

GEAR MANUFACTURING (GMI)  
PURCHASE ORDER QAR'S  
EFFECTIVE AUGUST 30, 2018

## Applicable to All Purchase Orders

All items delivered shall be fabricated in accordance with general industry standards for good workmanship. Packaging shall protect the item from shipping damage. Electrostatic sensitive items shall be packaged to prevent static damage and conspicuously marked as static sensitive.

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The supplier shall use the following guidelines to determine the quality assurance code(s) (QAR) and documentation submittal requirements for each shipment. Applicable requirements must be flow-down to sub-tier suppliers. In the event any item cannot be met, notify the Gear Manufacturing Inc. (GMI) Buyer immediately.

- Raw Material: 6, 7, 9, 13
- Custom castings, forgings, extrusions, injection moldings: 6, 7, 9, 10 (add 3 for parts produced from new or revised tooling and 16 when key characteristics are identified on the drawing)
- Commercial Off The Shelf Parts: 6, 7 (*add 17 when furnishing electronic component parts*)
- Machined/Sheet Metal Fabricated Parts: 6, 7, 8, 9, 10, 13
- Outside Processing: 6, 7, 13
- Limited Shelf Life Material (chemicals, Adhesives, etc.) 6, 7, 11, 13
- Specification or Source Controlled Drawing Item: 6, 7, 13

*QAR No's 1 through 5 and 14 apply only when indicated on the face of the Purchase Order. In the event any item cannot be met, notify the Gear Manufacturing Inc. (GMI) Buyer immediately.*

### Department of Defense Government/Customer Source Inspection

#### QAR 1

Government inspection is required prior to shipment from your plant. Upon receipt of this order, promptly notify and furnish a copy of the Purchase Order to the Government Representative who normally services your plant so that appropriate planning for Government inspection can be accomplished. In addition, the supplier shall notify the Government Representative at least forty-eight (48) hours prior to testing or inspection of items and/or processes. Note: GMI reserves the right to waive source Government and/or customer source inspection at any time. However such a waiver shall have no affect whatsoever on the supplier's responsibility to fully comply with all of the drawing and specification requirements and all other terms and conditions of the purchase order.

### GMI Source Inspection

#### QAR 2

All work performed under this order requires Gear Manufacturing, Inc. inspection and/or test verification at the supplier's facility. Notify the GMI Buyer at least seventy-two (72) hours in advance of the item being ready for source inspection. Note: GMI reserves the right to waive source inspection at any time. However such a waiver shall have no affect whatsoever on the supplier's responsibility to fully comply with all of the drawing and specification requirements and all other terms and conditions of the purchase order.

### First Article Part Inspection

#### QAR 3

The supplier must provide a sample first article (including inspection report) for dimensional and functional approval prior to making production item(s). The supplier is to notify GMI seventy-two (72) hours in advance for approval examination. Such examinations may be conducted at the supplier's facilities or at the Gear Manufacturing Inc receiving inspection area at GMI discretion.

Note: GMI first article inspection acceptance shall not waive whatsoever the supplier's responsibility to fully comply with all of the drawing and specification requirements and all other terms and conditions of the purchase order.

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**Critical Product Control Plan**

**QAR 4**

Due to the critical application of the article/material under this purchase order, the supplier shall deploy a Product Control Plan for Manufacturing. The plan shall provide documentation of the controls in place to ensure manufacturability, quality and compliance. The plan shall delineate the sequence of production operations to be performed, the points where quality controls will be performed, and the types of inspections or verifications performed. The plan shall include reference to the control methods, procedures and inspection instructions used in manufacturing of procured article(s). The plan shall be submitted to GMI's Buyer for approval by Quality Assurance prior to production of the article. Supplier shall not change, add, or delete any process, material or procedure used in manufacturing of articles under this purchase order without prior approval by GMI Quality Assurance.

**Electrical Test Screening**

**QAR 5**

All Electrical items delivered will undergo additional electrical screening at GMI. Parts shall conform to applicable requirements as define in the purchase order and any other applicable requirement(s).

