PURCHASE ORDER GENERAL TERMS AND CONDITIONS

Revision 01

1. DEFINITIONS

Perfecta Technologies S.R.L.here referred as PERFECTA, acts as the Buyer, while the entity the purchase order is issued to,is the Supplier.

These general terms and conditions apply to purchase orders issued by PERFECTA in which they are attached unless otherwise stated in the Purchase Order.

2. PURCHASE ORDER ACCEPTANCE

The Purchase Order will be automatically considered a Contract between PERFECTA and the Supplier as soon as the order is acknowledged by the Supplier, providing a signed and stamped copy of the Purchase Order and all annexes attached to it.

The Supplier agrees with PERFECTA that the Purchase Order contains the final agreement between PERFECTA and the Supplier, having no further agreements modifying the terms, conditions or specifications of it. The process of any Purchase Order sent by PERFECTAnot providing the signed copy required above indicates the complete acceptance of these general terms and conditions.

3. PRICES

All prices reflected in the Purchase Order are fixed, include transportation and insurance and cannot be subjected to any revision unless otherwise stated in the Purchase Order. Prices exclude taxes and duties and are understood for on board
packaged goods at agreed place.

Any modification of prices agreed by PERFECTA will only be effective if confirmed by PERFECTA in writing through an amendment to the Purchase Order.

When agreed between parties, the cost applied to PERFECTAdue to the use of special packaging must be reimbursed if returned to the Supplier.

The payment of the price given in the Purchase Order will not imply resignation to any of the stipulated rights in it.

4. RIGHT TO AUDIT & INSPECTION

PERFECTA is entitled to perform inspections of products or services ordered at its discretion by notification to the Supplier.

These inspections will not release the Supplier from responsibilities and obligations in accordance with conditions agreed between the parties. If as resulting from these inspections products or services were rejected even after its installation or
activation, they would be returned to the Supplier for its substitution or refund, as per applicable warranty conditions. PERFECTA, NQAR (military authority) or Civil Authority is entitled to access to all facilities involved in this contract and
applicable requirements.

5. PACKAGING

All goods shall be properly and carefully packaged in order to avoid damages during transportation. All shipments shall be accompanied of the following documentation: duplicated packing list showing Purchase Order number, copy of the commercial invoice and certificate of conformance (if applicable).

6. DOCUMENTATION

The Supplier will provide all technical documents and specifications required in the purchase order. When the Certificate of Conformance is required in the Purchase Order, certificates of conformance from manufacturer and intermediate suppliers
must be provided (full traceability), detailing manufacturing lot numbers. Packing list will include Purchase Order number and positions satisfied, list of articles and quantities delivered. Documentation not provided against these requirements will
be returned to sender for update.

If shipment contains chemical substances or products, updated Safety Data Sheets as per Regulation (EC) 1907/2006
REACH, Regulation (EC) 453/2010 and its subsequent amendments. This documentation shall be sent via e-mail to admin@p-tec.es. The supplier will provide the document proving compliance of the REACH Regulation and its subsequent amendments, like the registration number, the presence in your products and concentration of substances candidate to be included in Annex XIV of REACH, safe use of chemical substances; substance for which Annex XVII of
REACH contains a restriction,…
If the product shipped is an electrical or electronic equipment or an electrical component, the supplier will provide a
certificate to guarantee that the product has been made in according to Directive 2005/95/EC (RoHS).

7. PAYMENT
Unless otherwise stated in the order, payments shall be made after its conformity through 60 days from the invoice.

8. SPECIFICATION & DESIGN CHANGE
Supplier will produce the product and/or other Items in accordance with the applicable contractual documentation. Any change to it will be accepted only if covered by an official approval from the Buyer. For products not designed by the Buyer, and unless otherwise stated in the order, the Supplier will manufacture the product in accordance with last specifications or drawings published. It is the responsibility of the Supplier to use last issue available
in the date in which the purchase order is issued.
At any time during the term of the contract, the Buyer may, by written notice to the Supplier, ask for changes to the product and/or to any other Items. This request will be formalized in written and the Supplier, within 10 (ten) days, from the date of
notice, will provide the Buyer with the impact of the change on the work in process, delivery schedule and cost structure of the product. After acceptation the Buyer will issue a Purchase Order Amendment in accordance with the acknowledged
change.
At any time during the term of the contract the Supplier may, by written notice to the Buyer, propose a change to the product and/or any other Item leading to quality & cost improvement without affecting functionality and delivery schedules.

9. ORDER CANCELLATION FOR BREACH OR CONVENIENCE
Buyer may terminate all or any part of this contract without any liability to Seller or obligation to purchase raw material, work in process or finished goods, by notifying the Supplier in writing by fax or certified letter. Upon such termination, Buyer may,
at its option, purchase from Seller any of all raw material, work in process and finished goods under this contract which are useable and in a merchantable condition. If the cancellation were caused by any breach of any clause of the Purchase
Order, no cancellation fee shall be applied to PERFECTA.

10. WARRANTY
Unless otherwise agreed by the Parties, the warranty period granted by the Supplier for the product is:
- 36 (thirty six) months from the date of its delivery to the buyer, or
- 1000 (one thousand) operating hours, or
- 24 (twenty four) months from the date of delivery of the product in which it has been installed, to the end Customer.

11. PENALTIES

On time delivery is of the essence of this contract. Should the delivery of acceptable items be delayed after the delivery date stated in the order, and after a period of grace of 1 (one) week, the Buyer will be entitled either to a) cancel the order with no
charge or b) charge a penalty of 2% on the value of the delayed item per each week of delay with a maximum of 20 (twenty) % of the value. The Buyer is entitled to deduct any penalty of pending payments to the Supplier.
If products or documentation delivered are found defective at incoming inspection and attributable to the Supplier, PERFECTA is entitled to charge the Supplier with 200EU in case of defect of the product and/or 100 EU in case of defect of documentation, in concept of discrepancies management expenses.

12. EXPORT LICENCE

The Supplier is responsible for the availability of any export licence required to dispatch goods on time. If the Supplier fails to get the approval of competent authorities the Buyer will not assume any charge or cost related with either products or the
application rejected.

13. ACCEPTANCE

The Purchase Order shall be considered closed not until all related material and documentation is delivered to PERFECTA, as specifications, drawings, test procedures, homologations, technical datasheets, user manual, quality certificates, etc.
Invoices will not be considered accepted until full documentation is provided as per Purchase Order requirements. PERFECTA is entitled to apply on the due date of payment the same delay than the Supplier takes to provide the full documentation
required.
When ordering services, it will not be considered finished until the affected workplace is completely clean.

