

# Sabreliner Aviation, LLC

## Supplier Quality Condition Codes

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### PURPOSE

This instruction supplements Supplier Quality Instruction **SQ-INST-3.3** - Purchasing Requisition Review. **Supplier Requirements and** Quality Condition Codes referenced in this procedure are posted in Sabreliner Aviation, LLC's website <http://www.sabrelineraviation.com/> – select the "About" **tab**, then "**Data Library**" for review by suppliers/vendors/special processors, or **you may** contact your buyer or purchasing representative, or **send** e-mail to [whurless@sabreliner.com](mailto:whurless@sabreliner.com). Should you wish to speak to a Supplier Quality Representative call (573) 543-2212, Ext. 6124.

### APPLICATION

Supplier Quality Condition Codes have been developed to meet particular needs of our customer requirements and FAA regulations. These include requirements for Supplier Quality System Specification, Government Source Inspection, Sabreliner Source Inspection, and evidence of compliance with configuration requirements, objective evidence of inspection and tests performed, objective evidence of traceability to reliable sources, and other similar objectives.

### DEFINITIONS

**Quality Condition Codes** – Numerical codes assigned for unique paperwork / process documentation or certificates required to accompany shipment of product.

Commonly Used Acronyms -

AN – Army/Navy

ANSI – American National Standards Institute

ASNT – American Society of Nondestructive Testing

AS – Aerospace Standard

AD – Airworthiness Directive

ANS – American National Standard

AMS – Aerospace Material Specification

A/C – Aircraft

COD – Cash On Delivery

CAR – Corrective Action Request-(Vendor) / Response-(Sabreliner Aviation, LLC)

CFR – Code of Federal Regulations

COTS – Commercial Off The Shelf

DFARS – Department of Defense FAR Supplement

DOD – Department Of Defense

DMS – Douglas Material Specification

DAR – Designated Airworthiness Representative

DER – Designated Engineering Representative

DMIR – Designated Manufacturing Inspection Representative

DRMO – Defense Resource Management Organization

DSL – Digital Service Line

EMAP – Engineering Materials and Approved Products

FAA - Federal Aviation Administration

Approved by:

Date:

N/A

Approved by:

Date:

*Wes Hurless* 12/06/16  
Wes Hurless, Director Quality & Compliance

All Signatures On File

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FAR - Federal Acquisition Regulation  
FAI – First Article Inspection  
FOD – Foreign Object Debris  
GSI – Government Source Inspected  
IAW – In Accordance With  
ISO – Inspection Sign Off  
ISDN – Integrated Services Digital Network  
JAA – Joint Aviation Authority  
LM – Lockheed Martin  
MIL-STD – Military Standard  
MS – Military Specification  
MSDS – Material Safety Data Sheet  
NAS – National Aerospace Standard  
NDT – Non Destructive Testing  
NCSL – National Conference of Standards Laboratory  
NADCAP – National Aerospace and Defense Contractors Accreditation Program  
NIST – National Institute of Standards and Technology  
OEM – Original Equipment Manufacturer  
OSHA – Occupational Safety and Health Administration  
PO – Purchase Order  
PAH – Production Approval Holder  
PMA – Parts Manufacture Authority  
QPL – Qualified Product List  
QAR – Quality Assurance Representative  
QCS – Quality Control Specification  
QML – Quality Material List  
SA – Sabreliner Aircraft  
SUP – Suspected Unapproved Parts  
SNT – Society of Nondestructive Testing  
TC – Type Certificate  
WO – Work Order

### RESPONSIBILITIES

**Supplier Quality Manager** or delegated person(s) is responsible for the flow of Quality Condition Codes onto each article procured. Ref. Supplier Quality Instruction [SQ-INST-3.3](#).

**Procurement** is responsible to make suppliers aware of this procedure and the expectation to provide documentation as referenced on Purchase Orders at the time of placement.

**Material Control** is responsible to assure Quality Condition Codes referenced on Arrival Report (in regards to incoming paperwork only) accompany each shipment.

**Suppliers** are responsible to review P.O. Quality Condition Codes prior to P.O. acceptance and provide the required Quality documents with each shipment.



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### PROCESS

Supplier Quality will assign specific Supplier Quality Condition Codes to each purchase requisition. The assigned code requires the supplier to provide a specific deliverable with each product purchased as objective evidence that a conformance requirement has been met. Failure of the supplier to provide each required deliverable may result in rejection of the material received. Suppliers who systemically send product without proper certification are subject to Sabreliner Aviation, LLC's Corrective Action Request (CAR) process.

### IFS CERTIFICATION CODES

The following listing provides some examples of basic certification codes utilized by Sabreliner Aviation, LLC for various products and services. Codes may be changed and/or added as necessary to meet Sabreliner's business and quality objectives.

### COMMERCIAL NON-AIRCRAFT PURCHASES

CATEGORY	QUALITY CONDITION CODES
Office Supplies	Review for MSDS Code: 30, 37
Facility Maintenance Supplies / Equipment	Review for MSDS Code: 30, 37
Shop Supplies / Equipment / Tools	Review for MSDS Code: 30, 37
Training Materials / Specs / General Services	Review for Code: 34

**Note** - Quality Condition Code 34 applies to all Sabreliner Aviation, LLC procurements, to the extent specified in Purchase Order and Sabreliner Aviation, LLC Terms and Conditions.

### COMMERCIAL PROGRAMS PARTS / SERVICES

CATEGORY	QUALITY CONDITION CODES
Repair / Overhaul Parts & Components	25, 34, 35, 37, 38, 42, & 53
Consumable Materials	4 or 33, 34 (additional codes may apply)
Consumable Products / Chemical	4, 20, 30, 34, 37
Raw Materials such as Sheet, Extrusion, Bar, Tubing, etc.	3, 4, 27, 34, 37
Sabreliner Proprietary Design Part Numbers	2 (when applicable), 3, 6, 10, 12, 19 or 21, 20 (when applicable), 24, 27, 28, 34, 37, 41, 62, 63, 68, 69 (when applicable)
Customer Proprietary Design Part Numbers	2 (when applicable), 3, 6, 10, 12, 19 or 21, 24, 33, 34, 37 (41 & 47 when applicable) 62, 63, 68, (additional codes may apply)
Commercial Surplus	4 or 64, 34, 36
Military Surplus	34, 46
As Is / As Removed / Used Equipment	58 (20 & 41 when applicable)
COTS items, Misc. Aircraft Products, Aircraft Interior Parts / Accessories	4, 34 (additional codes may apply)
Aircraft Fasteners	3 (when applicable), 34, 64
Purchase Labor	Vary – Codes as noted on P.O.
Calibration Services	66



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### GOVERNMENT PROGRAMS PARTS / SERVICES

**Note** - Quality Condition Codes stated below will be applicable in addition to Commercial Program Codes noted above.

#### CATEGORY

#### QUALITY CONDITION CODES

Q.P.L - Government Qualified Products List.  
Article(s) may only be procured from  
Suppliers on the QPL or from Suppliers that  
can provide objective trace to a QPL qualified  
Supplier.

