

	C & F Tool & Die Co.	QMSD-1006, Supplier Purchase Order Quality Requirements Rev. 1.0, Effective date: 08/21/2014 Page 1 of 2	
	Reviewed by: CEO, QA, PM, PURCH <i>Not controlled in hard copy</i>	Approved by: CEO 08/21/2014 QA 08/21/2014	

1. Suppliers Purchase Order Quality Requirements

#	Content	Usage
Q1	C&F Tool and Die, its customer, and regulatory authorities have right of access to the applicable areas of all facilities, and to applicable records, at any level of the supply chain involved in fulfillment of this purchase order.	ALL
Q2	The supplier shall operate a quality management system which guarantees that the material, parts, equipment or items furnished, meet the requirements of the purchase order.	ALL
Q3	The supplier shall warrant that all goods when delivered will be free of defects in workmanship and material and will comply strictly with the specifications, drawings, samples, or other description specified on the purchase order and will be fit for their intended purpose.	ALL
Q4	The supplier shall ensure that all goods be packaged in accordance to meet best industry standards. Supplier shall ensure that all articles are packaged in a manner and with materials necessary to prevent deterioration, corrosion or damage. Supplier shall provide special handling for articles sensitive to shipping damage. Suppliers shall ensure that parts are handled in such a way as to avoid damage during processing. A packing slip must accompany each shipment to C&F Tool & Die.	ALL
Q5	The supplier shall provide a Certificate of Conformance (COC) with all product shipped verifying conformance to the requirements of this purchase order and applicable engineering data. The Certificate of Conformance will list, at a minimum, the purchase order number, part number, serial numbers, lot numbers, and shelf-life expiration dates, if applicable and will be signed by a Quality Assurance/Control representative.	ALL
Q6	The supplier shall notify C&F Tool and Die of any non-conforming product prior to delivery, when applicable.	ALL
Q7	The supplier shall maintain copies of records concerning the fulfillment of this purchase order for a minimum of 10 years after fulfillment of the purchase order.	ALL
Q8	The supplier shall flow down all C&F Tool and Die requirements to its suppliers, as applicable.	ALL
Q9	The supplier shall notify C&F Tool and Die of any changes in Quality System.	ALL
Q10	All personnel shall be adequately qualified to fulfill the task being performed as defined by the supplier's quality management system.	ALL
Q11	All raw materials procured to fulfill the requirements of this purchase order shall be US-melted material or material melted in one of the countries as governed by the most current revision of DFAR 252.225-7012. Any exceptions must be approved by C&F Tool & Die prior to shipment.	ALL
Q12	No part of this purchase order may be assigned, whether verbally or in writing, to another supplier without express written consent of C&F Tool & Die.	ALL
Q13	When a C&F purchase order states "CERTIFICATIONS REQUIRED FOR THIS PART", the supplier shall provide original manufacturer's lot-traceable certification and actual test reports showing physical properties and/or chemical composition.	Raw Material & Hardware Suppliers
Q14	Raw metal stock must be identified with C&F Tool & Die's purchase order number, alloy, temper, applicable federal or military specifications and heat lot number. Small cross-sectioned materials like rod, bar or tube should be bundled together. Stock material must be identified with a grain direction.	Raw Material Suppliers
Q15	The supplier shall provide a CMM (Coordinate Measuring Machine) data report (when a CMM is used to verify dimensions) and/or indexed drawing with inspection report, if required. All supplied reports will contain the C&F Tool & Die purchase order number, part number, and description.	Fabricated Parts suppliers
Q16	Shelf-life materials must have at least 75% of shelf life remaining upon arrival at C&F Tool & Die in order to be accepted, unless otherwise approved in advance by C&F Tool & Die in writing. Shelf-life data must be provided with each shipment documenting manufactured and expiration dates. Material Safety Data Sheets (MSDS) also required with each shipment.	Shelf Life Material Suppliers
Q17	Calibration and certification reports to include: Description and identification of the equipment calibrated; reference to the C&F Tool & Die purchase order number; date of calibration completion; identification of the person performing the calibration; identification of the calibration procedure used; designated limits of permissible error (allowable tolerance); identification of the specific calibration standards used; environmental conditions in the lab at time of calibration; calibration results obtained before and after any adjustments/repairs (shows whether the item was received in or out of tolerance, and whether it was returned to service within allowable tolerances); details of any maintenance, repairs, adjustments or modifications made; statement of uncertainties involved in calibrating the equipment; traceability to NIST (National Institute of Standards & Technology).	Calibration Suppliers
Q18	The supplier is required to comply with the mandatory requirements of the Defense Priorities and Allocations system (DPAS) (15CFR, Part 350), if a DO/DX priority rating is assigned to the purchase order.	As specified by purchase order



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Q19	<p>Seller shall comply with all applicable import and export laws and regulations of Seller's country and of the United States and with all applicable export licenses and their provisos. If Seller is a United States company that engages in the business of either manufacturing or exporting defense articles or defense services. Seller, by acceptance of this Purchase Order, hereby certifies that it has registered with the U.S. Department of Defense Trade Controls (DDTC) and understands its obligations to comply with the International Traffic in Arms Regulations ("ITAR") and the Export Administration Regulations ("EAR"). Information or items furnished to Seller under this Purchase Order may involve information or items which are subject to ITAR or EAR and which may not be released to "Foreign Persons" inside or outside the United States without the express written authorization of the Buyer and unless any necessary United States Government export license or other authorization has been obtained by Seller. "Foreign Persons" are defined by the ITAR as any person who is not a U.S. citizen, a lawful permanent resident as defined by 8 USC 1101 (a)(20), or a protected individual as defined by 8 USC 1324b(a)(3). "Foreign Persons" also means a corporation, partnership, or any other entity that is not incorporated or organized to do business in the United States, as well as international organizations or foreign governments. Seller shall indemnify Buyer for all liabilities, penalties, losses, damages, costs or expenses that may be imposed on or incurred by Buyer in connection with any violations of such laws or regulations by Seller.</p>	As specified by purchase order
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2. Revision History

Section (S)	Description of Changes	Revision Level	Date
All	Initial Release - Converted to official QMSD	1	8/21/2014