14. APPLICABLE LAW & JURISDICTION

The parties expressly accept that this contract shall be governed by the laws of Spain and the Court of Seville will be competent for any litigation coming from it.

15. CONFIDENTIALITY

The content of this agreement and the information which the parties could receive as a result of the execution thereof, are confidential, so it may not be disclosed to third parties or used for purposes other than those specified in the contract without
prior authorization the affected part. Exceptions to this general rule, those cases in which information must be disclosed by legal, judicial or administrative provision.
The confidential obligation will run during the duration of the execution of the contract and will remain valid during a five year period after its finalization date except for that information and documentations which is considered public.

RS001

QUALITY ASSURANCE REQUIREMENTS FOR SUPPLIERS

Revision 01

This document has been prepared by Perfecta Technologies' Quality Assurance Department.
Any questions arising from this document should be addressed to:

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VERSION HISTORY		
Revision	**Date**	**Modification**
--	2017/12/13	**FIRST ISSUE**
1	2018/02/24	**TRACEABILITY AND CONSCIOUSNESS**

CONTENTS

1. INTRODUCTION

1.1 Quality Assurance Requirements

Perfecta Technologies, S.L. (henceforth Perfecta) is contractually responsible for compliance to specified national quality assurance requirements (e.g. AQAP 2110, EASA PART 145/21, ISO9001, AS/EN9100) and customer specific Quality Assurance Requirements.

To comply with these standards, Perfecta requires all suppliers to assure the quality of goods that they supply against purchase orders and the referenced standards.

1.2 Purpose

The purpose of this document is to specify the minimum Quality Assurance requirements that suppliers shall comply with to ensure the quality of the purchased product.

This document supports contractual documentation such as Contracts, Purchase Orders, Agreements (SOW), Offers, Specifications, Drawings, Terms and Conditions.

1.3 Scope

Suppliers responsible for compliance with the requirements of this document are any source that supplies to Perfecta any materials, parts, components, processes or services.

All suppliers shall comply with the requirements described in Sections 1 and 2.

Suppliers holding PECAL 2110 ISO 9001 (EN 9100) series and Aviation Authority approvals are expected to be able to demonstrate their quality management systems are compliant with the relevant approval requirements.

Where no such approvals exist, an organisation will be required to demonstrate compliance with the relevant requirements outlined within Section 2.

In addition to the general requirements stated in Section 2, supplier shall fulfil the relevant requirements to be applicable depending on the type of products or services supplied as outlined in the following table:

Supplier Type	Scope	Type of provided products	Relevant Requirements
A. Vendor of own design products and services ("Proprietary").	Design/development, production and servicing	- Processor Boards "COTS" - Components "COTS" - Proprietary Software	**2**
B. Vendor-produced products to Perfecta design/specifications (BTP, BTS)			
B.0. Components and Mechanical Parts	Automatic manufacturing Processes	- Mechanical Parts - Electronics and optical Components	**3.1, 3.2, 3.6, 3.7 and 3.12**
B.1. PCB Manufacturers	PCB Manufacturig	-Rigid boards, flexible, rigid-flex, etc.	**3.2, 3.3, 3.7 and 3.10**
B.2. Harnesses, Wires and Cables subcontractors	Manufacturing, standard processes and testing	-Wires -Wired mechanical Assemblies	**3.1, 3.2, 3.3, 3.7, 3.8 and 3.11**
B.3. Printed Wiring Assemblies subcontractors	Production, standard processes and testing	- Printing Wiring Assemblies (PWA /CCA)	**3.1, 3.2, 3.3, 3.7, 3.8 and 3.12**
C. Special Processes	Chemical Conversion Anodising, Passivation, NDT Painting, etc	- Mechanical parts, no mechanical parts, treated -Non-destructive testing	**3.1, 3.2 and 3.4**
D. Stockists/Dealers	Storage and distribution	- Raw materials - Electronic components/	**3.5 (Raw material) and 3.14**
E. Calibration Services Supplier	Calibration and certification of equipment according to standards	- Measurement Equipments. - Test Equipments used to verify condition of manufactured products	**3.13**
F. Testing Suppliers	Testing to products supplied by customer	- Ítems verified by test "In-circuit", "Flying and Probe", etc	**3.2**
G. Subcontracted Software	Design and development V&V activities	- Subcontracted Software – - Unit Test	**3.9**

Table 1. Applicability of Requirements per Vendor Classification.

1.4 Reference Documents

AQAP/PECAL 2110	NATO Quality Assurance Requirements for Design Development and Production.
ECSS-Q-20	Space Product Assurance - Quality Assurance (ESA)
EN9100	Aerospace Series- Quality Management System Requirements
ISO9001	Quality Systems-Requirements
PART 145	Maintenance Organization Approval
PART 21	Production Organization Approval
AQAP/PECAL 160	NATO integrated quality requirements for software throughout the life cycle
PECAL 2210	NATO Quality Assurance Requirements for Software, additional to PECAL 2110
ANSI/ESD 20.20	"Protection of Electrical and Electronic Parts, Assemblies and Equipment (excluding Electrically Initiated Explosive Devices)
PCG04	Supplies Quality Assurance

1.5 Terms, definitions and acronyms

ISO9000 terms and definitions are applicable to this document:

ABL As built List.

CAR Corrective Action Request

Disposition: Immediate Action to be done to solve a non conformity.

ESA European Space Agency

ESD Electrostatic Discharge

FAI First Article Inspection

GQAR Government Quality Assurance Representative

IPC Association Connecting Electronics Industries (former "institute for Interconnecting and Packaging Electronics Circuits)

Inspection at source: Test of purchased products to verify the integrity and conformity with requirements and specifications before delivering at supplier premises. The inspection at source of a finished product may be carried out immediately before delivering and also manufacturing to ensure the subassemblies conformity that may be hidden and therefore impossible to detect.

ITAR International Traffic in Arms Regulations

Major Non-Conformity: A non-conformity that affects in an adverse way to one of the following characteristics: security, health, benefits, surgical operation, reliability, maintainability, interchangeability, appearance (when this is a factor) and changes in the material.

