

**GENERAL DYNAMICS -OTS**

<b>TITLE:</b> Supplier Quality Requirements List (SQRL)		
<b>POLICY #:</b> F0849	<b>REVISION:</b> 15 (P)	<b>DEPARTMENT:</b> Quality
<b>PAGE</b> <u>1</u> <b>OF</b> <u>10</u>	<b>DATE:</b> 8/29/2024	<b>FORMER DOC #:</b>

**PURPOSE:**

This document establishes requirements applicable to items ordered under this purchase order, of which the SQRL is a part, to assure that such items are of the required quality and reliability. This document contains general requirements for Product Assurance which are applicable unless expressly excluded in this purchase order, and supplier requirements which apply as designated.

**1 PROHIBITED PRACTICES – IFS reference number 309**

- 1.1 Unauthorized Repairs: Without Buyer's approval, Seller may not repair by welding, brazing, soldering, or with adhesives, parts damaged or found to be faulty during fabrication. Defects in castings or forgings shall not be repaired by any method unless authorized by the Buyer in writing.
- 1.2 Improper Resubmittal: Articles rejected by the Buyer and subsequently resubmitted to the Buyer shall be clearly and properly identified as resubmitted articles. Seller's shipping document shall contain a statement that articles are replacement, screened or reworked articles and shall also refer to Buyer's rejection document.
- 1.3 Unauthorized Submittal of Production Parts: If this purchase order requires acceptance of a First Article, Seller shall not submit parts from a production run for Buyer inspection prior to Buyer's acceptance of such First Article.
- 1.4 Notification of Facility Change: Seller shall not relocate any production, manufacturing and/or processing facilities during performance of this purchase order without promptly notifying Buyer and affording Buyer an opportunity to examine such facilities.

**2 HOMOGENEOUS CLAUSE - IFS reference number 310**

Parts, components, and materials supplied shall be homogeneous and identical. That is, there shall be no change in design, processing or method of manufacture without the express authorization of the Buyer. A design change shall be defined as any change in materials, material characteristics, or dimensions. A processing and/or method of manufacturing change shall be defined as any change in processing methods (e.g., plating, heat treating, extruding). This includes any change where the Seller has previously supplied the item required by this purchase order and has implemented a change in design, processing or manufacture since completion of the last purchase order. The Seller shall notify the Buyer of such change and obtain the Buyer's authorization to proceed prior to the start of any work under this purchase order.

**3 RESPONSIBILITY FOR CONFORMANCE – IFS reference number 311**

It is the Seller's responsibility to furnish items which conform to the requirements of the purchase order. Neither surveillance, inspection and/or tests conducted at the Seller's or Buyer's facility by the Buyer, nor the Seller's compliance with all Quality Assurance requirements shall relieve the Seller of this responsibility.

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**4 DOCUMENTATION – IFS reference number 312**

The Buyer may refuse to accept items delivered under this purchase order if the Seller fails to submit the calibration, documentation, test data or reports specified in this purchase order.

**5 LOT ACCEPTANCE – IFS reference number 313**

Final acceptance is at the Buyer's facility using the Buyer's gages and applicable plan. Lot acceptance at the Buyer's facility does not relieve the Seller from responsibility for latent defects which are not detected during Buyer lot acceptance but are later identified by the Buyer during processing at the Buyer's facility.

**6 CORRECTIVE ACTION REQUESTS – IFS reference number 314**

When a quality problem exists, the Buyer shall request corrective action from the Seller. Reply to the request shall be timely and shall include the following information: analysis of the cause of the problem, statement of action taken, and the effectivity of the action. When corrective action is required for Government source inspected items, the Seller shall coordinate such action with the Government Quality Assurance representative assigned to his/her plant.

**7 CERTIFICATION OF CONFORMANCE – IFS reference number 315**

The Seller shall submit a Certificate of Conformance with each shipment. Compliance with the specifications listed on the purchase requisition/order, is a requirement and shall also appear on the Certificate of Compliance including revision level.

1. Purchase Description number and revision (when applicable)
2. Drawing number and revision
3. Quantity
4. Purchase Order number
5. Name and address of supplier
6. Date of shipment
7. Batch, lot and/or mill heat number
8. Positive, adequate identification of multiple lots
9. Signature and title of responsible officer of Seller's organization, whose signature is binding on the Seller

**8 NOTIFICATION AND REWORK OF NONCONFORMING MATERIAL – IFS reference number 316**

The supplier shall notify the Buyer of any nonconforming processes, products, or services related to a PO issued from General Dynamics. General Dynamics shall make the disposition determination (example: scrap, rework, accept as-is, etc.) and alert the supplier of the same.

