



SQF 4.2.3.01B Revision Record, Rev. C

TITLE:	SQF 7.4.2.01A	Quality Form	REV. R
ADDENDUM “A” STEICO INDUSTRIES INC. PURCHASE ORDER CLAUSES			
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Summary of Changes

Date	Rev.	Description	Approved by:	QA Approved by:
02/17/06	NC	STEICO Industries Inc. quality clauses ST1 – ST21 to be made available to subcontractors per SQP 7.4.2.01, para. 4.1.14	Revision Record Page not implemented at this time	
06/21/07	A-E	Revision Record Page not implemented at this time	Revision Record Page not implemented at this time	
11/09/09	F	Add STI22 STEICO Industries, Inc. maintains a Foreign Object Debris / Damage Prevention Program	11/09/09 DAN	11/09/09 EG
06/16/2010	G	Reinstated original description of STI 6 describing the AS9102 form as the acceptable standard form to be used by suppliers when First Article Inspection form is required.	06/16/2010 CC.	06/16/2010 EG.
03/21/11	H	Added Counterfeit parts prevention clause STI 23	03/21/11 CC	03/21/11 EG
07/26/11	I	Add Record Retention Requirements clause STI 24: Subcontractors performing work to a STEICO Industries Inc. purchase order	07/28/11 WS	07/28/11 EG
05/21/2012	J	Updated customer links to approved processors list under STI 4.	06/04/12 WS	06/06/12 EG
10/29/2014	K	STI 24 is updated from 7 to 10 years	11/07/2014 TGSs	11/06/2014 EG
03/09/2015	L	Changed STI 19, DFAR 252.225-7014 to DFAR 252.225-7009 to reflect change on DFAR website.	TGS 03/11/2015	EG 03/10/2015
02/23/2016	M	Revised STI-10, STI-20, STI-22 and STI-24 to include Boeing requirements.	TGS 02/24/2016	EG 02/24/2016
03/24/2016	N	Revised STI 11. For applicable Boeing product flow down of x31764 to sub-tiers. And added subsection 225.7003 to clause STI 19 for retrieval of additional information in regards to DFAR 252.225-7009.	TGS 4/15/2016	EG 4/15/2016
04/26/2016	O	Updated STI 4 with more defined verbiage when suppliers use sub-tiers. Added clarification to STI6 for when a FAIR is required. Added clarification to STI9 and STI14 for product validation source inspection required. Added STI 25 - ITAR/EAR Technical Data Controlled By ITAR and/or EAR.	C.R. 04/29/2016	TGS 05/03/2016



Summary of Changes (Continued)

08/31/2017	P	Updated STI 20 to include the following; STEICO Industries Inc. a subsidiary of SENIOR Operations requires that external providers adhere to highest standards of ethical behavior, and compliance with all applicable laws and regulations are key to protecting the reputation and long term success of our business relationship. In doing so, it seeks to take account of all of its stakeholders, including shareholders, employees, customers, suppliers, governments, regulatory bodies and the environment. External providers will ensure personnel are aware of their contribution to product safety and product/service conformity. On time delivery and quality performance will be monitored and measured by STEICO. (Reference SQP 7.4.1.01 Purchasing Supplier Control)	MS 09/05/2017	CR 09/05/2017
5/9/2018	Q	Updated STI 20 to cover the flow down of STEICO's commitment to the environmental management system to external providers and corrected one grammatical error.	MS 05/16/2018	EG 05/15/2018
09/18/2018	R	Changed "suppliers" and "vendors" to external providers throughout entire procedure. Updated STI23 to flow down examples and ensure external providers are in accordance with AS5553, AS6174 (incl. Appendix G & Table G1), AS9120 and AS9100 guidelines and STI24 to address disposition of records per NCR#2 of the ISA AS9100D surveillance.	MS 09/26/2018	RS 09/26/2018