Minor Non-Conformity: Any Non-Conformity other than Major**.**

MIL-STD: USA DoD Military Standard

MRB Material Review Board

MSDS Material Safety Data Sheets

NADCAP National Aerospace Defence Contractors Accreditation Programme**.**

NC Non Conformance

NDT Non destructive Test

NFF No fault found

OTD On time delivery

PCA Printed Circuit Assembly

PCG Perfecta Quality Procedure

PO Purchase Order

RCOI Reasonable Country of Origin Inquiry
RF Radio Frequency
RFT Right First Time
SOW Statement of Work

1.6 Order of precedence

The following order of preference is applied in case of controversy between this document and other relevant documents:

a) Purchase Order
b) Perfecta drawings/ specifications and invoked standards
c) Statement of Work (if any)
d) This document
e) Other standards

2. GENERAL REQUIREMENTS

The criteria used by Perfecta for supplier approval are based on the supplier certification in accordance to the following standards.

- All suppliers (minimum)	ISO 9001
- Design /Defence /Aerospace	AQAP 2110 AS/EN 9100
- Manufacturing Defence/Aerospace	AQAP 2120 AS/EN 9100,
- Inspection and Test	AQAP 2130 AS/EN 9100
- Special Processes	NADCAP
- Distributors (Defense/Aerospace)	AQAP 2110 AS/EN 9120
- Maintenance (Aerospace)	EMAR 145 AS/EN 9110/PART145/
- Software	AQAP 2210 /CMMI

Suppliers not holding any accredited certification but considered strategic to Perfecta business will be approved by Perfecta based on the level of conformance to the requirements listed in this section and a specific surveillance plan will be applied based on the risk assessment.

2.1 Quality System

The supplier shall provide and maintain a system which will assure that all supplies and services submitted to Perfecta for acceptance conform to purchase order requirements, whether manufactured or processed by the supplier, or procured from subcontractors. By virtue of submittal, the supplier certifies that all such requirements have been met or that Perfecta has accepted all non conformances in writing.

This system shall be documented and be available for review by an Perfecta representative prior to the initiation of production and throughout the life of the purchase order.

Perfecta is committed to continuous improvement and encourages its suppliers to identify and control key processes which assist in their implementation of continuous improvement.

Significant changes such as a change of location, management, a change of quality management representative, approval status, capabilities manufacturing processes etc. shall be notified to Perfecta QA responsible by the supplier.

2.2 Organisation

The supplier's organisation shall have a nominated person who shall have defined authority and responsibility for ensuring that the requirements of the quality system are implemented.

2.3 Contract review

The supplier shall undertake sufficient planning to ensure that Perfecta specified requirements are fulfilled.

Prior to a quotation or acceptance of a Perfecta purchase order, the supplier shall ensure:

a) that the proposed order, or definitive order and supporting documentation is comprehensible and complete,
b) that there is the necessary capability and capacity to perform the work contracted including all verification activities by trained personnel,
c) that the quality system employed will satisfy Perfecta requirements.

2.4 Perfecta Audits, inspections and reviews.

When required in the purchase order/contract, the supplier shall allow the right to Perfecta or the Governement QA responsible (GQAR)/Aviation Authorities to perform audits, inspections, and reviews at the supplier's facilities. The supplier shall:

a) Ensure that each audit/inspection/review schedule is compatible with the availability of the items required for the audit/inspection/review; e.g. hardware, drawings, procedures, manuals, reports, analysis, hardware configuration identification data, Quality assurance records, routings, process procedures, and specifications.
b) Designate one supplier`s representative as the focal point and individual responsible for the Supplier for each audit/inspection/review.
c) Provide the necessary facilities, personnel, and consumable materials to support the audits, inspections, and reviews.

2.5 Perfecta supplied product/tools/gages

The supplier shall verify, upon receipt, all goods supplied by Perfecta. Goods supplied by Perfecta shall be placed in a bonded store and maintained to a serviceable level and only be used for fulfilment of Perfecta Purchase Orders.

Material supplied by Perfecta to be used in supplier’s delivered product shall be to the following:

a) Inspect upon receipt for evidence of Perfecta acceptance, shipping damage and lot identification.
b) Material traceability shall be maintained throughout the manufacturing process, assuring that items manufactured by the supplier are identifiable to the material lot number provided by Perfecta.
c) Suppliers are responsible for ensuring that their products do not contain materials or components that are counterfeit or foreign to those established in the technical specifications associated to such products.
   Perfecta, in turn, inspects the products supplied to verify their origin, to ensure that they do not contain counterfeit parts or components, and to ascertain that they comply with the corresponding specifications.

Perfecta furnished test equipment shall be handled and maintained in a manner to prevent damage or deterioration and shall be in a calibrated state. When such equipment is due for calibration, or the equipment is considered faulty, the supplier shall inform the purchaser.

Supplier shall perform the following when Perfecta furnishes tools/gages:

a) Inspect, upon receipt, to detect damage in transit and assure completeness, presence of operating instructions and a valid calibration status, as applicable.
b) Provide adequate protection to preclude damage or deterioration during use, handling and storage.
c) Provide periodic calibration of gaging in accordance with Perfecta instructions, or request Perfecta to perform calibration at least 30 days prior to the expiration date shown by the calibration status. When deficiencies occur, notify the Perfecta buyer immediately.
d) Support Perfecta periodic audits of Perfecta-furnished tools/gages.

2.6 Control of measuring and test equipment

The supplier shall maintain a documented system for the control of equipment used in the inspection and acceptance of delivered items, including tooling, etc., used as inspection media. The equipment must be capable of providing accurate measurement and their calibration sources traceable to National Standards.

Test and measurement equipment used to determine the acceptability of delivered items shall be maintained in accordance with **ISO-10012-1** or **ANSI/NCSL Z540-1-1994**, "Calibration system Requirements. Procedures shall define the requirements for build, verification, certification and use of Special Test Equipment.

An individual record shall be maintained for each piece of test/measuring equipment and calibration standard. Records shall include, as applicable, item identification, calibration interval, date calibrated, calibration due date, calibration source or procedure used, calibration technician identification, calibration results and any actions taken.

All test/measuring equipment and calibration standards shall be labelled to indicate **calibration status, including the calibration due date and identification of the authorized calibration source/technician**. Items with limited use shall be readily recognizable. The system shall describe how calibration status is identified when physical labelling is not practical. Tamper resistant seals shall be used to protect electronic equipment calibration adjustment controls which are accessible to the operator.

All test and measurement equipment used during acceptance and release testing, or final inspection stages of product, shall be recorded and logged with the test or inspection results, together with a statement to the effect that all such test equipment has valid calibration certification.

