

GENERAL DYNAMICS

Ordnance and Tactical Systems

19850 LBJ Fwy | Mesquite, TX 75149

Operating Procedure Title:				Revision:
General Supplier Quality Requirements List				A
PRO #:	Authored By:	Document Owner:	Effective Date:	Page 1 of 13
QMA-PRO-700	Luke Desmarais	Quality Assurance	10/17/2024	

GENERAL SUPPLIER QUALITY REQUIREMENTS LIST

These requirements shall/should be communicated to ALL appropriate personnel within the Seller’s organization, upon receipt of the Purchase Order.

1.0 PURPOSE

This document establishes the General Supplier Quality Requirements List (GSQRL) items that are applicable to orders under the Request for Quote (RFQ) or Purchase Order (PO) of which this document is a part. It contains the general requirements for the quality assurance clauses that are applicable, unless expressly excluded in the PO. Any supplemental SQRLs specified on the PO shall also apply, if there is a conflict, then the listed SQRLs on the PO shall supersede these requirements. Any other conflict of requirements shall be resolved in writing through the General Dynamics Ordnance and Tactical Systems (GD-OTS) Buyer. **This document is identified as SQRL 1.**

2.0 DEFINITIONS

2.1 Term

Purchase Order: refer to the Purchase Order, Sub-Contract, or other written agreement between the Buyer and the Seller (Supplier), in which this document is incorporated by reference.

Buyer: refers to the GD-OTS Mesquite Procurement Agent issuing the Purchase Order.

Seller: refers to the legal entity that is the contracting party with the Buyer with respect to the Purchase Order. The Seller is the supplier to the Buyer.

Rework: The reprocessing of nonconforming items, in the same manner as originally performed, to bring them into conformance with drawings, specifications, and/or Purchase Order requirements.

Repair: The processing of nonconforming material through an approved process designed to eliminate the nonconformance through an approved disposition which may deviate from the applicable drawings, specifications, or contract requirements. Only the GD-OTS Buyer can approve any repair activity.

At Risk: The Seller continuing to process material or items while awaiting an approval for a deviation, wavier, or Request for Change (RFC) from the Buyer.

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Counterfeit item: means an unlawful or unauthorized reproduction, substitution, or alteration that has been knowingly mismarked, misidentified, or otherwise misrepresented to be an authentic, unmodified item from the original manufacturer, or a source with the express written authority of the Original Manufacturer (OM) or current design activity, including an authorized aftermarket manufacturer.

Original Manufacturer (OM): means the Original Component Manufacturer (OCM), the Original Equipment Manufacturer (OEM), or the contract manufacturer.

Batch/Lot: defined as product that has been blended, mixed, or fabricated during an uninterrupted manufacturing run using the same tools, process, and material.

2.2 Acronyms

- ADC Ammunition Data Card
- ANAB ANSI-ASQ National Accreditation Board
- ATP Acceptance Test Procedure
- CDRL Contract Deliverable Requirements List
- CN Charge Number
- CoC Certificate of Conformance
- COTS Commercial Off the Shelf
- DFAR Defense Federal Acquisition Regulation
- FA First Article
- FAD First Article Data
- FAT First Article Test
- FAI First Article Inspection
- FAR Federal Acquisition Regulation
- FIFO First in First Out
- GD-OTS General Dynamics Ordnance and Tactical Systems
- GSQRL General Supplier Quality Requirements List
- LOT Letter of Transmittal
- MRB Material Review Board
- MSDS Material Safety Data Sheet
- NIST National Institute for Science and Technology
- OCM Original Component Manufacturer
- OEM Original Equipment Manufacturer
- OM Original Manufacturer
- OQE Objective Quality Evidence
- PO Purchase Order
- QAD Quality Assurance Document
- QE Quality Engineer

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- QMS Quality Management System
- RCA Root Cause Analysis
- RFC Request for Change
- RFQ Request for Quotation
- SCAR Supplier Corrective Action Request
- SDRL Supplier Deliverable Requirements List
- SDS Safety Data Sheet
- SQE Supplier Quality Engineer
- SQRL Supplier Quality Requirements List
- SSQRL Supplemental Supplier Quality Requirements List
- WIP Work in Progress
- QAD Quality Assurance Document
- QAPP Quality Assurance Program Plan
- QAR Government Quality Assurance Representative

3.0 QUALITY ASSURANCE/CONTROL REQUIREMENTS

3.1 Systematic Assurance of Conformance to Requirements

The Seller shall ensure that as of the date of the PO issuance, 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.

