

## QUALITY REQUIREMENT INSTRUCTIONS For General Quality Requirements

- All material shall be preserved, packaged and packed to afford adequate protection against dust, moisture, rust, corrosion, deterioration and physical damage during shipment from the supply source to the user and for storage in a temperate climate for a minimum of one (1) month. Inlet and outlet connections on material and/or components shall be sealed to prevent entrance of foreign matter.
- 101. Seller's Quality Control**
- This level of inspection is normally met by the seller, as outlined in the seller's written quality control manual and procedures, which are based on industry wide standards for the products supplied. The seller should have as a minimum, procedures that control and describe the manufacture of the product supplied to assure a product of high quality in accordance with the Purchase Order.
- 102. Off the Shelf Items**
- Off the shelf items include components specified by a manufacturers part number or MS number. These items are available from the manufacturer or distributor. Off the shelf items must include a certificate of compliance referencing, as a minimum, the following:
- a. Our Purchase Order Number
  - b. The Requested Part Number
  - c. Quantity Shipped
  - d. Shelf Life and Cure Date, if applicable
  - e. Typed Name, Signature and Title
  - f. Date Shipped
- 103. Government Source Inspection**
- The Government reserves the right to inspect at source, supplies and services not manufactured or performed at the buyer's facility. In the event this right is exercised, you will be notified and paragraph 104 (below) will become applicable.
- 104. Buyer's Source Inspection**
- The buyer reserves the right to inspect at source, supplies and services not manufactured or performed at the buyer's facility. In addition, the Seller is required to inform the Buyer if the tentative dates of the conductance of all tests applicable to this item at least seven (7) days in advance of such tests. The Seller is further required to inform the Buyer of any changes in the above test/inspection/operation is scheduled, testing shall proceed unless otherwise notified by the Buyer. Witness of manufacturing processes and/or tests by the Buyer's Quality Assurance shall not be construed to indicate acceptance of the product. Evidence of Source Inspection shall normally accompany the shipment.
- 105. Preservation and Packaging**
- Unless specified elsewhere in the Purchase Order, the following shall be invoked:
- 106. Nonconformances**
- Nonconformances which affect fit, form or function or reliability of the end item or otherwise affect the terms of this order shall be referred in writing to the Buyer for disposition when it is believed that "use as is" or "use after repair" dispositions would be appropriate. Requests for acceptance of nonconforming supplies/material must contain information necessary to permit the Buyer analysis and disposition. All nonconforming material must be clearly segregated in the supplier's facility.
- 107. Certificate of Compliance**
- The Seller shall submit a Certificate of Compliance for each shipment. Each COC shall contain, as a minimum, the following:
- a. Our Purchase Order Number
  - b. Quantity Supplied
  - c. Applicable Specification and Date
  - d. Typed Name, Signature and Title
  - f. Date Shipped
- 108. Welding and Related Processes**
- Welding and inspection shall be in accordance with MIL-STD-248, MIL-STD-278 and NAVSEA 0900-LP-000-1000, current revisions, or as dictated elsewhere in the Purchase Order.
- All welding and brazing procedure and performance qualification shall be in accordance with MIL-STD-248, current revision, or as dictated elsewhere in the Purchase Order. Qualification data shall be submitted to the Buyer prior to any welding or related processes.
- 109. Receipt Information**
- 109.1 Warehouse Receiving Inspection shall be performed upon receipt at the buyer's facility. This includes, but is not limited to:

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- In cases where the Purchase Order is rated, the following clause is invoked:
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| <p>a. Items are properly packaged, undamaged, identified and are of the correct type, quantity and condition as required by the Purchase Order.</p> <p>b. Verify that supplier OQE has been received as required by the Purchase Order.</p> <p>c. Verify that Material Certifications are attached as required by the Purchase Order.</p> <p>d. Verify marking is as required by the Purchase Order.</p> <p>109.2            Quality Assurance receipt Inspection will be performed at the Buyer's facility. This includes, but is not limited to:</p> <p style="padding-left: 20px;">a. Perform certification review to assure compliance with Purchase Order requirements.</p> <p style="padding-left: 20px;">b. Perform dimensional inspections to assure product conformity to drawings, specifications and plans. Sampling shall be in accordance with MIL-STD-105D, Level II, AQL 1.0, unless specified elsewhere in the Purchase Order.</p> <p><b>110.    Mercury Free Requirement</b></p> <p>The use of mercury, mercury compounds or mercury bearing instruments and/or equipment in a manner which might cause contamination in the manufacturer, assembly or test of material on this contract is prohibited. The most probable causes of contamination are direct-connected manometers, mercury vacuum pumps, mercury seals, or the handling of mercury on the immediate vicinity. Mercury switches, mercury on glass thermometers, standard cells and other items containing mercury may be used if they are located so as not to constitute a contamination hazard.</p> <p>In all cases where components, materials, equipment and instruments supplied to this order are contaminated by, or contain functional mercury, the Buyer shall be notified prior to receipt at the facility.</p> <p><b>111.    Marking Requirements</b></p> <p>All containers shipped to the Buyer's facility shall include the following information:</p> <p style="padding-left: 20px;">a. Our Purchase Order Number</p> <p style="padding-left: 20px;">b. Our Line Item Number</p> <p style="padding-left: 20px;">c. Our Part Number</p> <p style="padding-left: 20px;">d. Package Number (1 of 3, 2 of 3 and 3 of 3)</p> <p style="padding-left: 20px;">e. All shipping documents shall be located in container 1, or an attached envelope.</p> <p style="padding-left: 20px;">f. All loose material such as plate, burn-outs, etc. must be marked with our part number as a minimum.</p> <p><b>112.    Order of Precedence</b></p> | <p>112.1            This is a rated order certified for National Defense use, and you are required to follow all of the provisions of the Defense Priorities and Allocations System Regulation (15 CFR Part 700).</p> <p>112.2            Copies of the DPAS regulations may be obtained by writing or calling the Office of Industrial Resource Administration, Room 3876, U.S. Department of Commerce, Washington, D.C. 20230 (Ref. DPAS); telephone (202) 377-4506. Alternatively, the regulations may be found in many Public Libraries or any Law Office.</p> <p>112.3            There are two types of priority ratings: DO and DX. DO rated orders take precedence over unrated defense or commercial orders you now have in hand or may receive prior to the completion of this Purchase Order. DX rated orders take precedence over DO rated orders.</p> <p>112.4            All Government rated orders must be scheduled realistically. If you or your suppliers have difficulty obtaining the materials required to complete this Purchase Order on schedule, expediting assistance can be obtained by submitting a Request for Special Priorities Assistance (Form ITA-999) to the Department of Defense Contract Management Organization Area office administering the prime contract. The Buyer can provide assistance in the submittal. Immediate notification of any recognized potential delay (and the cause therefore) which would jeopardize meeting the required delivery date(s) of the Purchase Order must be made by the Seller to the Buyer.</p> <p><b>113.    Information Requests</b></p> <p>If, during contract review or production, the Seller requires information, interpretation or a waiver, it is requested that the information be submitted in written format to the Buyer's attention via fax or e-mail.</p> <p><b>114.    Corrective Action Requests</b></p> <p>When material is found to be discrepant, a Request for Corrective Action may be sent to the Seller. The return of this request must be completed within the time specified. The action must be effective and permanent in removing the cause of the defect. Such statements as "Cautioned the Operator" or "Changed the Drill" are not acceptable. However, changes in the written work instructions to include these warnings or directions may be acceptable. Failure to respond or abnormal delays is cause for refusal</p> |
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to accept further shipments or removal from our Qualified Vendors List.

**115. First Piece Inspection**

When invoked by the Purchase Order, the supplier will notify and submit to the Buyer the first acceptable unit for inspection and acceptance prior to proceeding with the contract if requested elsewhere in the Purchase Order. The Buyer will notify the supplier of its acceptance or rejection within 24 hours after receipt.