2.7 Production and process control

The supplier shall maintain a system for identifying the inspection status of supplies. Identification may be accomplished by means of stamps, tags, routing cards, move tickets or other methods.

All work affecting the quality of supplier's product(s) shall be prescribed in clear and complete documented instructions. The supplier's manufacturing, inspection and test planning shall include the sequence of operations to be performed, including all inspection, test and process control points. Upon request, the supplier shall submit a copy of supplier's planning and/or associated work instructions to Perfecta two weeks prior to starting fabrication.

All such planning shall be made available to Perfecta representatives for review at the supplier's facility.

Inspection and testing shall be documented in clear, complete and current instructions, including accept/reject criteria. The instructions shall assure inspection and test of subcontracted supplies, materials, work in process and completed articles, as necessary, to assure compliance with the purchase order.

The supplier shall maintain records of all inspections and tests. The records shall indicate the nature and number of observations made, the number and type of deficiencies found, the quantities approved and rejected and the nature of corrective action taken.

SPC techniques, including control limits and control charts shall be used, when appropriate. Control limits must be established statistically or by other methods which are based upon the documented history of the process capability.

2.8 Non conforming material control

The supplier shall establish and maintain a system for controlling nonconforming material including procedures for identification, segregation and control of reworked and repaired items. All nonconforming items shall be positively identified to prevent unauthorized use, shipment and intermingling with conforming items.

The supplier shall take prompt action to correct conditions which have resulted or could result in the submission to Perfecta of items and services which do not conform to purchase order requirements.

No "non conforming material disposition (MRB)" authority is granted for **Perfecta proprietary designs.** Requests for authorization to do repair shall be requested through the appropriate Perfecta contract representative. Disposition time by Perfecta shall vary with the severity of the non-conforming and the required analysis.

2.9 Change Control

For items supplied under Perfecta specifications, supplier shall make no changes in Perfecta designs, processing methods, or other factors specified by Perfecta procurement documentation without prior notification and authorization by Perfecta Procurement.

The supplier's inspection system shall assure that the applicable drawings and specifications required by purchase order are used for manufacturing, inspection and testing. Obsolete drawings, specifications and procedures shall be removed from the work area.

2.10 Concessions/ Production Permits

If an application to allow acceptance of non-conforming product by concession/ production permit is required, it shall be made formally to the purchase order originator at the earliest manufacturing stage.

Only on approval of a concession/production permit may product be delivered to Perfecta. Any acceptance of a nonconforming item shall not be considered a precedent for future actions. Copies of all Perfecta non conformance forms shall accompany the shipment of nonconforming items.

NON-CONFORMING ITEMS SHALL NOT BE SHIPPED UNLESS SPECIFICALLY AUTHORIZED BY THE PERFECTA PURCHASING DEPARTMENT.

2.11 Documentation, Data and Records

Unless otherwise specified, all records related to the manufacture of delivered products shall be maintained for a minimum of **ten years** after purchase order completion. Copies of these records shall be submitted to Perfecta upon request.

These records shall include as a minimum, contract review records, materiel certificates of conformity, manufacturing planning layouts, inspection / test reports including FAI reports, calibration data, audit reports, nonconformance and corrective action data, SPC results, calibration records which include ESD

special area maintenance checks, personnel training and competency records and evidence of sub-tier supplier selection and control.

Unless otherwise specified, drawings, specifications, standards, and document listings shall be the issue currently in effect on the date of the Purchase Order.

The supplier shall note the Perfecta purchase order, part number and serial number(s), where applicable, on all submitted documentation. Revision letters shall be included.

All submitted documentation, including signatures and stamps, must be legible. Documents requiring corrections shall comply with the following requirements:

a) Each error must be lined through once.
b) The correct information must be entered near the error.
c) Each entry must be initialled / stamped and dated.
d) Use of correction tape / fluid is prohibited.

If the supplier is not in a position to continue to retain these records they must be offered to Perfecta for retention.

2.12 Rejects and Corrective Action Request (CAR)

Upon receipt of material returned due to a nonconforming condition, the Supplier shall validate the reason for the **return**, whether or not it was determined to be the Supplier's responsibility. The Supplier may, at his option, rework, replace or partially replace the material, as required, to return it to a conforming condition.

After rework/repair action has been taken, the Supplier shall include a Rework/Repair Report with each invoiced material shipment to Perfecta. The report shall summarize the Supplier's evaluation of the non conformance, outline the rework/repair action taken, list the subsequent acceptance tests performed, and document the acceptance test results. In the event the non conformance cannot be substantiated, the action taken is: "No Work Done."

The supplier shall respond to Perfecta Requests for corrective action. Supplier's response to any such request shall be timely and must include the root cause of the problem, statement of the action taken to preclude a recurrence, and the effectively of the action. When Perfecta Source Surveillance is a Purchase Order requirement, the supplier shall obtain the signature of the Perfecta representative.

2.13 ITAR license and delivery. Certificate of Conformity

Prior to the delivery of any material under ITAR license, the supplier shall provide the ITAR license to ensure the logistic process is not blocked.

Unless otherwise stated in the Purchase Order / Specification / Drawing, cleaning and packaging shall be in accordance with "best commercial practices".

Supplier shall label or clearly mark one end and one side of each shipping container or package with the notation "Caution" and the **special handling or environmental requirements for the item,** such as "**STORES, DO NOT OPEN, OPEN IN CLEAN ROOM ONLY".**

When required in the Purchase Order/Contract, the supplier shall provide a **delivery data package** consisting of the following:

- As-built list
- Certificate of Conformance

- Copy of Shipping Document

When required by the purchase order/ contract, the delivery documentation shall include a **Certificate of Conformity**, signed by an authorized company representative, which states that the material, parts or services furnished to Perfecta on this contract comply with contractually-specified requirements. Substantiating, objective evidence of contract compliance must be maintained by the Supplier and made available for review by an authorized Perfecta representative, at any time, for a period of at least five (5) years after product delivery. The CoC shall include the following or similar text:

> ***"Certified that the whole of the supplies detailed herein have been inspected and tested by our Inspection organization and, unless otherwise stated above, conform in all respects to the specification(s), drawing(s)and sub-contract order relative thereto"***

The Certificate of Conformity does not require the Supplier to perform special tests/inspections for the only purpose of substantiating the certification. However, the CoC must guarantee that, if tested/inspected to the requirements of the procurement specification(s), the furnished product(s) will meet minimum contracted requirements.

