

General Purchase Order Quality Provisions (Q-Codes)

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| Q101 | Certificate of Conformance - Seller | <p>Seller shall approve, retain, and provide copies of Certificates of Conformance (C of C) with each shipment stating that the commodities / items supplied meet all applicable purchase order / contract requirements and are genuine, new and unused unless otherwise specified in writing herein; are suitable for the intended purpose; are not defective, suspect, or counterfeit; have not been provided under false pretenses; and have not been materially altered, damaged, deteriorated, or degraded. Seller's C of C information may be included as part of seller's established packing / shipping document. The following shall be included on the C of C with each shipment:</p> <ol style="list-style-type: none"> (1) Seller's name and address (2) Purchase order / contract number (3) Part number (i.e., manufacturer and / or Field Aerospace's part number and dash number, group number, or similar) (4) Nomenclature / description (5) Condition (i.e., new, overhauled, repaired, etc.) (6) Quantity and unit of measure (7) Manufacturer (if C of C provided by other than original manufacturer) (8) Commodity or item level identification for the item(s) such as date codes, lot codes, heat codes, serializations, unique item identifiers, or batch identifications (when multiple item manufacturers and / or multiple lots are included in one shipment, seller shall separate and identify respective manufacturer's lots, and indicate each lot quantity) (9) Signature or stamp with title of seller's authorized agent signing the certificate <p>Note: FAA Form 8130-3 Airworthiness Approval Tag may be provided to satisfy C of C requirement if signed / stamped by a FAA approved / authorized individual within the scope of such an approval / authorization.</p> |
| Q102 | Certificate of Conformance - Manufacturer | <p>Seller shall retain and provide copies of Manufacturer Certificates of Conformance (C of C) for the commodities / items supplied with each shipment.</p> |
| Q103 | Authorized Release Certificate - Airworthiness | <p>Seller shall furnish an Authorized Release Certificate for each new or repaired/overhauled/rebuilt item. The following certificates are acceptable: FAA Form 8130-3 Airworthiness Approval Tag; Transport Canada TCAA Form 24-0078 or Form One; European EASA Form 1. One signed original certificate for each serialized unit must accompany each shipped item. One signed original certificate for bulk shipment of non-serialized units must accompany the first shipment (copy of the original certificate accompanying each subsequent shipment is acceptable). All certificates must be signed or stamped by an individual approved / authorized by the applicable government's civil aviation authority (i.e., FAA). Prior to shipment of each item, seller may request written approval from Field Aerospace procurement representative to provide equivalent return-to-service certification in lieu an acceptable airworthiness certificate. Field Aerospace is under no obligation to authorize such requests.</p> |

