



Supplier Quality Assurance Requirements

Quality Clause as Specified on Purchase Order

SQR-001

Revision J

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Revision History

Revision	Date	Description	Approved by
-	10/5/2016	Initial Release	S. Baiza
A	2/15/2017	Added FAI Requirements	S. Baiza
B	7/6/2017	Clarified special processes and the approval of special suppliers and sub-tiers	S. Baiza
C	7/18/2018	Added requirements to QA3, added QA13, QA14, QA15	S. Baiza
D	7/15/2021	Changed address in header	S. Baiza
E	5/10/2023	Added wet paint requirements	S. Baiza
F	7/25/2023	Updated QA codes for COTs	S. Baiza
G	11/7/2023	Clarified wet paint requirements	S. Baiza
H	02/20/2025	Added supplier rating information	S. Baiza
I	08/18/2025	Added QA18, minor verbiage edits	S. Baiza
J	7/22/2026	Applied updated template, Added QA19	S. Baiza

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Quality Assurance Clauses

The following Quality Requirements define the responsibilities of the supplier to ensure conformance to CSI's purchase order (PO) requirements. All the following requirements are applicable to all POs unless specified otherwise on purchasing documentation. Failure to comply with CSI's supplier quality requirements may result in product rejection and directly affect the supplier's quality rating. The Supplier's quality rating will consist of On-time Delivery and Delivered Quality at minimum. If goals are not consistently met, this may result in the issuance of a Supplier Corrective Action by CSI which may result in the Supplier being removed from CSI's Approved Supplier List (ASL). Goals and ratings are available upon request.

For Commercial Off the Shelf (COTS) suppliers, the following QA codes, at minimum, apply to all purchase orders (POs) unless otherwise stated on the PO: QA1, QA4, QA5, QA6, QA7, QA9, QA10, QA11, QA13, QA15, QA18, & QA19. Any additional requirements will be communicated to the supplier at the time of purchase.

QA1 – Order Acknowledgement

Supplier shall review all PO requirements and, if any terms or conditions are disputed, they must contact CSI within 48 hours for clarification.

QA2 – Preferred Quality System Requirements

CSI prefers its suppliers to maintain a formal Quality Management System compliant or registered to one of the following standards, based on their business and type of product or service supplied:

- AS9100 Preferred
- ISO 9001 Preferred
- AS9003 (for small build/machine-to-print organizations) Preferred
- AS9120 (for distributors) Preferred
- FAA Repair Station Certificate (for outsourced maintenance providers [OMPs])

Special process requirements are as follows:

Suppliers of "special process" services or products are required to have those special processes validated and approved by CSI. NADCAP Accreditation or equivalent for special processes may be used in lieu of the CSI validation and approval process. Process certifications are required for all suppliers performing special processing and shall state that the process has been performed to the drawing requirements.

CSI considers the following process categories as special processes:

- Non-destructive testing
- Heat treating
- Material testing laboratories
- Chemical processes
- Non-conventional machining and surface enhancements

- Welding
- Composites
- Powder coat paint
- Anodize

The supplier must notify CSI of all sub-tier special process suppliers used to produce CSI products. Any special process that is transferred requires specific prior approval by CIS and may be subject to further verification and validation by one of the following methods:

- CSI conducts an on-site surveillance of the special process supplier.
- CSI approves the supplier's approval process for special process suppliers.
- Customer or regulatory surveillances conducted on the special process supplier.
- Special process supplier is NADCAP certified or equivalent.
- Buyer reserves the right to conduct surveillance at seller's facility to determine that seller's quality system meets the requirements of this clause.

In addition, CSI requires its suppliers to have a calibration system that is compliant at minimum ANSI Z-540, ISO/IEC 17025, OR ISO 10012.

QA3 – Wet Paint Requirements

For purchase orders that required primer and paint, the supplier shall apply primer and paint in accordance with the applicable drawing requirements, specifications, and/or the manufacturer's instructions.

CSI requires that each paint lot/batch to be adhesion tested per ASTM D3359 Test Method A. A test result rated 2A or lower will be regarded as a failure and parts will be rejected.