Add 05 to existing QC codes

GSI -When directed, Government Purchases  
must be reviewed for Government Source  
Inspection (GSI) requirements

Add 01 to existing QC codes

Customer Specific QC codes

Ref. -52, 54, 55, 56, 57, 59

### REFERENCES

[SQ-INST-3.3](#)

Attachment A

**Attachment B**

Purchasing Requisition Review

Supplier Quality **Program Provisions (Purchase Orders)**

**Supplier Quality Condition Codes (Purchase Orders)**

### REVISION HISTORY

Rev Level	Date	Comments	Revised by
0	03/20/2014	Baselined to reflect Company Name Change	James Miller
1	04/20/2016	Updated to reflect current business requirements and added definition for Part 21 related activities.	Wes Hurless
2	11/16/2016	Added Supplier Quality Condition Code "J" to Attachment A	Greg Fedeles
3	12/05/2016	<b>Added Supplier Quality Program Provisions &amp; made it Attachment A, &amp; added Attachment B, which is not Supplier Quality Condition Codes</b>	<b>Wes Hurless</b>



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### Attachment A - SUPPLIER QUALITY PROGRAM PROVISIONS (PURCHASE ORDERS)

*The following Quality Program codes, with their terms and conditions, become an integral part of the Purchase Order (PO) to the extent specified in the PO. Notes 'A' through 'O' are applicable to all procurements as noted in tables on the previous pages.*

- A. Change of Product or Process - The Seller / Manufacturer is not authorized to implement changes in product design, product material(s), control processes, or other Quality Controls, without written approval from Supplier Quality Assurance.**
- B. Supplier Corrective Action Request - Supplier Corrective Action Request will be forwarded by Supplier Quality to a supplier when a quality deficiency has been detected which considers formal corrective action essential. The supplier shall give priority to analysis of cause and proposed corrective action. It is mandatory that replies be received within the period indicated on the Supplier Corrective Action Request. Failure to comply will result in the removal of Supplier from the Approved Supplier's Listing, i.e., system will not allow issuance of new POs and/or shipments against existing contracts and may impact your supplier performance rating.**
- C. Material/Product Conformance / Record Retention - Seller agrees that material/product supplied on this Purchase Order conforms in every respect to the applicable specification and/or drawings. Evidence of conformance to applicable specification must be furnished on request. Records are required to be legible, complete, accurate, and contain an acceptance stamp or signature. (See Requirement 1 - 68)**

**NOTE: The applicable documentation shall be maintained by the supplier for a minimum of 7 years or longer, if specified by the Purchase Order.**

- D. Control of Sub-Tier Suppliers - The Supplier is responsible for control/conformance of all items procured from sub-suppliers to the applicable requirements of the Purchase Order/Contract, accompanying documentation, drawings, and specifications. The Supplier must flow down all requirements to any sub-tier suppliers and those suppliers must be listed on the end users approved suppliers when applicable. Supplier must assure sub-tier suppliers have a Quality System that is equal to their own, including a supplier control program. This requirement is imposed on all POs issued in support of but not limited to The Boeing Co., Lockheed Martin, L3, Sikorsky Helicopter, Bombardier Aerospace and Sabreliner Aviation, LLC when applicable. Refer to Paragraph 6 below for example of approved processes. Also, when applicable, Federal Aviation Administration 14 CFR Part 120, Subparts E & F Drug Testing Program and Alcohol Testing Program are required; ref Code 53 below may apply.**



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- E. Specification Compliance - Where a specification is referred to herein, the date of issue shall be considered as the date of this Purchase Order or a firm quotation, whichever is earlier.**
- F. Non-conforming Material - The Seller is not authorized to perform material review action of non-conforming material with the intent of delivering such non-conforming material without authorization from our Engineering Department. Supplier Quality Department, prior to shipment, must approve dispositions from any departures from drawings, specification, or other Purchase Order Requirements, with such approval accompanying shipment.**
- G. Resubmission of Rejected Material - All material rejected by Sabreliner Aviation, LLC and subsequently resubmitted by the supplier to our company shall bear adequate identification of such resubmission with the material or with the supplier's documentation. Government Source Inspected (GSI) material must have evidence that the resubmission has also received GSI.**
- H. Government Surveillance - Military Contracts Only - "The Government has the right to inspect any or all of the work included on this order at the Supplier's facility." Government inspection or releases of product prior to shipment is not required unless you are otherwise notified. You shall provide a copy of this order to your Government representative upon his request.**
- I. Certification Requirements**
- 1. All certifications must contain the following information for articles manufactured to Sabreliner Aviation, LLC and/or Customer Controlled Drawing/Specification Articles:**
    - Buyer's Purchase Order Number and Line Item Number**
    - Quantity, Description, Part Number, and Revision Level (when applicable) as it appears on the Purchase Order**
    - Special Process(s) to include Spec #, Type & Class (when applicable)**
    - Date & Serial Number (when applicable)**
    - Name of Supplier**
    - Manufacturer and Lot Number Required for Traceability of Part(s).**
    - Inspection/test Data is on file and available for review by Sabreliner Aviation, LLC upon request. (For parts fabricated from Buyers/Customer controlled data only)**
    - The certificate shall bear legible signature, either hand scribed, typed, or electronic, to include name and title, of an authorized agent of the Seller.**



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- *Additional information may be required, refer to Quality Condition Codes and special Sabreliner Aviation, LLC/Customer purchasing flow down requirements as listed on PO.*
- 2. *Certifications must accompany all other aircraft articles provided under PO as described in Quality Condition Codes 4, 27, 63, and 64 noted within this document. See code number for Certificate of Compliance specific requirements.*
- J. **Right of Access** - The Seller acknowledges our right of access to make inspections and observe the performance of the work and documentation involved in this purchase. Right of access shall be granted to our company, our customers, FAA and any regulatory authorities- FAR 145 applies to purchase. All suppliers who have been approved by Sabreliner Aviation, LLC based on 3<sup>rd</sup> party accreditations', i.e. ISO/AS9100/NADCAP etc., must make available to the FAA/regulatory authorities, their accreditation body's most recent surveillance report.
- K. **Identification** - *All material must be identified by a part number that is permanently and legibly affixed directly to the surface of each article. In the event that this is not possible due to physical size or nature of material, an identification tag will be securely affixed to each article, or articles which are packaged in individual or multiple unit containers; the containers must be identified with the part number.*
- L. **Changes in Seller's Quality System** - *Seller shall establish a method to notify Buyer, in writing, within 21 calendar days of the following:*
  - *Any adverse change in Seller's quality system status resulting in the loss of 3<sup>rd</sup> Party Registrar's certification status, or of any significant action taken by Seller's customer, the U.S. Government, Federal Aviation Agency (FAA), EASA, and Joint Aviation Authority (JAA).*
  - *Any transfer of manufacturing operations or upon any change in the quality organization, process or procedures that could affect conformity verification of articles; including changes of sub-tier manufacturers and processors.*