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| Q104 | Certificate of Supply Source | Seller shall approve and provide a certificate of supply source stating that all commodities / items delivered and / or used in the manufacture of deliverable products are from original manufacturers, manufacturer franchised distributors, or authorized aftermarket manufacturers. Commodities / Items shall not be used or reclaimed and misrepresented as new. Commodities / Items shall not be acquired from independent distributors or brokers unless specifically authorized in writing by Field Aerospace. Seller shall have available specific data or other objective evidence that each commodity / item conforms to the applicable specification(s) and that this data are available for Field Aerospace to review. |
| Q105 | Maintenance Release/Return to Service - FAA | Seller, as a FAA-approved Repair Station, shall provide maintenance release/return to service certification in accordance 14 CFR 43.9 or 14 CFR 43.11 for accomplishment of maintenance, preventive maintenance, rebuilds, or alterations to aircraft, airframe, aircraft engine, propeller, appliance, or component part. |
| Q106 | Change Authority - Exact Item Part Number | Seller shall provide exact item part number(s) ordered as listed on the purchase agreement. Alternate items shall not be substituted or shipped without first obtaining written authorization from Field Aerospace. |
| Q107 | Traceability and Inspection Records Retention - Purchased Item | Seller shall maintain traceability and inspection records of all commodities and items delivered to Field Aerospace. Seller's traceability method shall clearly identify the name and location of all of the supply chain intermediaries from the Original Equipment Manufacturer (OEM) or last Federal Aviation Administration (FAA) certificated facility to the direct source of the commodities/items for the Seller. Records can include, but are not limited to: Test Data, Purchase Orders, Certificate of Conformances, Travelers and Inspection Data. Records shall include the manufacturer's commodity or item level identification such as date codes, lot codes, heat codes, serializations, unique item identifiers, or batch identifications. Records shall be kept for ten (10) years from shipment of commodities/items (unless otherwise specified in the purchase order/contract). This information shall be made available to Field Aerospace upon request. |
| Q108 | Traceability and Inspection Records Retention - Fabricated Item | Seller shall maintain traceability and inspection records of all materials, parts and assemblies used in fabricating the product. Seller's traceability method shall clearly identify the name and location of all of the supply chain intermediaries from the Original Equipment Manufacturer (OEM) or last Federal Aviation Administration (FAA) certificated facility to the direct source of the materials, parts and assemblies for the Seller. Records can include, but are not limited to: Test Data, Purchase Orders, Certificate of Conformances, Travelers and Inspection Data. Records shall include the manufacturer's commodity or item level identification such as date codes, lot codes, heat codes, serializations, unique item identifiers, or batch identifications. Records shall be kept for ten (10) years from shipment of item (unless otherwise specified in the purchase order/contract). This information shall be made available to Field Aerospace upon request. |
| Q109 | Quality Records - Delivered Item | Copies of all traceability, inspection and quality records associated with the delivered product/service are to be included with each shipment. |
| Q110 | Raw Material Test Report | Seller shall forward with each shipment of raw material a copy of the manufacturer/mill chemical and physical analysis report. The report shall bear the batch and heat or lot number and a separate report shall be forwarded for each batch and heat or lot. Reports must contain the signature and title of an authorized representative of the agency performing the tests and must assure conformance to specification requirements. |

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| Q111 | Functional Test Report | Seller shall forward with each shipment a copy of the actual functional test results identifiable with test parameters defined as operational, mechanical, electrical, hydraulic inspection, etc., of product submitted. Pressure test reports are required with all hoses and pressure vessels. Reports must contain the signature and title of an authorized representative of the agency performing the tests and must assure conformance to specification requirements. |
| Q112 | Overhaul/Repair/Rebuild - Teardown Report | Seller shall provide a teardown report for each item repaired/overhauled/rebuilt and tested. If the repair/overhaul/rebuild results in a change in the configuration (i.e., dash number, revision or part number) documentation stating compatibility with the original part must accompany the paperwork. Teardown report must contain the following: (1) Make, Model and part number (2) Parts removed and replaced, as applicable (3) Work order identifier (4) Work accomplished (e.g., refurbished, rebuilt, overhauled, repaired) (5) Repair/overhaul/technical manual utilized including revision level (6) Compliance with applicable Airworthiness Directives (AD) and Service Bulletins (SB), as applicable (7) Serial number (if applicable) (8) Test/inspection results (9) Signature and date of authorized individual releasing item to service |
| Q113 | Shelf life Data | Seller shall mark items containing material that deteriorate with age (such as rubber, plastics, batteries, epoxies, cements, chemicals, adhesive tapes, hoses containing elastomeric materials) with the shelf life expiration date and/or cure date as applicable. Expiration date may be marked on each container or package where marking of individual items is impracticable. Include on accompanying documentation the storage temperature and special handling conditions as applicable. A minimum of 80% manufacturer's suggested shelf life must be remaining on item(s) at date of shipment (unless otherwise specified on order). |
| Q114 | Life Limited Item Records | Seller shall provide with each shipment containing Life Limited Items a copy of the historical and operation records that identify item usage, repairs, overhauls, service bulletins incorporated and Airworthiness Directive compliance. Records shall also include the total elapsed time or cycle for each operation, cumulative time or cycles starting with the first functional test, and remaining time or cycles. Records shall be traceable to the individual item by part number and serial number. |
| Q115 | Hazardous Material Data | Seller shall provide Safety Data Sheet (SDS) or Material Safety Data Sheet (MSDS) with all items in shipment containing hazardous material. |
| Q116 | Export Classification Data | Seller shall provide a Schedule B Number and/or Harmonized Tariff Schedule (HTS) for item(s) included in this shipment, in accordance with the U.S. Census Bureau for Schedule B Numbers and the U.S. International Trade Commission for HTS codes. For non-US manufacturers and developers: Seller shall provide an Export Control Classification Number (ECCN) (if available) or an Export Classification per their National Export Regulations and/or the Wassenaar Arrangement. For Commercial Items: Seller shall provide an ECCN for item(s) included in this shipment, in accordance with the Department of Commerce's Export Administration Regulations (Part 774 Commerce Control List). For Defense Related or Military Items: Seller shall provide an Export Classification for item(s) included in this shipment, in accordance with the State Department International Traffic In Arms (ITAR) -- United States Munitions List (USML). |
| Q117 | Purchasing Information Flowdown | Seller shall flow down all applicable requirements of this purchase order, including this provision, to sub-tier suppliers to insure conformance with all specifications, drawings, quality systems requirements (i.e., ISO 9001, AS9100, or other), regulations, public laws and other requirements as may be specified in the purchase order/contract. |