For all **Aerospace items**, the Certificate of Conformity shall also assure that all materials, manufacturing processes and associated workmanship are of the highest quality standards. If the Supplier is unable to supply the contractually-specified items with a quality level which is equal to or greater than that specified, the Supplier must immediately notify The Perfecta Company's Subcontract Administrator of that fact. The CoC must accompany the invoiced shipment of the product(s) to Perfecta.

Valid content of CoC:

The **Manufacturer CoC** must include at least the following information:

- Name of Manufacturer.
- Address of Manufacturer.
- Consignee. The consignee is Perfecta when the purchase is directly to the manufacturer and the supplier when the purchase is made by Perfecta to a dealer or an approved supplier.
- Date of issue.
- Item reference (Manufacturer Part Number).
- Applicable specifications and drawings (only for components types 1 and 4).
- Batch or Data Code, or Serial Number.
- Deviations/Waivers (only for components types 1 and 4).
- QA responsible name, position and signature. Handmade signature is preferred. Preprinted signature is valid when accompanied by a QA stamp.

The **CoC with traceability to Manufacturer**, must include at least, the following information:

- Name of Manufacturer.
- Address of Manufacturer.
- Address of Consignee: Perfecta
- COC date of issue.
- Item reference (Manufacturer Part Number).
- Applicable specifications and drawings (only for components types 1 and 4).
- Batch or Data Code, or Serial Number.
- Deviations/Waivers (only for components types 1 and 4).
- Perfecta Purchase Order.
- QA responsible name, position and signature. Handmade signature is recommended. Preprinted signature is acceptable when accompanied by the signatory Quality Stamp.

Valid Traceability:

The required traceability must include at least, the following information;

- Component Reference (Manufacturer Part Number).
- Name of Manufacturer.
- Data Code or Batch Number.

Where applicable, the supplier shall furnish, with each unit, a legible and reproducible copy of the **"as-built"** parts list, identifying all part numbers, configuration, serial numbers (when required), lot control numbers, and quantities.

Failure to deliver despatch paperwork and certificate of Conformity or to meet the above requirements will delay the receipt and payment process and could result in goods being rejected.

2.14 Access to premises

When required by the purchase order/contract, the access to supplier's premises by Perfecta Quality Assurance Representative (QAR) and/or Government representative/Aviation Authorities shall be allowed for the purpose of observation, audit or inspection of any work and pertinent documents relating to the order. The supplier will be required to provide adequate accommodation and/or services such that the representative can conduct his official duties.

If required, the supplier shall insert Perfecta surveillance points in the supplier's planning and not proceed beyond those points without Perfecta authorization.

The Supplier shall notify the Perfecta QAR at least **five days** prior to the start of any processing or manufacturing in conjunction with this purchase order/contract and **48 hours** in advance of the time that the goods are available for review.

2.15 Batch traceability

The required traceability must include at least, the following information;

- Component Reference (Manufacturer Part Number).
- Name of Manufacturer.
- Data Code or Batch Number.

Raw Material. Supplier will mark each individual item and applicable documentation (i.e. test report, shipping report, or certification) to show clear traceability to lot, heat lot, or batch number. Unless otherwise directed by this contract or the specification, when the size of the item does not permit marking of individual items. Supplier will label each package or box furnished.

Manufactured Goods. Supplier will mark each item and applicable documentation (i.e. test reports, shipping reports, or certifications) to show clear traceability to the manufacturing lot or batch number. (Note: It is not necessary to provide traceability for the detail parts that make up the end item.) Unless otherwise directed by this contract or the specification, when the size of the item does not permit marking of individual items, Supplier will label each package or box furnished.

2.16 Handling of ESD sensitive items

ESD sensitive items require handling per **ANSI/ESD 20.20** "Protection of Electrical and Electronic Parts, Assemblies and Equipment (excluding Electrically Initiated Explosive Devices" or **MIL-STD-1686** "Electrostatic Discharge Control Program for Protection of Electrical and Electronic Parts, Assemblies and Equipment (excluding Electrically Initiated Explosive Devices)".

Packaging shall be clearly identified in accordance with MIL-STD-129 as containing ESD sensitive materials. All items shall be packaged in ESD protective bags, tubes, or film.

2.17 Sampling

Unless otherwise specified in applicable drawings/specifications, when applicable, sampling shall be in accordance with **ANSI/ASQC Z1.4**, **Level II**, single or double sampling, with AQL's, as follows:

Characteristics Classification	**(Maximum) AQL**
Critical	100% (no sampling)
Major	1.5
Minor	4.0

or **C=0 Sampling Plan (Nicholas L.Squeglia)**
with Associated AQL:

Characteristics Classification	**Associated AQL**
Critical	100%
Major	1.0
Minor	4.0

The use of sampling plans does not relieve the supplier of responsibility for meeting all contract product requirements.

No sampling system satisfying these requirements is allowed to interpret the term " Acceptable Quality Level " (AQL) as some non zero fraction defective is acceptable. Any defective unit(s) of product shall not be knowingly accepted by sampling plans.

2.18 Identification of shelf life/temperature sensitive materials

Each item, package, or container shall reflect the specification, drawing, nomenclature, or other design description required by Purchase Order. Cure or manufacturing dates, assembly dates, expiration dates, temperature limits, compound number, and manufacturing identification will be recorded on the certifications and shipping documents, as appropriate.

For products delivery with less than **2/3 shelf life** Perfecta approval is necessary. Temperature-sensitive materials shall be maintained within the limits prescribed in the applicable document during storage and shipment.

Material required to be maintained in special temperature conditions requires special temperature labels to be attached to exterior of each package. Label shall reflect the words **"temperature sensitive material"** and the **maximum material storage temperature allowed.**

2.19 Vendor Rating

Suppliers delivery time and quality performance will be monitored by Perfecta S.L. Failure to maintain an acceptable standard shall result in removal form the Approved Suppliers List.

Minimum quality metrics to be monitored are:

Rejection Rates

- For all equipment from a Supplier:

R1= (Number of non conforming parts in the period) / (total number of new parts delivered in the same period)

- For a family of equipment or individual part:

R2 = (Number of non conforming parts in the period) / (total number of new parts delivered in the same period)

Rules for the calculation of the number of non-conformities are defined below:

- No Fault Found (NFF) are included in R1 and R2 an therefore assumed to be supplier responsibility, unless proved otherwise.
- Parts scrapped that are suppliers responsibility
- Only Series items are counted.

Schedule Adherence

OTD = (Quantity of parts received on time with requested documentation) / (Quantity of parts planned during the same period).