*Seller shall establish a method to notify Buyer, in writing, within 60 calendar days prior to any sale, relocation, or name change of the Seller's organization.*
- M. **Manufacturing Software and Equipment** - *Suppliers are required to have a program to ensure the proper operation of manufacturing software and equipment used for product/part inspection/test.*
- N. **Detecting and Reporting Suspected Unapproved Parts (SUP)** - *Seller shall report to the Buyer all SUP within 24 hours of discovery. In addition, Seller shall follow the guidelines of FAA Advisory Circular 21-29 (current rev) Form 8120-11 'Suspected Unapproved Parts Report' in regards to FAA notification of SUP.*



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- O. ***Notice of Escapement – Seller is responsible to report to the Buyer all quality escapements discovered that affect products/articles release from Seller's quality system. Notice of escapement report is to reflect: dates discrepant product were produced, dates parts were sold to Buyer; discrepant part number; description of discrepancy; how the discrepancy was identified; total number of products/articles shipped/sold; cause of discrepancy; action taken. Notice of quality escapement may result in the issuance of a request for Corrective Action in accordance with section B above. This action is to take place within 24 hours of determining a nonconformance has occurred.***
- P. ***AS 5553A 'Fraudulent/Counterfeit Electronic Parts; Avoidance, Detection, Mitigation, and Disposition': - Sellers and their sub-tiers shall follow Section 4 of SAE AS5553A. Regardless of source of supply, Seller must provide documentation that authenticates pedigree of the components to the applicable Original Component Manufacturer/Original Equipment Manufacturer.***
- Q. ***AS 6174 'Counterfeit Materiel; Assuring Acquisition of Authentic and Conforming Materiel': - Seller and their sub-tiers shall follow Section 3 of AS 6174.***



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### Attachment B – SUPPLIER QUALITY CONDITION CODES (PURCHASE ORDERS)

- 1. Government Source Inspection (GSI) Required** - Government inspection is required at your facility prior to shipment of specified product. Upon receipt of this order, Supplier will properly notify the Government Representative who serves your facility and coordinate activities as required to assure that the Government Inspection can be accomplished without difficulty. The seller shall furnish, at no cost to Buyer or the Government, all data, test equipment, and facilities necessary to accomplish product inspection to applicable drawings, specifications, and other requirements. Government Representative's stamp and date of inspection must appear on packing slip or invoice. Should Government Source Inspection (GSI) be deferred to 'other' location, please notify Buyer of the arrangement.

**Deliverable:** Government Representative's stamp and date required on packing slip or invoice.
- 2. Source Inspection Required** - Source Inspection is required in your facility prior to shipment of specified product. Products must be produced and inspected to applicable drawings, specifications, and/or other requirements. Our field Quality Representative reserves the right to re-inspect or re-test specified product, review process, and review/audit facilities. FINAL ACCEPTANCE OF PURCHASE PRODUCTS WILL BE AT OUR FACILITIES. Our Field Quality Representative's using the "accept" stamp must stamp all parts accepted and sign and date all packing lists and FAI documents prior to shipment. Source inspectors selected from third party technical services will print name followed by their signature and date to shipping packing list and FAI reports as 'Sabreliner Aviation, LLC/(Name of Company)Source Inspection' in lieu of inspection stamps. Article will be subject to final inspection acceptance at Sabreliner Aviation, LLC upon receipt. When scheduling a source inspection, please contact our Supplier Quality Assurance at least 1 week in advance at [whurless@sabreliner.com](mailto:whurless@sabreliner.com). If you wish to speak to a Supplier Quality representative, please call (573) 543-2212, Ext. 6124.

**Deliverable:** Confirmed notification to Sabreliner Aviation ten days prior to scheduled inspection requirement.
- 3. Test Reports – Chemical and Physical Properties Required - Raw Materials and Chemicals/Paints** - Each shipment of specified product/material must be accompanied by one legible and reproducible copy of actual reports of testing performed in accordance with manufactured specifications or Purchase Order requirements, identifiable to product/material submitted. These reports must contain the signature and title of an authorized representative performing the test.

**Deliverable:** One copy of chemical/physical properties test reports must accompany each shipment.



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4. **Certificate of Conformance (C of C) Required For Commercial Off The Shelf (COTS) items, i.e. Aircraft Hardware/Parts (other than aircraft fasteners unless approved), Catalog items, and Aircraft Interior Accessories that have no impact on aircraft safety/performance)** - Seller must provide a Certificate of Conformance statement attesting that goods and services conform to all P.O. requirements. The certificate shall include:

- Sabreliner Aviation, LLC purchase order (P.O.) number
- Requested part number
- P.O. Line Item number
- Nomenclature
- Condition (to include shelf life data when applicable)
- The certificate shall bear legible signature, either hand scribed, typed, or electronic, to include name and title clearly typed, of an authorized agent of the Seller. This Certificate of Conformance shall accompany the shipment. Aircraft hardware/parts distributors must show traceability to original manufacturer and lot number.

**Deliverable:** One legible and reproducible copy.

5. **Government Q.P.L. Source Certification Required from Distributor** - A reproducible copy of the shipping document must accompany each shipment of specified product/material shipped from a Distributor from the original manufacturer, or a certified statement such as **"We hereby certify that product/material supplied on this order complies in every respect to the specification and/or drawings referenced on the order. We further certify that all Q.P.L. items were purchased from a manufacturer currently approved on the Government Qualified Product List. Documented evidence is on file at our facility and is available for review upon request"**. The certificate must contain the signature and title of an officer of the Seller, Purchase Order number, and part number. Source Certification is not required when product/material is bought directly from the Q.P.L. manufacturer.

**Deliverable:** Copy of shipping document from original manufacturer or certified statement that items were procured from manufacturer currently on the Government's Qualified Product List. Note: Not required if product/material bought directly from Q.P.L. Manufacturer.

6. **Special Process Certifications Required** – Supplier shall provide documented certification that defines all special processes completed. A copy of the certification shall accompany each shipment of specified product/material and must contain the signature and title of an authorized representative of the agency performing the test(s). Copies of internal work instructions and/or test reports with defined requirements and actual results are required with each shipment. When performing special processes in support of Boeing, Lockheed Martin, Bombardier, Sikorsky the assigned Special Process code(s) must be shown on the certification. When parts are serialized, the serial numbers must appear on the certification. Examples of special processes requiring certification include, but are not limited to: adhesive bonding, brazing, conversion coating, cleanliness, and



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cleaning methods, special finishes, heat treating, nitriding, penning plating, potting, pre-treatments, specialized fabrication techniques, soldering, welding, and raw material suppliers when applicable.

**Deliverable:** One legible and reproducible copy of a special process certification(s), test results and work instructions certifying special process with completed signature and title of authorized representative of agency performing tests.

- 7. Functional Test Reports Required** - Each product shipment must have one legible and reproducible copy of actual test results in comparison with test parameters defined by drawing, or governing specification. These reports must assure conformance to specification requirements and contain a signature of an authorized representative of the agency performing the test.

