

## QUALITY REQUIREMENTS & CODES

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### QUALITY CODE 1

#### Requirements

- a. This quality code serves as the basic quality requirements considered to be general aerospace industry standard quality requirements associated with products and/or services used to support production related (a.k.a. – deliverable product) activities to customers. Additional quality codes and clauses may be made a part of procurement actions (subcontracts, purchase orders, etc.), either directly or by reference. Quality codes describe quality requirements which may be imposed with regard to procurement actions. These requirements generally will not be described in any other document and are exclusive to Inneos only. Suppliers are to comply with the requirements of all quality codes as noted on the Inneos procurement action document.
- b. Quality requirements, codes and clauses are intended to be in addition to, not in derogation of, procurement action requirements.
- c. Quality codes 2 and larger are related to specific activities or actions to be accomplished by the Supplier which may be derived from Inneos contractual obligations, industry specifications and/or standards associated with the products and/or services being procured.
- d. A quality clause (statement of requirement) may be noted on the procurement action when a specific quality code does not address a specific requirement.
- e. If a Supplier cannot comply with any applicable quality requirement listed within a quality code or quality clause on a procurement action, then resolution and/or changes to the requirements must be obtained prior to acceptance of the Inneos procurement action. The primary point-of-contact for Suppliers is the Inneos Procurement representative.
- f. Distributors, as the direct Supplier to Inneos and the representative of the Manufacturer, are responsible for compliance with all procurement action requirements. The applicable requirements of all quality codes, quality clauses, and any technical requirements listed on the procurement action will apply to both the Distributor and the Manufacturer of the product.
- g. Supplier's Management System is to conform to a National and/or Internationally recognized system (i.e., AS9100; ISO9001; MIL-Q-9858; ISO10012-1; ANSI-Z-540; FAA Part 145) as applicable to the type of products and/or services provided to Inneos, unless an alternate quality system level/type has been determined acceptable by Inneos.
- h. All data, documents and any certificates of conformance from the Supplier and sub-tiers shall be in English or contain an English translation.
- i. Supplier will maintain quality records for products, equipment or services provided to Inneos for a minimum of 5 years after the requirements of the procurement action have been fulfilled. First Piece/Article Inspection (FPI/FAI) reports are to be maintained for an indefinite period of time.
- j. Suppliers will notify Inneos when changes occur that will affect their management system (address/location, quality system approval level/type). In order to maintain an accurate Approved Supplier List, Inneos may conduct periodic reviews (surveys, questionnaires, on-site visit, etc.,) to ensure a Supplier's information is correct and current.
- k. Direct Suppliers to Inneos will flow down applicable quality and procurement action requirements to their sub-tier Suppliers to ensure the integrity of the specified requirements are maintained throughout the supply chain (i.e., first piece/article inspection, customer approved special processes, key characteristics, record retention, etc.) (Ref. AS9100 sect. 7.4.2).
- l. Inneos, our Customers and regulatory agencies may visit the Supplier's facility and/or their sub-tier Suppliers for the purpose of verifying contract compliance and product conformity (i.e., source inspection, witness testing, product audit, quality system audit). Supplier will provide the necessary support to the visiting personnel. Arrangements for such visits will be coordinated through the Inneos procurement representative.
- m. Supplier will notify Inneos, or issue a recall notice, when discrepancies in the Supplier's process or product are discovered or suspected which may affect the fit, form, or function of product Supplier has delivered or will deliver to Inneos.
- n. Supplier is to provide root cause analysis and corrective action when a Supplier Corrective Action Request (SCAR) is issued as a result of non-conforming products, services, on-site

