

# CAPPS MANUFACTURING

## PROCUREMENT QUALITY REQUIREMENTS

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| <p><b>General</b></p>      | <p>Capps Manufacturing Inc., along with its customers, customer representatives, and regulatory authorities, reserves the right to access and review documented information, ensure the safety of processes, and engage with suppliers at all levels. This includes conducting inspections at supplier facilities at any time and across all production stages of materials intended for incorporation into customer products to verify their quality. <b>Capps Manufacturing is firmly committed to fostering a work environment and supplier partnerships that are free from human trafficking.</b></p> <ul style="list-style-type: none"> <li>• Inspection status of products must be maintained throughout manufacturing and storage.</li> <li>• Non-conforming material shall be documented, controlled, identified and segregated.</li> <li>• Suppliers shall notify Capps Manufacturing of such material &amp; maintain documentation for 11 years <b>or a/r</b></li> <li>• Timely responses to Corrective Action Requests are defined as no more than 14 business days.</li> <li>• Receiving inspection shall be part of the subcontractor's inspection process.</li> <li>• Source inspection will not be performed by Capps Mfg. unless specified on the purchase order</li> <li>• During performance of a purchase order your quality control and inspection system and manufacturing processes and facility are subject to review, verification and analysis by FAA, our customer or Capps Mfg.</li> <li>• No further subcontracting without the permission of Capps Mfg. is authorized. Any authorized subcontracting requires the flow down of all information contained herein, on the purchase order &amp; any engineering or attachments of any provided documents.</li> <li>• Any resulting tooling must be identified as property of Capps Mfg. (if Capps paid for it). The tooling must be maintained &amp; periodically inspected for usability in accordance with an established property management system of the supplier.</li> <li>• <b>Suppliers shall ensure access to tooling is controlled by authorized personnel only.</b></li> <li>• All products shall be handled, packaged, preserved and shipped in a manner that eliminates the possibility of damage. <b>L.E. SKINS SHALL NOT BE STACKED OVER 3 HIGH.</b></li> <li>• Any changes in definition, methods of processes, or other anomalies shall be presented to Capps Mfg. prior to incorporation into any purchase order issued by Capps.</li> <li>• Key characteristics and other special requirements such as personnel certifications etc. from our customers shall be flowed down to our subcontractors as required.</li> <li>• Customer furnished tooling shall be stored, protected and controlled per D33200, <b>D950-11059-1</b>, customer requirements or best shop practices in accordance with an established property managements system of the supplier.</li> <li>• Delivery of products certifies freedom from any F.O.D per Capps WI 1.9-25 available at <a href="http://www.cappsmfg.com">www.cappsmfg.com</a>.</li> <li>• A commitment to ethical processes and open communications must be in place to ensure quality is the first priority. Capps' customers hold them to high standards for both delivery and quality. These standards are expected of our customers. The minimum standard set by our customers is 95% on time delivery and 98% quality acceptance.</li> <li>• This form and the other purchase order requirements can be found at <a href="http://www.cappsmfg.com">www.cappsmfg.com</a></li> </ul> <p>Capps' customers' quality requirements are a part hereof and is available upon request. Spirit Quality Requirements per MAA1-10042-1 are incorporated where applicable to Spirit product.</p> <p>Neither Capps Manufacturing nor any of its associated companies gives any representation or warranty as to the accuracy or completeness of the contents of this. Capps Manufacturing shall not be held liable to any person resulting from the use of any information contained in this and shall not be liable to any person who acts or omits to do anything in reliance upon it.</p> <p>All suppliers of Capps Mfg. shall have a counterfeit part protection plan. Absolutely no counterfeit parts will be accepted by Capps Manufacturing. Counterfeit parts are defined as any purchased product that is not traceable to the original component or equipment manufacturer, distribution chain, aftermarket manufacturer, or authorized reseller with identifiable supply chain intermediaries and any applicable elements stated in AS5553 or AS6174</p> |
| <p><b>Part Marking</b></p> | <p>Please do not stamp small parts on the largest surface. Part marking requires large surfaces. Part numbers with a base number of 711RAxxxx &amp; 716RAxxxx should contain the Honeywell International Cage Code 99193 and all applicable SPOC flowed from NORDAM (OEM Supplier Code for NDT)</p>   |

