Means Engineering Inc. (MEI)
Procurement and Quality Assurance Clauses

Material Supplier: the following are the minimum requirements
Q1 thru Q12, Q19, Q20
Printed Circuit Board: the following are the minimum requirements
Q1 thru Q12, Q13, Q17, Q19, Q20
Processing Suppliers: the following are the minimum requirements
Q1 thru Q12, Q17, Q19, Q20
Fabrication Suppliers: the following are the minimum requirements
Q1 thru Q12, Q17, Q19, Q20
Calibration/Testing Suppliers: the following are the minimum requirements
Q1 thru Q12, Q18, Q19, Q20

Quality #	Requirement
Q1	**CERTIFICATION OF COMPLIANCE/CONFORMANCE**: Seller shall provide a certification, signed by an authorized company management representative that addresses compliance with the Customer's drawing & drawing revision, Q11, workmanship standard(s), revision(s), & compliance to the MEI purchase order. Certification of actual material (quantitative chemical &/or detailed mechanical/physical test reports) including material producer's certificate for raw material shipped to buyer &/or used against this purchase order must accompany shipments & be included with the packing slip. Reports must validate compliance to current raw material procurement specifications as required on the purchase order and be traceable by heat or lot number (as applicable). EEE and Material part(s) or assembly (s) procured from an Original Component Manufacturer (OCM) or Authorized Distributor with established pedigree to the OCM. Acceptable, but not preferable, is an Authorized Distributor certificate identifying the Original Manufacturer and the source of the Authorized Distributor's authorization form the Original Manufacturer Supplier shall not supply material for which they are not certificated or approved. **A certificate of conformance is required with each delivery lot/quantity.**
Q2	**RETENTION OF QUALITY RECORDS** Supplier is required to maintain documentation pertaining to this order for a minimum of fifteen (15) years after delivery, unless otherwise directed by the Purchase Order. This documentation must remain on file & available for review by Means Engineering, our customer and/or a designated representative or responsible regulator agency for the specified period of time.
Q3	**QUALITY SYSTEM REQUIREMENTS** Seller & its subcontractor(s) shall, in the performance of this Purchase Order, provide & maintain a quality system that is in conformance with ISO 9001, ISO 13485, AS9100, or the equivalent.
Q4	**NOTIFICATION OF NONCONFORMING PRODUCT** Supplier is required to notify Means Engineering in the event that nonconforming product, which can't be reworked to specification, is produced. Supplier is to obtain Means Engineering approval of nonconforming product dispositions. Unapproved repairs or non-conformances that are shipped to MEI will be subject to rejection upon detection regardless of the levels of consumption within MEI. If MEI labor and/or materials are added prior to the detection & rejection, then the supplier &/or subcontractor agrees to reimburse MEI for the full loss in value (i.e. the supplied material, component, or assembly; & added MEI WIP labor as well as the added higher-level material consumed during the WIP process which occurred prior to detection of the repair).
Q5	**TRACEABILITY** Supplier is required to identify each lot with a unique code number for each heat lot number of raw material and/or each batch of items processed together but separately from the total quantity of the order (i.e. - Heat treatment

	batches, plating batches, etc.)
Q6	**APPROVED SOURCES** All special processes must be performed by sources approved by Means Engineering. This includes, but is not limited to, the following: Surface treatments including plating, painting & cleaning, Nondestructive Testing or Welding. NOTE: Use of non-approved sources may result in rejection & return of material.
Q7	**RIGHT OF ENTRY** The suppler shall allow Means Engineering, our customer and/or a designated representative or responsible regulator agency, access to any location, including sub-tier suppliers, where operations pursuant to a Means Engineering purchase order are being executed or where there are records stored applicable to product processed for Means Engineering Inc.
Q8	**FLOWDOWN REQUIREMENTS** Supplier must pass on to their sub-tier suppliers all applicable Quality Terms & Conditions as well as any pertaining corrective actions requests, quality alert and/or nonconformance information.
Q9	**PACKAGING** Supplier shall package product for shipment in keeping with good commercial practice, unless otherwise instructed by Purchase Order requirements. Packaging shall be adequate to preclude damage, loss, or corrosion of product shipped. Supplier shall identify the outer container or pallet with the applicable PO#, Part # & Lot #. Shipper/pack slip are to be included with the order. **Organic Materials:** All packing lists ("shippers"), containers, and/or packages of organic materials shall be identified as to date of manufacture, storage environment, shelf-life expiration date, & manufacturer's batch or lot number. **Electrostatic Discharge Shipping Requirement**: Supplier shall externally label packaging to alert personnel that the contents require special handling. **Static Proof Packaging:** Supplier shall package each part on this order in electrostatic discharge protective wrap & identify the package with the manufacturer's part number.
Q10	**PRODUCT AND/OR PROCESS CHANGES** The supplier is required to notify Means Engineering of any product or process changes which include but not limited to: sub-tier supplier, manufacturing location, substitute components or a change in processing that may have an effect on Means Engineering's product quality. Suppliers must obtain MEI approval prior to implementation changes.
Q11	**COUNTERFEIT PRODUCT/MATERIAL** Suppliers and its Sub-Tiers shall assure that all products provided to Means Engineering are genuine and no counterfeit product shall be used or shipped. Seller shall notify Means Engineering immediately (within 14 days) if seller suspects or is aware they have furnished counterfeit goods and promptly replace the counterfeit parts with genuine parts. Supplying counterfeit goods to Means Engineering will hold the seller responsible for all costs associated with the replacement of said counterfeit parts. *Any vendor that supplies EE and /or Material to MEI or to a sub-tier supplier on behalf of MEI shall warrant such items to be original, and no counterfeit or fraudulent. Failure to do so renders such item(s) ineligible for purchase or use by MEI and its suppliers and/or sub-tier suppliers.*
Q12	**MATERIAL SAFETY DATA SHEETS** Material Safety Data Sheets (MSDS) shall be supplied with shipments of any product that contains polymers, solvents, reducers, adhesives or other materials prone to outgassing volatile organic compounds (VOC's).
Q13	**COMPONENT / DEVICE LEAD CO-PLANARITY REQUIREMENTS** The supplier shall certify & warrant acceptable lead co-planarity that is not greater than 0.004 inch. The supplier will provide a Certificate of Conformance (C of C) to this requirement with each lot shipment of the device part number.