## QUALITY REQUIREMENTS & CODES

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- survey/evaluation, or documentation and delivery problems.
- o. Supplier is Not granted Material Review Board (MRB) authority for any product that is manufactured to a Inneos drawing/specification or a Inneos Customer's drawing/specification. Any deviations to engineering drawings/specifications must have Inneos and/or Inneos' Customer approval prior to shipment of product. MRB disposition received from Inneos or Inneos' Customer is a conditional acceptance of the item(s) and does not relieve the Supplier of any contractual responsibilities in the event that Inneos or Inneos' Customer is dissatisfied with the product.
  - p. Shelf life information (i.e., expiration date, cure date) of product/materials subject to degradation with age or varying temperatures must be clearly stated on the certificate of conformance/packing slip or product/packaging. Product/materials shall have a minimum of 75% shelf life remaining at time of receipt by Inneos. If the Supplier desires to provide product with less than 75% shelf life, Supplier is required to obtain approval from the Inneos Procurement representative prior to shipment.
  - q. Products/materials which are volatile or toxic in nature shall be properly packaged in accordance with the applicable Code of Federal Regulation. Containers will be plainly marked as to the contents with appropriate warnings, precautions, instructions and storage conditions. Appropriate documentation (MSDS, handling, etc.) will accompany each shipment.
  - r. Product/material categorized as Electrostatic Sensitive Devices (ESD) shall be packaged and labeled in accordance with the appropriate specification/drawing requirements (i.e., MIL-STD-1686; MIL-STD-129) for the product/material being provided to Inneos.
  - s. If Supplier has received product from Inneos (a.k.a. – customer furnished material) as related to an issued procurement action, Supplier is required to maintain traceability (i.e., lot/batch identification, part marking) of the product through the processes when possible. Product life cycle is inclusive of special processes (electroplating, chemical film, paint/primer, welding, cutting, bending, etc.) testing and assembly.
  - t. Supplier part marking shall include Supplier Lot# and Inneos Purchase Order number in addition to serial number(when applicable) to aid in traceability of parts.
  - u. The use of Silicone products is strictly forbidden on or around deliverable product to Inneos.

### **QUALITY CODE 2**

#### **Requirements**

Dependent upon the type of product procured by Inneos, the Supplier is required to provide with each shipment of product a document (Certificate of Conformance, or FAA form 8130-3, or JAA Form 1, or EASA Form 1, or equivalent as appropriate) with a statement of conformity that contains the following:

- 1) Inneos procurement action number,
- 2) Part number and/or description of the ordered item,
- 3) Revision number/letter of the item being provided, when applicable,
- 4) Signature and/or stamp of the Supplier's representative.

**NOTE:** A Certificate of Conformance document that includes the company letterhead and a Certificate of Conformance statement may be deemed acceptable, at Inneos' discretion, in lieu of providing a Supplier representative's signature and/or stamp.

**Distributors** – A Manufacturer Certificate of Conformance is the preferred document for the ordered item. If a Manufacturer Certificate of Conformance is not provided with the shipment of product, Inneos reserves the right to receive from the Distributor, at the time of or after receipt of product, a Manufacturer's Certificate of Conformance.

## **QUALITY REQUIREMENTS & CODES**

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### **QUALITY CODE 3**

#### **Requirements**

First Piece/Article Inspection report is required for the ordered item/service. Report should contain at a minimum, the following:

- a) Engineering drawing number, configuration, and revision,
- b) Notation of applicable material and process specifications used,
- c) Notation and verification of all dimensions and applicable notes on the drawing(s),
- d) Notation of any document generated during the FPI/FAI process related to any nonconforming condition,
- e) Copies of certificates of conformance for all materials, processes, parts used in the production of the ordered item(s), where applicable.

If the quantity of the ordered item consists of more than one piece, the item from which the First Piece/Article Inspection report was generated from shall be identified (tagged, bagged, labeled, etc.).

Inneos reserves the right to request/receive documented evidence of compliance to specification requirements (training, qualifications, etc.) for any employee or subcontractor that performed a special process associated with an ordered item.

**NOTE:** Supplier may use as a reference or guide document, specification AS9102 Aerospace First Article Inspection Requirement.

