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## **General Flow Down of Requirements to DATEL Suppliers (8-28-2018)**

**1) Quality Management System:** The Seller (herein referred to as Supplier) shall have a quality management system that, at minimum, meets the current ISO 9001 standard.

**2) Quality/Inspection System:** The supplier shall maintain a quality / inspection system which is in conformance with the requirements of ISO9001 to include: Receiving, In-Process and Final Inspection including Inspection and Test Records shall be supplied to DATEL Inc. (DATEL) if requested on the DATEL purchase order and upon completion and shipment of said order. First Article Inspection may also be invoked in accordance with AS9102 requirements and as necessary.

**3) Calibration System:** Supplier's calibration system shall meet the requirements of: ANSI-Z540.3 or equivalent.. Suitable records shall be maintained and be available for review.

### **4) Certificate of Conformance:**

- a) The manufacturer and/or the distributor of its products shall provide a Certificate of Conformance (C of C) and/or Certificate of Analysis (C of A) with each shipment of product to DATEL. Copies shall be maintained by the Supplier as a quality record. Distributors shall include a copy of the manufacturers C of C along with the distributor's C of C with each shipment.
- b) The C of C and/or C of A shall contain a certification statement attesting to the conformance of material and shall be signed and dated by a representative of the Supplier. The Certificate shall include Supplier/distributor's name and address; quantity of parts in the shipment; date code and/or lot number; and country of origin.
- c) As required, by the DATEL drawing, testing and inspection per Mil-Std-883 shall be accompanied with "actual" or "typical" values for Lot Acceptance Tests, including workflow travelers.

**5) Right of Entry:** With appropriate notice, DATEL, along with DATEL's customer and regulatory authorities shall be afforded the right of entry to all of the Supplier's premises at any level of the supply chain and the right to verify that the contracted work, all applicable records and material conforms to specified requirements.

**6) Certification of Test Data:** Certification of test data shall be traceable to the organization performing the testing, and/or inspection requested via DATEL's purchase order.

**7) Contract Review / Conversion of DATEL Requirements:** The supplier shall review the purchase order and product manufacturing, processing, and testing requirements prior to its initiation. Product will not be accepted by DATEL unless it is compliant to the purchase order and all referenced documentation. Upon acceptance of the purchase order Suppliers shall assure contractual requirements are adequately communicated and flowed down internally.

**8) Quality Flow-Down to Sub-Tier Suppliers:** The Supplier's quality system shall assure all relevant purchase order requirements are flowed down to their sub-tier suppliers. The Supplier's sub-tier suppliers are responsible to comply with the same specifications and requirements specified on the purchase order.

**9) Requirement for the Qualification of Personnel:** The Supplier's quality system shall assure all applicable processes affecting the final quality of the product in the purchase order were rendered by qualified and trained personnel.

**10) Change Approval:** Items furnished under the purchase order to a DATEL source control drawing shall be identical in form, fit and function to a product previously accepted by DATEL. DATEL shall be notified of any Major change as defined in MIL PRF 38534. Any changes or deviations must be approved by DATEL.

**11) Notification of Obsolescence:** The supplier shall notify DATEL of any planned material or component obsolescence prior to the acceptance of any Purchase Order. In addition, the supplier shall notify DATEL of any plans to obsolete material on any and all existing orders with sufficient notice to facilitate, when applicable, an option for last time buy and or resulting minimum order quantities.

**12) Prohibited Materials:** Unless otherwise specified, the use of pure Tin, Cadmium or Zinc is not allowed. 3% Pb (Lead) by weight minimum is required on any Tin/Lead Finish.

**15) Electrostatic Discharge (ESD) Control Program:** For electrical and electronic parts susceptible to damage from Electrostatic Discharge (ESD), the Supplier is responsible to establish and implement an ESD Control Program per the latest revision of MIL-STD-1686, EIA-625, ANSI/ESD 20.20 or equivalent. Packing and shipping methods shall protect the parts from ESD and should be marked as such.