The supplier shall provide both tested and untested coupon(s) with every product shipment. Test coupons shall measure at minimum 3" x 4". Test coupons shall be marked with:

- Associated part/assembly number
- Revision
- Lot/batch number
- PO number
- PO line item number
- Quantity

Labels must be affixed in a manner that allows CSI to perform an ASTM D3359 Adhesion Test on both sides of the untested coupon. It is acceptable to place the coupon inside a bag and attach the label to the bag.

QA4 – Competence, Training, and Awareness

The supplier shall ensure personnel performing work affecting the conformity to product requirements have the necessary competence/training. Supplier shall maintain appropriate records of education, training, skills, and experience of such personnel.

Supplier shall ensure that all personnel are aware of:

- Their contribution to product or service conformity
- Their contribution to product safety
- The importance of ethical behavior

QA5 – Certificate of Conformance

The supplier shall submit with each shipment the following: (1) a certificate of conformance stating that the items furnished to CSI are in conformance to the PO and design data requirements applicable to the items being delivered, and (2) a copy of the manufacturer's C of C where applicable. Any recognized aerospace, military and/or industry standard, when imposed by the drawing, specification, or PO, must be specifically stated and form a part of the certification. Process certifications are required for all suppliers performing special processing and shall state that the process has been performed to the drawing requirements.

Parts without correct documentation are subject to rejection. All certifications must show the part number, quantity, process being performed, specifications, revision number, the certifying signature and a legibly printed name and title of the person signing the certification. The supplier shall notify CSI prior to shipment if a specification has been replaced, suspended or updated. The supplier shall list the specification as shown on the drawing and the replacement specs with their current revision.

For distributors and warehouses, these requirements apply without exception and include traceability and Flowdown of requirements on all purchased products to the sources of manufacture and their related acceptance documents. In addition, material from different manufacturing sources shall be stored in a manner such that the material does not become intermixed, and the manufacturing source and material identity is maintained at all times.

A signature on the certificate/document is a statement that all PO requirements were met in full, including all required sub-tier flow-downs, when applicable.

QA6 – Nonconforming Material & Latent Defect Notification

The supplier shall not ship or make any unauthorized repairs to product with the intent of delivering material that does not fully meet PO or product specification requirements. The supplier shall notify CSI of potential nonconformances prior to shipment. Shipping nonconforming material without written prior approval may disqualify supplier from additional procurement or future orders.

QA7 – Corrective Action Request

Supplier is required to respond to CSI's Corrective Action Request (CAR) when nonconforming material has been determined. The supplier shall provide a written response by the requested response date noted on the CAR describing the root cause(s) of the problem and the action(s) taken to prevent the problem(s) from reoccurring. CSI reserves the right to verify the effectiveness of the action(s) taken to mitigate the problem(s), which may include onsite verification at the supplier or sub-tier supplier's facilities.

QA8 – Configuration Management/Revision Control

Supplier shall not make any changes to the processes or material specified under the PO. Supplier shall notify CSI prior to any proposed changes to supplier control design, parts, material, changes of suppliers, fabrication methods, or processes that may affect function, interchangeability or reliability of hardware delivered to CSI.

QA9 – Supplier's Purchase Orders

Supplier is responsible for ensuring subcontracted work shall clearly describe the product ordered and must invoke the applicable requirements from CSI and our customers. Sub-tier special process and calibration service suppliers shall be compliant to the requirements of section QA2.

QA10 – Quality Records Retention

All quality records are to be legible, reproducible, and identifiable to the purchase order. Quality records are to be store and maintained in such a way that they are readily retrievable in facilities that provide a suitable environment to minimize deterioration or damage and to prevent loss. This applies to our suppliers and anu sub-tier suppliers. Retention period for quality records is ten years from the time of final PO payment, unless other specified. CSI, our customers, government or regulatory agency representatives shall have access to review quality records as they pertain to specific orders.