**Deliverable:** One legible and reproducible copy of test results and test parameters defined by drawing(s)/specification(s). Test reports must assure conformance to requirements and contain a signature of an authorized representative of the testing agency.

- 8. Obsolete**

- 9. Obsolete**

- 10. ISO 9001 / AS9100 Quality System Requirements** - The Seller must comply with International Standard ISO 9001 / AS9100 in the manufacture and delivery of these products and materials. Seller must assure that sub-tier suppliers have a quality system equal to or greater than their own.

**Deliverable:** Objective evidence of Sellers' and all applicable sub-tier's Quality Program Requirements.

- 11. ISO 9001 / AS9100 Quality System Requirements** - The Seller must be ISO 9001 / AS9100 certified in the manufacture and delivery of these products and materials. Seller must assure that sub-tier suppliers are certified to the same standard.

**Deliverable:** Objective evidence of Sellers' and all applicable sub-tier's Quality Program Requirements.

- 12. Special Quality Requirements** - The Seller must comply with all special requirements as specified in detail on the Purchase Order or referenced documentation.

**Deliverable:** Objective evidence that Seller complies with Special requirements specified by Purchase Order.

- 13. In-Process Inspection Required** - Items covered by Purchase order require in-process inspection by Our Field Quality Representative prior to the sealing of any permanent or difficult to disassemble enclosure. The Supplier must notify Supplier Quality Assurance ten (10) days prior to required inspection coverage by calling (573) 543-2212 extension 6124.

**Deliverable:** Conformance noted by trip report from Our Field Quality Representative.



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- 14. Magnetic Particle Inspection Report Required** - Items require magnetic particle inspection. The seller must provide one legible and reproducible copy of the magnetic particle inspection report and/or certification the inspection was performed. Magnetic particle inspection must be performed by a certified Level II technician(s) in accordance with one of the following; NAS-410, SNT-TC-1A, or ASNT standard for certification and qualification of NDT personnel.  
**Deliverable:** One legible and reproducible copy of mag-particle inspection report.
- 15. Radiographic Inspection Report Required** - Items require radiographic inspection. The seller must provide one legible and reproducible copy of the radiographic inspection report and/or certification the inspection was performed. Radiographic inspection must be performed by certified Level II technician(s) in accordance with one of the following; NAS-410, SNT-TC-1A, or ASNT Standard for certification and qualification of NDT personnel.  
**Deliverable:** One legible and reproducible copy of radiographic inspection report.
- 16. Penetrant Inspection Report Required** - Items require penetrant inspection. The seller must provide one legible and reproducible copy of the penetrant inspection report and/or certification the inspection was performed. Penetrant inspection must be performed by certified Level II technician(s) in accordance with one of the following; NAS-410, SNT-TC-1A, or ASNT standard for certification and qualification of NDT personnel.  
**Deliverable:** One legible and reproducible copy of penetrant inspection report.
- 17. Eddy Current Inspection Report Required** - Items require Eddy Current inspection. The seller must provide one legible and reproducible copy of the Eddy Current inspection report and/or certification the inspection was performed. Eddy Current inspection must be performed by certified Level II technician(s) in accordance with one of the following; NAS-410, SNT-TC-1A, or ASNT standard for certification and qualification of NDT personnel.  
**Deliverable:** One legible and reproducible copy of Eddy Current inspection report.
- 18. Ultrasonic Inspection Report Required** - Items require ultrasonic inspection. The seller must provide one legible and reproducible copy of the ultrasonic inspection report and/or certification the inspection was performed. Ultrasonic inspection must be performed by certified Level II technician(s) in accordance with one of the following; NAS-410, SNT-TC-1A, or ASNT standard for certification and qualification of NDT personnel.  
**Deliverable:** One legible and reproducible copy of ultrasonic inspection report.
- 19. Inspection Report Required** - Seller must provide detailed inspection report, to be completed by the seller for each shipment of the specified item to the Buyer. Inspection report shall include the signature of the person performing the inspection, sample size (if applicable), accept/reject information including applicable dimensions, and conformance to the applicable specification. A copy of your internal work instructions with inspection buy-off(s) is and acceptable means of an inspection report.  
**Deliverable:** One legible and reproducible copy of inspection report with each shipment.



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- 20. Identification of Limited Shelf Life Required** - The Seller must identify each item, package or container of limited calendar life material with the manufacture date, storage recommendations, and manufacturer's recommended shelf life, in addition to the normal identification requirements such as P/N, description, type, size, and quantity. Identification and special handling conditions must be recorded on the shipping document. Each limited calendar life material must be received with a minimum of 80% of the manufacturer's recommended shelf life remaining. Bulk O rings will be individually packaged in accordance MIL-P-4861C, level A.

**Deliverable:** Identification is required indicating manufacturing date, storage temperature, and recommended shelf life. In addition to this: requirements of name, part or code number, specification number, type, size, and quantity. Identification of special handling conditions must be recorded on shipping document. Bulk O rings will be individually packaged in accordance with MIL-P-4861C, level A.

- 21. First Article Inspection or Delta FAI Required** - Prior to production manufacturing, a full First Article Inspection Report in AS9102A format is required. A Delta FAI may be generated IAW AS9102A format when applicable. The first article inspection report shall be created for one article or unit that is representative of the exact production process, system, and dimensions. The report shall be written in English and provide objective evidence that all engineering, design, specifications, processes, and manufacturing validations are correctly understood, accounted for, verified, and recorded. All drawing characteristics, dimensions, and geometric values (actuals) are to be recorded along with their associated tolerances. The report shall also note whether all characteristics are within allowable tolerance, and shall include record of the gages, instruments, and equipment used. Asset identification of the gages, instruments, and equipment will be noted on the AS9102A. The person preparing the FAI and an authorized representative of the company must sign the inspection report. Refer to AS9102 for guidance. Forward a copy of FAI and supporting documents to Sabreliner Aviation, LLC Supplier Quality via e-mail to [whurless@sabreliner.com](mailto:whurless@sabreliner.com)

**Deliverable:** One legible and reproducible copy of results of FAI, special process certifications, raw material certifications, with dimensional inspection with parameters defined by drawing(s) / specification(s).

- 22. Seller Provided Products/Materials (COTS)** - One legible and reproducible copy of applicable specifications, drawings, hardware/raw material and/or catalog information must accompany shipment of products/materials.

**Deliverable:** One legible and reproducible copy of applicable specification, drawings, and/or catalog information.

- 23. Static Sensitive Devices - Special Handling and Identification Required** - Parts that are static sensitive are to be handled and packaged to prevent electrostatic damage. Packaging shall be in accordance with Paragraph 5.11 of MIL-STD-1686. Containers shall be identified as static sensitive and marked per MIL-STD 129.



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**Deliverable:** Packaging to conform to MIL-STD-1686, or applicable document. Smallest unit container is to be identified as electronic device per MIL-STD-129.