3.2 Records

The Seller shall maintain adequate and legible records, required by the Buyer's PO, applicable specifications, and engineering drawings, of all required certificates, inspections, and tests, including such records or certifications provided to the Seller by its suppliers, for at least 7 years after final payment or unless otherwise specified, and shall provide or make available for review all such documentation. Upon expiration of the record retention period, expired records shall be destroyed to an extent as to prevent any recovery of data by the Seller or any other agency (examples: shredding/paper destruction of hardcopy documentation, deletion/purging of electronic data beyond recovery, etc.).

3.3 Drawing and Specification Control

The Seller's system shall assure that only correct drawings and specifications, as detailed in the contract and/or PO, are used for fabrication, processing, inspection, and testing. For standards and specifications, the latest revision at the time of PO shall be used unless otherwise directed by the PO, drawing, or Buyer.

3.4 Rounding, and the Reporting of Inspection Data

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The Seller shall, during inspection of items under the PO, utilize the standard practice of ASTM E29 (latest revision) with respect to rounding of digits, unless otherwise specified. The accuracy of acceptance is a ratio of 10:1 greater than the tolerance of the feature being inspected. It shall be this last digit that is employed to determine the rounding of the other significant digits. In the case of MAX callout for a feature, rounding shall not be utilized, and the absolute method shall be employed. Additionally, the Seller shall report all inspection data, whether in their format or that of GD-OTS, to the same number of decimal places as shown on the drawing or within the specification.

3.5 Measuring and Test Equipment

3.5.1 The Seller shall provide and maintain all equipment used to measure and test compliance to the Buyer's PO. Applicable specifications shall meet the requirements of ISO 17025 (latest version). All equipment used as a calibration standard must have current known valid relationships to the National Institute of Standards and Technology (NIST) or other federally approved standards and must be supported by objective documentation.

3.5.2 This system shall include but is not limited to the following equipment:

- 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

3.6 Calibration System

The Seller shall maintain a calibration system using the guidelines of ISO-10012 (latest version).

3.7 Use of Controlled or Shelf-Life Materials

The Seller shall have and maintain an effective system for controlling items that have limited acceptability due to shelf-life constraints. The system must include a method for identifying the age of such items and provide for the rotation of stock First in First Out (FIFO) as well as provisions for any special storage and handling conditions required by the manufacturer of the controlled shelf-life item. The Seller shall not under any circumstances use or incorporate into any item materials that have lapsed beyond the shelf-life expiration date.

3.8 Tooling and Tool Proofing

Tooling required for items produced under the PO are subject to acceptance by the Buyer. The Seller shall notify the Buyer when tooling is ready for inspection. Acceptance will be contingent upon a

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quantity of resultant dimensional samples inspected under surveillance of the Buyer’s delegated representative. In the case of multiple cavity tooling, the resultant samples must be from each cavity. Samples used for dimensional verification shall be identified with the tool number (and cavity number if applicable) used to produce them. The Seller shall provide a First Article Data (FAD) package for all first production run tools. The Seller shall notify the Buyer prior to any rework, refurbishment, or replacement of any portion of the tooling used to produce items on the PO. Upon notification, the Buyer shall advise the Seller if there is a need for an updated (delta) FAD package, or to perform a new mold, die, or tooling analysis.

3.9 Control of Nonconforming Material

The Seller shall establish and maintain an effective system for identifying, segregating, and controlling material that has been discovered to not be conforming to requirements. The Seller is advised that the authority to make Material Review Board (MRB) dispositions for assemblies, sub-assemblies, or components that comprise items listed on the PO is not granted. The Seller does not have the authority to perform any “Repairs” or make substitutions. The Seller does, however, have the authority to scrap product that doesn’t use or contain buyer supplied material. Any decisions to scrap any items made from Buyer supplied material must have the written consent of the Buyer. Rework to drawing requirements is permitted unless otherwise noted. The Seller may perform “Rework”, only after the Buyer has been notified that such “Rework” needs to be performed and only if a documented procedure is in place that has been approved by the Buyer. For MRB actions that require Buyer’s approval an initial report to the Buyer for material considered for MRB action is required within 5 business days of rejection.