**116. Partial Deliveries**

Partial deliveries of either line items or the entire Purchase Order are prohibited unless specified elsewhere in the Purchase Order. In the event partial shipments are made without approval, the material will be held at receiving until the order is completed.

**117. Drawings, Specifications and Standards**

Pertinent drawings, specifications and standards will be issued with the Purchase Order unless specified. Drawings, specifications and standards issued on AutoCAD discs must be returned upon completion of the order.

**118. NOFORN**

If invoked by the Purchase Order, Series 400 and 500 Forms must be completed prior to issuance of any drawing, specifications or standards and be returned to the Buyer.

**119. Proprietary Items**

In cases where proprietary drawings are issued, the information contained therein may not, in whole or part, be reproduced or used for any other purpose, or disclosed to others without written authorization from the Buyer.

**120. Foreign Material**

When foreign material is supplied, all certifications must be translated into English.

**121. Source Directed Component Procurement Requirements**

The actual part number of the manufacturer/source must be supplied when requested. "Or equal" substitutes are prohibited unless specifically noted on the Purchase Order. All paperwork accompanying material must also reflect the manufacturer's part number.

**122. Malpractice Prevention**

The Seller must ensure that systems are available for the prevention and detection of deliberate malpractice. Examples are as follows:

- a. Issuing procedures known to contain unauthorized deviations from requirements.

- b. Deliberately accepting unsatisfactory work.
- c. Intentionally accepting unsatisfactory work.
- d. Tampering with calibrated instruments in order to avoid rejection of work.
- e. Falsifying dates on records to comply with frequency or deadline requirements.

**123. Seamless Pipe**

Unless specifically authorized, only seamless tubing and pipe shall be used in items/components supplied. The Seller's material control system must assure that seamed pipe and tubing is controlled such that it cannot be mixed with seamless pipe and tubing. This material control requirement must be passed on to the supplier's mill or distribution sources and subtier suppliers.

**124. Corrections to Certifications**

If corrections to certifications are required, the errored entry will have a single line through, the correction entered aside the error, initials and date. The use of white-out is strictly prohibited.

**125. Qualifying Country Material**

Material supplied on this contract shall be in accordance with DFARS Clause 252.225-7014, Alternate I, and the Berry Amendment as contained therein, Preference for Domestic Specialty Metals, and must be flowed down to all subtier suppliers. A qualifying country is listed below. The clause does not apply to a specialty metal melted in a qualifying country or incorporated in an article manufactured in a qualifying country.

A specialty metal is:

Steel, with a maximum alloy content exceeding one or more of the following limits: manganese, 1.65 percent, silicon, 0.60 percent, or copper, 0.60 percent or containing more than 0.25 percent of any of the following elements: aluminum, chromium, cobalt, columbium, molybdenum, nickel, titanium, tungsten or vanadium; metal alloys consisting of nickel, iron-nickel, and cobalt based alloys containing a total of other alloying metals (except iron) in excess of 10 percent; titanium and titanium alloys, or zirconium and zirconium based alloys. Any specialty metals incorporated in articles delivered under this contract shall be melted in the United States, its possessions, or Puerto Rico.

Qualifying Countries are:

Australia, Belgium, Canada, Denmark, Egypt, Federal Republic of Germany, France, Greece, Israel, Italy, Luxembourg, Netherlands, Norway, Portugal, Spain, Sweden, Switzerland, Turkey and the United Kingdom, including Northern Ireland.

126. **Certification of Compliance Requirements  
for Material Test Reports**

Effective January 1, 2007, all material certifications, including outside heat treating, testing laboratories, etc, forwarded to SFC Valve shall contain a signed certification that states the following:

**“The reported results represent the actual attributes of the material furnished and indicate full compliance with all applicable specification and contract requirements.”**

The location of the above statement is restricted to the actual material test report. No blanket letters will be accepted.

Material manufactured prior to January 1, 2007 is not affected by the above statements.