

	System Procedure: QP 8.4.2 Subject: Supplier Quality Clauses Revision: 00
Authorized By: Chris Jaynes	Signature: <i>Chris Jaynes</i>

1.0 PURPOSE

The purpose of this document is to identify common quality clauses used on Purchase Orders (POs) by Olson Custom Designs facilities using this document, hereinafter referred to as OCD.

The following Quality Clauses are in addition to the standard Terms and Conditions found on OCD's Website (<https://olsoncustomdesigns.com>).

2.0 Quality Clauses

QC100 – Quality Management System:

The seller shall maintain a Quality Management System that complies with the requirements of AS9100, ISO 9001, or an OCD approved Quality Management System (formal certification by an accredited registrar is preferred).

The organization shall ensure that persons doing work under the organization's control are aware of their contribution to product safety. The organization shall determine the requirements for the products and services including consideration of personal and product safety. The organization shall plan, implement, and control the processes needed to assure product safety during the entire product life cycle, as appropriate to the organization and the product.

QC110 – Identification, Preservation, Packaging, and Packing

Unless otherwise noted on the PO, packaging and packing of all products shall be in accordance with Standard Commercial Packaging Practice. In the case where OCD has sent product to the seller for processing, utilize the same packaging to return the product after services have been completed. All incoming shipment must have a clearly marked packing list affixed to the outside of the package which contains the following information:

- Part number and revision
- PO number
- Quantity
- Supplier/Manufacturer's identification

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QC120 - Traceability of Serialized Parts

The seller is required to establish a system to maintain traceability when processing serialized parts. Identification tags must be placed back on the specific part that they were removed from when processing is complete to maintain traceability.

QC130 – Nadcap Certification requirements on Special Processes

If this Quality Clause is on the PO, the facility performing the services must be Nadcap Certified to perform the requested service and a copy of the Nadcap Certification must be included with the Certificate of Conformance when product is returned to OCD.

QC140 – Safety Data Sheets (SDS)

Operational Safety and Health Administration (OSHA) Global Harmonized System (GHS) (formerly MSDS) and label requirements: Each purchased product shipment shall contain appropriate hazard and precautionary information using Safety Data Sheets (formerly MSDS), and labels shall be in accordance with GHS requirements.

QC150 – Shelf Life

No materials will be shipped to OCD with less than 80% of the full shelf-life as determined by the original manufacturer unless previously approved in writing from OCD. The expiration date shall be clearly recorded on the packaging and shipping documents.

QC160 – Restriction of Hazardous Substances (RoHS)

The processes used and product supplied to the PO shall be RoHS compliant per the EU directive on the restriction of the use of certain hazardous substances, by not exceeding the specified limits of those hazardous substances, as contained in the latest directive and decisions (revisions).

A statement of RoHS compliance is required for all deliveries.

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QC170 – REACH

The supplier shall select materials and processes so that Substances of Very High Concern (SVHC) above the acceptable maximum threshold according to the latest version of Regulation (EC) No 1907/2006 of the European Parliament and of the Council on the Registration , Evaluation, Authorization and Restriction of Chemicals (REACH) are not used or incorporated into the product.

If the products and/or materials furnished hereunder contain any REACH/SVHC substances, The Seller must:

- Assure that those REACH/SVHC substances are properly registered (as defined in the COMMISSION REGULATION (EC) No 552/2009).
- Provide Relevant Safety Data Sheets (SDS) for those substances.

QC180 – Material Test Reports

Material Test Reports traceable to the raw material supplied shall be included for each line item of a given PO. MTRs shall include chemical analysis, heat treat numbers, and physical results and shall state conformance with the applicable material standards on the PO.

QC190 – Part Specific Control Document

A Part Specific Process Control Document shall be created and maintained by the seller. The PCD is unique to the primary fabricator or contractor and shall include, at a minimum, the following features:

- Identify part number(s).
- Identify the primary fabricator or contractor.
- Identify OCD as the end user.
- Be revision controlled and include revision history.
- Describe the process flow.
- Include a description of each operation.
- Identify the order of operations.
- Identify sources of supply or service providers.
- Identify all controlled operations.

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- Cite governing specifications.
- Cite revision controlled Work Instruction for special processes.

A PCD shall identify all controlled operations. Material release may be considered a controlled operation.

Unless otherwise specified, the sequence of operations from material release through delivery shall be defined in the PCD.

QC200 – First Article Inspection

The seller shall perform a First Article Inspection (FAI) on Buyer controlled drawings and specifications in accordance with AS9102 latest revision or an OCD approved First Article Inspection Process, if one of the following conditions apply:

- First Time submission (part or new supplier).
- Revision changes affecting fit, form, or function.
- A process change used to manufacture part\Change to manufacturing facility.
- 24 months or longer have passed since the supplier last produced part.
- A special request by OCD and called out separately on the PO.

If the purchase order line item specifies a buyer or seller designed product that has standard catalog commercial-off-the-shelf hardware included. FAI is NOT required for the COTS components. All first article inspections performed by the seller will be accompanied with a First Article Inspection Report (FAIR) and all other approved documentation showing conformance to the contract, purchase order, drawing, or performance requirements specified by OCD.

Note: This clause does not apply to purchase order lines that specify COTS items.

QC210 – Data Deliverables: Inspection Reports

The seller shall submit an inspection report for the line item of the PO. Inspection reports can be in the seller's format. The forms must contain the following information:

- Drawing Number
- Drawing level revision
- Drawing sheet and zone
- Quantity of parts inspected; use of SPC/lot acceptance per recognized industry standards is acceptable.

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- Characteristics including tolerance.
- Inspection frequency, as applicable
- Recorded dimensional results or a range of results for each characteristic as applicable.
- Inspect tool used.
- Inspector's signature (or initials) and date

Revision Table

REV	Description of Change	Date
00	Initial Release	8/31/25