Q14	**FINAL INSPECTION REQUIRED** Submit a Final Inspection Report (FIR) listing actual dimensions measured. The report must indicate: Total quantity, Sample size (please identify the sampling plan you are employing), Quantity accepted Quantity rejected, Signature, initials or stamp of qualified company representative performing the inspection & the date the inspection was performed.
Q15	**FIRST ARTICLE INSPECTION REQUIRED** Submit a complete First Article Inspection Report (FAIR) AS9102 to Means Engineering for inspection & approval prior to proceeding with any further processing &/or production. The FAIR shall include: a fully processed sample, a formal dimensional report, Complete certification, Signature/ initials /or stamp of qualified company representative performing the inspection & the date the inspection was performed. Items produced prior to MEI's approval shall be completely at the risk of Seller.
Q16	Seller shall identify all fabricated parts in accordance with assigned drawing requirements to include: indicated part number, current revision (as applicable). **Cleanliness:** Seller shall provide parts that have been cleaned in accordance with assigned drawing requirements. **Note to Purchasing:** The specific cleaning process, chart, table or page number from the document shall be indicated on the Purchase order through the pass down of the assigned drawing number and revision. **Fabrication Control:** Seller shall provide parts where the fabrication has been controlled in accordance with assigned purchase order document number at current revision. **Plating, Electroless Nickel:** Seller shall provide parts that have been processed in accordance with assigned drawing requirements. **Electroless Nickel/PTFE Composite Coating:** Seller shall provide parts that have been processed in accordance with assigned drawing requirements.
Q17	**EXPORT / ITAR REGULATIONS.** Items, including any associated drawings or technical data, sent to the seller or to be delivered under this purchase order could be subject to U.S. Export Control laws and / or controlled by the U.S. International Traffic in Arms Regulations (ITAR) 22 CFR part 120-130. Items not specifically classified by Buyer on this purchase order as military items subject to ITAR control are assumed to be commercial items. Where seller maintains the design authority, Seller agrees to notify Buyer if any deliverable under this purchase order is a Defense Article within the meaning of the International Traffic in Arms Regulations, 22 CFR 120-130 (ITAR). Unless otherwise specified by Seller, Seller warrants that no deliverable supplied under the contract is a Defense Article as defined by CFR 120.6.
Q18	**CALIBRATION:** Calibration/test suppliers must furnish calibration/test reports to the purchase order requirements, & be traceable to the specific equipment or item for which they are calibrating or testing traceable to NIST &/or other national or international standards. ISO 9001, ISO 17025, NADCAP testing, ANSI Z540, &/or Navlap accreditation will be the quality system requirements. Actual data must be supplied.
Q19	**SUPPLIER EMPLOYEE CONTRIBUTIONS:** Suppliers shall ensure that personnel are aware of their contributions to product or service conformity, product safety and importance of ethical behavior. Product or Service Conformity: Supplier to ensure that personnel are aware of their contribution to quality, safety and conformity of products and/or services provided to Means Engineering, Inc. Product Safety: Supplier to ensure product safety by implementing effective management of special requirements, critical items and key characteristics. Concerns are to be communicated to Means Engineering. Ethical Behavior: Supplier management and employees must commit to the highest standards of ethics and business conduct. This includes compliance to all applicable City, State and Federal laws. Supplier must not offer, promise, authorize or provide directly or indirectly anything of value with the intent or effect of inducing unfair business practices. Supplier must protect MEI & its customer's sensitive, confidential & proprietary information. Note: Please refer to Supplier Code of Conduct on http://www.meanseng.com/resources/supplier-resources/ for details.

Q20	**NOTIFICATION OF PRODUCT DISCONTINUANCE/END OF LIFE:** Suppliers shall notify MEI of product discontinuance IAW J-STD-048; the notification shall be via email to the following addresses: ProcurementDepartment@meanseng.com & ProgramManagementDepartment@meanseng.com.