The supplier shall perform a root cause analysis for any rejection and for any deviation form agreed D targets.

The supplier should use an 8-D form unless they use an equivalent methodology.

The supplier shall present the list for anomalies and delays, root causes in accordance with the 8-D methodology.

2.20 Mandatory occurrence reporting

Mandatory Occurrence Reporting is a Civil Aviation regulatory requirement. The regulations require that the Civil aviation authorities be advised within 72 hours of being discovered, any incident, product defect or malfunction of a hazardous or potentially hazardous nature, which could endanger aircraft, aircraft occupants, or any other person or property.

The supplier's Quality Manager shall inform the Perfecta Quality Manager immediately a situation is discovered which could have such an effect. Such matters will be referred to the Perfecta Airworthiness Board for consideration. Matters for reporting may vary but the following situations should be advised to Perfecta:

- **Non Conforming/Defective Item or Material.** The supplier notes a non-conformance or defect in an item or material prior to supply and it is believed a similar non-conformance may exist in items or materials previously supplied to Perfecta or direct to a Perfecta customer.
- **Repair and Overhaul.** The supplier carrying out repair and overhaul identifies a defect or occurrence and considers that items containing similar defects may have been previously supplied to Perfecta or direct to a Perfecta customer.
- **Information for External Sources.** The supplier has been advised that items or materials supplied have been subject to mandatory occurrence reporting by another customer and that the same items or materials have been supplied to Perfecta.

2.21 Environmental Requirements

Perfecta shall ensure full compliance of its activities and products to all applicable national and international laws and regulations and require to all the suppliers to meet the environmental legislation as expressed in the Perfecta environment Policy.

- **The supplier shall take into account DIRECTIVE 2011/65/EU** OF THE EUROPEAN PARLIAMENT AND COUNCIL of 8 June 2011 on the restriction of the use of certain **hazardous substances in electrical and electronic equipment** (**ROHS 2) In accordance to the REGULATION (EC) No 1907/2006** OF THE EUROPEAN PARLIAMENT AND COUNCIL of 18 December 2006 concerning the Registration, Evaluation, Authorisation and Restriction of Chemicals (**REACH**), the supplier shall communicate the use of hazardous chemicals (SVHC) as listed in the ECHA http://echa.europa.eu/es/candidate-list-table when such chemicals are presents in the supplied articles in a proportion greater than 0.1% w/w.

  The supplier shall communicate to Perfecta the application the above directives and the use of hazardous and banned substances in their products. Suppliers of Perfecta **shall in turn ensure that all their suppliers contributing to Perfecta products also comply with all the requirements of this section.**

- The supplier shall comply with the environmental national or international directives regarding electrical and electronic waste equipment and the **Directive 2012/19/EU** of the European Parliament and of the Council of 4 July 2012 on Waste Electrical and Electronic equipment (**WEEE) and request compliance to their suppliers.**

  The supplier shall report to Perfecta the use of any hazardous substance, **Material Safety Data sheets** (MSDS) shall be provided for any identified hazardous substance.

2.22 Conflict Minerals

Our US customers**,** based on the requirements of the Dodd-Frank Act, Section 1502 – Securities and Exchange Act of 1934, 17CFR on conflict minerals, have required Perfecta to requests to their SUPPLIERS to confirm herewith to Perfecta the following:

1. That under any MATERIAL already delivered to Perfecta by SUPPLIER after January 31, 2013, do not contain any intentionally added Columbite-tantalite (coltan), Cassiterite, Gold, Wolframite, or their derivatives (together: “Conflict Minerals”) that is necessary to the functionality or production of MATERIAL.

   “Intentionally added” means that “Conflict Minerals” were intentionally added by the SUPPLIER or its subsuppliers to the MATERIAL.

2. If such MATERIAL contains any “Conflict Minerals” SUPPLIER is kindly requested to confirm in writing Perfecta as far as SUPPLIER knows or reasonable believes, based on a reasonable country of origin inquiry (RCOI)

   a. That the “Conflict Mineral” is from recycled or scrap sources and SUPPLIER also discloses this determination in writing to Perfecta and briefly describes the RCOI and its results to Perfecta, or

   b. That the “Conflict Mineral” does NOT originate from the Democratic Republic of Congo or an adjoining country to it, as Angola, Zambia, Tanzania, Burundi, Rwanda, Uganda, South Sudan, Central African Republic, Congo (together “covered countries”) and SUPLIER also discloses this determination in writing to Perfecta and briefly describes the RCOI and its results to Perfecta.

3. Should SUPPLIER not be able based on an RCOI to determine and confirm above points a) or b), SUPPLIER is kindly requested to describe to Perfecta in writing and in the detail the following:

   i. Which MATERIAL/single component/s of MATERIAL is/are affected?
   ii. Which "Conflict Mineral/s" is /are contained in the MATERIAL/components

   iii. Which is the source of the "Conflict Minerals" contained in the MATERIAL/components

For any MATERIAL not delivered yet under currently open purchase orders, where SUPPLIER cannot confirm based on an RCOI above points a) or b), SUPPLIER is requested to proceed based on above point 3. and to not deliver MATERIAL to Perfecta prior its written approval.

3. SPECIFIC REQUIREMENTS

3.1 First Article Inspection (FAI)

When requested by the Purchase Order, the supplier shall complete a First Article Inspection, and **provide results to Perfecta, before delivering** any new part assigned to him.

The first "production" item or a "first batch" representative item (or more if required by the purchase order) shall be 100% inspected/tested to verify compliance with all drawing/specification requirements.

FAI report to be supplied shall include, but not limited to, the following (where applicable):

a) Reference of the drawing defining all physical and measured dimensions,
b) detailed parts list for each unit (if an assembly),
c) detailed parts drawings references as defined in a),
d) circuit diagrams references (if applicable),
e) acceptance test procedures reference and test results,
f) environmental Stress screening test procedures references and results (burn-in and vibration),
g) production processes documentation reference,
h) other data as may be required to support the above,
i) material and finish data, supported by Certificates of Conformity,
j) a copy of the batch history/routing cards with all operations duly stamped up and endorsed with a final inspection stamp,
k) evidence of traceability of parts/traceability reports,

Evidence of Perfecta's source inspection at supplier premises, when applicable, shall be indicated by Perfecta's source inspection stamp, or signature, on Supplier's FAI record for each dimension verified.

FAI Changes

FAI records are updated to include the delta changes whenever there is a change to the drawing, specification, supplier or a manufacturing process that could result in a change to the product configuration.