**Product Nonconformance**

**QAR 6**

Items, products or materials not conforming to requirements of this Purchase Order/subcontract, drawing, specification, test, etc. shall not be shipped to GMI without prior written approval of GMI Quality Assurance by submitting a Supplier Request for Material Review (SRMR). The SRMR shall describe the nonconformance in detail, the quantity, and the cause and corrective action to preclude a recurrence. Failure to comply will result in return of the shipment at the supplier's expense and will affect supplier rating.

**Certificate of Conformance/Record Retention/Traceability**

**QAR 7**

Supplier shall provide a C of C and as applicable, supporting documentation with each shipment. Supplier shall maintain on file all quality data/records such as; certificates of material and/or processes, acceptance test reports, inspection records, disposition requirements and other applicable quality control data, for a minimum of ten (10) years from completion of Purchase Order. These records shall provide objective evidence of the quality assurance operations performed to permit traceability from the delivered item back through its manufacture and inspection to the procurement records and its constituent parts and materials and must be readily retrievable and made available to GMI and/ or its customer upon request.

**The Special Process Certification**

**QAR 8**

Special process suppliers (welding, brazing, heat treating, NDT, plating, chemical filming, etc.) are responsible for compliance to the applicable specifications, whether the operation is performed within their facility or by subcontractors. Supplier's Process Certification must identify vendor performing special process, show actual data from verification of process, reference the applicable specification and be signed by authorized Quality Assurance personnel.

**Material Test Reports**

**QAR 9**

The supplier shall submit a chemical and/or physical test report per the applicable specification for the materials shipped under this order with actual test results from samples of this specific lot of material.

**Article Inspection & Acceptance Test Reports**

**QAR 10**

The supplier shall submit evidence of Article Inspection and acceptance test data representing the actual data captured during the verification/validation process per the applicable specification for the items shipped under this order. CMM report must accompany shipment when CMM is used for verification/validation.

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**Shelf Life Materials**

**QAR 11**

The supplier shall state, in writing, the manufacturing date, shelf life, and expiration date for all limited shelf life items supplied under this order. All items shall have 75% or more of their shelf life remaining at the time of shipment to GMI. All items shall be packaged, labeled and transported per applicable regulatory requirements.

**Supplier notice of Change**

**QAR 13**

Supplier shall provide written notification to GMI's Buyer prior to implementation of changes to the supplier's management (ownership), manner of manufacturing operations (plant location), or supplier art configuration.

**Higher Level Quality management System**

**QAR 14**

- a. Supplier shall maintain an ISO 9001-2000 certification or equivalent Quality Management System (QMS). The QMS/certification shall be employed by the supplier throughout all purchase order/ contract phases. The QMS and QA Program may be subject to review and approval by GMI.
- b. Supplier shall maintain an AS 9100 certification or equivalent Quality Management System (QMS). The QMS/certification shall be employed by the supplier throughout all purchase order/contract phases. The QMS and QA Program may be subject to review and approval by GMI.

**Counterfeit Parts Prevention**

**QAR 17**

Supplier (electronic component distributor or custom electronic assembler) is hereby notified that the delivery of counterfeit parts is of special concern to GMI. If counterfeit parts are furnished under this order or found in any of the custom assembled goods delivered hereunder, such items will be impounded by GMI. The supplier shall promptly replace such counterfeit parts with parts acceptable to GMI. To further mitigate the possibility of the inadvertent use of counterfeit parts, the supplier shall only purchase electronic component parts directly from the Original Component Manufacturer (OCM) / Original Equipment Manufacturer (OEM) or through authorized distributors. Procurement through Independent Distributors or Brokers is NOT authorized, unless approved in writing by GMI.

**Welder Certification**

**QAR 18**

When welding is part of the drawing or purchase order requirements, the person performing the welding must be currently certified to meet the certification requirements set forth in MILSTD-2219 and/or AWS D17.1 or any applicable document in effect at the time of purchase order performance.

**Product Safety**

**QAR 19**

The supplier shall plan, implement and control the following:

- a) The processes needed to assure product safety as referenced in AS9102 D, section 8.1.3.
- b) The importance of ethical behavior as referenced in AS9102 D, section 8.4.3.