### **QUALITY CODE 4**

#### **Requirements**

Supplier is to provide a copy of the raw material test data (chemical, physical, heat treatment, etc.) for the ordered product that demonstrates compliance with applicable specifications (QQ-N-; AMS-; SAE-; etc.) and/or drawings requirements. If the Inneos procurement action and/or provided drawing do not call out any particular material specification for the material type being ordered, then the Supplier may provide material to a specification of their choice.

### **QUALITY CODE 5**

#### **Requirements**

Source Inspection by Inneos and/or Inneos' Customer is required prior to shipment of product. Supplier is to contact Inneos Procurement representative in advance of product shipment to make arrangements for source inspection activity.

### **QUALITY CODE 6**

#### **Requirements**

Inneos and/or Inneos' Customer are to witness acceptance testing as Supplier facility. Supplier is to contact Inneos Procurement representative in advance of acceptance testing activities to make arrangements for witnessing of testing.

### **QUALITY CODE 7**

#### **Requirements**

Supplier is to furnish certificates of conformance for special processes or testing (i.e., NDT, spectral scans, coatings such as electroplating, chemical film, paint) that includes the specification(s) associated with the performed process(es).

Inneos reserves the right to request/receive documented evidence of compliance to specification requirements (training, qualifications, etc.) for any employee or subcontractor that performed a special process associated with an ordered item.

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## QUALITY REQUIREMENTS & CODES

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### **QUALITY CODE 8**

#### **Requirements**

The Government imposes Selective Evaluation on this order. During performance of this order, your quality control or inspection system and manufacturing processes are subject to review, verification, and analysis, by authorized Government representatives.

### **QUALITY CODE 9**

#### **Requirements**

Product must have been inspected, tested, overhauled, or repaired as necessary by a Federal Aviation Administration (FAA) certificated Repair Station. Each such product must have the appropriate maintenance release form attached per FAR Part 43.

### **QUALITY CODE 10**

#### **Requirements**

Supplier is required to provide an independent lab/test report that validates the raw material being provided conforms to the mill certification/test report and applicable specifications.

### **QUALITY CODE 11**

#### **Requirements**

For each item or service a Supplier provides that is used to monitor conditions or validate dimensions, the Supplier is required to provide a certificate of calibration that meets the requirements of ANSI-Z-540 or ISO 10012-1. Equipment or calibration standards are to be traceable to the National Institute of Standards and Technology (NIST). Certificates of calibration will include a due date of the last day of the month for which the calibration was performed (i.e., calibration performed on June 12. Due date = June 30).

### **QUALITY CODE 12**

#### **Requirements**

Flammability test reports meeting the requirements of FAR 25.853 are required for the ordered item(s).

### **QUALITY CODE 13**

#### **Requirements**

Supplier is to provide copies of applicable documents (teardown reports, analysis, work orders, repair reports, 8130s, etc.) as related to the analysis, testing rework, or repair of product on this purchase order.

### **QUALITY CODE 14**

#### **Requirements**

Inneos EH&S Terms and Conditions apply to the services/work to be performed under this Purchase Order.

### **QUALITY CODE 15**

#### **Requirements**

Distributor is to provide the Manufacturer's Certificate of Conformance for ordered item. The certificate of conformance should, at a minimum, contain:

- 1) Part number and/or description of the ordered item,
- 2) Revision number/letter, date code, batch number, date of manufacture, expiration date, etc., of the item being provided, when applicable,
- 3) Signature and/or stamp of the Manufacturer's representative.

## QUALITY REQUIREMENTS & CODES

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### **QUALITY CODE 16**

#### **Requirements**

Supplier is to provide a maintenance record entry (a.k.a. – log book entry) for the service/work that will be performed.

### **QUALITY CODE 17**

#### **Requirements**

Supplier is to provide applicable documents (engineering analysis, 8110-xx, 8130-xx, reports, etc.) as related to the analysis, approval, service, review of item on Purchase Order.