- 24. Seller Controlled/Manufactured Products/Materials Validation-** Supplier shall furnish with each shipment, a copy of the manufacturing work order/traveler for each part delivered. The work order (WO) shall detail the manufacturing sequence including all (in-process and final) inspection steps indicating the supplier acceptance. When WO's are not available, the supplier shall furnish a copy of all inspection records including but not limited to: FAI records, log sheets, acceptance tags, raw material certifications as applicable for each part delivered.

**Deliverable:** One legible and reproducible copy of results of FAI, special process certifications, raw material certifications, with dimensional inspection with parameters defined by drawing(s) /specification(s).

- 25. FAA Form 8130-3 - Airworthiness Approval Form Required -** New articles, parts, or components that are repaired, overhauled, functionally tested, etc., and released for service in accordance with current FAA Regulations are to have a properly completed and signed FAA Form 8130-3 Airworthiness Approval attached describing the work performed, reference to the approved data used, work order number, signature of authorized individual releasing unit to service, date unit was returned to service, eligibility, make and model, and part number of the item. Additional information including, time since overhaul, total hours, time since new, serial number, must be included if applicable. Only exception is the use of a Maintenance Release Tag completed IAW FAR part 43, Sections 43.9 & 43.11.

**NOTE:** All certificated Joint Aviation Authorities (JAA)/EASA must use FAA Form 8130-3 as maintenance release for articles returned to JAA member countries, contact Sabreliner Aviation, LLC for identity of end user if needed.

**Deliverable:** Properly completed FAA Form 8130-3 Airworthiness Approval / Maintenance Release Tag signed by persons authorized to performing the work, description of work performed and reference to the approved data, work order number, date unit was returned to service, make and model, and part number of the item.

**NOTE:** Articles received without a properly completed 8130-3 Airworthiness Approval or Maintenance Release Tag will be rejected.

### **26. Burn Test Results Required –**

**NOTE:** Reference # 49 & 50 for Thermal-Acoustic radiant panel testing requirements and FAA 8110-3 Burn Test Certification Criteria



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Material on this order must be flammability tested and meet vertical burn testing requirements of FAA Regulation, Section 25.853 as applicable.

**Deliverable:** A Flammability Test report signed by an appropriately rated **Supplier** Representative must accompany shipment.

- 27. Distributor Certs/Original Equipment Manufacturer's (OEM) Certification/ and Raw Material OEM** - Distributor certs must accompany each shipment. New parts or components not accompanied by FAA Form 8130-3 or Maintenance Release Tag must have trace to the OEM via reference on distributor certification and/or part. Raw Material suppliers are to provide copy of OEM certification.

Sellers' C of C must include the following:

- Sabreliner Aviation, LLC purchase order (P.O.) number
- Requested part number
- P.O.line item number
- Nomenclature
- Condition (to include shelf life date when applicable)
- The certification shall bear legible signature, either hand scribed, typed, or electronic, to include name and title clearly typed, of an authorized agent of the Seller. This C of C shall accompany the shipment. Aircraft hardware/parts distributors must show traceability to the original manufacturer and lot number.

**Deliverable:** One legible and reproducible copy of the OEM and Dist. certification.

- 28. Sabreliner Aviation, LLC Manufacturer's Federal Supply Code** - Each item on this order must be permanently marked in accordance with Sabreliner Aviation, LLC specification SA0104-001 with Sabreliner Aviation, LLC's Manufacturer's Federal Supply CAGE Code of 72G92. Contact your Sabreliner Aviation, LLC procurement agent for current copy of SA0104-001.

**Deliverable:** Each item permanently marked with Manufacturer's Federal Cage code 72G92.

- 29. Wire Identification Required** - Seller must identify each manufactures' package or spool of wire permanently and legibly with our Purchase Order number, gauge, and applicable specification number. Partial lengths of wire provided in bulk (non-OEM) packaging must be properly marked by either stamping, adhesive labeling, or tagging the partial length. Unmarked and unidentifiable wire will be rejected, regardless of ID on bulk packaging. Deliverable: Supplier must identify each package or spool with our Purchase Order number, gauge, and applicable specification number. Any partial lengths of wire or cable shall be stamped, labeled, or tagged on the wire/cable.

- 30. Hazardous Material/MSDS and Manufacturer's Product/Technical Data Sheet** - Seller must send one copy of Material Safety Data Sheet (MSDS) meeting OSHA standards and one copy of manufacturer's Product/Technical Data sheet with this order.



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**Deliverable:** One copy of MSDS and one copy of Manufacturer's Product/Technical Data Sheet with this order.

**31. Obsolete**

- 32. Buyer Furnished Material** - Item(s) supplied on this order are fabricated from our furnished material. Seller is responsible for processes specified on Purchase Order/Drawings.

**Deliverable:** Supplier is responsible for processes specified on Purchase Order and/or drawings.

- 33. Material and Product Conformance for 25R Purchase Requisitions of Non Production Use Items** - Seller's delivery of items under this Purchase Order shall be deemed as Seller's certification that such items meet and conform to all requirements of the Purchase Order including but not limited to any and all specifications, drawings, samples, or other descriptions furnished or adopted by the Buyer. However, if required by the Buyer or other requirements of the Purchase Order requires written certification of compliance, including requested test results, Seller shall supply such certification concurrent with delivery of items.

- 34. Quality Management System Requirements for Suppliers ref SQ-INST 42A** - By acceptance of this order and the delivery of the articles specified herein, seller agrees to comply with the applicable requirements of Sabreliner Aviation, LLC's Quality Management System Requirements for Suppliers - SQ-INST 42A. A copy of the specification is available via Sabreliner Aviation, LLC's website <http://www.sabreliner.com> – Select “About Us”, “Business Center”, then “QUALITY” section, or by contacting your buyer or purchasing representative or Supplier Quality at (573) 543-2212, Ext. 6124.

- 35. Teardown and Evaluation Reports** – Item(s) shall require teardown and evaluation upon seller's receipt of item. This action is to be conducted before repair or overhaul is authorized by buyer, and the results provided in report form to Buyer's Procurement department. This is in addition to any other certification or test reports required as a result of repair or overhaul.

**Deliverable:** One legible and reproducible copy of the supplier's Teardown and Evaluation Report prior to conducting repairs.

- 36. FAA Traceability Authenticity Required** - New parts and/or life limited parts purchased on this order must have acceptable traceability directly to the FAA approved OEM, PMA, or PAH. OEM source will be determined by preponderance of the received documentation. Parts must conform to original or equivalent OEM design applications. All orders are subject to dimensional and other non-destructive testing prior to acceptance. (FAR Part 43.10) Note: COD or non-refundable orders will be rejected.



