

# Western Pneumatic Tube Company

835 6<sup>th</sup> St. South Kirkland, WA 98033 Telephone 425-822-8271

## Supplier Requirements

**The quality requirements as indicated are an integral part of each purchase order. All QR's prefixed as "STD" apply to all PO's (whether called in the PO text or not). All other QR's apply as indicated in the PO text.**

Materials received, which do not conform to the provision as indicated, will be subject to rejection, or the head of Quality Assurance or his delegate may deem such other measures as necessary.

### QR-1 BUYER SOURCE INSPECTION

Buyer inspection for conformance to contract requirements will be accomplished at source. Sufficient notice must be given Buyer to provide the necessary means for such inspection. Source inspection at Seller's plant does not relieve Seller of compliance with all requirements of the purchase order. Buyer reserves the right of final acceptance at his facility. Source inspection may be performed by Buyer, Buyer's Customer(s), and/or their representative.

### QR-2 GOVERNMENT SOURCE 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. Government Source inspection at the Seller's plant does not relieve the Seller of the requirements of this purchase order and Buyer reserves the right of final acceptance at his facility.

### STD-QR-3 SPECIAL PROCESSING, SUB-TIER APPROVAL AND CERTIFICATIONS

For all items except commercial off-the-shelf items, each special process such as X-ray, Dye Penetrant, Mag Particle, Welding, Plating, Heat Treating, etc., shall have Buyer approval of the processing facility. Each shipment of parts, including first articles, shall include three copies of the certifications covering the applicable special processes and referencing controlling specification and issue to which process was completed. When required, only qualified personnel shall perform inspection.

### STD-QR-4 SUPPLIER'S QUALITY CONTROL SYSTEM AND RIGHT OF ENTRY

The Supplier's Quality Control system is subject to approval and periodic review by the Buyer's Quality Assurance Department. Buyer reserves right of entry for the Buyer, its customer and regulatory agencies to all facilities and processes involved in the order and to all applicable records.

### STD-QR-5 GOVERNMENT REVIEW OF QUALITY CONTROL, INSPECTION AND MANUFACTURING PROCESSES

If a Government contract number is referenced, this purchase order entitles the Government to review the Quality Control and/or Inspection system and Manufacturing processes. Government review of Quality Control and/or inspection system and Manufacturing processes at the Seller's plant does not relieve Seller of the requirements of this purchase order and Buyer reserves the right of final acceptance at his facility and/or the right to review Seller's Quality Control and/or inspection system and Manufacturing Processes at Seller's facility.

### QR-6 SELLER'S DRAWING, CATALOG, ETC.

Seller to furnish 2 legible copies of drawing or catalog fully descriptive of items being supplied on this order. Copies to be forwarded with or before shipment of items purchased. First shipment only mail copies directly to the Head of Quality Assurance. These items shall be furnished at no cost to the Buyer.

### STD-QR-7 PHYSICAL AND CHEMICAL TEST REPORT

Physical and Chemical Test Reports, obtained by the Seller from the mill, for material on this order must be furnished with

shipment. Test reports must meet requirements of noted specifications and must be furnished with each shipment and must be positively identifiable with material. Include an 8"x8" test coupon with shipment.

### STD-QR-8 CERTIFICATE OF COMPLIANCE – GOVERNMENT

If Government contract number is referenced, on each shipment of items covered by this purchase order, Seller shall submit a Certificate of Compliance with a reference to applicable specifications which shall constitute a representation by Seller that:

#### MATERIALS:

Materials used are those which have been specified by Buyer, and that the items delivered were produced from materials for which the Seller has on file Chemical and/or Physical Analysis reports and/or any other required evidence of conformance of such items to applicable specifications.

#### PROCESSES:

Processes used in the fabrication of items delivered were in compliance with applicable specifications and issues as referenced in, or furnished with this purchase order.

#### SPECIFICATIONS:

Seller has complied with all other requirements and specifications and issues applicable to the items delivered.

#### REQUIREMENTS:

All requirements referenced totally or in part by this purchase order and/or drawing are within specified tolerance.

### QR-9 CERTIFICATE OF COMPLIANCE - COMMERCIAL

Seller shall furnish Certificate of Compliance with reference to applicable specification and/or purchase order requirement with all articles delivered.

### QR-10 FIRST ARTICLE APPROVAL

Inspection and acceptance by the Buyer's Quality Control is a requirement of this purchase order prior to production run authorization. The first article submitted must have first been accepted by the Seller's Quality Control, and must conform to all requirements of this purchase order. The Seller shall identify the first article sample as such and include the purchase order number, part number and name. All characteristics and notes applicable to purchase order and drawing shall be listed and inspected with inspection findings with first article sample.

### QR-11 BUYER FURNISHED MATERIAL

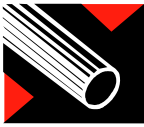
When the Buyer furnishes material, the Seller's System shall provide for the following:

1. Examination upon receipt for transit damage
2. Verification of quantity
3. Storage against damage, improper use or disposition

The Seller must furnish certification that parts used were those furnished by the Buyer and no un-authorized substitution was made.