QA11 – Buyer Right of Access and Surveillance

CSI reserves the right to review control methods and inspect material supplied to CSI at the supplier's facility and at any sub-tier facility. Access rights shall be extended to our customers and government or regulatory agency representatives. Changes to suppliers or manufacturing location require CSI assessment and acknowledgement.

QA12 – First Article Inspection

If indicated on the purchase order, First Article Inspections (FAIs) shall be performed in accordance with AS9102 on hardware originating from the initial qualification or production run intended for ongoing

production. When documenting the FAI, the seller is permitted to utilize either the forms provided by AS9102 or equivalent forms, provided that they encompass all the requisite information as stipulated by AS9102. The supplier shall provide the FAI report, relevant material certificates, and test documentation with the product shipment.

Exceptions – unless contractually required, an FAI is not required for:

- Deliverable software
- Development and prototype builds that are not considered as part of the first production run
- Single-run production orders not intended for ongoing production
- Procured standard catalogue items, or
- COTs products that have not been modified.

Additional FAI requirements for PCBs are as follows:

If specified on the purchase order, test coupons/micro-sections, solderability samples, micro-section lab reports and electrical test and inspection reports shall accompany the FAI report and be kept on file for subsequent lots.

Note: The supplier is responsible for ensuring that each electronic component is compliant to the current material declaration shown on the CSI Bill of Material for that component.

Printed Circuit Boards

PCBs shall meet all requirements on the PO and drawing, and shall be fabricated per IPC-6011, 6012, and/or 6013, of a type and performance class specified on the drawing. The board, its testing, and test samples must meet all requirements of IPC-A-600, Class 2 or 3, as appropriate.

Additional Shipping Documents

The supplier shall provide CSI the following data for each lot of PCBs:

- Electrical test failure printouts with specific defects (e.g., internal or external opens or shorts)
- Photo image of one randomly selected, unstressed micro-section and one thermally stressed (TS) micro-section for each date code lot. Micro-sections shall be fabricated from the IPC-2221 AB coupons that utilized the smallest plated hole and associated pad. The actual micro-sections shall be retained by the supplier.

Build-to-Print Assemblies

The completed FAI Report shall include FAIs for the assembly, subassemblies, and detail parts; functional test results, if applicable; and verification of assembly and test operations and tooling (which is not required with product shipment but should be maintained as a quality record).

Products Made to a CSI Source/Specification Control Drawing (SCD)

The FAI shall address all SCD requirements and include the same constituent FAIs defined for build-to-print assemblies. The supplier shall maintain the constituent FAIs at its facility as quality records.

Delta FAI

A full or partial FAI shall be performed for affected characteristics for the following events:

- Change in the design affecting fit, form, or function of the part
- Change in manufacturing source, location, process, inspection method, tooling or materials that can potentially affect fit, form, or function
- Change in numerical control program or translation to another media that can potentially affect fit, form, or function
- Natural or man-made event that may adversely affect the manufacturing process
- Lapse in production of two years or as specified by the customer

QA13 – Counterfeit Electronic Parts

The supplier shall meet the requirements of AS5553 Counterfeit Electronic Parts Avoidance, Detection, Mitigation, and Disposition.

Items procured from sources other than original equipment manufacturer, original component manufacturer, or their authorized distributors, is not authorized unless written approval from CSI is obtained by the supplier. Failure to obtain CSI's written approval constitutes a material breach under the terms of the agreement.

Items shall include unique traceability identifiers (e.g., lot code, date code, serial number, batch number, control number, casting number, work order number, etc.). When size of hardware or supplier's marking process does not permit data application to individual hardware (such as standard parts), the information shall be similarly placed on bags, tags, or label as applicable.

Unless otherwise specified in the purchase agreement, the supplier shall maintain traceability records on file and available for review by CSI.

If supplier becomes aware or suspects that it has furnished counterfeit parts or suspect counterfeit parts to CSI, supplier promptly (but in no case later than 30 days from discovery) shall notify CSI and replace at supplier's expense such counterfeit parts or suspect counterfeit parts with goods that conform to the requirement of this contract.

