

Valley Seal Company

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Attachment A

Quality Assurance Provisions and Purchase Order Terms

The following Quality Assurance Provisions and Purchase Order Terms apply to all items shipped by the Supplier against a Valley Seal Purchase Order.

- 1) Review the order for applicable product, process, or service requirements for conformance to relevant technical data, specifications, drawings, process requirements, work instructions, validation requirements, release of product, etc. Notify Valley Seal of any exceptions to requirements prior to order acceptance and shipment. Written order acceptance is required upon receipt of the order.
- 2) Only products received meeting the order requirements will be accepted. Any departure from order requirements must be agreed upon by Valley Seal and/or their customer prior to shipping products. Full credit for replacement cost or return will be required in the event of a rejection.
- 3) All personnel performing work for this order must be competent to perform the work, including having any required qualification certificates to meet product, customer and/or process acceptance requirements.
- 4) Any issue or communication about this order should be addressed to the individual sending this order, unless another Valley Seal employee is established as the appropriate contact. Our preferred method of communication is email.
- 5) Valley Seal monitors and measured supplier performance. Supplier Performance requirements are calculated on quality of product delivered, correct paperwork received and on-time delivery. Ratings are generated on a quarterly basis. Please reach out to us for any questions related to a rating letter we send you.
- 6) Any verification or validation activity required will be stated in the body of this order. Please reach out for any questions.
- 7) All test, inspection or verification/validation requirements must be met, or the product will be rejected.
- 8) Any statistical method utilized must conform to product requirements, requirements listed on the face of this order or industry recognized sampling plans. Alternate methods must be mutually agreed upon.
- 9) The Supplier is required to implement a quality management system. 3rd party certification, such as ISO 9001, AS9100, AS9120, TS16949 will serve to support this requirement. In lieu of 3rd party certification, Valley Seal may elect to survey your company for approval of your quality management system if your organization is not a customer directed source.
- 10) End Customer required sources and processors must be utilized. Refer to customer drawing, process specifications and quality flow-downs as stated on the order. Contact Valley Seal with any questions.
- 11) Detection of nonconforming products, processes or services for work currently in process or previously shipped orders, must be communicated immediately to Valley Seal Company, preferably within 24 hours. Valley Seal does not hold MRB authority for nonconformances that would impact customer requirements and must obtain applicable customer disposition and approval to ship non-conforming products.
- 12) All shipments must ensure no delivery of suspected unapproved, unapproved, and Counterfeit parts. Product delivered from a distributor must be accompanied by an OEM/OCM manufacturer certificate of conformance, applicable authorized OEM/OCM distributor certification, and be traceable through your company's receipt of product. Any delivery of confirmed counterfeit material can result in removal from our Approved Supplier List. Any confirmed counterfeit material will not be returned and will be scrapped at Supplier expense. Supplier may refer to AS5553, ARP6328, AS6496, DFARS 252.246-7007, IDEA-STD-1010, DFARS 252.246-7008, AS6174, AS6081 and/or AS6171, as applicable.

- 13) Product supplied must be free of FOD (Foreign Object Debris or damage). Suppliers shall maintain a FOD prevention program and flow FOD prevention requirements to their sub-tiers. Where FOD can be trapped, migrate or before closing inaccessible or obscured areas and compartments during assembly, suppliers shall ensure FOD prevention requirements are utilized, and no protective devices remain. Production areas and equipment shall be maintained in a state of cleanliness and repair sufficient to prevent FOD. Packaging material must be free of staples and other closures that could constitute FOD.
- 14) The supplier shall notify Valley Seal of any changes in the products, processes or service definitions of the items ordered, prior to order acceptance and/or shipment to Valley Seal. Notification is also required for any changes to the manufacturer and/or sub-tiers, manufacturing location, key personnel or to your quality system certifications.
- 15) Please review the order carefully for all applicable requirements and flow downs. Supplier shall flow down to sub-tier suppliers the applicable requirements in the purchase order and this document, including key characteristics where required. Unless otherwise stated on the face of the order, make to the latest government and/or industry standards.
- 16) Certification to the part number(s) and referenced drawings/specifications must accompany all shipments. Product shipped must be fully traceable to the original manufacturer and/material and process certifications by numerical traceability for batch or lot number and cure or manufacture date. If ordered, additional documentation such as inspection reports must ship with parts. Certifications must be legible and show supplier name and location and be signed by an authorized representative.
- 17) Unless otherwise agreed to, all suppliers must maintain material, process, inspection and conformance records regarding the product or Service provided in regard to this order for a minimum of 15 years from the date of the order.
- 18) Valley Seal Company, our customers, and applicable regulatory agencies have the right to enter the Supplier's facility, as well as all sub-tiers that are applicable to the order, with appropriate notification and planned arrangements.
- 19) Suppliers shall ensure that their employees are aware of their contribution to product or service conformity, their contribution to product safety and the importance of ethical behavior.
- 20) If the delivery of the items is not made in the quantities and the times specified, Valley Seal Company may terminate this order by notice, effective when received by the Seller.
- 21) Seller agrees that, in the fulfillment of this order, it will comply with all applicable laws, statutes, rules, regulations or orders of the jurisdiction where work performance under this order is carried out, as well as all applicable laws of the United States of America.
- 22) This document is available at our website www.valleyseal.com