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| Q118 | Seller Provide Access to Facilities/Records | Field Aerospace, its customers, and all applicable regulatory authorities (i.e., FAA) shall have the right to visit the seller's facilities and its suppliers' facilities at any time during the performance of this purchase order/contract. These visits are for the purpose of ascertaining progress, making inspections, performing surveillance, witnessing tests, and reviewing applicable records. Field Aerospace shall give prior notification of such visits. Such visits by Field Aerospace, its customers, and/or regulatory authorities do not absolve the seller of the responsibility to provide acceptable product. Verification by Field Aerospace's customer does not preclude subsequent rejection by Field Aerospace of any nonconforming items. Seller shall pass down this clause to its suppliers. |
| Q119 | Key Characteristic Flowdown | Seller shall control Key Characteristics identified under this purchase order. Seller shall have a control plan approved by Field Aerospace to collect and record Key Characteristics data. Field Aerospace may also identify process parameters as key. When denoted, these key process parameters are considered as Key Characteristics and must be controlled accordingly. If Key Characteristics have not been provided, the seller must evaluate for them. All parts, including first articles, required to be manufactured to this requirement shall be represented on the control plan. Seller shall record Key Characteristics data for each item manufactured and provide the data to Field Aerospace upon request. |
| Q120 | STC Documentation | Seller shall include with first delivery a copy of the Supplemental Type Certifications (STC) with letter of authorization and any other applicable license agreements, drawings, installation instructions, master data list, instructions for continued airworthiness, approved flight manual supplement, parts lists, and any other related documentation required to complete and substantiate the installation and certification of the STC into the aircraft. |
| Q121 | FAA Conformity Inspection Support | Seller shall be required to support FAA Conformity Inspection at the seller's manufacturing facility. This inspection will be conducted by an authorized FAA Designee. The Conformity Inspection may include any examination or test, or material verification as requested by the FAA Designee to verify that the article(s) under examination conforms to the design documentation and functionally passes the acceptance test procedure. Seller is required to provide the FAA Designee with engineering drawings, fabrication and test records and copies of any MRB actions. Seller shall make available all necessary calibrated tools required to perform Conformity Inspection. Field Aerospace will provide reasonable advance notification prior to scheduling the Conformity Inspection. Seller shall include with each shipment the original FAA Form 8130-3 Airworthiness Approval tag(s) signed by the FAA Designee. |
| Q122 | First Article Inspection | Seller shall perform and document a First Article Inspection (FAI) in accordance with AS9102 - Aerospace First Article Inspection Requirement (latest revision). The FAI report shall accompany the shipment and the first article shall be identified/tagged as such. |
| Q123 | Source Inspection | Field Aerospace, its customers, and/or applicable regulatory authorities inspection is required prior to shipment from the seller's facility. A two week notification shall be provided by the seller to Field Aerospace so that appropriate planning for inspection can be accomplished. Seller shall not ship items under this order until seller receives written notification from Field Aerospace's procurement representative. Seller shall include a copy of said written notification with each shipment. |
| Q124 | Services Procedures Compliance | Seller's personnel shall comply with Field Aerospace ground operating, safety, and/or flight operating procedures, as applicable, while working at Field Aerospace's facilities. Seller shall participate in Field Aerospace provided safety briefings and familiarization training, as required. |
| Q125 | Special/Critical Process - General | Seller shall provide special/critical process certification(s) with shipment. |
| Q126 | Special/Critical Process - NADCAP | Seller shall use NADCAP approved suppliers for special/critical processes. |
| Q127 | Special/Critical Process - Flammability Test | Seller shall provide with shipment a test report showing actual results of flammability test which meet the requirements of FAR 25.853 and signed by a responsible party. |