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| <b>Processing</b>  | <p>If applicable, all processing done per the latest revision of BAC 5736 PSD 6-178 must include adhesion testing per BSS 7084 sampling plan. OEM and EAudit.net shall be used to verify approvals.</p> <p>All parts painted with BMS10-11 Type I primer, Mil-PRF-23377 primer, and/or BMS10-11 Type II enamel in accordance with BAC 5736, Application of Chemical and Solvent Resistant Finishes, should be tested to the requirements defined within that BAC and BSS 7225, Tape Test Adhesion, as referenced. D1-4426, Section 6.17 requires written notification to Boeing Special Process Representative when changes occur that might affect our ability to process hardware within 3 days; 10 days when final notification required for product or process that may have been affected and when affected product has been delivered to Boeing.</p>   |
| <b>Seller</b>  | <p>Seller shall, in its performance of the PO, comply with all applicable federal, state, and local statutes, rules of law, ordinances, regulations, and regulatory orders, including but not limited to,</p> <ul style="list-style-type: none"> <li>• the Fair Labor Standards Act of 1938, as amended,</li> <li>• Walsh-Healy Act,</li> <li>• Robinson-Patman Act,</li> <li>• applicable state Workers' Compensation laws,</li> <li>• state and federal Occupational Safety and Health Acts, and</li> <li>• all rules and regulations passed pursuant thereto, which are incorporated herein by this reference.</li> </ul> <p>Seller agrees to be subject to all applicable contract clauses required by federal, state, or local law, rule or regulation to be included in the PO, including but not limited to, the following clauses, which are incorporated herein by the reference:</p> <ul style="list-style-type: none"> <li>• Equal opportunity Clause (41 CFR 60.1.4)</li> <li>• Affirmative Action Clause for Disabled Veterans and Veterans of the Vietnam Era (41 CFR 60-250.4)</li> <li>• Affirmative Action Clause for Handicapped Workers (41 CFR 60-741.4)</li> <li>• Defense Priorities and Allocations System Regulation (15CFR 700); DO A-1</li> <li>• Certification of Non-segregated Facilities Clause (41 CFR 60.1.8; 41 CFR 1-12.803.10)</li> <li>• Buy American Act where required.</li> </ul> <p>Seller agrees and certifies, if applicable,</p> <ul style="list-style-type: none"> <li>• that it has developed a written affirmative action compliance program (41 CFR 60-1.40(a))</li> <li>• and files Standard Form 100 (EEO-1) 41 CFR 60-1.7 (A)) annually</li> </ul> |
| <b>Certificate of Conformance And Statement of Quality</b> | <p>Manufactured items must be accompanied by an AS9102 based first article inspection record showing actual values versus data requirements and drawing location with the initial shipment.</p> <p>A Statement of Quality (Certificate of Conformance) stating that the product complies with the applicable drawings and latest revision of the specifications of the order may be utilized for shipments subsequent to the First Article Lot unless required by the Purchase Order. The Statement of Quality must contain the following elements with each shipment:</p> <ol style="list-style-type: none"> <li>a) P.O. Number</li> <li>b) Part Number</li> <li>c) Authorized signature (see #6 above)</li> <li>d) Identification of material by item or lot number, serial number or production date.</li> <li>e) Drawing &amp; specification numbers &amp; revisions (copies are available upon request)</li> <li>f) Size of sample lot inspected</li> <li>g) Date of inspection</li> <li>h) Statement that inspection records are on file &amp; available for review.</li> <li>i) Capps furnished materials must be identified and segregated to avoid unintended use.</li> <li>j) Addressed to Capps Manufacturing, Inc. with Suppliers address in header</li> <li>k) Where applicable your OEM Supplier Code</li> </ol>   |
| <b>CERTIFICATIONS REQUIRED</b>                             | <p>Capps Manufacturing may require a subcontractor to meet the intent of ISO9000, D1-9000Rev.A, CQRS, PD1000, QC-00, ITARS Nadcap or other applicable quality requirements. As a minimum the subcontractor shall maintain adequate records of all inspections and tests (raw material, inspection, processing etc.) on file for a minimum of eleven (11) years, as specified by the purchase order or per specific customer requirements. Effective June 30, 2014, all distributors shall be AS9120 compliant. Suppliers must follow all drawing, P.O. &amp; specification requirements and those quality requirements listed on customer portal such as Airbus's QPL/QSPL, Lockheed's Live Link, Bombardier's EMCM-001, Boeing's D6-1256 etc.</p> <p>Under the direction of Nadcap checklist 7108, all solution and process control testing sources must be approved in accordance with one of the following:</p>   |