3.10 Request for Changes / Deviations / Waivers

The Seller shall not incorporate any change, deviation, or waiver which affects the Buyer’s, Seller’s, or Government’s specifications or drawings prior to receipt of written authorization from the Buyer. This will also include any Acceptance Test Procedure (ATP), or process specification changes or other requirements imposed for the acceptance of the item as described in the PO. Additionally, the Seller is not authorized to process any items “At Risk” by incorporating the proposed change into deliverable items.

3.11 Formation, Identification, and Traceability of Lot or Batches

The product shall be assembled into identifiable lots, sub-lots, or batches. Each lot or batch shall consist of units or product of a single type, grade, class, size, and composition, manufactured under essentially the same conditions and at essentially the same time, refer to MIL-STD-1916 unless stated otherwise in the PO or QAD (Quality Assurance Document). Specific material lots/batches/compounds/heat or melt numbers/component or subassembly serial/lot number used in the manufacture of the product designated in the Buyer's PO shall be traceable in the Seller's quality

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records showing acceptance and compliance to governing drawings/specifications stipulated in the PO.

4.0 PROHIBITED PRACTICES

4.1 Unauthorized Repairs

The Seller may not repair parts damaged or found to be faulty during fabrication by means of welding, brazing, soldering, adhesives, or other means of adding material without the written consent of the GD-OTS Buyer. Defects in castings or forgings shall not be repaired by any method unless authorized in writing by the GD-OTS Buyer.

4.2 Changes in Approved Systems, Processes, Materials, or Procedures

The Seller shall not change any process to include manufacturing methods or equipment, inspection methods or equipment, material, or procedure without prior written consent of GD-OTS. This specifically includes the Quality Management System (QMS). As to any product which has been subjected to Buyer or Customer specified qualification procedures qualifying the Seller’s product or to permit the Seller to become a qualified source for the product, the Seller shall not change product design, composition, configuration (including form, fit, function, or interchangeability), materials, fabrication processes, Seller’s subcontractors, or outside processing sources without prior notification and subsequent written approval by the Buyer. All requests for change shall be submitted in writing. The Seller shall flow down this requirement to subcontractors as applicable.

4.3 Unauthorized Facility Change

The Seller shall not relocate any production, manufacturing, and/or processing facilities during performance of the PO without prior notification of such relocation to the GD-OTS Buyer; affording the Buyer an opportunity to examine such facilities for compliance with Quality Assurance requirements, including any necessary approvals.

4.4 Improper Resubmittal

Items rejected by GD-OTS and subsequently resubmitted to the Buyer shall be clearly and properly identified as resubmitted. The Seller’s shipping documents shall state that the items are replacements or reworked items and shall also reference, by number, the Buyer’s rejection document.

4.5 Unauthorized Subcontracting

The Seller shall not subcontract work, or processing (including that required by drawing or specification) or procure materials to be supplied to the Buyer (other than raw materials or catalog items) or release technical information included with the Request for Quotation (RFQ) or PO, to other subcontractors or sub-tier suppliers without specific written approval of the GD-OTS Buyer. (GD-OTS may have Customer requirements to control special process sources).

4.6 Counterfeit Items

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Purchased items must be obtained by the Original Manufacturer (OM), or through an OM authorized distributor chain. Seller must immediately notify GD-OTS with the pertinent facts if the Seller becomes aware of or suspects that it has furnished “Counterfeit Items”. When requested by GD-OTS, the Seller shall provide OM documentation that authenticates traceability of purchased items to the applicable OM.

5.0 RESPONSIBILITY FOR CONFORMANCE

It is the Seller's responsibility to furnish items which conform to the requirements of the PO. Neither surveillance inspection and/or tests performed by the Buyer, or their representative, at either the Seller’s or Buyer’s facility, or the Seller’s compliance with all applicable Quality Assurance requirements shall relieve the Seller of the responsibility to furnish items that fully conform to the provisions of the PO in its entirety. Product found to be nonconforming after source inspection or source surveillance does not relieve the Seller’s responsibility of their product. Product will have to be replaced or reworked as deemed appropriate.

6.0 COUNTERFEIT ITEMS AVOIDANCE

All goods delivered are new and not refurbished or used and are being supplied by the OM or its expressly authorized agent or distributor, and that Seller has documented traceability of the goods or components to the OM. If electronic items 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.

7.0 CONTROL OF INCOMING MATERIALS

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

1. Type of material.
2. Applicable specification(s).
3. Lot number.
4. PO number.
5. Inspection acceptance markings.

7.2 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.

7.3 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

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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 PO 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 PO, the source of raw material supply cannot be changed between the POs without written approval of the Buyer.