QA14 – Raw Material

As required by PO/SOW, supplier shall maintain a copy of all supplier's procured raw material certifications, which must be readily retrievable and shall include material specification, dimension/description, type, and condition. The supplier shall maintain the original mill certification and

any secondary independent test laboratory certification(s) if any additional process was done after original mill certification for procured material that shall include physical properties, chemical analysis, and lot number(s). In addition, material must meet any other contractual requirements as stated in the purchase order and any applicable DFARs.

The supplier shall maintain copies of certifications for all subcontracted special processes. Supplier shall also flow down a requirement for their sub-tiers to obtain and maintain raw material and process certifications. Supplier's material/special process and sub-tier supplier/processor certifications and test results shall be made available at no cost to CSI.

QA15 – Relocation/Transfer of Work

During the performance of this contract and applicable only to the products or services purchased by CSI, the supplier shall notify CSI of changes to processes, products, or services, including changes of their external providers or location of manufacture. This allows CSI to determine if the change(s) adversely affect the fit, form, function, quality, or requirements of the product/service purchased. Supplier must obtain CSI approval prior to proceeding with order fulfillment.

In the event of a relocation/transfer of work, requalification of processes may be required.

QA16 – Foreign Object Debris/Damage

The supplier shall maintain a Foreign Object Debris/Damage (FOD) prevention program appropriate to the commodity provided to CSI. This program shall be compliant to AS9146, NAS 412, or equivalent.

- Masking – Where applicable, the supplier's FOD prevention program shall include operations designed to verify removal and accountability of all items and materials used for masking (e.g., tape, cap, or other masking material).
- Shipping – The supplier's FOD prevention program shall include FOD preventive practices for packaging. The supplier shall ensure that there are no foreign objects shipped in packaging and packaging containers.

QA17 – Calibration System, Measuring, & Test Equipment

The supplier shall provide and maintain Calibration System, Measuring, & Test Equipment (M&TE) necessary to assure that product(s) conform to the technical requirements. M&TE equipment shall be calibrated against measurement standards traceable to international or national measurement standards (e.g., ISO 17025, ANSI NCSL Z540, ISO 10012, or equivalent).

When no such standards exist, the basis used for calibration or verification shall be retained as documented information. The supplier shall maintain a register of the M&TE equipment. The register shall include the equipment type, unique identification, location, and the calibration or verification method, frequency, and acceptance criteria. The supplier shall establish a process with the capability of recalling product(s) if/when M&TE used to verify the product(s) is found to be out of tolerance.

M&TE can include, but is not limited to: torque wrenches, calipers, micrometers, multimeters, go/no-go gages, depth gages, crimpers, test hardware, test software, automated test equipment, and plotters used to produce verification data.

QA18 – Part Marking Requirements

The supplier shall mark all deliverable products as required by the purchase order and/or engineering drawing. Unless otherwise stated in the engineering requirements, the supplier shall apply the date of manufacture, date code(s), or other control identifier number (see examples below) to all deliverable hardware. When two or more parts are joined in an assembly, manufacturing and inspection records shall identify each part-by-part number, revision, and, if applicable, per examples of traceable information below.

Parts and materials shall be traceable to ingredients, raw material, and manufacturing and inspection records. Hardware produced in lots, batches, groups, etc. shall have traceable control information applied. When size of hardware or supplier's automated stamping process does not permit data application to individual hardware (such as standard parts), the information shall be similarly placed on bags, tags, or labels as applicable. The supplier may determine lot size unless otherwise specified in the purchase agreement or design document. Unless otherwise specified in the purchase agreement, the supplier shall maintain traceability records on file and available for review by CSI.

Examples of traceable information may include, but is not limited to:

- Date of manufacture
- Serial number
- Lot number
- Control number
- Heat lot number
- Final inspection date
- Batch number
- Casting number
- Work order number

QA19 – Hexavalent Chromium and Cadmium Content

The supplier shall provide material declarations for hexavalent chromium and cadmium content (>0.1% CR(VI) by weight in any homogeneous material unless authorized). This requirement is derived from DFARS 223.7306.