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|  | <p>a.) Any Prime customer laboratory approval (scope does not need to match)</p> <p>b.) MTL accreditation or any MTL recognized approval (scope does not need to match)</p> <p>c.) AC7108/4 accreditation (scope does need to match)</p> <p>d.) Manufacturers that provide solution analysis and process control testing for their proprietary solutions may be exempt from this requirement provided the following criteria are met: they are the original mfg (not distributor); testing is provided as a service with the supply of the solution; they have an in house laboratory and evidence that a quality management system accreditation is held (AS/EN/JIS Q 9100, ISO9001)</p> <p>All measuring and test equipment used to verify product conformance must be calibrated and traceable to the National Institute of Standards and Technology (NIST).</p> <p>Material Test Reports are required for raw material delineating the chemical and physical analysis results for each lot or batch number. Mills must be on customer approved supplier lists.</p> <p>Occasionally test specimens will be required for validation of heat treat etc. These specimens shall be identified with the thickness, material type &amp; condition, the part number, work order number or purchase order number pertinent to them, and the heat lot number.</p> <p>Digital data utilized for product definition shall be controlled in accordance with D6-51991 or pertinent customer specification and Capps Work Instruction W.I. 1.5C</p> <ul style="list-style-type: none"> <li>• Revision levels and traceability to dataset must be maintained</li> <li>• Points shall be coordinated to listed data</li> </ul> <p>Subject to FAR 52.245 Govt. Property, ITAR &amp; DPAS Regulations</p> <ul style="list-style-type: none"> <li>• Parts produced to Hawker Beechcraft drawings with PN 133-xxxxxx</li> </ul> <p>Subject to QC-00, BS25691 Rev. 20 &amp; 130450</p> <ul style="list-style-type: none"> <li>• Parts produced to McDonnell blueprints with PN 74Axxxxxx</li> <li>• All parts produced to Hawker Beechcraft drawings</li> </ul> <p>Subject to Appendix QJ and QX and Q2A. Subject to QC-00, BS25691 Rev. 20 &amp; 130450</p> <ul style="list-style-type: none"> <li>• All parts produced to Lockheed Martin drawings or specifications</li> <li>• Most parts produced for CPI Aerostructures</li> </ul> <p>Orders with part numbers as previously stated are rated orders certified for national defense use and the provisions of the Defense Priorities And Allocations System Regulation (15CFR 700) are mandatory. DX rated orders carry the highest priority followed by DO rated orders and then non-rated orders. The required delivery is the focus of the system. The orders being the same except for the rating shall be prioritized as previously stated with all other characteristics of the compared orders being the same.</p> <p>Whenever and/or wherever F.O.D. entrapment or F.O.D. migration can occur it's prevention must be the requirements of Capps' customers such as Lockheed's Quality Clause Q4R (available upon request) National Aerospace Standard, NAS 412 &amp; AS9146. The PO and attached documents may contain technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C., SEQ 2751 ET SEQ) or the Export Administration Act (Title 50, U.S.C., APP 2401-2420).</p> <p>Violations of these export laws are subject to severe criminal penalties. This is strictly confidential and intended solely for the addressee. It may contain information which is covered by legal, professional, or other privileges. If you are not the intended addressee you must not use, disclose, or copy this transmission.</p> <p>Not all terms and conditions apply to all suppliers. By way of example, PPG is not required to provide test reports, maintain documentation of materials for over 10 years, adhere to key characteristics, or ensure freedom from foreign object debris (F.O.D.). Additionally, the flow-down of documents does not apply to PPG. Other terms and conditions may also be inapplicable to certain suppliers and, therefore, will not be expected or enforced.</p> <p>"Terms and Conditions or Quality Clauses do not apply to TMX per PAA" as they are the Boeing directed source of supply</p> |
|  | <p>Subcontractors handling Controlled Unclassified Information are required to perform and document self-assessment of their information system based upon a review per NIST SP 800-171A within 3 years of award &amp; reported per DFARS 252.204-7019 &amp; -7020</p>   |