained on the drawings and purchase orders. Suppliers shall also ensure the associated equipment used is certified as appropriate.

I. NADCAP APPROVAL

Supplier shall be responsible to ensure that all special processes are performed either by the supplier or sub-contractor be accredited by the National Aerospace and Defense Contractors Accreditation Program (Nadcap). Retain all non-destructive testing records and results, including X-ray film for a minimum of 7 years from product shipment. Non-Destructive Testing (NDT) records or Certification approval shall be provided to Treske Precision Machining upon request.

J. SURVEILLANCE AND RIGHT OF ENTRY

During purchase order performance, a Treske Precision Machining or other authorized Q.A. Representative may visit the supplier's facilities to monitor the items being manufactured for Treske. The representative may audit both the product and the Quality/Inspection System to determine compliance with quality requirements. Advance notification of such visits, whenever possible, will be made to avoid schedule disruption.

K. PROHIBITED MATERIALS

Cutting fluids and cleaning agents containing the listed materials shall not be used, during the machining, fabrication processing or cleaning of the purchase order item unless specified on the engineering drawing.

L. CERTIFICATE OF COMPLIANCE FOR MATERIAL & PROCESS CONFORMANCE

The Contractor shall submit with each shipment a certificate by the Supplier/Contractor's Quality Representative that the materials furnished to Treske Precision Machining are in conformance with applicable requirements of the contract, drawings and specifications and that supporting documentation is on file and will be made available to the Treske Precision Machining or Government representatives upon request.

Military Specifications and standards referenced shall be to the latest revision level in effect on the date of this order, unless specified otherwise.

The C of C shall include a statement that the items meet the requirements of the purchase order and/or specifications referenced on the drawing and/or purchase order. C of C's must include, as a minimum, the following information:

- Supplier name and address
- Serial number(s), as applicable
- Treske Precision Machining purchase order number
- Quantity of parts in shipment
- Part number on purchase order
- Statement certifying product compliance
- Part revision on purchase order
- Signature, stamp, or Electronic ID of authorizing agent
- Date code(s) or lot number(s) covering all items and quantity for each date code/lot number
- Date of C of C

An example of an acceptable statement of certification of conformance is as follows:

"This is to certify that all items noted above are in conformance with the purchase order, contract, drawings, specification and other applicable documentation and that all process certifications, chemical and physical test reports, are on file at this facility and are available for review by Treske Precision Machining."

M. TRACEABILITY

The Supplier/Contractor shall submit with each lot a certificate of traceability signed by the Suppliers Quality representative. If the shipment is comprised of several lots then the certificate of traceability must reference each lot. (e.g. lot and date code)

N. FOREIGN OBJECT DAMAGE/DEBRIS (FOD) PREVENTION

The Supplier shall establish and maintain an effective FOD prevention program to control and eliminate FOD and/or contamination assuring work is accomplished in a manner preventing foreign objects or material from entering and remaining in deliverable products. The Supplier's program shall utilize effective FOD prevention practices. MIL-STD-980 may be used as a guide to establish and implement the Supplier's FOD program.

Maintenance of the work and control of tools, parts, and materials shall preclude the risk of FOD incidents.

O. PACKAGING

Items supplied on this purchase order shall be packaged in accordance with best commercial practice for shipment by commercial transportation. When required, items shall be individually packaged to prevent handling and shipping damage. Individual packages shall be designed and sealed to prevent the encroachment of moisture and contaminants as required by manufacturer. All packages must be marked with part number listed on the Treske Precision Machining purchase order.

P. SAFETY DATA SHEET (SDS)

Supplier is required to supply SDS on first shipment of product or when changes to the SDS have been made. Receiving inspection shall forward a copy of the SDS to the Treske Precision Machining Environmental Health and Safety coordinator (EHS).