### **QUALITY CODE 18**

#### **Requirements**

A certificate of calibration that meets the requirements of ANSI-Z-540, ISO 10012-1 or other applicable standard is required to be provided for this item. Equipment or calibration standards are to be traceable to the NIST.

### **QUALITY CODE 19**

#### **Requirements**

Technicians/Personnel performing the NDT/NDI examination described on this Purchase Order shall be qualified and certified to the current applicable standard/specification (NAS 410, ASNT SNT-TC-1A, etc.).

### **QUALITY CODE 20**

#### **Requirements**

Inneos has identified the ordered item to be electronic in nature which is now classified by the U.S. DOD (Department of Defense) as a potential high risk for being suspect/counterfeit material. Procurement of this product type may now only be obtained via the Manufacturer direct or their authorized distributor.

The supplier is to provide a Certificate of Conformance based on their type of organization:

- A. If an OEM / OCM - Provide an OEM / OCM Certificate of Conformance
- B. If an Authorized Franchised Distributor – Provide an Authorized Franchise Distributor Certificate of Conformance

The Certificate of Conformance should, at a minimum, contain the following information:

- 1) Inneos procurement action number,
- 2) Part number and/or description of the ordered item,
- 3) Revision number/letter of the item being provided, when applicable,
- 4) Signature and/or stamp of the Supplier's representative.

**NOTE:** A Certificate of Conformance document that includes the company letterhead and a Certificate of Conformance statement may be deemed acceptable, at Inneos' discretion, in lieu of providing a Supplier representative's signature and/or stamp.

**Distributors** – A Manufacturer Certificate of Conformance is the preferred document to be provided for the ordered item. If a Manufacturer Certificate of Conformance is not provided with the shipment of product, Inneos reserves the right to receive from the Distributor, at the time of or after receipt of product, a Manufacturer's Certificate of Conformance.

## **QUALITY REQUIREMENTS & CODES**

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### **QUALITY CODE 21**

#### **Requirements**

Inneos has identified the ordered item is subject to meeting the requirements of a QPL (Qualified Products List). As such, the ordered item may only be provided via the Manufacturer direct or their authorized distributor as posted/published in the applicable QPL.

Supplier is to provide a Certificate of Conformance that, at a minimum, contains the following information:

- 1) Inneos procurement action number,
- 2) Part number and/or description of the ordered item,
- 3) Revision number/letter and/or Date/lot code of the item being provided, when applicable,
- 4) Signature and/or stamp of the Supplier's representative.

Distributors – A Manufacturer Certificate of Conformance is the preferred document to be provided for the ordered item. If a Manufacturer Certificate of Conformance is not provided with the shipment of product, Inneos reserves the right to receive from the Distributor, at the time of or after receipt of product, a Manufacturer's Certificate of Conformance.

### **QUALITY CODE 22**

#### **Requirements**

##### **Foreign Object Debris/Damage (FOD) Prevention Program**

A FOD prevention program shall be maintained. The supplier's FOD prevention program shall include the review of design and manufacturing processes to identify and eliminate foreign object entrapment areas and paths through which foreign objects can migrate. The supplier shall ensure work is accomplished in a manner preventing foreign objects or material in deliverable Items. The supplier shall maintain work areas and control tools, parts and materials in a manner sufficient to preclude the risk of FOD incidents.

### **QUALITY CODE 23**

#### **Requirements**

##### **Obsolescence**

When Supplier has knowledge that any material or hardware item to be provided in performance of this purchase order is obsolete, is marked for impending obsolescence, or has an established end of production date, Supplier shall immediately give initial notice thereof, including all relevant information with respect thereto, to Buyer. Such notice shall include, but not be limited to (1) complete details of which parts are affected; (2) date of obsolescence; (3) end of production date; (4) reason for obsolescence; (5) pricing and availability of last-time buy; and (6) Supplier's recommendation for replacement parts inclusive of known impacts to performance, pricing, availability, and lead time.