

STC Quality Requirements

STC Industries (Spiral Tool) is ISO 9001:2000 certified and in compliance with AS9000. The requirements of these quality systems state that, along with positive identification of lots, record keeping and quality documentation on our part, it is our responsibility to ensure that all our suppliers maintain an adequate level of quality. The following are requirements of our suppliers:

1 Lot Identification:

All separate lots must be identified during processing as such, or kept separate to maintain integrity of lots.

2 Right of Entry:

STC and its customers must be allowed right of entry in order to evaluate and verify quality of work, records, materials used and the quality system itself.

3 Specifications:

All work must be in conformance with specifications referenced on the purchase order.

4 Approved sources

All work sourced out by you for processing/finishing requiring customer approved sources must be performed by a source approved by the customer (cited at bottom of purchase order,if any) for that process/finish.

5 Records:

All quality records pertinent to services rendered for STC must be kept on file for 7 years. Records shall be maintained in a manner to insure preservation and retrievability.

6 Non Destructive Testing:

Unless otherwise specified on PO, all magnetic particle (magnaflux) and fluorescent penetrant inspection shall have MIL-STD-1907 Grade "A" as acceptance criteria.

7 Nonconformances:

In the event that parts sent for processing/finishing are found to be non-conforming, either supplier or STC created, including parts failing non-destructive testing (NDT), The subcontractor must notify STC of failure BEFORE proceeding further with processing/finishing. In the event that parts received by you are damaged (evidence of corrosion, rust, or nicks) or packaging is damaged, STC must be notified before proceeding with work. Supplier shall coordinate with and require approval from STC prior to continuing"

8 Packaging for return shipment:

Parts must be packaged in a manner which will secure parts from shipping damage. Cushioning and dunnage should surround products (ie. Interior walls including top and bottom should have cushioning material. Prior to release to shipping a "shake" test should be performed to detect any rattle, jingle or movement of any kind that will cause damage in transit due to insufficient packaging or parts contacting on another. All containers must be double boxed (i.e. Box inside a box). Shipment shall include packing slip. Quality documentation may be enclosed or may follow via mail or fax.

9 Certifications:

All raw materials supplied shall include mill certifications. All other products supplied shall be traceable to mill certifications. All vendor certifications must cite the specifications called out on STC purchase order (please contact STC Quality Control if this is a problem)

10 Expediting:

STC purchase orders are monitored periodically for progress status. The subcontractor must provide prompt responses to status requests.

11 Quantity variation:

Variation in quantity for purchased items shall not be acceptable without prior authorization.

13 Traceability:

Each line item must have as its source a single traceable lot. Line items received from multiple lots without written approval from STC may be cause for rejection at the discretion of STC.

14 Qualifications:

All personnel must be trained and capable in their respective capacities to the extent of satisfying STC purchase order requirements. In the event that a specification is called out, qualifications of personnel must meet spec requirements, if any, and be approved by your organization. If third party certification such as NADCAP is required, personnel must be approved to the extent required by certifying party.

15 Samples:

Samples or test specimens shall be made available upon request, when prior arrangement shall be established

16 Changes affecting Quality:

Supplier shall notify and gain approval from STC prior to proceeding in the event of any changes to manufacturing processes that might affect quality

17 Key Characteristics:

"Supplier shall adhere to the requirements of key characteristics when cited."

18 Verification of work:

The verification of products and services which may be beyond the capabilities of STC to inspect may be accepted based on delegation to approved suppliers, in which case, certifications shall be provided. Such certifications shall include:

- description of work performed
- applicable specs cited on purchase order
- PO number
- quantity
- Identification of person authorizing certification, including name, title and signature or stamp.

Supplier is responsible for insuring that all personnel performing and certifying work are trained, verified and approved to do so.