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If the disposition is determined to be rework, it is defined as the processing of nonconforming material to make it conform completely to drawings, specifications, or purchase order requirements.

When the rework requires additional verbal or written instructions beyond those normally required to produce the product, those instructions must be submitted to the Buyer for review and written approval prior to implementation. If reworked product or material is supplied to the Buyer without prior written approval, the buyer reserves the right to return the reworked product or material for replacement at no additional cost to the Buyer.

An example of rework is as follows: A multiple spindle lathe is used to drill holes in a part per the normal process, while rework of the holes would take place on a drill press.

### 9 **PACKAGING AND MARKING FOR SHIPMENT** – IFS reference number 317

The Seller shall select levels and methods of packaging and preservation in accordance with good commercial practices and to ensure safe arrival at destination.

Containers must reflect the following markings as a minimum, when applicable:

- A. Part Number
- B. P.O. Number
- C. Manufacturer
- D. Lot Number(s)
- E. Quantity
- F. Expiration Date

Preservation, packaging and packing - Component parts shall be preserved, packaged and packed to the extent necessary to provide protection from hazards of contamination and physical damage encountered in general handling, shelf storage, and issue.

### 10 **IDENTIFICATION AND TRACEABILITY** – IFS reference number 318

Specific material lots/batches/compounds/heat or melt numbers/component or subassembly serial/lot number used in the manufacture of the end product designated in the Buyer's purchase order shall be traceable in the Seller's quality records showing acceptance and compliance to governing drawings/specifications stipulated in the purchase order.

### 11 **MEASURING AND TESTING EQUIPMENT** – IFS reference number 319

All equipment used to measure and test compliance to the Buyer's purchase order and applicable specifications shall meet the requirements of the latest revision of ISO 17025. "All equipment used as a calibration standard must have current known valid relationships to the National Institute of Standards and Technology or other federally approved standards, and must be supported by objective documentation.

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This system shall include but not be limited to the following equipment which must be used for the Buyer's order:

- A. Mechanical testing equipment
- B. Non-destructive testing equipment
- C. Hydrostatic testing equipment
- D. Chemical testing equipment
- E. Welding equipment
- F. Environmental Control equipment
- G. Thermal treatment equipment

Upon request of authorized Buyer's or Government personnel, the Seller shall provide objective documented evidence to support and verify compliance to this specification.

**12 CONTROL OF INCOMING MATERIALS – IFS reference number 320**

The Seller shall control incoming materials to ensure acceptability for use and to prevent nonconforming materials from being incorporated into the end item. The supplier's inspection acceptance records of materials employed in the manufacture of the end item designated must indicate as a minimum:

- A. Type of material
- B. Applicable specification(s)
- C. Lot number
- D. Purchase order number
- E. Inspection acceptance markings

If shelf-life limitations and/or storage conditions are recommended by the manufacturer or required by specification, then they shall also be indicated on the inspection acceptance records.

**13 RECORDS – IFS reference number 321**

The supplier is required to maintain records of all inspections and tests which are required by the Buyer's purchase order, applicable specifications, and engineering drawings. The records shall identify the types and number of observations made, the types and number of deficiencies found, and the quantities accepted and rejected. These records shall be retained for a minimum of three (3) years from completion of the purchase order.

Upon expiration of the record retention period, expired records shall be destroyed to an extent as to prevent recovery of data by the supplier or any other agency (examples: shredding/paper destruction of hardcopy documentation, deletion/purging of electronic data beyond recovery, etc.).

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**14 SELLER'S QUALITY CONTROL SYSTEM – IFS reference number 322**

The Seller should maintain a quality system which complies, as a minimum requirement, with ISO 9001 – Quality Management System Requirements (latest revision as of date of purchase order issuance) and / or AS 9100 (latest revision) The Seller's system shall be subject to review and/or audit for approval by the Buyer's Quality representative. Exceptions to quality system requirements will not be considered valid unless they are approved in writing from the Buyer.