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| Q128 | Special/Critical Process - Non-Destructive Examination (NDT/NDI) | Seller shall ensure technicians/personnel performing the NDT/NDI examination described on this purchase order/contract are qualified and certified to the current applicable industry standard/specification (NAS 410, ASNT SNT-TC-1A, etc.). If applicable standard/specification is not identified in purchase order/contract, then qualification and certification to any one of the recognized standard/specification is acceptable. |
| Q129 | Special/Critical Process - Non-Destructive Test Report | Seller shall provide one legible and reproducible copy of a certified report of actual nondestructive inspection (penetrant, magnetic particle, ultrasonic or radiographic, etc.) performed with each shipment. These reports must contain the signature and title of the authorized representative of the agency performing the test and must assure conformance to specification requirements. |
| Q130 | Calibration System | Seller shall have a documented calibration system that meets the requirements of the American National Standard Institute (ANSI)/National Conference of Standards Laboratories (NCSL) Z540-1, 'General Requirements for Calibration Laboratories and Measuring and Test Equipment' standards or ISO 10012-1, 'Quality assurance requirements for measuring equipment'. Seller shall immediately notify Field Aerospace upon determination of a condition where a tool, gage, or measuring equipment used for final acceptance of a delivered item is found to be out of calibration. |
| Q131 | Certificate of Calibration - Purchased Item | A certificate of calibration that meets the requirements of ANSI-Z-540, ISO 10012-1 or other applicable standard is required to be provided for this item. Equipment or calibration standards are to be traceable to the NIST. |
| Q132 | Certificate of Calibration - Calibration Services | This order is for calibration services. Seller shall provide a calibration certificate with each item calibrated for Field Aerospace. The following is the minimum information that must be included on the calibration certificate: <ul style="list-style-type: none"> • Item serial number and description. • Calibration and accuracy requirements as stated in the original manufacturer's specification(s) • The "as-found" condition (not required for new equipment) • Date of the calibration. • Serial Number of the Master/Standard used for calibration of item. • Last calibration date and next calibration due date of the Master/Standard used. • NIST date, trace number or foreign equivalent of the Master/Standard used. • Statement that the calibration meets one of the following calibration system standards; ANSI/NCSL Z540-1, ISO 10012-1, OR MIL-STD-45662A.: ANSI/NCSL Z540-1 is the most preferred calibration system. ISO 10012-1 is second preferred. MIL-STD-45662A is least preferred. • Actual signature or identifying inspection stamp of the person who is certifying the calibration. |
| Q133 | Unique Identification (UID) Marking Requirements | Seller shall ensure UID marking is per MIL-STD-130. The UID marking shall have a passing grade when verified per ISO/IEC 15415. Sampling of the verification of the UID marking requirements shall be per ANSI/ASQC Z1.4. The first and last UID marking on labels of the lot shall be part of the samples that are verified. A verification report (quality and syntax validation) of the samples shall be included with each shipment. |

