

PURCHASE ORDER QUALITY CLAUSES
RFMQA-0197 Rev. A

- 1) **FIRST ARTICLE INSPECTION** - shall be performed by the supplier prior to initial production and shipment to Winchester Interconnect. The supplier shall furnish Winchester Interconnect the material samples for the initial production. The sample shall be manufactured from the same material; process and manufacturing cycle as for the production run, including any sub-contracted processing based on production ready work instructions. Whenever practical, variable data is to be recorded and the inspection device documented. A sample of 5 pieces will be utilized for FAI. When a Key characteristic is specified by the engineering document, then an additional 5 pieces are measured. In the case of a tooling (i.e. crimpers, dies, etc.) 1 piece shall be sufficient for the FAI. First article inspection approval is accomplished using an approved form, such as Winchester Interconnect FAI report RFMQAF034 or approved equivalent. FAI data will be reported using the same units as the engineering document.

Note: If the sample does not pass its material/functional test, the product supplied with the samples shall be considered unacceptable and shall require improvement and corrective action or may result in failure to be awarded the purchase order. Winchester Interconnect waiver of first article samples does not relieve Seller from meeting drawing and/or specification requirements.

- 2) **CHEMICAL/PHYSICAL ANALYSIS** - provide certificates for raw material and special processes such as plating, coating, heat treating, brazing, etc. The supplier shall maintain a copy for a minimum of fifteen (15) years after completion of the order, all procured raw material certifications, which must be readily retrievable and shall include as a minimum:

- A. Part number and purchase order.
- B. Applicable material/test specification, description, alloy, condition and revision.
- C. Results of analysis, physical properties, chemical analysis and lot number(s).
- D. Supplier to maintain copies of all raw material certifications and sub-contracted special processes. Supplier shall also obtain and maintain sub-tier supplier process certifications. Submittal is required for FAI acceptance. Supplier's material/ special process and sub tiered supplier/ processor certifications and test results shall be made available upon request. Special processes such as heat treating, annealing, plating, chemical etching, anodizing, soldering, brazing, painting, etc. shall be referenced on the supplier's FAI. Material Safety Data Sheet (MSDS) shall be provided when applicable.

- 3) **STANDARD INSPECTION SYSTEM** - as a minimum the supplier must provide product and processes that are controlled by a quality system that assures the following:

- A. Maintains a documentation configuration control system to assure that the correct drawings, specifications, PO's and revisions level are used.
- B. Gages and equipment used for processing and acceptance shall be calibrated at documented intervals and traceable to NIST and at 10-25% discrimination. The calibration shall be based on ANSI Z540-1, or equivalent.
- C. Inspection capability to inspect all product requirements. Inspection system shall include documented results for incoming, in-process and final inspection. Product shall not be released to Winchester Interconnect until successful completion of inspection checks are completed and documented. Inspection sampling may be used, based on ANSI/ASQ Z1.4, Sampling Procedures and Table for Inspection by Attributes, utilizing C=0 criteria.
- D. Supplier's conformance with internal inspection and control systems shall ensure that their personnel are aware of their contribution to product and/or service conformity and safety.
- E. Work instruction, test reports and inspection records shall be maintained.

- 4) **RIGHT OF ENTRY** - Winchester Interconnect, Winchester Interconnect Customers and applicable regulatory agency shall be assured "right of entry" to perform Quality Audits and Inspection Surveillance at their discretion.