Delta first article inspection

A Delta change refers to a minor change that does not affect all the part. In this event most of the manufacturing process remains unchanged and the supplier needs only to update the existing FAI record for that portion of the part affected by the change. When the manufacturing process or part configuration are changed from the way the original FAI part and its record were created, the supplier must re-evaluate the FAI record. If the change could be reasonably be seen as affecting a change to the part configuration, the existing FAI record becomes invalid and must be updated to account for that change. In some cases a new complete FAI record may have to be created.

When a new part number has been created for an existing product and there has been no other change to the part/assembly or to its manufacturing process, the original FAI record need only be annotated to show the part number change.

The FAI record will be updated or replaced when the part configuration is affected by a change to the **manufacturing process**. The following examples include some but not all situations where this may be the case:

- O The engineering design is changed.
- O The Purchase order, Purchase contract, Supplier Specification Plans are changed.
- O The part, process or a portion of the fabrication/assembly is purchased from a different supplier.
- O The module definition is not the same as the original sub-assembly call-out.
- O The part is moved for a conventional machine to an NC machine.
- O The part/assembly is to be produced from an assembly tool that was desactivated or moved.
- O A component of the assembly is added, removed, revised or otherwise changed in configuration.

The certificate of Conformity shall be endorsed to show that either a full or Delta First Article Inspection has been performed.

The Standard **AS/EN9102** can be followed as guide, unless specified in the Purchase order or other contractual documents as a requirement.

3.2 Procurement control by the supplier

For Perfecta proprietary designs, no Purchase Order may be further subcontracted under Perfecta specifications. The Perfecta representative quoted on the specific Purchase Order shall in the first instant be contacted if sub-contracting is necessary.

The supplier shall flow down to sub-tier suppliers the applicable requirements in the purchasing documents, including key characteristics where required.

3.3 Perfecta-assigned serial numbers

When required by the Purchase Order/Contract, supplier end items shall be identified with Perfecta provided serial numbers, as defined in applicable drawings/ specifications. Serial numbers shall provide full traceability to all material, fabrication, assembly, inspection and test documentation.

3.4 Special processes

For items under Perfecta specifications, special processes such as, but not limited to, chemical conversion, anodising, surfaces treating, heat treating, welding, soldering, plating and non-destructive testing shall be performed **only by Perfecta and/or NADCAP/AECMA-PRO approved sources**. Other approved sources may be obtained from the Perfecta buyer. Use of a Perfecta approved supplier does not relieve the supplier of the responsibility to meet all purchase order requirements.
Supplier shall include, with each shipment, certification(s) identifying the process, part number, purchase order number, process specification number, identification of process method used acceptance criteria

document, and evidence of acceptance. All certifications must reflect applicable document revisions. **This applies also in the case that the supplier subcontracts the special process** (see 3)

Supplier shall include radiographic reports with each hardware shipment if applicable.

When required by the applicable drawing/specification, the supplier's process control procedures, technique sheets, and/or physical samples shall be submitted to Perfecta for approval prior to use on production hardware. Changes also require Perfecta approval.

3.5 Material test reports

When required by the Purchase Order, where sources of supply used are not ISO 9001 certified, a copy of the mechanical test and chemical analysis report shall be provided..

Note: Where the sub-contractor processes raw materials, copies of the material's mechanical /chemical test and analysis reports and the supplier's release certificate shall be retained and forwarded to Perfecta when requested, with the completed parts.

Suppliers shall not place purchase orders for forgings and castings on any source unless advised by Perfecta.

3.6 Supplier-designed and fabricated inspection tools or gages

When required by the Purchase Order/Contract, the supplier shall obtain Perfecta approval for all tools or gages which supplier designs and/or fabricates for the purpose of inspection/acceptance of the items specified in the Purchase Order.

3.7 Tool accuracy requirement

Supplier shall ensure the Measurement and Test Equipment (M&TE) used to accept or reject Perfecta hardware are adequate for the measurement task, using the following criteria:

a) If the specification calls out the tolerance of the M&TE required to make the measurement, then M&TE is selected that will meet or be tighter than that tolerance.

b) Where the specification does not specify the tolerance of the M&TE, the M&TE used shall meet a 10:1 tolerance ratio. For example: an article with a tolerance of +/-.005 has a total tolerance of .010. 10:1 requires the use of a .001 accurate M&TE to accept or reject this specification tolerance.

c) If the required tolerance of the M&TE is not called out in the specification and **10:1** accurate M&TE is not available due to state-of the-art limitations, then the measurement is accepted only by meeting a tighter tolerance than specified. The tighter tolerance is determined by decreasing the specification tolerance by the accuracy of the M&TE used. Example: an article with a tolerance of +/-.005 has a total tolerance of .010. 10:1 requires the use of a .001 accurate M&TE for this specification tolerance. If a tool with an accuracy of .002 is used then the tolerance must be reduced. The reduced tolerance would be +/-.003. (the .002 tool uncertainty must be removed from both ends of the tolerance zone) this practice removes any uncertainty that might be induced by the M&TE.

3.8 Inspection data sheet

When it is explicitly requested in the Purchase Order/Contract or drawing:

a) The supplier shall provide objective evidence with each shipment that all goods furnished under the purchase order/contract were **electrically and/or dimensionally inspected** for conformance with drawing and other purchase order/contract requirements. **Objective evidence shall consist of records of actual readings taken during the inspection of each part, with the dimension and its tolerance noted.**

b) The supplier shall identify the purchase order/contract number, part number, revision number, and when applicable, serial number on each inspection data sheet. Each inspection data sheet shall be signed by the Management Representative responsible for Supplier's inspection activity, with the title of the individual whose signature appears on the inspection data sheet and the date of the signature.

3.9 Software

The suppliers of software products or SW testing services shall be certified in accordance to ISO 9001, EN9100, tickIT, CMMI or other recognised standard. For aerospace programs, it shall show previous experience in applying the RTCA 178 standards.

In contracts of Software products and testing services, the supplier shall develop, implement, and maintain a **Software Quality Assurance program** plan in accordance to the SOW of the contract. The plan shall involves reviews, audits, inspections and evaluations of the software products and processes to determine the quality and conformance to contractual requirements. The program plan shall address operating procedures and records of reviews, audits, inspections, and evaluations performed. The program plan shall address and include all software quality contractual requirements. The program plan shall apply but is not limited to non- deliverable software used in the supplier's manufacturing, inspection, and/or test operations.