- STI 1.** Material, chemical, physical test reports and certifications required.
- STI 2.** Certificate of Conformance required.
- STI 3.** In-Process inspection required by STEICO Industries Inc. Quality Rep.
- STI 4.** All materials to be procured and special processes to be performed outside the external provider's facilities by sub-tiers require Steico Industries Inc.'s Customer approved sources.
- Reference**
- Boeing document D1-4426 at: <http://active.boeing.com/doingbiz/d14426/specindex.cfm>
- Lockheed Martin document QCS-001at: <https://sqm.lmtas.com/QCS001View.aspx>
- STI 5.** Protective packaging and identification for shipment is required.
- STI 6.** First article inspection report required. External provider will complete and submit forms AS9102 First Article Inspection report with each first time run/shipment or as required by AS9102 for review and acceptance.
- STI 7.** Final inspection report required.
- STI 8.** All NDT certifications **MUST** have the stamp of the NDT Inspector who performed the inspection stamped on the certifications.
- STI 9.** Product validation by STEICO Industries Inc. Quality Representative required.
- STI 10.** Right Of Entry - Government and/or Customer representatives, may inspect and evaluate, external providers, which may include facilities, systems, data, equipment, personnel and all completed articles manufactured.
- STI 11.** Quality requirements imposed on this purchase order. SAE AS9100, ISO9000, MIL-I-45208A, For applicable Boeing product the following will apply:
- Seller shall comply with the requirements of form x31764 Boeing quality purchasing data requirements available at the following URL address. When entering URL - (please do so in lower case letters ONLY): <http://www.boeingsuppliers.com/>



- STI 12.** Process Approval-external provider has been approved for a specific process “only” and shall not deviate from purchase order instructions or quality requirements without notification to STEICO Industries Inc, Quality Representative.
- STI 13.** All set up material must be accounted for. Material must be clearly identified and returned to Steico Industries with the finished product.
- STI 14.** Product validation by STEICO Industries Inc.’s customer source inspection required prior to shipment.
- STI 15.** Delegation of Verification- External provider has been approved to perform inspection requirements on product prior to shipment based on history of ability to meet subcontracted requirements including the quality system and any specific quality requirements. Delegation of verification neither absolves the external provider of the responsibility to provide acceptable product, nor does it preclude subsequent rejection by STEICO Industries Inc.
- STI 16.** STEICO Industries external providers and sub-tiers using digital data for acceptance of parts and tooling delivered to STEICO Industries Inc. shall have documented procedures to ensure configuration identification and integrity of digital data.
- STI 17.** External Providers shall perform all work on the purchase order to the specification and current revision or issue, at time of purchase order acceptance unless otherwise specified by STEICO Industries Inc. on purchase order. If external provider cannot attain current revisions to specifications listed on purchase order external provider will notify STEICO Industries Inc. purchasing department prior to the acceptance or processing of the purchase order.
- STI 18.** All certifications, test reports or documentation received at STEICO Industries Inc. or copies thereof for services rendered shall be legible and of scanning quality. Delays in processing product at STEICO Industries Inc, due to illegible documentation may be cause for rejection of purchase order and hold of payment to external provider until legible documentation is received.
- STI 19.** Preference for Domestic Specialty Metals - External provider agrees not to use specialty metals melted outside the United States, its possessions or Puerto Rico. External provider also agrees not to use specialty metals from any other source that does not meet the requirements of the Defense Federal Acquisition Regulation Supplement (DFARS) clause 252-225-7009. Additional information can be found in subsection 225.872-1 and 225.7003 of (DFARS).



- STI 20.** STEICO Industries Inc. a subsidiary of SENIOR Operations requires that external providers adhere to highest standards of ethical behavior, and compliance with all applicable laws and regulations are key to protecting the reputation and long term success of our business relationship. In doing so, it seeks to take account of all of its stakeholders, including shareholders, employees, customers, suppliers, governments, regulatory bodies, and the environment. External providers will ensure personnel are aware of their contribution to product safety, product/service conformity, environmental impacts, STEICO's Environmental, Health and Safety policy (Reference Doc. 8 Environmental, Health, & Safety Policy) and STEICO's environmental objectives and commitments. STEICO Industries Inc. shall be notified of any nonconforming product, not meeting purchase order requirements, within a 24 hour period or sooner once the nonconformity has been identified and shall submit product to STEICO for disposition and approval. On time delivery and quality performance will be monitored and measured by STEICO. (Reference SQP 7.4.1.01 Purchasing Supplier Control)
- STI 21.** DMS 2201 Procurement from Foreign Sources Metallic Raw Materials-Foreign material sources qualified to furnish metallic raw materials to fabricators are listed in **DMS 2201 QPL**. Any domestic manufacturers of metallic raw materials are allowed to provide to domestic industry specifications provided that the material meets the requirements of the specification. Only those foreign sources listed in the **DMS 2201 QPL** are permitted to furnish metallic raw materials for the purpose of fabrication into Boeing-Long Beach Division designed parts or assemblies.
- STI 22.** STEICO Industries, Inc. maintains a Foreign Object Debris / Damage Prevention Program (STEICO Procedure SQP 7.5.03). External providers shall ensure work is accomplished in a manner that delivers material clean and free from any foreign object debris, such as machined chips, burrs, grinding dust, forming materials, corrosion, oil and other foreign material to prevent FOD entrapment, to maintain compliance with this program. STEICO Industries, Inc. shall have the right to perform inspections, verification and FOD Prevention Program audits at External provider's facility to measure effectiveness of program compliance to requirements.



