



AS9100 Quality Management System

## Quality Procurement Requirements

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Revision C  
12/30/23  
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The following clauses are supplemental requirements to any purchase order. Only the clauses or sub-clauses specified on a particular PO are applicable to that PO, a requirement of that PO and considered part of the purchase order. If there are any sections/clauses that a supplier cannot comply with, it is the supplier's responsibility to notify Accurate Tool & Die to discuss waivers and deviations from requirements. Please contact Accurate Tool & Die Purchasing Specialist or Accurate Tool & Die Process Engineer with questions.

### 1.0 Right of Access to your facility for Accurate Tool & Die and its Customer Representatives

Accurate Tool & Die and its customers, including regulatory agencies, have the right to inspect any or all of the work included in this order at the supplier's facility and the sub tier supplier's facility. Accurate Tool & Die and its customers has the right of access to the facility, sub tier's facility, all records and documents and may review/audit any facility and system contracted on this purchase order to establish conformance to applicable program requirements.

### 2.0 Quality Management System Compliance Requirements

The supplier is required to comply with the following Quality Management System requirements. Certificate of third party accreditation shall be submitted to Accurate Tool & Die upon request.

- 2.1 MIL-I-45208
- 2.2 ISO9001
- 2.3 AS9100
- 2.4 MIL-STD 45662
- 2.5 ANSI-Z 540
- 2.6 ISO 10012
- 2.7 ISO 17025

### 3.0 Accurate Tool & Die Audit/Source Inspection Hold Point Prior to Shipment

3.1 The supplier is subject to Accurate Tool & Die Quality Management System audit prior to shipment against this purchase order.

3.2 This purchase order is subject to Accurate Tool & Die source inspection hold point prior to shipping. The supplier shall not ship until source inspection is performed or waiver of source inspection is provided.

#### Verify Correct Revision Prior to Use – Reference QL 7.5

Section/Owner:	Purchasing and Material Control/Purchasing Specialist	
Reviewed and Approved by:	Frank Irons/President	Date: 12/30/23

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#### **4.0 Technical Requirements**

The following technical requirements are applicable to this purchase order

##### **4.1 Preference for Domestic Specialty Metals (DFAR 252.225-7014)**

Preference for Domestic Specialty Metals applies for this order in accordance with DFAR 252.225-7014. Any specialty metal incorporated in articles delivered to Accurate Tool & Die shall be melted in the United States; its possessions, or a qualifying country. "Qualifying country" means any country set forth in subsection 225.872-1 of the Defense Federal Acquisition Regulation Supplement. Contact Accurate Tool & Die Purchasing Specialist if more information is required.

This requirement shall be flowed down to all sub tiers' raw material sources. Prior approval is required if specialty metals does not meet the requirements of this clause, or are planned for use in articles delivered under this contract (PO) to Accurate Tool & Die, See Clause 5.0.

The supplier is required to submit raw material certifications containing country of origin with shipment.

##### **4.2 ITAR - This Order is Subject to U.S. ITAR Export of Technology Controls**

This document contains technical data whose export is restricted by the Arms Export Control Act (Title 22, USC, Sec 2751, et seq.) or the Export Administration Act of 1979, as amended (Title 50, USC, App. 2401 et seq.). It may not be shared with Foreign Persons unless under prior written approval of the US Department of State or Commerce. Violations of these export laws are subject to severe criminal penalties. The supplier must submit their Technology Control Plan to Accurate Tool & Die for approval.

If the supplier intends to send any information pertaining to this purchase order to a non U.S. company or a parent or subsidiary division which is located outside of the US, the supplier needs to ensure the following:

- The supplier's sub tier supplier, subsidiary or parent company must also comply with the ITAR requirements as stated above.
- Fax is not permitted to a company outside of the US.
- Email to a non-U.S. company is permitted provided that the receiving company has a DSP-5 license or that a TAA is in effect; and, the email must be "ZIP", encrypted and password protected

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#### 4.2.1 ITAR Registration Required

The supplier specified on this purchase order must be registered under the Arms Export Control Act (Title 22, USC, Sec 2751, et seq.) or the Export Administration Act of 1979, as amended (Title 50, USC, App. 2401 et seq.) as ITAR compliant in accordance with the above paragraph. The supplier must provide the ITAR registration number on the certification (C-of-C).

The supplier will need to show evidence of the above, and must provide ITAR registration numbers for any sub tiers and subsidiaries on their C-of-C.

#### 4.3 Special Processes Controls Required

The following special processes are required on this purchase order and must be performed by a Accurate Tool & Die approved special process provider – Reference QL 8.4.1.1, Approved Supplier List.

- a. Passivation
- b. Chemical Conversion
- c. Anodize
- d. Alodine
- e. Irridite
- f. Painting
- g. Heat Treat
- h. Welding
- i. Non-destructive Testing

**4.3.1 NADCAP Accreditation Required** – Special processes on this purchase order is to be performed by NADCAP accredited supplier.

#### 4.4 Special Services Required

The following special services are required on this purchase order and must be performed by a Accurate Tool & Die approved special service provider – Reference QL 8.4.1.1, Approved Supplier List.

- a. Calibration
- b. Material Testing

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#### **4.5 Traceability of Material to Inspection and Test Reports Required**

The items supplied on this purchase order are traceable by heat and/or lot number. All documentation supplied shall provide such traceability to Accurate Tool & Die purchase order number and part number. By providing such documentation of traceability and authenticity, the supplier certifies that the material delivered to Accurate Tool & Die is not counterfeit in nature and stands ready to prove such claim to Accurate Tool & Die, its customers, and regulators when requested in a timely manner. The supplier accepts all liabilities for its certification of material authenticity including the return of payment to Accurate Tool & Die should we find it necessary to quarantine suspect material on our premises pending notification of our regulators and customers.