8.0 DOCUMENTATION

The Buyer may refuse to accept items delivered under this PO if the Seller fails to submit the required calibration, documentation, test data or reports specified in this PO. Documentation includes source inspection records when such source inspection is performed

9.0 LOT SAMPLING

The Buyer reserves the right to use statistically valid sampling plans, including zero defect plans, for the acceptance or rejection of items, and to return items rejected by such means to the Seller for correction or replacement. Final acceptance shall be at GD-OTS, or if drop shipped, at the destination.

10.0 HOMOGENEOUS CLAUSE

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.

11.0 WORKMANSHIP

Products delivered to GD-OTS are representative of the supplier's quality of work and shall be free of sharp edges, burrs, dents, folds, dirt, and oil.

11.1 Surface Finish, Plated, & Surfaces

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Machined, plated, and painted surfaces shall be smooth and uniform. Free from blisters, pits with depth exceeding surface finish specifications, and other defects visible without magnification. Paint and plating shall be uniform in color. Scratches shall not expose base material.

11.2 Forgings & Castings

Forging and castings shall be free of slivers, laps, cracks, checks, seams, cold shunts, inclusions, scale, burning, and lamination.

11.3 Welding

All welds are to be free of slag, spatter, inclusions, and porosity. Weld beads are to be uniform and consistent.

11.4 Threaded Features

Screws, nuts, bolts, and threaded holes shall show no evidence of cross threading, mutilation, or detrimental burrs.

11.5 Cleaning

Machined parts and assemblies shall be cleaned free of dirt, oil, machining residues, smudges, metal chips, mold release agents, fingerprints, or any other contaminant that detracts from the appearance of the item. Care should be taken in process to avoid staining and absorption of contaminant such as cutting fluid into porous material. Lubricants containing silicone should be avoided as silicone is nearly impossible to remove. GD-OTS components are frequently assembled into items containing explosive. Chemical residues can cause a hazardous reaction.

11.6 Item Identification

When required item identification shall be clearly legible without magnification using a color contrasting in color to the surface. Do not metal stamp, engrave, or otherwise alter surface more than surface finish requirements unless explicitly stated in applicable PO or drawing. Do not use graphite pencils to identify metal parts (corrosion).

12.0 CUSTOMER DESIGNATED SUPPLIERS

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

13.0 SPECIAL PROCESS CONFORMANCE

The Seller and any sub-tier suppliers to the Seller that engage 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 Seller’s system to control these special processes and their sub-tier’s special processes. After approval, the Seller and sub-tier supplier’s special

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processes are subject to re-audit or recertification. The Seller shall identify any sub-tier special process provider(s) and shall not change any sub-tier without approval from the Buyer.

14.0 FOREIGN OBJECT ELIMINATION

The material that is supplied on this PO 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 to not necessarily change manufacturing processes but to maintain continual awareness of the need to eliminate foreign objects for all supplied material.

15.0 PACKAGING AND MARKING FOR SHIPMENT

15.1 The Seller shall package all items for shipment or transport to GD-OTS, or other destinations as may be designated by the Buyer, in accordance with good commercial practices or as otherwise specified, assuring that the items are sufficiently protected so as to preclude damage such as abrasion, scratching, and denting due to contact between the items themselves and/or external damage in the course of normal commercial transport.

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

1. Part Number
2. P.O. Number
3. Original Manufacturer
4. Lot Number(s)
5. Quantity
6. Expiration Date

16.0 CUSTOMER ACCESS CLAUSE/RIGHT OF ACCESS

The Buyer, Buyer’s Customer, and/or the Government shall have the right of access to the Seller’s facilities for the purpose of inspection and/or verification of materials, processes, procedures, tooling, and equipment during performance of the contract or PO. Customer inspection prior to shipment is not required unless otherwise notified.

17.0 CONTRACT CHANGE APPROVAL

The GD-OTS procurement department has sole authority to invoke contract changes, such as engineering changes. No other GD-OTS representative, whether in the act of technical supervision, administration, or any other functional group is authorized to make any commitment to the Seller, to perform or terminate any work, or to incur obligation. Project Engineers, Technical Supervisors, Quality Engineers, and any other groups within GD-OTS (or as an agent thereof), are not authorized to make or otherwise direct changes that in any way affect the contractual relationship of the Seller and Buyer.