**15 CERTIFIED MATERIAL TEST REPORTS – IFS reference number 323**

The Seller shall submit a report with each lot of materials shipped. The test report shall list test results obtained from an analysis of representative samples of each lot of material used to fill this order. In the case of a "drop shipment" to other than the Buyer's plant, a copy of the report together with a copy of the packing slip, shall also be submitted to the buyer at the time of the shipment. The test results contained on the certified material test report(s) shall be adequate to determine compliance with all applicable requirements of the material specification(s). The test report(s) shall contain the following:

- Name and address of the Seller
- Purchase Order number
- Identification of material by specification, revision, amendments and dates, together with type, grade, size, etc.
- Quantity of material
- Test results identified by reference to the applicable requirements
- Quantity tested, sample size, and specimen type as applicable
- Date, signature, and title of authorized representative who is attesting to the accuracy of test report content

**16 GOVERNMENT SOURCE INSPECTION - IFS reference number 324**

During performance of this order the Seller's quality control or inspection system and manufacturing processes are subject to review, verification and analysis by authorized Government representatives. Government inspection is required prior to shipment from Seller's facility. When supplies are ready for government inspection or, if practical, five days in advance thereof, notify the Government representative who normally services your facility.

Government source inspection does not constitute final acceptance by either the Buyer or the Government.

**17 FIRST ARTICLE INSPECTION – IFS reference number 325**

The Seller shall submit a first article quantity, as identified on the purchase description, for evaluation by the Buyer and the Government. The parts shall be manufactured using the same materials, equipment, processes, and procedures as will be used in regular production. Any subsequent changes by the Seller in process,

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equipment, facility or a non-production period of 90 days or more must be approved and/or requalified by the Buyer prior to implementation.

The Seller shall notify the Buyer, five (5) days prior to First Article Inspection to schedule a mutually agreed upon time for the inspection. The Buyer may elect to send a representative to visit the Seller's facilities to evaluate the quality program and perform or witness First Article Inspection.

If the Buyer decides to waive this right, the Seller shall, upon request, forward the directed number of first article samples (identified accordingly) along with inspection results.

The Buyer shall perform a First Article Inspection and notify the Seller of the results, of the first article(s). In the event the first article is discrepant, additional First Article Samples will be required prior to release for production. Shipment of production articles will not be received by the Buyer pending the acceptance of the first article, and, any production effort prior to authorization will be at the Seller's risk.

New, damaged, reworked or revised special tools, gages or equipment, when dimensional control of manufactured articles are affected, shall be cause for additional acceptance, proofing and First Article Inspection.

**18 AGE CONTROL** – IFS reference number 326

The Seller shall have an effective system of age control for items which have a shelf life. The system must include a method of identifying the age of such items and provisions for the rotation of stock.

Each container of materials having a limited shelf life (both Seller's in-plant containers and containers in which material is delivered to the Buyer) shall be marked with its expiration date, lot or batch number and special storage and handling conditions applicable to contents. Special handling conditions shall be recorded on certifications and shipping documents. SMS Sheets are required with each shipment.

At least 80% of the shelf life of an item shall remain upon receipt at GD-OS Machining Operations.

**19 INSPECTION AND TEST PLAN** – IFS reference number 327

The Seller shall prepare an Inspection and Test Plan for the items delivered under this purchase order. The plan shall be submitted for Buyer approval a minimum of thirty days prior to production. No production shall be started prior to plan approval.

The plan shall include identification of the item to be inspected or tested, measuring or test equipment to be used, method of inspection (visual, test equipment, gage, etc.), type of inspection (dimensional, functional, test, NDT, etc.), operational sequence and inspection/test points in relation to procurement, manufacture, assembly, check-out and delivery. Accompanying the test plan should be copies of gage drawings for record purposes only. If Standard Measuring Equipment (SME) is used, the manufacturer and model number should be specified.

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**20 BUYER FURNISHED MATERIALS – IFS reference number 328**

Seller responsibilities prior to the utilization of Buyer-furnished materials shall include, but not be limited to, the following:

- A. Notify Buyer upon receipt of the material
- B. Perform acceptance testing and notify Buyer of results if an acceptance testing procedure is specified elsewhere in this Purchase Order
- C. Provide samples to Buyer if samples are specified elsewhere in this Purchase Order
- D. Verify that proper material certification has been received
- E. Visually inspect the furnished materials and documentation for serial/lot numbers, identification, count, and damage
- F. Notify Buyer of any discrepancy in the material or documentation and await Buyer's instructions before reworking, repairing or using any discrepant material
- G. Maintain the quality and traceability of furnished material
- H. Await release from the Buyer if required by the Purchase Order

**21 TEST SAMPLES – IFS reference number 329**

The Seller shall furnish to the Buyer the test samples required by this Purchase Order. The samples shall be identified as "Test Samples" with the applicable part number. The test samples shall be processed simultaneously with each batch or lot of parts. Seller's shipping document shall indicate part number, process, processor, and batch/lot number.