#### **4.6 Source Change Control Requirements Apply**

No changes in design, manufacturing processes, relocation of critical manufacturing machinery within the supplier's facility or re-location of the manufacturing facility of this product or process is permitted without the specific written approval of Accurate Tool & Die. Upon discovery of any process changes, the supplier shall immediately notify Accurate Tool & Die by submitting Form QF 8.4.2-1, Supplier Waiver/Deviation Request to the Purchasing Specialist. (See Clause 5 below).

#### **4.7 Packing & Packaging Requirements Apply**

Items are to be pack and packaged for delivery to Accurate Tool & Die in accordance with the following requirements.

- a. Best Commercial Practices – Mark outside of box with Accurate Tool & Die Purchase Order, Line Item number and Part Number,
- b. Wrap and/or protect each item individually prior to packaging.

#### **5.0 Special Nonconforming Material Control and Disposition Requirements Apply**

The supplier shall not ship any material or parts, which do not conform to all drawings, specifications and purchase order requirements, to Accurate Tool & Die or their designated receiver without prior approval from Accurate Tool & Die Purchasing Specialist. All material submitted for Material Review Board (MRB) approval must be submitted in writing through the Accurate Tool & Die Purchasing Specialist on Accurate Tool & Die Form QF 8.4.2-1, Supplier Waiver/Deviation Request. All discrepancies must be clearly and accurately described listing drawing dimensions, tolerance and actual dimensions of discrepancy. Accurate Tool & Die will not approve any request unless acceptable corrective action to preclude future discrepancies accompanies request. Request must

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show purchase order number, part number; number of discrepant parts and be assigned a Supplier Waiver/Deviation Request number by the Accurate Tool & Die Purchasing Specialist.

The Supplier is required to notify Accurate Tool & Die Purchasing Specialist within two (2) days in writing (i.e. letter or email) after the discovery that nonconforming material/product has been delivered to Accurate Tool & Die.

## **6.0 Special Document Submittal Requirements**

The following documents are required to be submitted with the shipment of product.

### **6.a Special Certificate of Conformance to be Supplied with Shipment**

Each item and shipment of articles defined in the purchase order shall be accompanied by one (1) copy of a Certification of Conformance to specifications and compliance with process controls. The seller shall verify conformance with all applicable requirements, specifications, drawings and listed quality clauses as stated on the purchase order. The supplier shall list drawings, specifications and revision levels utilized on the Certificate of Conformance.

As a minimum, the following information shall be included in the C-of-C:

- Accurate Tool & Die part number, Purchase Part Number and revision levels
- Purchase Order Number
- Manufacturer's/Supplier's Part Number (If different from above)
- Date, Authorized Signature and Title
- Special Process Specification and Revision Level
- Special Process Provider

For distributor supplied parts, Accurate Tool & Die requires that the distributor submit OEM manufacturer certifications.

The certification shall be signed by someone who has management responsibility (or designated other) for the production of the product and assurance of conformance for all applicable requirements.

Unless otherwise specified by the purchase order, the revision level on any specification or document is the revision level that is in effect at the time of the purchase order date.

### **6.b Certificate of Analysis to be Supplied with Shipment**

Each shipment of material defined in the purchase order shall be accompanied by a Certificate of Analysis, (complete Chemical and Physical Properties as required by Military Specification, drawing,

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purchase order, or any applicable specification), for each lot, batch or heat number as applicable. OEM raw material certifications, tests reports, heat/batch/lot identification and C-of-C's are required for submittal (i.e., mill, foundry reports, etc).

Transcription of results from original test lab report/certifications is not allowed.

**6.c First Article Inspection Report in accordance with AS9102 to be Supplied with Shipment**

Supplier to provide a First Article Inspection Report in accordance with AS9102. Supplier is to uniquely identify (balloon) each drawing dimension and drawing note and provide evidence of compliance for each unique characteristic on the appropriate form.

**6.d Certificate of Calibration (per applicable calibration program identified in section 2.0 of this document) to be Supplied with Shipment**

Supplier to provide a Certificate of Calibration for each individual piece of Monitoring and Measuring equipment utilized to verify key characteristics or key process.

**6.e Test Report in accordance with Applicable Test Procedure to be Supplied with Shipment/Invoice**

Supplier to provide a test report documenting the results of testing in accordance with Section 4.4. b above

**6.f Specialized Machining – Certificate of Conformance**

Seller shall certify compliance with all Accurate Tool & Die purchase order requirements. As a minimum, the following information shall be included in the C-of-C:

- Accurate Tool & Die part number, Purchase Part Number and revision levels
- Purchase Order Number
- Manufacturer's/Supplier's Part Number (If different from above)
- Date, Authorized Signature and Title
- The dimension(s) machined by the supplier
- The range of all measurements of the dimension(s) machined by the seller

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**6.g Chemicals, Adhesives, Paints, Rubber Material – Shelf Life Information Required**

Seller shall provide shelf life information including expiration dates (as applicable) either on the Certificate of Conformance provided with the material or on the container of the material supplied. Seller shall certify that the supplied material has an indefinite or no shelf life, as applicable, when requested by inclusion of this requirement on Accurate’s purchase order.

**7.0 Record Retention Policy Applies**

Supplier is required to maintain all quality records supporting compliance to the requirements of this contract for a minimum of ten years. You must notify Accurate Tool & Die Purchasing Specialist of your intention to destroy quality records (i.e. inspection and test results, process control data, supplier purchase orders and Certificates of Conformance/Analysis) applicable to Accurate Tool & Die purchase orders before the required retention period prior to their destruction.