



**SUPPLIER QUALITY ASSURANCE REQUIREMENTS**

**MATERIAL SUPPLIERS:** QA1, QA2, QA3, QA4, QA5, QA6,QA7, QA8, QA9, QA10, QA11, QA12, QA13, QA14, QA15, QA16, QA17, QA18, QA19, QA20, QA21, QA23, QA24, QA25, QA26 (AS APPLICABLE)

**PROCESSING SUPPLIERS:** QA1, QA2, QA3, QA4, QA5, QA6,QA7, QA8, QA9, QA10, QA12, QA13, QA14, QA15, QA16, QA18, QA19, QA20, QA21, QA22, QA23, QA24, QA25, QA26 (AS APPLICABLE)

**MRO OR PACKING SUPPLIERS:** QA2, QA6,QA7, QA8, QA9, QA11, QA12, QA14, QA16, QA19, QA20, QA21 (AS APPLICABLE)

QA1	Clear, legible, unaltered Material Test Reports or authorized release certificates are required with all material shipments.
QA2	Suppliers shall furnish material that complies with all purchase order requirements documented on the Purchase Order.
QA3	All material processing records, testing records, and test reports must be retained for a minimum of 10 years and dispositioned per supplier's procedures.
QA4	Supplier shall maintain a quality system that has been approved by Bralco Metals.
QA5	Bralco Metals shall have the right to inspect and/or test all material, at its source or destination, prior to acceptance.
QA6	Bralco Metals reserves the right to return, at the supplier's expense, any material found to be defective or out of compliance with applicable specifications.
QA7	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.
QA8	Suppliers are required to flow down to sub-tiers any applicable requirements.
QA9	Supplier shall comply with all local, state, and federal laws and/or regulations in the performance of a purchase order.
QA10	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	Safety Data Sheets (SDS) for material purchased shall be made available upon request.
QA12	Bralco Metals reserves the right to require its suppliers grant, us, our customer, our customer's customer and regulatory agencies, the right of access to the supplier's premises for the purpose of verifying the quality of work, all applicable records, and/or materials at any level of the supply chain involved in the fulfillment of the purchase order.
QA13	Suppliers are required to maintain a measuring and test equipment calibration system. This system must have certifications that are traceable to N.I.S.T. and certifications must be maintained for a minimum of 10 years.
QA14	Suppliers are required to provide Bralco Metals notification for nonconforming product or change of location of manufacturer and obtain approval prior to shipment.

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QA15	Suppliers are required to notify Bralco Metals of changes in: product and/or processes, suppliers, change in location of manufacturer, location, facilities, manufacturing, personnel qualifications and obtain approval from Bralco Metals.
QA16	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.
QA17	Producing mill shall control the heat/lot identification of the product and maintain records for a minimum of 10 years and disposition per supplier's procedure.
QA18	It is the supplier's responsibility to inspect material received from Bralco Metals to ensure that it is correct, and is not damaged in any way, and is suitable for the requested processes.
QA19	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.
QA20	Bralco Metals monitors, evaluates, and reviews supplier performance.
QA21	Supplier's employees must be aware of their contribution to product conformity, product safety, and the importance of ethical behavior.
QA22	Processors are required to provide a Certificate of Conformance or authorized release certificate exhibiting conformance to Purchase order requirements.
QA23	Supplier must have a program for the prevention of possible counterfeit, suspect or unapproved materials.
QA24	Supplier must ensure employees are competent and have any required qualifications.
QA25	Supplier must communicate in writing all necessary information regarding the product or service accurately and in a timely manner.
QA26	Supplier shall make arrangements for establishing, implementing and maintaining a design and development process including planning, input, controls, outputs and changes.
QA27	Supplier shall use customer-designated or approved external providers, including process sources (e.g. special processes).