**22 CONTROL OF RAW MATERIAL SUPPLY – IFS reference number 330**

This paragraph applies to those situations in which the seller is procuring raw material (bar stock, extrusions etc.) to manufacture finished or semi-finished products. Once the source of the raw material is established by the seller, that source cannot be changed unless the seller has written approval from the Buyer to make the change. If the source the seller has selected is a warehouse or distributor, the source that supplied the actual raw material to that warehouse or distributor is what cannot be changed.

Example: The seller procures three inch round bar stock from "XYZ" Distributor to make retainer rings against Purchase Order 12345. "ABC" Steel was the actual manufacturer of the bar stock supplied to the "XYZ" Distributor. Since it was "ABC" Steel that supplied the actual raw material, no additional raw material can be procured from any source other than "ABC" Steel. It would be acceptable to procure additional raw material from another warehouse or distributor provided the actual manufacturer of the raw material was still "ABC" Steel and written approval was first obtained from the Buyer.

In addition, where the seller has previously supplied the item(s) required by this purchase order, the source of raw material supply cannot be changed between the purchase orders without written approval of the Buyer.

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**23 DROP SHIPMENT – IFS reference number 331**

The material ordered hereunder is to be shipped to other than GD-OTS Red Lion Operations. Copies of product assurance data required by this order shall accompany the shipment. In addition, one copy of such data shall be mailed to GD-OTS Red Lion Operations on the same day that shipment is made.

**24 SPECIAL PROCESS CONFORMANCE - IFS reference number 332**

The Supplier and any sub-tier Supplier engaged in special processes (Examples: soldering, cleaning, x-ray, welding, magnetic particle and penetrant inspection, heat treating, plating, painting) shall be controlled. The special process shall have approval or approval of the Supplier's system to control these special processes and his sub-tier's special processes. After approval, the supplier and sub-tier supplier's special processes are subject to re-audit or recertification. The supplier shall identify any sub-tier special process provider and shall not change any sub-tier without approval from the BUYER.

**25 FIRST PIECE INSPECTION – IFS reference number 333**

A First Piece Inspection (FPI) is required under this purchase order. It is the supplier's responsibility to conduct a FPI on one of the first five pieces delivered under this order to verify conformance of all physical, chemical, and test requirements specified as part of this order. Upon completion of the inspection, the supplier shall notify the buyer and /or GD-OTS Machining Operations quality representative. Objective evidence of this requirement shall be documented and verified by GD-OTS Machining Operations prior to commencing shipments on this order. The First Piece inspected item(s) shall be identifiable to the inspection report in a non-degrading manner. A five (5) day notice shall be required for scheduling verification at the supplier's facility or email notification of Acceptance by GD-OTS Machining Operations Quality upon receipt of the FPI.

**26 CUSTOMER ACCESS CLAUSE – IFS reference number 334**

During performance on this order the Supplier's quality system, inspection and manufacturing processes are subject to review, verification and analysis by GD-OTS Machining Operations and / or authorized customer and/or regulatory authority representatives, upon request. Customer Inspection prior to shipment is not required unless otherwise notified.

**27 INSPECTION REPORTS – IFS reference number 335**

Inspection reports are required with delivery of the material covered by this Purchase Order / Sub-Contract. These reports shall include dimensional data for all characteristics and reference the part number, revision level, serial number (if required) and Purchase Order / Sub-Contract number for all shipments for GD-OTS Machining Operations.



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**28 FOREIGN OBJECT ELIMINATION** – IFS reference number 336

The material that is supplied on this purchase order shall be manufactured in an environment that is free of foreign objects. Material supplied shall be free of foreign objects. The intent of this quality note is not to necessarily change manufacturing processes but to maintain continual awareness of the need to eliminate foreign objects for all supplied material.

