



SUPPLIER QUALITY ASSURANCE REQUIREMENTS “SQARS”	
MATERIAL SUPPLIERS: (Metals, Plastics): -1, -3, -4, -5, -6,-7, -8, -9, -10, -12, -13, -14, -15, -16, -17, -18, -19, -20, -21, -22	
PROCESSING SUPPLIERS: -1, -2, -3, -4, -5, -6,-7, -8, -9, -10, -12, -13, -14, -15, -16,-17, -18, -19, -20, -21, -22,-23	
CALIBRATION SERVICE SUPPLIERS: -2, -3, -4, -5, -7, -9, -13, -15, -16, -17, -18, -19, -20, -21	
MRO OR PACKING SUPPLIERS: -3, -5, -6, -7, -8, -9, -12, -14, -15, -16, -17,	

QA-1	<u>RAW MAT’L CERTS AND CHEMICAL/PHYSICAL ANALYSIS:</u> The supplier shall furnish chemical and/or physical test reports and/or raw material certifications and validation test reports covering material used/provided in this order and/or in accordance with applicable specifications requested by customer.
QA-2	<u>CALIBRATION LAB.:</u> The calibration Laboratory shall have a quality system accredited certification or compliance to ISO 17025. All calibration services performed shall have documented traceability to NIST standards per ANSI/NCSL Z540.3 to demonstrate their conformance to the specified requirements.
QA-3	<u>SUPPLIER RECORDS/ DOCUMENTS:</u> The supplier shall maintain product and process related quality records on file, and made available to Bralco Metals, Seattle, its customers, and regulatory authorities upon request. Retention of quality records shall be 10 years minimum, unless otherwise stated per Bralco Metals, Seattle purchase order instructions specific to each customer. Quality records on file are to be disposed per supplier’s document control policy, otherwise, directed by Bralco Metals, Seattle.
QA-4	<u>QUALITY SYSTEM REQUIREMENTS:</u> The supplier shall maintain a Quality Management System compliant with ISO9001, AS9100, NADCAP or Quality Management System approved by Bralco Metals, Seattle Supply Base Management.
QA-5	<u>RIGHT OF ACCESS:</u> The supplier shall provide the right of access to the applicable documented information and the applicable areas of its facilities intended by Bralco Metals, Seattle, its customers, and Regulatory Authorities for verification and validation activities. Additionally, supplier shall flow down this right of access requirements throughout its entire supply chain.
QA-6	<u>RIGHT OF RETURN:</u> Bralco Metals, Seattle reserves the right to return, at the supplier’s expense, any material found to be defective or out of compliance with applicable specifications
QA-7	<u>PRESERVATION, MARKING, AND PACKAGING:</u> The supplier shall apply suitable corrosion preventive oil on applicable supplied items, mark all items in accordance with applicable notes on Bralco Metals, Seattle specifications or provided purchasing instructions. Material must be packaged to protect from physical damage and exposure to water in transit or it may be subject to rejection by Bralco Metals, Seattle.
QA-8	<u>FLOW DOWN OF REQUIREMENTS TO SUB-TIER SUPPLIERS:</u> The supplier shall flow down the applicable requirements in this purchasing document throughout its entire supply chain.
QA-9	<u>STATUTORY & REGULATORY REQUIREMENTS:</u> Supplier shall comply with all local, state, and federal laws and/or regulations in the performance of a purchase order
QA-10	<u>RIGHTS OF OWNERSHIP:</u> All drawings, blueprints, patterns, and/or samples paid for by Bralco Metals or supplied by Bralco Metals shall not be used by the supplier except in the execution of a Bralco Metals purchase order
QA-11	<u>MATERIAL SAFETY DATASHEET “SDS”:</u> Safety Data Sheets (SDS) for material purchased shall be made available upon request
QA-12	<u>FOREIGN OBJECT DEBRIS “FOD” PREVENTION:</u> The supplier shall establish, document, and maintain a Foreign Object Debris (FOD) prevention program, involving the processes at Supplier’s (or Supplier’s sources manufacturing, test, and inspection operations to prevent introduction of foreign objects/debris into any product delivered under this Purchase Order.



