

# EJAY FILTRATION INC. SUPPLEMENTAL QUALITY ASSURANCE REQUIREMENTS

## GENERAL INFORMATION

This document establishes quality requirements for procurement and defines supplier responsibilities for ensuring that purchased items and processes conform to the company drawing, specification, and procurement requirements.

Notes: 1. The quality system of each supplier may be subject to periodic audits by Ejay Filtration, their customer's representatives, FAA or Government representatives. 2. The supplier must implement appropriate action to correct recurring or repetitive nonconformities.

## SYSTEM REQUIREMENTS

1. Quality System - The supplier will maintain a quality system that complies with ISO 9001/AS9100 current revision. Ejay Filtration Inc. requires the use of "Acceptance on Zero" sampling tables. "Acceptance on Zero" means that if any non-conformances are found in the sample, the lot is not accepted. Note: If you PLAN TO CHANGE facility locations or outsource the work, you MUST inform the responsible Ejay Filtration Purchasing Representative for approval.
2. Calibration System Requirements -The supplier will maintain a calibration system in accordance with ISO-10012, Quality assurance requirements for measuring equipment, Part 1: Metrological confirmation system for measuring equipment or, American National Standard for Calibration. If measuring and test equipment is calibrated by an outside service, the aforementioned requirements must be contained in your purchase order for these services.
3. Supplier will immediately notify Ejay Filtration of any discrepant/non-conforming material escapes.
4. The supplier will notify Ejay Filtration and request approval of all non-conforming material prior to shipment to Ejay Filtration.
5. Suppliers will retain quality records for 10 years minimum or as specified by contract. Inspection reports for serialized parts will be kept for 25 years.
6. Supplier to flow down to sub-tier suppliers the applicable requirements in the purchasing documents, including key characteristics where required.
7. On Honeywell Purchase Orders the requirements of Honeywell SPOC 003 apply to this order and will be flowed down to all sub-tier suppliers.
8. All drawings and Engineering documentation provided by Ejay Filtration are to be considered proprietary and may contain information subject to the International Traffic in Arms Regulation (ITAR) or the Export Administration Regulation (EAR) 1979. This information may not be exported, released, or disclosed to foreign nationals outside the United States without first complying with the export license requirements of ITAR and/or the EAR.
9. Suppliers will prevent the use of counterfeit material and/or parts.
10. Supplier(s) personnel must be aware their contribution to product & service conformity, product safety, and the importance of ethical behavior.

## INSPECTION REQUIREMENTS

1. Source Inspection (Mechanical or Visual) Ejay Filtration Inc reserves the right for Quality Assurance personnel to perform source inspection on all items specified by the purchase order prior to shipment.
2. Source Inspection (Test) - Ejay Filtration Inc reserves the right that all items specified by the purchase order are subject to witnessing by Quality Assurance personnel of testing being performed by supplier personnel prior to shipment.
3. Source Inspection (FAA/Government) - Ejay Filtration Inc reserves the right for the items/service produced on this purchase order to be subject to FAA/Government inspection at point of manufacture.