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- 37. Preservation Packaging Required** - New parts purchased on this order must be sealed in the original OEM packaging. Materials such as sheet stock, tubing, and delicate/fragile items are to be carefully packaged in a manner that precludes damage and that is acceptable to the Buyer. Received items that are damaged due to inadequate packaging will be returned to the Seller at Seller's expense. (with exception to damages caused by carriers)
- 38. Airworthiness Directive Research** - Airworthiness Directive research is required for serialized components that are to be inspected, repaired, or overhauled.  
**Deliverable:** Documentation provided to Buyer will state if AD research was accomplished and state AD status on subject parts.
- 39. Obsolete**
- 40. Personnel Certified to NAS-410 for Non-destructive Testing** - Seller certifies that employees performing nondestructive testing (Liquid penetrant, Eddy Current, X-Ray, Magnetic Particle and other non-destructive testing) are certified to Specification NAS-410 and meet the NAS-410 training requirements.
- 41. Part Serialization Required** - Each part/assembly must be permanently marked with a unique serial number and must be visible on the exterior surface of the unit. Method of marking is optional but the number must be permanent and not interfere with operation, function, or assembly of the unit. Supplier is required to maintain a log of the serial numbers issued and correlated to the date of manufacture, repair, overhaul, or rebuild of the unit (work scope defined on the purchase order). With each shipment, all serial numbers must be listed on the shipping documents or certifications accompanying the units.
- 42. FAA Inspections** - A supplier performing a maintenance function for Sabreliner Aviation, LLC's certified repair station may be subject to inspection or observance of the supplier's work on the product or article by the FAA.
- 43. Calibration of Test Equipment Used in Manufacturing and or Special Processing - Measuring tools, gages, or instruments** utilized during inspection/manufacturing process are to bear evidence of calibration in accordance with ANSI/NCSS Z540-1-1994, or other applicable specification.  
**Deliverable:** Supplier to provide objective evidence of calibration verification of any/all measuring tools, gages, or instruments utilized to inspect article(s) produced for Buyer.
- 44. DAR/DER - DAR and DER** must meet the qualification requirements as directed by FAA Order 8100.8. Written copies of any documentation submitted for FAA approval must be supplied to Sabreliner Aviation, LLC



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45. **Commercial Surplus** – This applies to all Article(s), Hardware(s), Fastener(s), Wire(s), Connector(s), Raw Material(s), etc. Supplier shall provide documentation demonstrating traceability to the product manufacturer or OEM. If manufacturer or OEM cannot be determined, then Supplier must provide at a minimum, documentation demonstrating traceability back to an FAA certificated (and governed) source such as: a Repair Station, PAH, PMA or TSO holder, Domestic Air Carrier, etc.
46. **Military Surplus** - Must have traceability to Defense Resource Management Organization (DRMO), Bid number, Original Contract number, Original Equipment Manufacturer (OEM), or Bid order number.
47. **Critical Parts Application** - Government critical applications item requires 100% dimensional inspection recorded for each part manufactured. Sabreliner Aviation, LLC Source Inspection and Government QAR Acceptance are required.
48. **Fracture Toughness Testing** - Fracture Toughness Testing is required for all parts manufactured with 7249 aluminum thickness measuring 1" or greater and shall possess a minimum fracture toughness value of K<sub>IC</sub> of not less than 31 ksi-in <sup>1</sup>/<sub>2</sub>. Testing is to be performed in accordance with AMS4293 Specification.

**NOTE:** Parts manufactured with 7249 aluminum with thickness measuring less than 1" Contractor shall retain samples from each lot (untested) for future testing once the criteria for passing, is established.

### 49. Radiant Panel Burn Test Approval Required –

**NOTE:** See 26 & 50 for additional test criteria

All thermal / acoustic insulation materials for use in A/C with a passenger capacity of less than 20, must meet the requirements of FAA Regulation Section FAR 25.856 (a). Material on this order must be flameproof tested IAW FAR 25.856(a), Pt. VI of Appendix F. A FAA Form 8110-3 Statement of Compliance with FAA Regulations, signed by Designated Engineering Representative indicating compliance to FAR 25.856 (a) Pt. VI of Appendix F, an 8130-3, or a Flammability test report ***signed by an appropriately rated supplier representative*** indicating compliance must accompany shipment.

**Deliverable:** Properly completed FAA Form 8110-3 Statement of Compliance, an 8130-3, or a Flammability test report ***signed by an appropriately rated supplier representative*** indicating compliance to FAR 25.856(a) must accompany shipment.

**NOTE:** Articles received without proof of flammability compliance will be rejected



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### 50. FAA Form 8110-3 Radiant Panel Burn Test Approval Required -

**NOTE:** See 26 & 49 for additional test criteria

All thermal / acoustic insulation materials to be used in A/C with passenger capacity of 20 or greater must meet the requirements of FAR 25.856 (b). Material on this order must be flameproof/fire retardant tested IAW FAR 25.856(b), Pt. VII of Appendix F). A FAA Form 8110-3 Statement of Compliance with FAA Regulations, signed by Designated Engineering Representative indicating compliance the FAR 25.856 (b), Pt. VII, Appendix F, **or a Flammability test report signed by an appropriately rated supplier representative indicating compliance** must accompany shipment.

**Deliverable:** Properly completed FAA Form 8110-3 Statement of Compliance and signed by an appropriately rated Designated Engineering Representative indicating compliance to FAR 25.856(b) **or a Flammability test report signed by an appropriately rated supplier representative indicating compliance** must accompany shipment.

**NOTE:** Articles received without **proof of flammability compliance** will be rejected

51. **FAA Form 8110-3 Flame Test Approval Required – See 26, 49, & 50 for additional test criteria** - All compartment interiors composite specimens provided on this order must be flame tested to meet requirements of FAR Regulation Section 25.853, (a) Part I Appendix F. Seat cushions, except those on flight crewmember seats, must meet the test requirements of Part II of Appendix F, or other equivalent method.
- Deliverable:** FAA Form 8110-3 and/or test report stating compliance to FAA Regulation Section 25.853, Appendix F, Part I (a) (1) (i) and/or (ii) as applicable and (4) Vertical burn testing.

**NOTE:** Articles received without **proof of flammability compliance** will be rejected

52. **Lockheed Martin Processing Specifications included in Purchase orders issued in support of P3 Program and Sabreliner Lockheed Martin Supplier Code #011660 and Special Process Code PQA595** - Selection, Control, and Contract Flow Down to Quality Control Specification (QCS)-001 Sources with additional reference to Lockheed Martin's Engineering Materials & Approved Products (EMAP) Qualified Material List (QML) requirements. (Per LM Aeronautics Quality Appendix QJ, Section F.12.f)
- Processing to be accomplished in performance of this purchase order is directly related to a Lockheed Martin Aeronautics Company purchase order and must be accomplished in accordance with process specification(s) on this purchase order and the revision in effect as of the date of this PO of Lockheed Martin Aeronautics Company Appendix QJ. All requirements of such Appendix QJ paragraph 12. a. - f. shall be accomplished. Appendix QJ is located at <http://www.lockheedmartin.com/us/aeronautics/materialmanagement/html>.