All the SW products and services shall be submitted to Perfecta for approval. Any question related to the implementation of this requirement shall be addressed to the Perfecta SW QA responsible.

3.10 PCB supplier requirements

Rigid Printed Wiring Board: Supplier shall comply with the requirements of MIL-P-55110 (MIL PRF-31032) or IPC-6012 class 3. Compliance shall be subject to audit by Perfecta and/or Government representatives.

Flex and Rigid Flex Printed Wiring Boards: Supplier shall comply with the requirements of MIL-P-50884 (MIL-PRF-31032) or IPC-6013 class 3. Compliance shall be subject to audit by Perfecta and/or Government representatives. **Group A results shall be delivered with the product**. . Group B data, when required, shall be delivered to Perfecta; otherwise the supplier's monthly Group B Certification shall be submitted to the Perfecta Buyer upon completion of test and acceptance.

When released to MIL- P-55110/ MIL-P-50884, **Group A inspections results shall be delivered with the product.** Group B data, when required, shall be delivered to Perfecta; otherwise the supplier's monthly Group B Certification shall be submitted to Perfecta upon completion of test and acceptance.

When released to IPC-6012 /6013 a **test report according to Table 4-3 of IPC-6012/IPC-6012** shall be delivered with the product.

All rigid multilayer boards and flex/rigid flex shall be electrically net list tested using supplied gerber base tape, floppy disk, hard disk, or net list. The supplier may generate the net list or subcontract to a certified facility. All product delivered to Perfecta will be free from electrical opens and/or shorts.

For **IPC 6012/6013 suppliers,** the following requirements exceptions apply to military Avionics (**class 3/A**) products:

a) No delamination, blistering, measling or crazing is allowed.
b) External laminate cracks are not allowed.
c) No repair is allowed.

When required by Purchase Order and/or Drawings, other high reliability specifications such as MIL, NASA, ESA shall be met.

3.11 Electrical wire supplier requirements

For suppliers of cables and harnesses:

- All cables will be tested for shorts, continuity and dielectric withstanding voltage.
- For each lot of wire or cable in each shipment, a certified test report or copy thereof shall be included with the packing sheet. The test report shall, at a minimum, include a record of the physical, chemical, or electrical (and in the case of RF cable, electronic) inspections and tests conducted to satisfy the acceptance requirements of applicable specifications, and shall include numerical results when applicable. For cable shipments, these requirements apply to both basic wire and finished cable. When the specification requires other inspection or test data to be reported, it shall be included in the test report.
- Reports shall provide the manufacturer's name, the specification number and revision date or change letter, and other data required by the specification, and must be identified to or correlated with the lot shipped.
- Unless other wise specified, all tests, plans and procedures will be developed by the supplier and approved by Perfecta.
- Permanent changes to Cable test procedures proposed prior to performance of tests shall be formally submitted to Perfecta.
- Changes to Cable test procedure deemed necessary during performance of tests shall be made only with Perfecta approval.
- Tests may be witnessed and approved/ disapproved by the Perfecta QA or designated representative.
- Other Perfecta customer representatives may witness tests, as deemed necessary by Perfecta.

3.12 Printed wiring assemblies

Inspection of PWA shall be according to IPC-A-610 standard and class 3.

Rework activities shall be performed according to IPC 7711 **level of conformance H** and by a certified operator.

Repair activities shall be submitted to Perfecta S.L for approval via **waiver/ deviation** and once approved they shall be performed according to an agreed IPC 7721 method with **level of conformance H** and by a certified operator.
If **Test-In-circuit or Flying Probe** is required, the fixture and the software shall be submitted to Perfecta validation.

Once the fixture and Software are validated, no change to the configuration of the fixtures and Software shall be made without the Perfecta authorization.

This activities may be part of the First Article Inspection.

When required by Purchase Order and/or Drawings, other high reliability PWA specifications such as **MIL, NASA, ESA,** for PWA shall be met.

3.13 Calibration and testing services

Calibration services Suppliers shall be accredited by the national accreditation body (ENAC, UKAS, COFRAC etc).

All the Calibration Certificates shall include the uncertainty data of the measurements.

Testing services suppliers shall have implemented a calibration system. The suppliers reference standards shall have traceability of measurement by being calibrated at an accredited calibration laboratory or a national metrology institute.

3.14 Stockist-distributors

The distributors shall assure that the raw material or articles data are traceable to the original manufacturer data.

The **commercial electronic components** supplied to Perfecta shall be accompanied by the appropriate documentation referring to the original manufacturer and providing the full traceability data: original manufacturer data code or batch number. If required in the PO, a certificate of conformity from distributor with full traceability data will be supplied.

High reliability components will be supplied always by the original manufacturer certificate of conformity and the accompanying documentation required by the standard the component is released to.

When required by the purchase order, the supplier shall provide to Perfecta with evidence of the supplied product's conformity to the contractual technical specifications. For this purpose, the manufacturer's conformance documents shall be provided including, if applicable, the original airworthiness certificate, test analysis, test reports.

In case of batch splitting deliveries, copies of these documents shall be provided with each delivery.

3.14.1 Distributor certificate of conformity

When required by the PO, the **CoC with traceability to Manufacturer**, must include at least, the following information:

- Name of Manufacturer.
- Address of Manufacturer.
- Address of Consignee: Perfecta
- COC date of issue.
- Item reference (Manufacturer Part Number).
- Applicable specifications and drawings (only for components types 1 and 4).
- Batch or Data Code, or Serial Number.
- Deviations/Waivers (only for components types 1 and 4).
- Perfecta Purchase Order.
- QA responsible name, position and signature. Handmade signature is recommended. Preprinted signature is acceptable when accompanied by the signatory Quality Stamp.

3.14.2 Traceability

When traceability is required by the PO, the supplier shall provide the full traceability data of the supplied items including:

- Original manufacturer part number
- Manufacturer name
- Data code or Batch number

This information may be attached to the article or in accompanying documents

3.15 Consciousness

The organization must ensure that the people who carry out the work under the control of the organization become aware of:
- The quality policy;
- Relevant quality objectives;
- Their contribution to the effectiveness of the quality management system, including the benefits of improved performance;
- The implications of non-compliance with the requirements of the quality management system;
and. Relevant documented information of the quality management system and its changes;
- Your contribution to the conformity of the product or service;
- Your contribution to product safety;
- The importance of ethical behavior;
- Prevent the use of parts that are not approved or suspected of not being and counterfeit parts.

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END OF DOCUMENT