



Supplier Quality Requirements

QC1 Inspection Systems – The Supplier will as a minimum maintain and implement a documented inspection system that meets the requirements of AS-9003. This system is subject to review by Skills Quality Assurance.

***QC2** Quality Management Systems – The Supplier will as a minimum, implement and maintain a documented quality management system that meets the requirements of ISO 9000/AS9100 and/or applicable Nadcap Approval. This system is subject to review by Skills Quality Assurance.

QC3 Certifications – A certificate of conformance (C of C) shall accompany each shipment. The certificate must state that the material supplied meets the controlling engineering and purchase order requirements. The revision and/or configuration of all material and referenced specifications must be identified on the certification. Distributors of hardware, metals, chemicals, adhesives, tapes, etc. are required to include copies of the original manufacturer's certifications and applicable documentation (test reports, MSDS, etc.). All documents shall be trace-able one to another through purchase order number or similar means of material transfer identification. Skills Purchase Order number shall be noted on certifications. Skills supplied material will be maintained by Skills and is not subject to this clause.

QC4 Test Reports – Chemical analysis and/or physical test reports, as applicable to material type, shall accompany each shipment.

QC5 Shelf Life – The manufacturing and applicable expiration dates must be noted on each individual container and/or certification.

QC6 First Article – Supplier shall perform First Article Inspection in accordance with AS9102 on all supplied product. FAI reports are to be supplied with the production shipment of all first articles. First Article Inspection, once invoked, shall continue to apply even after initial compliance. Partial or Delta FAI's shall be performed and supplied when required by AS9102.

QC7 Inspection – 100% visual inspection is required on each shipment. Inspection status shall be recorded on the Certification of Conformance. Evidence of inspection shall be documented and retained by the supplier.

QC8 Statistical Process Control – Statistical process control is required on this order as defined by the purchase order.

QC9 In-Process Inspection – In process inspection is required by Skills. The specific inspection point in the process will be specified on the purchase order. The supplier will contact Skills and hold the material for in-process inspection by Skills Quality.

QC10 Parts Identification and Trace-ability – In addition to drawing/specification requirements, all products must be identified and/or controlled by part number. Supplier must keep different lots of the same part number separated through their process. The manner and location of this identification and segregation shall be agreed upon with Skills Engineering and/or Skills Quality.



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QC11 Protection of Parts against Contamination or Damage – On all parts, the surface must have a protective sleeve or equivalent protection. The parts must be boxed, banded, or shipped in a manner that ensures no damage will occur. External threads must have special protection against damage.

***QC12** Right of Entry – Skills and/or Skills customer or government representatives will have the right to survey facilities and review all processes, subcontractors, contracted parts, procedures, and records.

QC13 Subcontracting without Written Approval – Subcontracting all or substantially all of the order without written consent of Skills Quality and Engineering is prohibited.

QC14 Skills Supplied Drawings – All engineered drawings provided by Skills are Skills property and must be returned with the order.

QC15 Nadcap Approval for Heat Treating – Supplier shall be NADCAP approved per AC7102 Heat Treating.

QC15A Nadcap Approval for Chemical Processing – Supplier shall be NADCAP approved per AC7108 Chemical Processing.

QC15B NADCAP Approval for Non-Destructive Testing - Supplier shall be NADCAP approved per AC7114 Non-Destructive Testing.

QC15C NADCAP Approval for Surface Enhancement – Supplier shall be NADCAP approved per AC7117 Surface Enhancement.

QC15D NADCAP Approval for Welding – Supplier shall be NADCAP approved per AC7110 Welding.

QC16 OBSOLETE.

***QC17** Quality Records – Supplier shall maintain, on file at the supplier's facility, quality and manufacturing records traceable to the conformance of product/part numbers delivered to Skills Inc. Supplier shall make all records available to regulatory authorities and Skills authorized representatives. Supplier shall retain all quality records at least (11) years from the date of shipment under each applicable order for all product/part numbers. Supplier shall notify Skills at the end of the record retention period. No quality records shall be destroyed without written authorization from Skills Quality Assurance.



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QC18 Less than AS9100 Suppliers – Suppliers who do not maintain a quality system in compliance with AS9100 must maintain documented procedures that address the following:

- Contract / Purchase Order Review
- Approval and Control of Suppliers and Vendors
- Verification of Purchased Product
- Identification and Traceability
- Preservation of Product
- Process Control
- Inspection and Testing
- Control of Inspection, Measuring, and Test Equipment
- Identification, Segregation, Control, and Reporting of Nonconforming Material
- Training
- Control of Quality Records
- Notification of changes in management representatives and changes in manufacturing location, equipments, etc. that require new or delta product first article inspections according to AS9102.

QC19 Revision Control – Unless otherwise specified, latest revision applies on all listed Specifications.

***QC20** Report of Nonconforming Products – Nonconforming products deviating from drawings, purchase orders, specifications, or procurement requirements must be submitted to Skills, Inc on the Supplier's Nonconforming report form or other methods the supplier uses to communicate a written notification as soon as identified. Unless otherwise directed, supplier shall obtain disposition from Skills, Inc's Quality Department or designee prior to shipment. Under no circumstances shall nonconforming product be dispositioned as Repair or Use As Is. If issued, Skills Inc. supplier corrective action request (CAR) must be submitted within the allotted time.

***QC21** Notice of Changes – Suppliers shall notify Skills, Inc with any changes to products, materials, supplier's location, process, equipment, sub-tiers suppliers, base/raw materials, etc.

***QC22** Flow Down of Sub-Tiers – The Supplier is responsible for ensuring that all applicable requirements are flowed down to any Sub-tier Supplier used.



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QC23 ITAR Requirement – Important/Confidential: This PO (and any drawings and/or attachments accompanying it) may contain confidential information, including protected by United States Government. The information is intended only for the use of the intended recipient(s). Delivery of this PO to anyone other than the intended recipient(s) is not intended to waive any privilege or otherwise detract from the confidentiality of the PO. If you are not the intended recipient, or if this PO has been addressed to you in error, do not read, disclose, reproduce, distribute, disseminate or otherwise use this information, rather, please promptly notify the sender by phone or e-mail, and then destroy all copies of the PO and its attachment, if any.

QC24 Digital Product Data (DPD) Requirement- Suppliers using Skills, Inc. supplied DPD for the purpose of manufacturing and/or inspection of Boeing product must be in compliance with requirements set forth in Boeing D6-51991.

QC25 Domestic Specialty Metals for Defense Programs – Specialty Metals delivered under this PO shall be melted or produced in the United States, its outlying areas, or a qualifying country. DFARS 252.225.7009

* The identified quality notes apply to all Skills Inc. issued purchase orders as applicable to the product and/or service being procured. Refer to Skills Form 742-101-002, Terms and Conditions for supporting details.