

Skills Inc. Supplier Quality Requirements

QC Number	Requirement
QC1	The Supplier will as a minimum maintain and implement a documented inspection system that complies with the requirements of AS-9003. This system is subject to review by Skills Quality Assurance.
*QC2	The Supplier will as a minimum, implement and maintain a documented quality management system that complies with the requirements of ISO 9000/AS9100, as determined by the nature of the subcontracted work. This system is subject to review and approval by Skills Quality Assurance.
QC3	<p>If a Certificate of Conformance is required per the purchase order, the document must specify all applicable information: Skills Inc. purchase order, purchase order line number, Skills Inc. part number, quantity, unit of measure, manufacturer's part number, batch, Lot, expiration date, material/process specifications, and quality statement certifying the contents meet the specified requirements. The revision and/or configuration of all material and controlling specifications must be identified on the document.</p> <p>Distributors of hardware, raw materials, chemicals, adhesives, tapes, paints, etc. are required to include copies of the original manufacturer's certifications and applicable documentation.</p> <p>All documents shall be traceable through purchase order number and line or similar means of material transfer identification.</p> <p>Skills supplied material will be maintained by Skills and is not subject to this clause.</p>
QC4	If a Material Certification or Test Report is required per the purchase order, the document must specify all applicable information: Manufacturer's part number, batch, lot, expiration date, material/process specifications, date of manufacture, material test results, quality statement certifying the contents meet the requirements as specified.
QC5	The supplier shall provide material identification for, 1) Date of Manufacture 2) Date of Expiration, on each individual container and or certification. Product must meet a minimum of 75% shelf life at the time of delivery unless otherwise specified by buyer.
QC6	Supplier shall provide First Article Inspection data in accordance with AS9102 on all supplied product. FAI data is to be supplied with the production shipment of all first articles. First Article Inspection, once invoked, shall continue to apply even after initial compliance. Data to complete partial or delta FAI's shall be obtained and supplied when required by AS9102 and/or requested by Skills Inc.
QC7	100% visual inspection is required on each shipment. Inspection status shall be recorded on the packslip/Certification of Conformance. Evidence of inspection shall be documented and retained by the supplier.

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QC8	Obsoleted
QC9	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	In addition to drawing/specification requirements, all products must be identified and/or controlled. 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.
QC11	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	Skills and/or Skills customer, regulatory, or government representatives will have the right to survey facilities and review all processes, subcontractors, contracted parts, procedures, and records.
*QC13	Subcontracting of any kind without written consent of Skills Quality and Contracts Engineering is prohibited. Subcontracting parts, processes or work movement of any kind must be reported in writing to Skills and approved in advance of the implementation. A transfer of manufacturing location or facility relocation is considered work movement.
QC14	All engineered drawings, customer or Skills derived and provided by Skills are Skills property and must be returned with the order.
QC15	NADCAP Approval Required. Supplier shall be NADCAP approved per applicable AC document listed on Skills Inc. ASL.
QC16	Obsoleted
*QC17	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 any customer, regulatory authorities and Skills authorized representatives. At a minimum, the Supplier shall retain all quality records (11) years from the date of shipment under each applicable order for all product/part numbers. No quality records shall be destroyed without the written consent of a Skills Inc. Quality representative.
*QC18	Contributions to Product and Service Conformity, Product Safety, and Ethical behavior- Products and services provided to Skills Inc. may be used in critical applications where supplier product conformity can have an impact on the safety and well-being of people. It is incumbent upon Skills Inc. suppliers to communicate awareness of their contribution to product conformity, safety, and the importance of ethical behavior.

