Quality Assurance Procurement Provisions -- QAPP's

The following notes shown below apply to all suppliers. The Specific Quality codes listed throughout the remainder of this document apply only when specified on the purchase order.

Requirements for approval of product, procedures, processes and equipment: The supplier shall maintain an inspection and calibration system in compliance with the requirements of ISO/9001/AS 9100C as applicable.

1. **Requirements for qualification of personnel:** Where applicable, only qualified/ certified personnel shall be used based on process specification requirements. Records shall be maintained of the personnel/certifications.

2. **Quality management system requirements:** Suppliers quality management must conform to the requirements of ISO 9001/AS 9100C.

3. **The identification and revision status of specifications, drawings, process requirements, inspection/verification instructions and other relevant technical data:**

   Identification of all materials and reports is required by specification to provide heat, lot or batch number.

4. **Certification of Compliance** documents submitted to LTP shall include the respective PO number, part number, drawing revision, name of firm, date document was issued and signature of authorized supplier representative. The certificate shall reference the applicable PO and shall state the products or services to conform to al requirements of the PO.

5. **Calibration** The Supplier **shall** maintain a calibration system in accordance with MIL STD-45662, ISO 10012-1 to control the accuracy of the devices used to verify the acceptability of materials, equipment or services in the performance of the contract.

6. **Requirements for test specimens (e.g., production method, number, storage conditions) for design approval, inspection/verification, investigation or auditing:** The supplier shall notify LTP of any changes in production definition as it relates to the purchase order.

7. **Requirements regarding the need for the supplier to;**
    - Notify LTP of nonconforming product
    - Obtain organization approval for nonconforming product disposition
    - Notify LTP of changes in product and/or process, changes of suppliers, change of manufacturing facility location and, where required, obtain organization approval
    - Flow down to the supply chain the applicable requirements including customer requirements

8. **First Article Inspection (FAI)** First Piece Approval, Samples of each of the items described in the PO **shall** be approved by LTP QA prior to release of production quantities. Samples **shall** be accompanied by a First Article Report demonstrating compliance to drawing and specification requirements. The number of samples to be submitted and the time of their submission to LTP QA **shall** be specified on the PO as applicable.

9. **Test Reports** Raw Material and Physical Test Reports showing actual values. Each supplier's shipment shall include on copy of chemical and physical test reports showing actual test values. Test reports shall reference manufacture's lot, batch or heat/melt number.

10. **Records retention:** Vendors to retain records for a minimum of 7 years, unless otherwise specified by the customer/contract. Records to be retained by supplier include: material certification, specifications, test reports, certificate of conformance & inspection reports.

11. **LTP Inspection Requirements:** The Supplier **shall** maintain an inspection system that assures LTP that all items furnished have been inspected and / or tested prior to shipment to conform to LTP drawings, specifications and procurement documents.