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A. General

- “Long-Lok” means Long-Lok Fasteners Corporation, a Delaware corporation.
- Long-Lok may refuse to accept materials and services delivered under a purchase order if the seller fails to comply with these quality clauses or the purchase order’s requirements.

B. Surveillance and Right of Entry

All items covered by this purchase order are subject to surveillance by representatives of Long-Lok, the government, and Long-Lok’s customers. Government representatives include, without limitation, those of the Defense Contract Management Agency or military. The supplier shall also allow these representatives to enter the supplier’s and its subcontractors’ facilities at any time during the manufacture of product contracted for by this purchase order. This includes surveillance of the products and supplier’s and its



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subcontractors, systems, procedures, and facilities. The supplier shall furnish, at no cost, necessary facilities and equipment, supply data, and perform tests as required by applicable drawings, specifications, the purchase order, and its referenced quality clauses. Notwithstanding this clause, all items shall be subject to inspection and acceptance by Long-Lok, the government and Long-Lok's customer. The supplier shall flow down this requirement to all its subcontractors.

C. Certification of Conformance and Record Retention

All fulfillments must be accompanied by a certificate of conformance that is dated and signed by seller's authorized representative.

Manufacturer: Each shipment shall be accompanied by a legible, reproducible copy of a certificate of conformance that must state that all items contained within the shipment are in compliance with all applicable requirements of the purchase order and were produced with materials of which the seller can confirm conformance to applicable specifications and provide objective evidence thereof.

Processor: Each shipment shall be accompanied by a legible, reproducible copy of a certificate of conformance that must state that all items contained within the shipment are in compliance with all applicable requirements of the purchase order.

Long-Lok Furnished Material: Each shipment must be accompanied by a signed legible, and reproducible copy of a conformance certification stating that the items were produced from materials furnished by Long-Lok for the order.

Distributor: The seller shall include documentation with each shipment that certifies items delivered under the purchase order conform to the requirements set forth in it. The seller shall deliver a certificate of conformance from the OEM or and OEM Authorized Distributor that identifies the locations of manufacture and procurement, applicable traceability information (i.e., date code, lot number, batch number, etc.), and part number.

Record Retention: The supplier shall retain records as required by this specification for minimum 11 years from the time of delivery, with a 90-day notification to the buyer before disposal. All records shall be made available upon request to Long-Lok, Long-Lok's customer, or the government within two business days. Records shall provide evidence that the required inspections and tests have been performed, including part, component, or system identification, inspection or tests involved, and number of items accepted or rejected. The records shall be suitable in format, accuracy, and completeness to permit analysis. Where numerical results are required, the actual values obtained shall be recorded. Where tape, film or other media are required, they shall be identified with the characteristics measured. Where defective or nonconforming material is involved, the records shall include the results on analysis and corrective action taken.

D. Notification, Containment, Disposition and Corrective Action of Discrepant Orders

1. The supplier shall provide prompt written notification to Long-Lok when suspect nonconforming products or processes are discovered to have shipped. Notification shall include:
 - a. part numbers;
 - b. traceability (lot, serial, and manufacturer-numbers);

- c. ship dates;
 - d. quantities;
 - e. purchase order number; and
 - f. description of the nonconformance.
2. On notification of non-conformity by Long-Lok, the supplier shall complete containment activity and provide a containment description to Long-Lok within 48 hours.
3. Long-Lok must approve disposition in writing before it occurs.
4. Long-Lok will send email notification to suppliers when a corrective action has been assigned. When Long-Lok requests corrective action:
 - a. Submit a formal corrective action response by the specified due date.
 - b. If needed, extensions must be requested on or before the due date.
5. When a shipment is received without the required documentation:
 - a. Submit corrected documents within 2 business days of request. Failure to timely submit required documentation may result in a formal rejection and/or corrective action.
 - b. Shipment is subject to return if documents are not corrected
6. When processes or tooling are discovered which will not produce conforming hardware, discontinue production until failure modes are resolved and corrected and any actions authorized by Long-Lok's Material Review Board are complete.

E. Corrective Action

Materials or services found to have a quality problem will result in a formal request for corrective action. These requests require a response by the identified date on the corrective action. On government source inspected material, the supplier shall coordinate the corrective action reply with the government quality representative assigned to its plant. Failure to respond to the corrective action within the required response date may result in supplier disqualification.

F. Report of Discrepancy

Departures from drawings, specifications or other purchase order requirements shall be reported to Long-Lok. At no time is known discrepant material to be shipped to Long-Lok with or without verbal instructions from any employee. Upon disposition of *use as is*, **a formal document** will be returned to you for inclusion with the product for shipment and the document will need to be referenced on the certificate of conformance included with the parts. Discrepant product sent without **a formal document** will be subject to rejection.