## TECHNICAL REQUIREMENTS

1. Identification of Shelf Life Material - Supplier will identify each item, package, or container of shelf life material with its cure or manufacture date, expiration date, and special storage and handling conditions in addition to the standard identification requirements. Materials may not be shipped to Ejay filtration Inc. with less than 75% of their useful life remaining.
2. First-Article Inspection Report (FAIR) - Upon initial production or any subsequent change to the engineering drawing revision level, supplier's process change or a tooling change occurs; the seller will perform a New First Article Inspection Report. The first article will be done on one piece, representative of the production lot, and be documented on a report in the supplier's own format. The report will include actual dimensions and verification of all dimensions, drawing notes, bill of material requirements, processes and characteristics contained on the engineering drawing.  
Note 1: Record on FAI Report the reason for initiating the FAI Report, i.e., drawing change or tooling change. This report will be approved by the supplier's quality organization and will be submitted with the shipment unless otherwise directed by the responsible Purchasing Representative  
Note 2: Must attach the marked-up drawing (bubble) that corresponds to FAIR item numbers.  
Note 3: If any deviations or non-conformity exist on FAIR results, you must inform Ejay Filtration Engineering and Quality Assurance and receive approval to ship known non-conforming parts.
3. Chemical and Physical Test Reports (Raw Material Certifications) - Each shipment will be accompanied by one legible and reproducible copy of test reports (chemical, physical, etc.) when such tests are explicitly required to be reported by the procuring specification or the Ejay Filtration Purchase Order. The reports will contain the signature and title of the authorized representative of the agency performing the test and must conform to specification requirements. The reports will reference the purchase order number of the procuring agency (to provide traceability in the case of sub-tier contracts.)
4. Certificate of Compliance - Each shipment will be accompanied by one legible and reproducible copy of a Certificate(s) of Compliance certifying to the conformance of the product or service to the applicable requirements. The certificate must identify the part or process name, the Ejay Filtration purchase order number, the specification and drawing to which they conform, and the name of the agency that performed/manufactured them (if other than the seller). In addition, the signature and title of the authorized representative approving the information is included. On Ejay Filtration designed products, include copies of Certificate of Compliance from sub-tier suppliers for all sub-contracted special processes and provide copies of the Actual Material Manufacturers' Certificate of Compliance.  
Note: The material, special processors and NDT certifications must be referenced on the contracted suppliers' Certificate of Compliance (all paperwork must coincide with each other) or reference the applicable Ejay Filtration purchase order number on the attached documentation.
5. Test Reports - If functional or nondestructive tests are required by product specification or other procurement document, each shipment will be accompanied by one legible and reproducible copy of reports of actual test results identifiable with the Ejay Filtration test parameters and products submitted. These reports will contain the signature and title of the authorized representative of the agency performing the test and must conform to specification requirements.
6. Seller-Controlled Products - One legible and reproducible copy of applicable specifications, drawings, and catalogs will accompany the initial shipment on this purchase order.
7. Tool Proofing - Acceptance of production tools is contingent upon inspection and acceptance by Ejay Filtration of the applicable characteristics on the number of the dimensional samples specified on the purchase order. The tooling and dimensional samples must conform to the tolerance limits of engineering drawing and specifications stated on this purchase order. Items may be shipped to Ejay Filtration for inspection, when so directed by purchasing.
8. Full Traceability of Raw Materials - Items under this purchase order will individually be traceable to specific test results and lots of the raw materials used. Raw materials records will be identified by lot number as well as material type, specification, and heat number (as applicable) and must be traceable to records of acceptance. Specific details (sub-parts) utilized in assemblies will be traceable to the lot of raw material used and provide copies of the Actual Material Manufacturers' Certificate of Compliance: Only use the specific material called out on the drawing, "ANY" substitutions will require written approval from Ejay Filtration Engineering.
9. Mixed Traceability of Raw Materials - Items under this purchase order will individually be traceable to a group of test results and lots of the raw materials used. Raw materials records will be identified by lot number as well as material type, specification, and heat number (as applicable) and must be traceable to records of acceptance. Specific details (sub-parts) utilized in assemblies will be traceable to a group of lots of raw material used.
10. Burrs and/or Sharp edges are not allowed on machined parts/hardware.
11. Foreign Object Damage (FOD) – Extreme caution should be exercised to assure that areas being closed are free of any debris or foreign objects.
12. Supplier(s) will ensure Acceptance Authority Media is controlled per Boeing X31764 Application of Acceptance Authority Media (AAM)

## FOREIGN RAW MATERIAL RESTRICTIONS

1. Preference For Domestic Material – When required by the PO the supplier agrees only to supply materials in accordance with Defense Federal Acquisition Regulation Supplement (DFARS) 252.225-7014, Alternate I (Domestic or Qualifying Countries).