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The information below is intended ONLY as a GUIDE to assist LM Aero Suppliers in satisfying the minimum requirements of Lockheed Martin Aeronautics Company Quality Appendix QJ-Revision 7, dated 15 February 2006. This guide applies only to the interpretation and practical application of Appendix QJ-Revision 7 requirements. Additionally, the words "shall" and "must" indicate mandatory requirements. The terms "Item(s)", (including "item(s)" with lower case "i"), "PO", and "Buyer" as used herein, have the same meaning as terms "Work", "Contract", "Seller", and LOCKHEED MARTIN (or Lockheed Martin's directly contracted Supplier), respectively.

**Access to Facilities** (Per LM Aeronautics Quality Appendix QJ, Section C):

1. Work under this PO is subject to Buyer's periodic surveillance/audit of Seller's compliance with Seller's internal procedures and other documents applicable to this PO.
2. Seller shall provide or obtain for Buyer, Buyer's Customers and regulatory agency personnel, access to any and all facilities, including those facilities of Seller's subcontractors, where work is being performed or is scheduled to be performed. Buyer shall have the right to perform in-process inspections, audits or system surveillance at Seller's and Seller's subcontractors' facilities as part of verification of conformance to the requirements of this PO. Denial of any such access may result in inactivation of Seller's approval. Seller shall include the provisions of this facility access requirement in its Pos with its subcontractors.
  - a. Seller shall provide, at no increase in price, cost or fee to Buyer, Government or appropriate regulatory agencies, suitable facilities at Seller and Seller's subcontractors' manufacturing locations for Buyer, Government, and regulatory agency representatives to perform compliance verification.
  - b. Seller shall provide Buyer's Field Representative with internet access via one of the following methods:
    - Direct Non-Digital telephone line
    - ISDN line
    - DSL Line
    - High-Speed Internet Access via Seller's Network
3. Seller shall include the provisions of this paragraph (Appendix QJ, Section C) in each purchase order, if any, with each of its subcontractors where Item processing is being performed or is scheduled to be performed in connection with the PO, and shall require that this paragraph (Appendix QJ, Section C) is inserted in all subcontracts at every tier, and noting that the term Buyer refers to LOCKHEED MARTIN acting through its Lockheed Martin Aeronautics Company business unit.



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### Minimum Processing Instructions and/or Planning Requirements - Per LM

Aeronautics Quality Appendix QJ, Section O, as mandated by Section D:

1. Seller and Seller's sub-tiers shall ensure that processing instructions and/or planning include and meet, at a minimum, the requirements in the Addendum to Appendix QJ located at the same site as Appendix QJ:  
<http://www.lockheedmartin.com/us/aeronautics/materialmanagement/html>
2. Quality Requirements > Appendices for each process performed.
3. Upon Buyer's request therefore, Seller shall provide to Buyer, at no increase in price, cost or fee to Buyer, copies of such processing instructions and/or planning.
4. Seller shall submit all above noted Seller processing instructions and/or planning for Buyer Items classified by Buyer as "Critical", i.e. Fatigue/Fracture Critical, Fracture/Durability Critical, Safety Critical, etc., to Buyer for LM Aero Program Level III review, approval and signature.

### All Sub-tier Purchase Orders, including this Purchase Order, Shall Contain the Following:

- Referenced specification(s), revision level(s) and drawing(s) requirement(s) (Per Appendix QJ, Section D.3)
- Seller's unique LM Aero identification number ("vendor" or "processor" code) (Per Appendix QJ, Section F.12.f)
- Seller shall ensure that all documentation provided to and received from the sub-tier Supplier is identifiable to the LM Aero PO and material certifications (Per Appendix QJ, Section E.10)
- Seller's documented quality system shall provide for the review of the PO to ensure that quality requirements are incorporated into manufacturing planning, and inspection and test instructions, as applicable, to assure compliance with the PO (including Quality Appendices). Seller shall retain evidence of such review (Per Appendix QJ, Section N.1)
- As of April 1, 2010, Implement FOD program IAW NAS 412, if applicable, ref Quality Clause Q4R shown at LM website  
<http://www.lockheedmartin.com/us/aeronautics/materialmanagement/>
- All Electronic Parts providers and their sub-tiers, must follow the guidelines of AS5553 'Fraudulent/Counterfeit Electronic Parts; Avoidance, Detection, Mitigation, and Disposition (ref. Section 4.) Raw Material Suppliers and their sub-tiers, must follow AS6174 Counterfeit Material; Assuring Acquisition of Authentic and Conforming Materiel' (ref Section 3.) As applicable to L.M. Appendix QX.

53. **FAA 14 CFR PART 120, Drug and Alcohol Testing Program Subparts E & F – latest issue.** Any employee who performs a safety-sensitive function (maintenance/preventative maintenance) for an air carrier operating as FAR Part 91, 121, 145 and Part 135, by contract or subcontract at any tier, must be tested under an FAA regulated drug and alcohol testing program.



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54. **Special Processes Procured in support of Sikorsky Aircraft** - When specifications stipulate that test specimen characteristics match those of parts represented, Buyer shall provide test specimens to the special processor in quantities sufficient to meet testing requirements.
55. **Sikorsky 'Make to Print' Parts Suppliers** - Suppliers are cautioned that special processes and or testing subcontracted by them shall be specifically approved by Sikorsky Aircraft. Contact the Buyer to validate approval. Suppliers are responsible for assuring subcontractor awareness that their effort is in support of Sikorsky Aircraft. The name "Sikorsky Aircraft" shall appear on all supplier internal work order documentation(s) and certificate of conformance. This requirement shall be flowed down for all subcontracted work. All technical data necessary to perform satisfactory services(s) is available from the Buyer. When specification stipulates that test specimen characteristics match those of parts represented, the Supplier shall provide test specimens to the special processor in quantities sufficient to meet testing requirements.
56. **Approved Process Source in support of Boeing Co. IAW Boeing Clause Number Q020/ Also Approved Fasteners & Bearing Mfg Sources per D1-4426 with Ref to D-590** - Sellers and/or Seller's subcontract process sources shall be an approved processor or shall use approved processors as required by D1-4426, "Approved Processor Sources". A list of approved processors and associated processes is available from Buyers Procurement Agent or at [www.boeing.com](http://www.boeing.com)
57. **Notice of requirement of DFARS 252.225-7009 & DFARS 252.225-7014 RESERVED (7/29/09), – "PREFERENCE FOR DOMESTIC SPECIALITY METALS"**  
Continue to flow DFARS 252.225-7014 Alternate I if contract include DFARS clause until further notice. Department of Defense's (DoD) interpretation of this specialty metals clause is that it prohibits the contractor (including its suppliers at every tier) from incorporating into military parts, components, and/or end item deliverables "specialty metals" (identified in Clause – including titanium & SS) which have been melted outside the US, its possession, or Puerto Rico, unless certain limited exceptions set forth in the Clause or DFARS Subpart 225.700-2 apply. Additional Ref's DFARS Subpart 225.7002-2 & 225.872-1(a) or (b) & Douglas Material Specification (DMS) 2201.
58. **'As Is / As Removed / Used Equipment'** - Articles procured in as is / as removed / used equipment condition must have at a minimum: Certification of Origin or Certification of Conformance. Manufacturer certs, test reports, and/or FAA 8130-3 when available. Total Time required for all Life Limited Items. Preliminary inspection performed at Sabreliner Aviation, LLC prior to final acceptance. "As Removed" Life Limited Items require additional evidence of traceability. The certification of conformance must contain the aircraft nomenclature, serial number (not tail number), and Total Times/Cycles (if known) of the donor aircraft.
59. **Northrop Grumman Special Processes** - One legible and reproducible copy of completed, signature and title of authorized representative of the agency performing special process of which is Nadcap certification is required, must accompany each shipment of specified product/material. When parts are serialized, the serial numbers must appear on the certification. Nadcap certified special processes (as of 03-10-10) are