Scrap from a machine shop which is Long-Lok furnished material shall be returned to Long-Lok and indicated as scrap on a packing slip.

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If the seller discovers a discrepancy in material that has been shipped or delivered to Long-Lok, the seller shall notify Long-Lok within 24 hours. A formal document shall be obtained from Long-Lok to document the issue and shall clearly and concisely state the discrepancy and include the purchase order number, part number, lot or serial number, and number of parts affected. The seller shall examine all stock and WIP for similar discrepancies.

G. Foreign Object Damage

Supplier shall establish a Foreign Object Damage program. Documented procedures for material handling must address the areas of manufacturing, assembly, test, and inspection operations. The Foreign Object Damage program shall be subject to review and approval by Long-Lok.

H. Anti-Terrorist Policy

The supplier agrees to comply with Executive Order Number 13224 – blocking property and prohibiting transactions with persons who commit, or support terrorism, notice of September 24, 2001 – and further agrees to include this statement in each lower-tier subcontract or purchase order issued pursuant to this purchase order.

I. Facility / Process Change

The Supplier shall not use or relocate any production, manufacturing, or processing facilities during performance of the work specified in the purchase order from those facilities approved by Long-Lok without at least 6-month notice in order to allow Long-Lok to examine the new facilities for conformance with quality assurance requirements.

J. Identification and Traceability

All products shall be identified by lot number or by a permanent part number, configuration, foundry identification and melt number, or by a traceable chemical, physical analysis, and heat treat.

K. Government or Customer Furnished Materials

The materials provided on this purchase order are furnished by the Government or Long-Lok's customer. The supplier shall maintain a system that includes:

- inspection for transit damage, completeness and type;
- periodic inspection for handling damage and deterioration during storage;
- functional testing when required; and
- proper identification and verification of quantity and protection from improper use or disposition.

Non-conforming or damaged property shall be reported within 2 business days of discovery.

L. Packing for Shipment

All items require protection from physical, environmental, and mechanical damage. Parts shall be free of foreign object debris and packaging protection shall be accomplished by wrapping, cushioning, part



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compartmentalization, or other means to keep the parts from making contact with one another and to mitigate shock and vibration during handling and shipment. Part surfaces must be protected at all times. No staples are allowed in the packaging of materials. The standard practice for commercial packaging, ASTM D3951, is recommended. Items which have critical surfaces shall be packaged by supplier for protection against damage. Suppliers shall comply with International Standards for Phytosanitary Measures No 15 (ISPM 15), to comply with US Department of Agriculture regulations if wood is used in packaging.

M. Environmental Compliance

Supplier and its sub-tier suppliers shall comply with all environmental, health and safety legal and regulatory requirements to which they are subject.

Materials shall comply with the requirements set forth in the Montreal Protocol on Ozone depleting substances.

Upon delivery of Goods to Buyer, Seller shall notify Buyer in writing of all Substances of Very High Concern (SVHC) as identified on the “candidate list” as published by the European Chemicals Agency (ECHA) in accordance with Article 59.1 of the European Regulation (EC) no 1907/2006 concerning the Registration, Evaluation, Authorization, and Restriction of Chemicals (REACH) as amended from time to time.

Unless supplier notifies Buyer in writing and obtains Buyer’s prior written consent, no Goods shall contain any of the Hazardous Materials pursuant to Article 2.1 and identified in Article 4.1 of the European Parliament Directive 2002/95/EC (RoHS Directive) as that directive is amended from time to time.

Supplier shall be responsible for all costs and liabilities’ relating to the recycling of Goods pursuant to the most current version of the European Parliament directive 2002/96/EC (WEEE Directive) as such Directive is implemented in each country to which said Goods are supplied to the Buyer.

All Goods and Hazardous Materials supplied to the Buyer shall comply with all applicable requirements under the Toxic Substance Control Act (TSCA), 15 U. S. C. 2601 et seq., and its implementing regulations.

At no time shall the products come in direct contact with mercury or its compounds nor with any mercury containing device employing a single boundary.

N. Flow Down of Requirements

Supplier shall flow down to all its sub-tier suppliers the requirements described in the purchase order.

O. Counterfeit Parts Control

All suppliers that use lower tier suppliers, including distributors, are required to attest to the authenticity of products from their respective sources of supply. Suppliers receiving materials and parts from lower tier suppliers, including distributors, must take immediate steps to verify that the stated manufacturer of any component is the actual manufacturer. Compliance shall be stated in the supplier’s Certificate of Conformance or by a separate certificate.

P. Employee Awareness



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The Supplier will ensure that its employees are aware of:

- their contribution to product or service conformity;
- their contribution to product safety; and
- the importance of ethical behavior.