### QR-12 ACCEPTANCE TEST PROCEDURE

Under terms of this contract, the Seller is required to prepare and submit to Purchasing Department for approval by Western Pneumatic Tube Company Quality Assurance an Acceptance Test Procedure for item(s)\_\_\_\_\_of this contract. Written notice of



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approval is required prior to commencing work scheduled by this contract.

### QR-13 ACCEPTANCE TEST REPORTS

Certified Acceptance Test Reports for item(s) of this contract, tested in accordance with Western Pneumatic Tube Company approved Test Procedure must accompany each shipment.

### QR-14 MATERIAL AGE CONTROL CLAUSE

Date of manufacture, material expiration date where applicable, lot or batch number and all other information applicable or referenced by purchase order, must appear on each individual container and the associated certifications.

### STD-QR-15 MEASURED DATA REQUIRED

Detail inspection records covering all characteristics and listing all actual measurement data is required with each shipment.

### STD-QR-16 PACKAGING AND PRESERVATION

The Supplier shall maintain controls to assure accomplishment of preservation, packaging, and shipping requirements of the contract. The use of commercial practices shall not relieve the Supplier of responsibility for packaging in a manner that will insure receipt of supplies at Western Pneumatic Tube Company in an acceptable condition.

### QR-17 QUALIFIED PRODUCTS LIST

The supplier certifies these products are traceable to a manufacturer approved for the Qualified Products List. Name the manufacturer.

### STD-QR-18 QUALITY SYSTEM COMPLIANCE REQUIREMENT

Seller is required to comply or be certified to a Quality System Standard as defined by Buyer's Quality Assurance Department. Where standard is not defined, Mil-I-45208A "Inspection System Requirements" is applicable. Acceptable alternatives: ISO 9002:1994 "Model For Quality Assurance In Production, Installation And Servicing"; ISO 9001:2000 "Quality Management Systems – Requirements"; AS9100 "Quality Systems – Aerospace –Model for Quality Assurance in Design, Development, Production, Installation and Servicing".

### STD-QR-19

Supplier is to notify Western Pneumatic Tube Company of any proposed changes to controlled design, parts, materials, product, fabrication methods or processes, and obtain approval prior to change incorporation.

### STD-QR-20

Supplier is to notify Western Pneumatic Tube Company immediately on any changes to facility location.

### STD-QR-21

Tooling and/or inspection/testing equipment supplied by Western Pneumatic Tube Company is to be used only for the contract for which it has been supplied.

### QR-22 CALIBRATION SYSTEM COMPLIANCE REQUIREMENT

ANSI / NCSL Z540-1 applicable. Acceptable alternative: Mil-STD-45662A "Calibration Systems Requirements".

### STD-QR-23 FLOW DOWN REQUIREMENT

Supplier is to flow down to sub-tier suppliers the applicable requirements in the purchasing documents, including key characteristics where required.

### STD-QR-24 NONCONFORMING MATERIAL

Supplier shall not ship nonconforming material unless authorized by Western Pneumatic Tube Company in writing. Non-

conforming material, when approved, shall be clearly identified. Supplier is to notify Buyer's Quality Assurance Department immediately of any known shipment of nonconforming material.

### STD-QR-25 CONTROL OF QUALITY RECORDS

Supplier is to control and archive Quality Records relevant to this order for ten (10) years from completion of the order. Approval to disposition Quality Records is to be obtained from Buyer in case of facility shutdown or relocation, and prior to destruction of any records.

### QR-26 DFARS 252.225-7014 PREFERENCE FOR DOMESTIC SPECIALTY METALS

As prescribed in 225.7002-3(b)(1), use the following clause: PREFERENCE FOR DOMESTIC SPECIALTY METALS (APR 2003).

- (a) Definitions. As used in this clause,
  - (1) "Qualifying Country" means any country listed in subsection 225.872-1 of Defense Federal Acquisition Regulation Supplement.
  - (2) "Specialty Metals" means (i) Steel – (A) with a maximum alloy content exceeding one or more of the following limits: manganese, 1.65%; silicon, 0.60%; or copper, 0.60%; or (B) containing more than 0.25% of any of the following elements: aluminum, chromium, cobalt, columbium, molybdenum, nickel, titanium, tungsten, or vanadium; (ii) Metal alloys consisting of nickel, iron-nickel, and cobalt base alloys containing a total of other alloying metals (except iron) in excess of 10%; (iii) Titanium and titanium alloys; or; (iv) Zirconium and zirconium base alloys.
- (b) Any specialty metals incorporated in articles delivered under this contract shall be melted in the United States, its possessions, or Puerto Rico.
- (c) This clause does not apply to specialty metals melted in a qualifying country or incorporated in an article manufactured in a qualifying country.
- (d) The Contractor shall insert the substance of this clause, including this paragraph (d), in all subcontracts for items containing specialty metals.

### QR-27 DOMESTIC MATERIAL ONLY

Material supplied on this purchase order must be certified to be USA melted origin.

### QR-28 AIRBUS ENVIRONMENTAL REACH REQUIREMENTS

The supplier shall procure that its own suppliers and the upstream suppliers of its suppliers shall at all times comply with the latest version of the Environmental Requirements for Airbus Suppliers and in particular with REACH