**16) Age Sensitive Materials:** Materials should have a minimum of 75% of their shelf life as labeled.

**17) Storage** considerations such as refrigeration, or dry environment shall be clearly specified.

**18) Traceability:** The Supplier shall maintain a method of traceability that ensures tracking of the supply chain back to the manufacturer of all Items included in the product being supplied. This traceability method shall clearly identify the name and location of all supply chain intermediaries from the manufacturer to the direct source of each Item for the Supplier and shall include the manufacturer's batch identification for the Item such as but not limited to date codes, lot codes, serializations, or other batch identifications.

**19) Conflict Mineral Requirements:** Suppliers shall make every effort to not supply any parts to DATEL that are DRC (Democratic Republic of Congo) Conflict Free. If parts are of unknown 'country of origin' please notify DATEL, prior to shipment.

**19) Corrective Action Request:** When a quality problem exists, DATEL may request corrective action from the Supplier. Failure to respond may result in the supplier being removed from the approved list.

**20) FOD (Foreign Object Debris) Prevention:**

a) The Supplier shall establish the requirements for the prevention of contamination or foreign objects from becoming entrapped in the Supplier's product during manufacturing, assembly, testing or handling and is applicable to all design and manufacturing processes, training, material handling and parts protection, housekeeping, tool accountability, hardware accountability, lost items and physical entry into FOD critical areas. FOD prevention may include clean room disciplines, housekeeping disciplines such as a 5S program, proper storage and handling disciplines, FOD awareness training, tool accountability, performance metrics, control of food and drink in work areas, etc.

**21) Source Inspection:** DATEL maintains the right to do source inspection or witness at the manufacturer or distribution site. This may include review of records, visual inspection and parametric testing.

**22) Record Retention:** All records of test and inspection results, and administrative quality documentation required by Supplier shall be retained for no less than 10 years from time of shipment.

**23) Element Evaluation (EE):** When element evaluation per MIL-PRF-38534 is specified on the purchase order the following requirements apply except as otherwise specified in the applicable source control drawings and/or general component specifications or if excluded below.

- a) The Supplier shall verify that all products on this purchase order meet the requirements of element evaluation per MIL-PRF-38534. Test reports, and certifications.
- c) Attributes data confirming successful LAT must accompany the shipment.
- d) The original manufacturers C of C shall be provided with each shipment of die.

**24) Counterfeit Product Prevention:**

It is DATEL Inc.'s policy to purchase Product(s) only directly from the Manufacturer or from their authorized distributors. Purchasing product(s) from brokers or Independent Distributors is prohibited. DATEL is a member of GIDEP and duty bound to report any counterfeit materials discovered to GIDEP or DLA as appropriate.

a) Definitions:

- i. "Counterfeit Product" means product that is an unlawful or unauthorized reproduction, substitution, or alteration that has been knowingly mismarked, misidentified, or otherwise misrepresented to be authentic, unmodified product from the original Manufacturer, or provided by a source without the express written authority of the original Manufacturer or current design activity, including an unauthorized aftermarket Manufacturer. Included is used product represented as unused or falsely identified by grade, serial number, lot number, date code, or performance characteristics.
- ii. "Independent Distributors" are persons and businesses that are not part of the Manufacturer's authorized distribution chain. These may also be referred to as non-franchised distributors, unauthorized distributors or brokers.
- iii. "Suspect Counterfeit Product" means product for which credible evidence (including, but not limited to, visual inspection or testing) provides reasonable doubt that the product is authentic.

b) Requirements

- i. The Supplier warrants they are authorized by the product Manufacturer(s) to distribute the product(s) provided to DATEL Inc.

**25) Disaster Recovery:** DATEL has a responsibility to our customers to maintain a continuity of operations and services that considers disaster recovery. Suppliers should have a plan in place to protect and restore vital business processes in the event of an unanticipated disruption. Sub-suppliers should also have such plans in order to minimize disruptions.