STI 23. Counterfeit Parts Prevention: STEICO Industries Inc maintains a counterfeit parts prevention and control plan. For the purpose of this procedure, counterfeit parts are defined as a suspect part of material, performance, or characteristics are knowingly misrepresented by an external provider in the supply chain or that is a copy, imitation or substitute that has been represented, identified, or marked as genuine, and/or altered by a source without legal right with intent to mislead, deceive or defraud. The external provider shall have a counterfeit prevention program in accordance with AS5553, AS6174 (incl. Appendix G & Table G1), AS9120 and AS9100 guidelines.

Examples of counterfeit parts include, but are not limited to:

- Parts which do not contain the proper internal construction (die, manufacturer, wire bonding, etc.) consistent with the ordered part.
 - Altered or unexplained labels, tags, markings, stampings, moldings, and engravings.
 - Parts which have been used, refurbished, or reclaimed but represented as new product without being identified as refurbished material.
 - Parts which have not successfully completed the Original Component Manufacturer's (OCM)'s full production and test flow, but are represented as complete product.
 - Parts sold as upscreened parts, which have not successfully completed upscreening.
 - Parts sold with modified labeling, signs of re-painting or re-coating and markings intended to misrepresent the part's form, fit, function, or grade.
 - Other signs of re-used material such as oil stains, overheated areas, signs of disassembly and reassembly, erosion, wear, dents and scrapes, etc.
 - Parts which have been refurbished, upscreened, or uprated and have been identified as such, are not considered counterfeit.
- (a) External providers performing work under a STEICO Industries Inc. purchase order shall ensure that counterfeit work and/or parts are not delivered to STEICO Industries Inc.
- (b) External providers shall only purchase products to be delivered or incorporated as work to STEICO Industries Inc. directly from the Original Component Manufacturer (OCM) Original Equipment Manufacturer (OEM) or through an OCM/OEM authorized distributor chain. Work/parts shall not be acquired from independent distributors or brokers unless approved in advanced in writing by STEICO Industries Inc.
- (c) External provider shall immediately notify STEICO Industries Inc. with the pertinent facts if external provider becomes aware or suspects that it has furnished counterfeit work/parts. When requested by STEICO Industries Inc. external providers shall provide OCM/OEM documentation that authenticates traceability of the affected items to the applicable OCM/OEM.



STI 24. Record Retention Requirements:

External providers performing work to a STEICO Industries Inc. purchase order shall at a minimum retain all applicable records, certifications, test reports or quality documentation for a minimum of, the calendar year plus 10 years, from the date of each specific order/shipment, unless otherwise stated in the purchase order. When the required retention term has been met or the external provider's company has been sold, transferred, shut down, etc., all records of work performed for STEICO shall be shredded or discarded in a proper manner and all electronic records must be deleted and/or removed from any servers to prevent traceability or unauthorized access to confidential information. If disposition requirements cannot be met, external providers must notify STEICO Industries Inc.'s Quality Assurance department for further instructions.

STI 25. ITAR/EAR Technical Data Controlled By ITAR and/or EAR:

This document contains technical information that may be controlled under the International Traffic in Arms Regulation or the U.S. Export Administration Regulations.

External provider will ensure when purchase orders identified with this clause (STI 25) that any technical data or materials related to defense articles on the U.S. Munitions List to which the external provider has access to or which is disclosed to external provider by STEICO Industries Inc., A Subsidiary of SENIOR Operations LLC is subject to export control under the International Traffic in Arms Regulations (Title 22, Code of Federal Regulations, Parts 120-130) and hereby certifies that such data or services will not be further disclosed, exported, or transferred in any manner to any foreign national or any foreign country without prior written approval of the Office of Defense Trade Controls, U.S. Department of State and in accordance with U.S. government security (National Industrial Security Program Operating Manual) and Customs Regulations. In addition, External provider will ensure when purchase orders identified with this clause (STI 25) that any technical data or materials related to defense articles on the EAR (600 series items) 15 CFR Part 774 to which the external provider has access to or which is disclosed to external provider by STEICO Industries Inc., A Subsidiary of SENIOR Operations LLC is subject to export control under the Export Administration Regulations and the Commerce Control List, and hereby certifies that such data or services will not be further disclosed, exported, or transferred in any manner to any foreign national or any foreign country without prior written approval of the Bureau of Industry and Security, U.S. Department of Commerce.