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QC19	Unless otherwise specified, process to current revision level as noted on the Boeing Supplier Portal.
*QC20	<p>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. Must state the following:</p> <ul style="list-style-type: none"> A. Affected Process(es) or Product Number(s) and Name(s) B. Description of the nonconforming condition and the affected engineering requirement (I.E., What it is and what it should be) C. Quantities, Shipping Dates, Purchase Orders and Destinations of delivered shipments D. Suspect/Affected Serial Number(s) or Date Codes, Lot Numbers, or other Part Identifiers when applicable. <p>Unless otherwise directed the supplier shall return all non-conforming product to Skills Inc. quality department. If issued, Skills Inc. supplier corrective action request (CAR) must be submitted within the allotted time.</p>
*QC21	Suppliers shall notify Skills, Inc. with any changes to products, materials, supplier's location, process, equipment, sub-tiers suppliers, base/raw materials, etc.
*QC22	The Supplier is responsible for ensuring that all applicable requirements are flowed down to any Sub-tier Supplier used. Reference QC13 above.
QC23	<p>(Including ITAR, EAR, and regulations and orders administered by the Treasury Department's Office of Foreign Assets Control collectively, 'Export Control Laws') Important/Confidential: This PO (and any drawings and/or attachments accompanying it) may contain confidential information, including information 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.</p> <p>Note: No subcontracting of this PO is allowed (See QC Note 13) and Skills Incorporated does not maintain any Manufacturing Licensing Agreements (MLA), Technical Assistance Agreements (TAA) or Manufacturing Agreements (MA) in regards to this PO.</p>
QC24	Suppliers utilizing Skills Inc. supplied Digital Product Definition (DPD) for the purposes of manufacturing and/or inspection of Boeing product must hold DPD approval from Boeing in accordance with D6-51991 and/or have DPD approval from Skills Inc.

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QC25	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
*QC26	Seller agrees not to make any change in materials, processes or design details of the part without written approval from Skills Inc. This shall include changes in materials, processes or design details. In addition to these changes, changes that would affect the part or any component part thereof with regard to (a) part number identification, (b) physical or functional interchangeability, and (c) repair and overhaul procedures and processes and material changes which affect these procedures without prior written approval of Skills is prohibited.
*QC27	Supplier shall put in place a program to avoid, detect, and mitigate counterfeit parts and materials. Suppliers should reference AS6174 for guidance. Suppliers should also flow down counterfeit parts programs requirements to their sub-tiers, especially but not limited to: <ul style="list-style-type: none"> • Electronic parts • Raw Materials suppliers • Distributor
*QC28	Supplier shall maintain a FOD prevention program in accordance with AS9146, Foreign Object Damage (FOD) Prevention Program to the extent necessary as determined by Skills Inc. supplier monitoring of risk.
QC29	In addition to meeting Skills Inc. SKQ_3420 and SKQ_3415 Supplier is required to meet Skills Inc. customer's terms and conditions and quality requirements as flowed down on Skills purchase order.
*QC30	If required Supplier shall take appropriate action and respond to Skills Inc. with a formal corrective action report either using Skills Inc. form SKQ_3150 or their internal form meeting the intent of SKQ_3150 Corrective Action Report. Supplier shall respond within ten (10) business days.
*QC31	Supplier shall comply with the AS9100 requirements and 14CFR Part 21.2 regarding the application of the AAM requirements. Supplier shall ensure that the use of AAM is clearly defined within its processes/systems. Supplier shall, upon Skills Inc. request, be able to demonstrate evidence of communication to its employees. The use of AAM must be considered as a personal warranty of compliance and conformity. The Supplier should assess AAM as follows: <ul style="list-style-type: none"> • Authority Media Application Errors (i.e. Omission, Typos, Legibility, etc.) • Authority Media Application Untimely Use (i.e. Documentation is not completed as planned, "Stamp/Sign as you go", etc.) • Authority Media Application Misrepresentation (i.e., Uncertified personnel, Falsification of documentation, Work not performed as planned, etc.) • Authority Media Application Training Deficiencies (i.e. Ethics, Culture awareness, Proper use of authority media, etc.)

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QC32	Seller hereby acknowledges that the parts and/or materials being shipped under this order are intended for use under Boeing's Federal Aviation Administration (FAA) issued Production Certificate (PC) 700 and no articles (or constituent parts thereof) or the accompanying paperwork (e.g., packages, shippers, etc.) contain any Federal Aviation Administration-Parts Manufacturer Approval (FAA-PMA) markings.
*QC33	Supplier performance will be monitored and communicated by Skills Inc. To remain on the Skills Inc. Approved Supplier List, suppliers must maintain a Quality/OTD rating above 89%. Quality and OTD ratings below 89% may require corrective action or lead to removal of supplier from the Skills Inc. ASL.
*	The identified quality notes apply to all Skills Inc. issued purchase orders as applicable to the product and/or service being procured.