**29 SPECIAL REQUIREMENTS** – IFS reference number 337

This order is issued under a United States Government Department Defense prime contract or subcontract, and the regulations of the below identified clauses set forth in the Federal Acquisition Regulations (FAR) or DOD FAR Supplement (DFAR) in effect on the date of this order are incorporated herein by reference, it being understood that as used therein, the terms “Government” and “Contracting Officer” shall be deemed to mean buyer, “Contractor” seller, and “Contract” this purchase order or subcontract. The identified requirements also apply to the seller’s sub-tier suppliers and sub-contractors.

- \_\_\_ DFARS 252.225-7014 – Preference for Domestic Specialty Metals
- \_\_\_ DFARS 252.225-7014, Alternate 1 – Preference for Domestic Specialty Metals
- \_\_\_ DFARS 252.211-7003 – Item Identification and Valuation (UID Labels)
- \_\_\_ DFARS 252.211-7006 – Radio Frequency Identification (RFID)

**30 COUNTERFEIT PARTS AVOIDANCE** – IFS reference number 338

All goods delivered are new and not refurbished or used, are being supplied by the original equipment manufacturer (OEM) or its expressly authorized agent or distributor, and that Seller has documented traceability of the goods or components to the OEM. If electronic parts are delivered to the Buyer, the Seller must have a counterfeit avoidance program in conformance with AS5553. For all other material the counterfeit avoidance program must be in compliance with AS6174. The plan shall be available for the Buyer to review upon request.

**31. AWARENESS: ETHICS, PRODUCT SAFETY and CONFORMITY** – IFS reference number 339

When working with GD-OTS Red Lion, all Suppliers / External Providers must take into consideration, their contribution to product or service conformity, product safety and the importance of ethical behavior when fulfilling their contract.

**32. MRB AUTHORITY** - IFS reference number 340

Material review board authority under this Purchase Order / Sub Contract is:

- 1) \_\_\_ MRB authority is withheld. The supplier must receive approval from the Buyer prior to disposition of nonconforming material or product purchased.
- 2) \_\_\_ MRB authority is granted as defined by the Buyer on the Purchase Order /Sub-Contract.

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**33. CERTIFICATE OF CALIBRATION** – IFS reference number 341

To reflect calibration in accordance with ISO 17025. All calibration/testing equipment to be traceable to NIST. Actual calibration results, before and after, adjustment, as well as, acceptable/unacceptable status, before and after adjustment, must be noted on certification. The accuracy required for calibration of variable instruments is +/- graduation, unless otherwise specified. Calibration cannot be subcontracted without prior approval by General Dynamics ordnance and tactical systems. All specifications and standards used shall be current to the day of this purchase order unless specified.

**34. CUSTOMER DESIGNATED SUPPLIERS** – IFS reference number 342

The supplier shall use customer-designated/pre-approved sub-tier suppliers when/where mandated, including for outsourced special processes.

**35. CHANGE NOTIFICATIONS** – IFS reference number 343

The supplier shall notify the Buyer of any changes to their processes, products, or services, including changes to any sub-tier suppliers or location of manufacture. General Dynamics reserves the right to approve or deny such changes.

**36. SUPPLIER PERFORMANCE EXPECTATIONS** – IFS reference number 1278

GD-OTS expects its suppliers to provide quality product(s) within the agreed-upon timeframe. Poor quality of product(s) and/or late deliveries will negatively impact the supplier's performance rating. GD-OTS reviews supplier performance on a regular basis, and the supplier may receive a Supplier Scorecard with its performance details on an annual basis.

Supplier Scorecards are based on 70% quality and 30% on-time delivery. Although the expectation is that suppliers maintain a preferred **combined score** of  $\geq 95$ , a combined score of  $< 75$  shall be considered unacceptable and may result in a SCAR being issued to the supplier. A score of  $\leq 50$  may result in the supplier being removed from GD-OTS' approval for continued use as a supplier.

**REVISION HISTORY:**

<b>DATE</b>	<b>REV.</b>	<b>CHANGE(S) MADE:</b>	<b>CHANGE MADE BY:</b>	<b>APPROVED BY:</b>
8/29/2024	15 (P)	SQRL 36: Added to list	Rick Krissinger	Dale Mann
12/8/2021	14 (N)	SQRL 8: Updated to include details for Disposition Determination SQRL 11: Changed ANSI/NCSL Z540 SQRL 14: Changed Shall to Should SQRL 33, 34, 35: Added to list Added IFS reference numbers	Michael Elston/ Rick Krissinger	Dale Mann
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