Seller shall comply with the following requirements for each shipment: Items shall be packed, packaged and preserved in such a manner as to assure adequate protection from deterioration and physical damage due to material handling or shipment. The material shall arrive at destination free of nicks, dents, gouges, scratches and undue oxidation. Parts subject to oxidation shall be packaged with a suitable preservation or an oxidation inhibiting paper such as non-rust paper. Springs shall be packaged to preclude entanglement. As a minimum, seller shall pack and package items in accordance with ASTM D3951 - 10, Standard Practice for Commercial Packaging or, when identified in purchase order and/or referenced documents, to specific packing and packaging specifications. Items susceptible to damage from static electricity shall be packaged in tubes, tape & reel, or containers constructed of waterproof, electrostatic protective, static dissipative material with no talc, or residues that would inhibit solder ability or contaminate leads or finish of product. Connectorized items shall be fitted with static shielding dust caps. When static shielding caps are not available for the item, seller shall select specific packaging material that meets the aforementioned requirements (reference: JEDEC JESD625, Requirements for Handling Electrostatic-Discharge-Sensitive (ESDS) Devices). Items identified in purchase order and/or referenced documents for air shipment shall meet requirements of ATA Spec 300, Specification for Packaging of Airline Supplies. Items identified in purchase order and/or referenced documents for international destination(s) shall meet the International Standards for Phytosanitary Measures (ISPM) Publication No. 15; ISPM Guidelines for Regulating Wood Packaging Material in International Trade. Compliance with ISPM Publication No. 15 must be evidenced by clearly visible markings on each container.

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| Q135 | Counterfeit Parts Prevention and Control Program | Seller shall have a counterfeit parts prevention and control program that is acceptable to Field Aerospace and meets the requirements of SAE AS5553, AS6081, or AS6174 standard, as applicable. |
| Q136 | AS91xx Certification | Seller's quality management system (QMS) shall conform with and be certified to the current version of SAE AS9100, AS9110, or AS9120 aerospace standard. Conformance to the standard shall be evidenced by current, accredited, third party certification through members of the International Accreditation Forum (IAF) (Reference IAF at: http://www.iaf.nu/). Sellers that obtain certification/registration to AS9100, AS9110, or AS9120 and subsequently change certification/registration bodies (CRB), lose registration status, or are put on notice of losing registration status, shall notify Field Aerospace within three days of receiving such notice from its CRB. Field Aerospace's approval of the seller's QMS does not constitute acceptance of product and/or services nor relief of the purchase order or subcontract requirements. |
| Q137 | AS91xx Conformance | Seller's quality management system (QMS) shall conform with the current version of SAE AS9100, AS9110, or AS9120 aerospace standard. Conformance to the standard shall be determined by Field Aerospace audit/surveillance of the seller's QMS. Field Aerospace's approval of the seller's QMS does not constitute acceptance of product and/or services nor relief of the purchase order or subcontract requirements. |