QA-13	<p><u>CALIBRATION:</u> The supplier shall establish and maintain documented procedures to control, calibrate and maintain inspection, measuring and test equipment (including test software) used by the supplier to demonstrate the conformance of product or service to the specified requirements (N.I.S.T. traceable per ANSI/NCSL Z 540.1). Inspection, measuring and test equipment shall be used in a manner which ensures that measurement uncertainty is known and is consistent with the required measurement capability.</p>
QA-14	<p><u>SUPPLIER NOTIFICATION OF NONCONFORMING MATERIAL TO Bralco Metals Seattle:</u> Supplier shall notify Bralco Metals, Seattle of nonconforming product and obtain approval prior to any shipment of parts. Under no circumstances shall a supplier or a supplier’s sub-tier performs any repair without specific written authorization from Bralco Metals, Seattle.</p>
QA-15	<p><u>PROCESS/PRODUCT CONTROL:</u> The supplier shall implement a system to control processes and product in meeting all Purchase Order requirements and specifications. Any changes to the approved processes such as: production methods, facility relocation, Inspection methods, etc. shall be immediately reported to Bralco Metals, Seattle.</p>
QA-16	<p><u>LOT CONTROL AND TRACEABILITY:</u> Traceability to the producing mill’s heat/lot number and Bralco Metals purchase order number must be maintained throughout all processing operations. Multiple heat/lots processed together must be separated prior to delivery to Bralco Metals in order to maintain traceability.</p>
QA-17	<p><u>INSPECTION AND TEST INSTRUCTION:</u> The supplier shall maintain inspection/test processes covering all mutually agreed requirements including the responsibility for inspection of material received from Bralco Metals, Seattle for correctness, any damages, suitability for the requested process.</p>
QA-18	<p><u>AUTHORITY MEDIA:</u> When acceptance authority media (AAM) is used to record the status of task/operations on product or product records during and/or upon completion of the development, manufacturing, modification, repair, and/or support processes, the organization shall establish appropriate controls for the media.</p>
QA-19	<p><u>CONTROL AND MONITORING OF SUPPLIER PERFORMANCE:</u> As required, by Bralco Metals, Seattle your quality and delivery performance or lack of it will be monitored and/or reported for your review and possible action. Bralco Metals, Seattle requires from its suppliers to maintained minimum of 90% or better performance for on-time delivery and 97% or better for on-quality.</p>
QA-20	<p><u>EMPLOYEE COMPETENCE & AWARENESS:</u> The supplier shall ensure employees have the necessary training, competence, and qualification to perform the tasks required for this purchase order; The supplier shall communicate to ensure its employees are aware of the company’s Quality Policy, relevant objectives, and their contribution to product or service conformity, applicable product safety, and importance of ethical behavior.</p>
QA-21	<p><u>CERTIFICATION OF COMPLIANCE:</u> Certificate of Compliance signed by duly authorized representative of the supplier is required with each shipment stating product meets all applicable drawings and specifications, and evidence of such is on file subject to examination by Bralco Metals, Seattle, its customers, and regulatory authorities. C of C and test report shall bear the statement that material supplies are verified to be mercury free throughout the supply chain.</p>
QA-22	<p><u>COUNTERFEIT MITIGATION PROGRAM:</u> “The supplier shall establish and implement test and inspection activities necessary to assure the authenticity and conformance of purchased materiel in compliance with AS6174 Requirements</p>
QA-23	<p><u>SPECIAL PROCESS:</u> In fulfillment of this purchase order, if any requirement for a Special Process {plating, coating, painting, Thermal Treatment, Testing, etc.}, Bralco Metals, Seattle supplier must use only Approved “Special Processes Suppliers”. Process Certifications must be supplied with each shipment which includes identification of the process by specification number, revision, name of subcontractor (if applicable), legible name, signature, date, and certification level or title of the person performing the process.</p>