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defined as: Chemical processing; Coatings; Composites; Elastomer Seals; Electronics; Fluid Dist.; Heat Treating; Materials Testing Laboratory; Non-Destructive Testing; Non-Conventional machining and Surface Enhancement; Sealants; and Welding.

### 60. Obsolete

61. **Qualification of Personnel** - A copy of personnel qualification records with signature traceable to applicable regulatory certifying body (i.e. NADCAP, NDT, FAA, OEM, etc.) for person(s) performing critical tasks or special processes shall be required for each shipment.

62. **Evidence of Compliance with Process Specification(s) – Sabreliner Aviation, LLC Controlled Processes** - Seller must provide with each shipment, objective evidence of compliance to material processes specified under this purchase order. Objective evidence may be in the form of, but not limited to, material test results, personnel certifications, inspection records, and process sheets. **Seller is responsible for control and conformance of all Sabreliner Aviation, LLC controlled processes procured from sub-tier suppliers.** Evidence of Seller's validation of sub-tier supplier's capabilities shall be made available upon request. Contact Sabreliner Aviation, LLC procurement agent for a current copy of all Sabreliner drawings, specifications and quality requirements. **Deliverable:** One legible and reproducible copy of results of special process certifications, raw material certifications, dimensional inspections (with parameters defined), personnel certs, and process specification(s) as required.

63. **Certification of Conformance Required Sabreliner Aviation, LLC and/or Customer Controlled Drawing/Specification Articles** - A Certificate of Conformance containing the following statement (or equivalent statement) must accompany each shipment of specified product/material: **"We hereby certify that the material supplied on this order complies in every respect to the specification and/or drawings referenced on the order. Documented evidence is on file at our facility and is available for review upon request".**

The certificate must contain the following:

- Buyer's Purchase Order Number and Line Item Number
- Quantity, Description, Part Number, and Revision Level (when applicable) as it appears on the Purchase Order
- Special Process(es) to include Spec #, Type & Class (when applicable)
- Date & Serial Number (when applicable)
- Name of Supplier
- Manufacturer and Lot Number Required for Traceability of Part(s)
- Inspection/test Data is on file and available for review by Sabreliner Aviation, LLC upon request. (For parts fabricated from Buyer's/Customer controlled data only)
- The certificate shall bear legible signature, either hand scribed, typed, or electronic, to include name and title, of an authorized agent of the Seller
- Additional information may be required; refer to Quality Condition Codes and special Sabreliner Aviation, LLC/Customer purchasing flow down requirements as listed on PO.



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**Deliverable:** One legible and reproducible copy of Certificate of Conformance.

- 64. Certificate of Conformance and Material Test Reports (when Code 3 is applied) – Fasteners i.e. bolts, nuts, screws, rivets, studs, etc., including MS, AN, NAS that are manufactured to National/Military Standards** - Seller must provide with each shipment a Certificate of Conformance statement attesting that goods conform to all P.O. requirements.

The certification shall include:

- Sabreliner Aviation, LLC P.O. number
- Requested part number
- P.O. line item number
- Nomenclature
- Condition
- Certification shall bear legible signature/electronic/typed signature, to include name and title clearly typed of an authorized agent of the Seller.

**NOTE:** Parts distributors must show traceability to original Manufacturer and Lot Number. For Surplus (Military or Commercial) Comply with codes 45 or 46 A/R.

If Quality Code 03 appears on P.O., Supplier shall provide a copy of the manufacturer's test report certifying items furnished comply with applicable specifications(s). The test report will include the lot number and specification(s), including revision level(s), for which the item has been tested when applicable. Where specification(s) require quantitative limits on chemical, mechanical, or physical properties, the test report must have actual results from an examination/test.

**Deliverable:** Certificate of Conformance, and/or one copy of chemical/physical test reports must accompany each shipment (if Code 3 is applicable).

- 65. FAA Designated Representative (DAR/DER/DMIR) FAA 8110-3 or 8130-3 Certificate Required** - FAA Representative must meet the qualification requirements as directed by FAA Order 8100.8. When directed by buyer P.O., a completed FAA Form 8110-3 and/or 8130-3 Airworthiness Approval certificate, signed by an appropriately rated FAA Representative, indicating compliance to applicable Federal Aviation Regulation (FAR) and P.O. requirements must accompany shipment.
- 66. Calibration Services** - Calibration Service providers shall perform calibrations in accordance with ANSI/NCSL Z540-1994 and/or ISO/IEC 17025, and provide a detailed report for all articles being calibrated. The report shall include at a minimum, incoming and outgoing data, accept/reject criteria, identification of person performing the inspection, and show "standards" used (such as NIST or other industry recognized standard), and calibration due dates.
- Deliverable:** One copy of certificate of conformance report as described above. Sabreliner Aviation, LLC Receiving Inspectors are to inspect upon receipt and verify: test reports, serial numbers, and validate calibration stickers have been updated and all paperwork matches product received.



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**67. Special Process and/or Make to Print Items in support of Bombardier Aerospace -**

Suppliers are cautioned that special processes/testing/fabrication performed at their facility or subcontracted by them, shall be specifically approved by Bombardier Aerospace.

Contact the Buyer to validate approval. Suppliers are responsible for assuring subcontractor awareness that their effort is in support of Bombardier Aerospace. All technical data necessary to perform satisfactory services(s) is available from the Buyer. When specification stipulates that test specimen characteristics match those of part represented, the Supplier shall provide test specimens to the special processor in quantities sufficient to meet testing requirements.

**Deliverable:** Supplier is responsible for processes specified on Purchase Order and/or drawings.

**68. Return all Customer Supplied Drawings/Mylar/Specifications/Technical Data -**

Suppliers are to follow instructions noted on P.O. (if applicable), to return to the Buyer, all Buyer supplied drawings/Mylar/Specifications/Technical Data, etc.

**Deliverable:** Return original copies of all technical/Buyer supplied data.

**69. Sabreliner Aviation, LLC Drawing Design Articles (made to print) -**

Upon receipt at Sabreliner Aviation, LLC, articles and paperwork are to be reviewed and a Sabreliner Aviation, LLC Certificate of Conformance is be issued at the time of receiving inspection, IAW CFR Part 21.