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| Q138 | ISO 9001 Certification | <p>Seller's quality management system (QMS) shall conform with and be certified to the current version of International Organization for Standardization document ISO 9001 - Quality Management System Requirements. Conformance to the standard shall be evidenced by current, accredited, third party certification under the authority of an accreditation process that is recognized by the International Accreditation Forum (IAF) requirements. (Reference IAF at: http://www.iaf.nu/). Sellers that obtain certification/registration to ISO 9001 and subsequently change certification/registration bodies (CRB), lose registration status, or are put on notice of losing registration status, shall notify Field Aerospace within three days of receiving such notice from its CRB. Field Aerospace's approval of the seller's QMS does not constitute acceptance of product and/or services nor relief of the purchase order or subcontract requirements.</p> |
| Q139 | ISO 9001 Conformance | <p>Seller's quality management system (QMS) shall conform with the current version of International Organization for Standardization document ISO 9001 - Quality Management System Requirements. Conformance to the standard shall be determined by Field Aerospace audit/surveillance of the seller's QMS. Field Aerospace's approval of the seller's QMS does not constitute acceptance of product and/or services nor relief of the purchase order or subcontract requirements.</p> |
| Q140 | Production Approval Holder (PAH) - FAA | <p>Seller shall maintain an FAA approved Production Approval Holder (PAH) quality system in accordance with 14 CFR Part 21 for the articles being supplied. Sellers that lose FAA approval status, or are put on notice of losing approval status, shall notify Field Aerospace within three days of receiving such notice from the FAA. Field Aerospace's approval of the seller's quality system does not constitute acceptance of product, articles and/or services nor relief of the purchase order or subcontract requirements.</p> |
| Q141 | Maintenance, Repair, Overhaul, FAA Regulated Non-Certificated Requirements - Deliverable | <p>Seller's facility and quality system are required to be Field Aerospace approved and must pass an on-site quality audit performed by Field Aerospace as well as sustain such approved status on an on-going basis. Representatives of Field Aerospace and/or the Federal Aviation Administration (FAA) may inspect and evaluate Seller's facilities, systems, data, equipment, personnel and all products processed under this contract. (If Seller is non-domestic, the government agency equivalent to the FAA may conduct such inspection and evaluation.)</p> <p>Work performed under this contract must comply with 14 CFR 43, maintenance, preventive maintenance, rebuilding, and alteration, and 14 CFR 145.211, quality control system. As required by 14 CFR 145.217, Contract Maintenance, Field Aerospace's repair station chief inspector or designee remains directly in charge of the work performed by Seller under this contract. Matters requiring instruction or direction outside of Seller's Field Aerospace approved processes must be directed to the Field Aerospace's Procurement Representative for coordination.</p> <p>Seller shall include with each shipment; all documentation required by this contract including a description of the work accomplished, the revision status and date of the technical data used and Seller's certificate of conformance.</p> <p>If Seller is located in the United States and performs safety-sensitive functions, as described in 14 CFR 121, Appendices I, Drug Testing Program and J, Alcohol Misuse Prevention Program, Seller must be able to demonstrate compliance with the antidrug and alcohol misuse prevention programs for personnel engaged in safety-sensitive functions, including subcontracts at any tier, for work accomplished under this contract.</p> <p>If Seller meets the definition of a hazmat employer under 49 CFR 171.8 definitions and abbreviations, Seller must have a hazardous materials training program that meets the training requirements of 49 CFR 172, subpart H, training.</p> |

Q142

Maintenance, Repair, Overhaul,
FAA Regulated and Certificated
Requirements – Deliverable

Seller's FAA certificated repair station is required to be an Field Aerospace approved repair station and must sustain such approved status on an on-going basis. Seller shall provide copy of air agency certificate to Field Aerospace representative upon request. Representatives of Field Aerospace and/or the Federal Aviation Administration (FAA) may inspect and evaluate Seller's facilities, systems, data, equipment, personnel and all completed products/articles processed under this contract. (If Seller is non-domestic, the government agency equivalent to the FAA may conduct such inspection and evaluation.)

Work performed under this contract must be accomplished in compliance with Seller's applicable valid air agency certificate(s). All documentation required by this contract and regulation, including dual release airworthiness certification (if required), must be included with each shipment. The return to service must comply with all regulatory requirements including but not limited to, current FAA orders and memoranda. The airworthiness certification must comply with FAA Order 8130.21 latest revision including identity of maintenance documents and the associated revision status and date of each.

If Seller is located in the United States and performs safety-sensitive functions, as described in 14 CFR 121, Appendices I, Drug Testing Program and J, Alcohol Misuse Prevention Program, Seller must be able to demonstrate compliance with the antidrug and alcohol misuse prevention programs for personnel engaged in safety-sensitive functions, including subcontracts at any tier, for work accomplished under this contract.

If Seller meets the definition of a hazmat employer under 49 CFR 171.8 definitions and abbreviations, Seller must have a hazardous materials training program that meets the training requirements of 49 CFR 172, subpart H, training.