Q. AGE/SHELF LIFE SENSITIVE MATERIALS

Applies to, synthetic rubber products, potting compounds, shrinkable tubing, epoxies, age sensitive adhesives, sealants, compounds and paints. C of C for age-sensitive materials shall contain the following as a minimum: date of manufacture, shelf life expiration date and storage conditions to achieve shelf life, if not stated on material package.

When the supplier is the manufacturer of the item on order, the maximum accumulated age of the item shall not exceed one quarter (1/4) of the shelf life when received at Treske Precision Machining unless otherwise specified on the Purchase Order.

When the supplier is a distributor for an item on order, the maximum accumulated age of the item shall not exceed one half (1/2) of the shelf life when received at Treske Precision Machining unless otherwise specified on the Purchase Order.

R. RECORD RETENTION

The Supplier shall maintain adequate records of inspections and tests for a minimum of seven (7) years. Records shall provide objective evidence of inspection with applicable drawings and specifications and shall be made available for review. Records include material certification, special processing, work order/traveler, test reports, inspection reports, calibration records and first articles. Records shall include corrective actions taken when applicable.

S. SPECIALTY METALS - DFARS 252.225-7008

The Contractor/Supplier shall include (flow down) to all their suppliers of specialty metals as defined by DFARS 252.225-7008. DOD's interpretation of this specialty metals clause is that it prohibits the contractor (including its suppliers at every tier) from incorporating into military parts, components, and/or end item deliverables "specialty metals" which have been melted outside the United States, its possessions, or Puerto Rico, or a qualifying country as set forth in DFARS 252.225-7002 and 252.225-7012.

T. CHEMICAL AND PHYSICAL TEST REPORTS

One copy of actual chemical and/or physical test reports, for each lot, batch or heat shall accompany each shipment.

U. MATERIAL REVIEW

Material review authority is not delegated: non-conforming materials will require approval from Treske Precision Machining prior to shipment. On approval to ship the supplier shall be responsible for clearly marking the item as "Non-Conforming".

V. WORKMANSHIP OF MACHINED PARTS

Workmanship shall be in accordance with the drawing requirements, and any requirements of the detail equipment specification applicable to marking of parts and assemblies, welding and brazing, plating, riveting, finishes, machine operations, screw assemblies, and freedom of parts from burrs, sharp edges, press brake marks, or any other damage or defect that could make the part (or equipment) unsatisfactory for the purpose intended.

W. COUNTERFEIT PARTS

Seller shall only produce products or purchase components/hardware direct from the original component manufacturer (OCM)/original equipment manufacturer (OEM), through an authorized (franchised) distributor or through an authorized broker as provided by Treske. Work shall not be acquired from independent distributors or brokers without approval from the Treske buyer in writing. The seller will comply with the requirements in AS 5553 for electronic components.

Buyer must be notified immediately if the seller suspects they may have been supplied counterfeit parts. Work that is delivered that contains or includes counterfeit parts will be replaced, at the seller's expense, with certified genuine parts.

Seller will flow down the above requirements to all suppliers/subcontractors to ensure they are buying hardware and electronic components from the OCM/OEM or an authorized distributor.

X. ETHICS

Ethical behavior is a major component in ensuring quality of products and services rendered. To this end, Treske expects its sub-tier suppliers to hold themselves to the highest ethical standards when it comes to providing services for Treske.

As a sub-tier supplier to Treske, your company has a major impact on the safety of the end products being produced and processed. Adherence to ethical, environmental, and regulatory standards must be maintained at all times to ensure the safety of the products being produced. This includes adherence to RoHS and REACH requirements when applicable as well as informing Treske if a certification has been lost by the sub-tier supplier (i.e. Nadcap, ISO9001, specific process requirement, etc).

Further, some of the process and services performed by our sub-tier suppliers can have a major or critical effect on the product or service conformity of the end item. Some of these effects may not be readily evident until the product is fully assembled and functional. Treske expects its sub-tier suppliers to immediately notify Treske of any possible nonconformances that may have occurred during processing of the part so that proper dispositions can be evaluated and Treske end customers notified accordingly.