- 5) **RIGHT OF ACCESS** - Seller and its sub-tier supply chain shall establish and maintain a plan for “right of access” to the Winchester Interconnect applicable areas of facilities and to the Winchester Interconnect applicable documented information.
- 6) **CONTROL OF NONCONFORMING MATERIAL** - Nonconforming goods and/or services that deviate from the requirements as specified on the purchase order/contract and relevant drawings and specifications, must be documented by the Seller and submitted to the Winchester Interconnect Buyer for consideration and disposition. Non-conforming products shall not be shipped to Winchester Interconnect until authorized by a Winchester Interconnect Buyer/representative and must be identified with authorizing nonconformance document when shipped. If Winchester Interconnect authorizes a deviation, the supplier must maintain a record of the expiration date, quantity and condition and ensure compliance with the original or superseding specification when the deviation expires. At no point is it authorized for a supplier to send product to Winchester Interconnect which does not meet the engineering requirements (nonconforming product), without first going through the deviation request process. If the supplier finds discrepancy after the order is shipped, it is their responsibility to notify the buyer at Winchester Interconnect.
In case of source inspection, or any other previously approved material, if the material is later found to be non-conformant, the responsibility still belongs to the Supplier and should be dispositioned at the supplier's expense.
- 7) **CORRECTIVE AND PREVENTIVE ACTION** - The supplier shall respond to Winchester Interconnect requests for corrective action on or before the requested response due date. Supplier Corrective and Preventive Action (SCPA) form RFMQAF133 or approved equivalent shall be used.
- 8) **CERTIFICATE OF CONFORMANCE (C of C)** - Each shipment must be accompanied by a legible and reproducible, Certificate of Conformance. The C of C may be incorporated into the package slip. The C of C shall state as a minimum:
- A. Original Manufacturer's name.
 - B. Drawing/Specification number and revision.
 - C. Supplier (if other than A).
 - D. Lot Number or Date Code if applicable.
 - E. Quantity Shipped.
 - F. C of C statement specifying that the material meets the Purchase Order, drawing and applicable specifications.
 - G. Inspection stamp or signature of suppliers' representative, title and date.
 - H. Specify non-conformance document number, if applicable.
- 9) **TEST REPORTS AND TEST SAMPLES** - Suppliers to Winchester Interconnect of raw material shall provide a material certification with every shipment. The supplier shall provide test samples and test reports to Winchester when requested for periodic product audit.
- 10) **KEY CHARACTERISTICS** - When Winchester Interconnect raw material drawing, specification and/or purchase order includes “Key Characteristic” requirements, the supplier shall employ an inspection plan. The inspection plan will require SPC, Cpk 1.33 minimum, a Control Plan or 100% oversight inspection. Each key characteristic must be measured and recorded on the FAI using data from a sample of (5) five pieces. Key characteristic processing requirements are specified in ES600.
- 11) **LIMITED SHELF LIFE MATERIAL** – Materials or articles having characteristics subject to degradation with age shall be marked in a manner to indicate the date of manufacture and the expiration date. The supplier shall not deliver articles with less than 80% of shelf life remaining at the time of delivery. Examples of shelf life materials include but are not limited to shrink tubes, RTV compounds, sealants, rubber-molded articles, etc.

- 12) PACKAGING** – The supplier shall package products to prevent damage during shipment. The supplier shall not package Winchester Interconnect products directly against the surfaces of the shipping package/box. Protective insulating material including double boxing should be used. The protective abilities of the shipping package/box s shall not be degraded by over packing. The Winchester Interconnect drawing references the specific packaging instruction. In the absence of a specific packaging instruction being referenced on the drawing, general packaging instructions are described in ES720.
- 13) ESD CONTROLS** – Cables, cable assemblies and other products considered to be electrostatic sensitive devices must be checked for ESD and enclosed in ESD protective materials when delivered. ESD labeling indicating that the contents contain electrostatic sensitive devices shall be used.
- 14) RECORDS** - The supplier must prepare and maintain adequate quality systems records, including inspection instructions, gage and test equipment verifications and calibrations, and engineering specification test methods. The supplier must also prepare and maintain quality performance records indicating inspection and test results. These records must be available for review by Winchester Interconnect representatives, Winchester Interconnect customer's representatives, and any applicable regulatory organizations. Copies of individual records must be furnished upon request. All quality records retained for production of Winchester Interconnect products must be kept for a minimum of 15 years and must be stored in a manner to ensure they remain legible and easily identifiable.
- 15) CUSTOMER ORDER, PRINT AND CHANGE CONTROL** - The supplier must maintain a file of the latest customer orders, engineering drawing, deviations, and specification authorized through Winchester Interconnect. If the engineering drawings and specifications reference other documents, the supplier must obtain and maintain these reference documents. Concurrent with the effective dates of product changes, the supplier must ensure that the obsolete information is removed from all points of use. The supplier must maintain a record of change effective dates. All changes must have written Winchester Interconnect approval prior to being incorporated in production.
- 16) PROCESS CHANGES** - The supplier shall notify Winchester Interconnect in advance of any major changes (new production machine, facility change etc.) to the processing of Winchester Interconnect product. This notification is required to be submitted in writing to Winchester Interconnect Purchasing Department. Winchester Interconnect will provide feedback to the supplier (prior to production using the new process) what actions must be undertaken prior to approval of the new process – such as submission of new First Article Inspection, site audit, etc.
- 17) SUBSTITUTIONS** – The supplier shall not make any changes/substitutions to materials, products, or processes required by the engineering documents without written authorization from Winchester Interconnect. Authorization may be contingent upon a facility visit.
- 18) SUPPLIER RATING SYSTEM** - High volume suppliers are rated on quality, delivery, customer service, and process / cost improvements on a quarterly basis. A report will be provided as appropriate.
- 19) FLOW DOWN OF REQUIREMENTS** – The supplier shall flow down Winchester Interconnect and applicable customer requirements to the sub-tier supply chain, when applicable.