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18.0 FLOW DOWN OF REQUIREMENTS

The Seller’s PO(s) must flow down all applicable Quality Assurance requirements of GD-OTS’ PO/Subcontract including, but not limited to, Federal Acquisition Regulations (FAR) clauses, Defense Federal Acquisition Regulation (DFAR) clauses, material certification, traceability of raw material during processing and delivery, documentation and control of processes, record retention, and a requirement for the appropriate inspection/quality management system. The Seller’s system shall assure the flow down of all applicable quality and technical requirements that are part of the PO and shall verify the subcontractor’s capability to produce items and methods for assuring compliance to those requirements. The Seller’s subcontractors shall be required to flow down and verify requirements of supplies and services to their suppliers and so on.

19.0 CORRECTIVE ACTION REQUESTS

When the Buyer determines that an issue exists, the Seller shall provide a formal response to any Supplier Corrective Action Request (SCAR) issued by the Buyer within the following timeframe.

19.1 Initial Response

The Seller shall provide to the Buyer an initial response within 72 hours or 3 business days if the 72-hour timeframe falls during a weekend or holiday. Extensions to the initial response due date may be granted at the discretion of the Buyer but shall not exceed an additional 48 hours. The Sellers Point of Contact (POC) shall provide an initial response which shall include at a minimum:

1. Acknowledgement that the SCAR has been received and understood.
2. A simple statement of the condition without placing blame or attempting to solve the issue.
3. A short-term containment effort to prevent the discovered condition from getting to the next step or the customer for those items still in Work in Progress (WIP), currently in shipping, or inventory. This should include the name of the person responsible (POC) and the date of implementation.
4. A list of the suspected population of items that may also be affected by this discovery.
5. An initial data gathering plan – this plan may not be fully realized at this stage of the process but may be used as a starting point which may be modified and updated as the process develops. Again, this should include the name of the person responsible (POC) and the date of the initiation and projected dates of additional events.

19.2 Interim Response(s)

As the Seller generates updates for either the containment action(s) or the initial data gathering plan, the Seller shall periodically provide progress updates to the Buyer.

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19.3 Final Response

The Seller shall provide a final response to the Buyer within 21 calendar days of initial receipt of the SCAR. Extensions to the final response due date may be granted at the discretion of the Buyer or their agents. The final response shall include at a minimum the following:

1. The completed fully executed data gathering plan with analysis/interpretation of data.
2. A determination of the root cause for the condition and RCA methodology used to obtain it.
3. A corrective action implementation plan including the name of the person(s) responsible and the date of implementation.
4. A determination of actions needed to prevent recurrence of the condition.
5. A plan for future monitoring of the implemented actions to determine effectiveness.
6. All objective evidence of actions taken to support the root cause and corrective actions implemented.
7. Signature of the highest authority within the Seller’s facility responsible for the overall execution of the corrective action process.

19.4 SCAR Closure

A SCAR may not be closed until all actions have been implemented. Failure by the Seller to adhere to the response requirements shall reflect on the Seller’s supplier rating and their ability to quote future business. When corrective action is required for Government Source inspected items, the Seller shall coordinate such actions with the Government Quality Assurance Representative (QAR) assigned to their facility. Failure to meet these requirements are escalated through the management levels of the supplier and may have a direct impact on the supplier’s scorecard as appropriate.

20.0 FORMS, RECORDS AND RELATED DOCUMENTS

- QMA-PRO-701** Supplemental Supplier Quality Requirements List
- QMA-FRM-700-1** Supplier Corrective Action Request (SCAR)
- ASTM** American Society for Testing Materials
- DFAR** Defense Federal Acquisition Regulation
- FAR** Federal Acquisition Regulations
- ISO 17025** International Standard for Testing and Calibration Laboratories
- ISO 10012:2003** International Standard for Measurement Management Systems
- MIL-STD-1916** Acceptance Sampling for Attributes

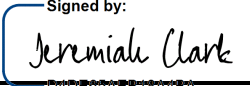
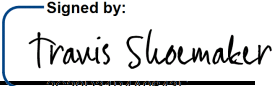
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21.0 REVISION CHANGE LOG

Date	Rev	Authored By	Change Description
07/25/2024	-	Luke Desmarais	Initial Release
10/17/2024	A	Jeremiah Clark	Updated 19.4 regarding SCAR closure.

22.0 DEPARTMENT APPROVALS

Signed by:  D4DE03AEB10A4BA...	10/17/2024
Quality Director	Date
Signed by:  2C20D31B47A0643F...	10/15/2024
Procurement Sr. Manager	Date