

# **Connectronics Corp: Supplier Quality Assurance Requirements (SQAR)**

The requirements listed below apply to all purchase orders accepted by suppliers and must be passed down to all sub-tier suppliers.

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1. **Right of Access:** Connectronics Corp. and its customer reserve the right to request the supplier arrange for timely access to their facility for the purpose of auditing, survey of their facility and to witness inspection, tests and manufacturing operations of product supplied or manufactured by the supplier or its sub-tier suppliers.
2. **Certificate of Conformance:** The supplier shall certify that materials and processes provided are in accordance with purchase order requirements and all applicable specifications and drawings. The supplier shall provide raw material certifications and test reports as noted on the purchase order. Objective evidence including test, inspection and raw material records shall be maintained on file and be available for review by Connectronics Corp. or its customer.
3. **First Article Inspection (FAI):** The supplier shall perform FAI per SAE AS9102, using the forms described therein, when any of the following events occurs:
  - A) As specified by Connectronics Corp.
  - B) On parts that the supplier has not previously manufactured.
  - C) A change in location of manufacture, the manufacturing source, tooling, materials, processes, inspection method.
  - D) A lapse in production for more than 2 years.
  - E) Changes in design, drawings or specifications as approved by Connectronics Corp or its customer.
  - F) As specified within AS9102.Ballooned dimensions and numbered drawing notes along with raw material, process and hardware certifications shall be supplied as part of the FAI package.
4. **Record Retention:** Unless specified otherwise on the purchase order, all quality records including receiving, first article and manufacturing inspections shall be kept on file and available for review for a period of 25 years or greater.
5. **Non-Conforming Material:** The supplier must submit a deviation request prior to supplying any product or process that does not meet requirements identified on the purchase order, referenced drawings or specifications. The supplier deviation request must be approved prior to shipment of non-conforming product to Connectronics Corp. Resubmitted materials previously rejected by Connectronics Corp. must be segregated and accompanied by or referenced to their original rejection notice. Material review board (MRB) authority (accept as is) is not granted without written authorization from Connectronics Corp. The supplier must notify Connectronics Corp. in writing as soon as possible after the discovery that non-conforming product was shipped.
6. **Measurement Equipment Calibration:** Supplier measuring and test equipment used as a basis for acceptance of product must be of suitable accuracy and undergo calibration at regular intervals in accordance with ANSI/NCSL Z540 with results traceable to the National Institute of Standards and Technology (NIST).
7. **Software Control Requirements:** Non-deliverable software that is used to inspect, test and manufacture (e.g. CNC machines and automated test systems) the product shall be adequately controlled and validated by the supplier to assure conformance of the product to drawings, specifications and PO requirements.
8. **Packaging:** Unless otherwise specified by contract, the supplier shall be responsible for packaging and delivery of product without damage or deterioration in an efficient and economical method. Each package shall be identified to its contents including the purchase order number, part number, quantity and any hazardous labeling or cautionary handling instructions (ESD, humidity, UV protection, flammability, etc.). SDS sheets will be provided with each shipment of chemical products.
9. **Corrective Action:** The supplier is responsible for a timely (within 30 days or as requested) response to Connectronics Corp. corrective action requests. Replies may be made by fax, mail or email and must include root cause, correction of defect, action taken to prevent recurrence and the effective date corrective action was implemented.
10. **Quality and Delivery:** The supplier shall participate when requested in regular quality and delivery performance reviews as determined by Connectronics Corp.
11. **Notification of Design or Process Changes:** The supplier shall notify Connectronics Corp. of any design or process changes on any of their parts or any sub-tier supplied parts that affect the form, fit, functionality or safety of the product being ordered. Connectronics Corp. approval shall be obtained prior to manufacture and delivery of affected product. The supplier shall notify Connectronics Corp. of any change in their quality system status including third party approvals to ISO 9000, AS 9100 or similar.

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- 12. Foreign Object Damage:** The supplier shall implement and maintain a FOD prevention program in accordance with NAS 412. This program must require inspection of product before it leaves your plant for entrapped foreign objects that could interfere with the functionality of the product or result in FOD at Connectronics Corp.
- 13. Government and Connectronics Corp. Source Inspection:** When specified on the purchase order or contract, the supplier shall comply with requests to allow the US Government, Connectronics Corp. or its customer to perform on-site inspection of the product, manufacturing processes and documentation.
- 14. Age Sensitive Materials:** All age sensitive materials that have a limited shelf life shall be identified as such and marked with the useful shelf life remaining and any special storage conditions necessary to achieve the stated life. If less than 50% of the original shelf life remains, the supplier must get Connectronics Corp. approval prior to shipping.
- 15. Threads:** When threads are specified on a supplied drawing, it is the responsibility of the supplier to manufacture and gage all threads to the drawing requirements even if Connectronics Corp. supplies a mating part. The supplier is encouraged to query Connectronics Corp. on the availability of modified thread gages if needed.
- 16. Quality System:** Must meet ISO 9000 series, AS 9100 or an equivalent system approved by Connectronics Corp. purchasing department.
- 17. Approved Sources:** Raw materials and special processes (welding, brazing, plating passivation, leak detection, soldering or similar) must be from Connectronics or customer approved sources as noted on the purchase order. Specialty Metals as defined by DFARS 252.225-7014 Alt. 1 must be procured only from qualifying countries. Special process suppliers must be NADCAP or Connectronics Corp. or Customer approved.
- 18. Conflict Minerals, RoHS and REACH:** Materials must meet the regulations of the “Conflict Minerals” Act. As noted on the purchase order, materials must meet the current requirements of RoHS and REACH.
- 19. Counterfeit Parts:** The supplier shall implement and maintain a Counterfeit Parts prevention program in accordance with AS5553. Non-approved component parts and materials or parts misrepresented as being from approved sources shall not be used or shipped to Connectronics Corp. The supplier must immediately report suspected counterfeit part usage, including parts previously shipped, to Connectronics Corp.
- 20. Sampling:** Suppliers shall use ANSI Z1.4 to determine sample inspection levels. Recommended minimum is Level II AQL 1.0, accepting only on zero rejects.
- 21. Assembly and Material Obsolescence:** The supplier shall notify Connectronics Corp. of obsolescence of parts or materials no later than 6 months prior to their obsolescence.
- 22. Raw Material Certification of Testing:** The supplier shall submit with each shipment a “Certification of Testing” for raw material stating the chemical and physical data required by the specification(s) for each part number, component, lot, and batch as applicable. The certificate shall reference the name and address of the actual raw material supplier, identification of the material by specification, revision, dates, together with the types, grade, size, etc., and the quantity of the material. This shall meet the drawing requirements exactly. For metals, the certificate shall include: A) name of the mill, B) country of melt, C) Mill #, Heat # or Batch # of the raw material that can be linked to the upper level Certification.
- 23. Federal Acquisition Regulation (FAR) & Defense Federal Acquisition Regulations Supplements (DFARS):** The supplier shall adhere to and flow-down all applicable purchase order requirements, including, but not limited to the Terms and Conditions of FAR and DFARS clauses.
- 24. Defense Priorities Allocations Systems (DPAS):** If a DPAS priority rating of DX or DO is noted on the purchase order the order is considered a certified rated order for national defense. The seller shall adhere to and flow-down all provisions of DPAS. (15CFR 700)
- 25. Awareness:** The supplier shall flow down and ensure that their personnel are aware of their contribution to product/service conformity, product safety and the importance of ethical behavior.