In the event that Winchester Interconnect flows down the clause requiring the following, you will be responsible to flow item A or item B, or both items to your sub-tier suppliers:

- A. Winchester Interconnect approvals of product, procedures, processes and equipment. Therefore, any changes to these approvals will require re-approvals in case changes are made.
- B. Winchester Interconnect requirements for design, test, inspection, verification, use of statistical techniques, and related instructions for acceptance (including critical items and key characteristics).

20) FOREIGN OBJECT DEBRIS/DAMAGE (FOD) PREVENTION – Whenever and/or wherever FOD entrapment or foreign objects can migrate, Seller shall inspect for foreign objects/materials and ensure FOD barriers remain embedded. Sellers shall ensure tooling, jogs, fixtures, and test or handling equipment are maintained in a state of cleanliness and repair sufficient to prevent FOD. All Suppliers must flow down FOD requirements to sub-tier suppliers at all levels.

21) COUNTERFEIT PARTS/MATERIALS PREVENTION - Seller shall establish and maintain a Counterfeit Prevention and Control Plan based on the AS5553.

Seller shall assure procurement of EEE (Electrical, Electronic, and Electromechanical) parts from authorized sources, or from those suppliers who provide EEE parts obtained exclusively from authorized sources, when the EEE parts are still being manufactured or available in stock directly from such sources. Seller shall ensure objective evidence is maintained that the EEE parts supplier is an authorized source or a supplier who provides EEE parts obtained exclusively from authorized sources.

Note: examples of a counterfeit part can include, but are not limited to, the false identification of grade, serial number, and date code or performance characteristics.

When we have determined any EEE part or end item, component, part or assembly containing EEE parts purchased by a supplier for delivery to Winchester, to be suspected or confirmed counterfeit, the following steps will be taken:

When Winchester Interconnect has determined any EEE part or end item, component, part, or assembly containing EEE parts purchased by the organization, or delivered to the organization, to be suspect counterfeit or counterfeit, the organization shall report the suspect counterfeit or counterfeit part in accordance with the organization's quality management system and applicable contractual requirements.

- All potential additional fraudulent/counterfeit parts in the facility (WIP, stock, FG, In-Transit, At Customer), will immediately be placed on "Hold" in quarantine pending disposition by appropriate Winchester Interconnect authorities.
- All fraudulent/counterfeit parts will be retained at Winchester Interconnect facility and the disposition will be at the supplier's expense.

22) ETHICAL, MORAL AND LEGAL BUSINESS CONDUCT - Winchester Interconnect suppliers and the sub-tier supply chain are committed to the highest possible standards of ethical, moral and legal business conduct.

Note: Any updates to this document require updates to the website; the requestor is responsible for contacting website administrators to update. Revision must appear on website.

Date	Rev	Requestor	Change	Change Number
11/17/2022	A	N. Hernandez	Renamed document QAF197 to RFMQA-0197, and removed all Winchester Interconnect Cable Assembly Division requirements. Updated section 19 for the proper flow of requirements when required by Winchester Interconnect Customers.	ECO-15886