

Manufacturers of <i>SMITH</i> [®] Bearing Products Accurate Bushing Company	Work Instruction	Document Number: WI-840-006
	Appendix:	Rev: A
Title: Quality Clause Requirements	Orig. Date: 09/07/17	Pg. 1 of 4
Revised by: Paul Robuck	Title: Quality Manager	Date: 09/16/2021
Approved by: Paul Robuck	Title: Quality Manager	Date: 09/16/2021

1.0 PURPOSE:

- 1.1 The purpose of this document is to define/describe the methods for flowing down pertinent quality requirements to suppliers.

2.0 DEFINITIONS:

- 2.1 Supplier – any company or organization, which is on the Approved Suppliers Listing, that provides products or services to be utilized in or for the production of products to be shipped to Accurate Bushing Customers.

3.0 REFERENCES:

- 3.1 WI-840-005 – Material Verification
3.2 WI-840-001 – Vendor Qualification

4.0 REGULATIONS:

- 4.1 No vendor that has not met the requirements of WI-840-001, and added to the Approved Suppliers Listing, shall be utilized for production products or services.

5.0 PROCEDURE:

- 5.1 The clauses listed in the tables below are to be utilized as the method for flowing down pertinent quality requirements to our suppliers. These clauses shall be noted, when required, on purchasing documents, so as to notify the supplier of the applicable requirements for the products or services provided.

Clause No	Clause Description	Applicability	Notes
Q01	<p>Certificate of test/analysis is required. <u>Must include:</u> Part Number, Work Order Number (W/O), Purchase Order Number, Standard used or applied, and its revision (where applicable), quantity processed, the Name, Title (Management Level) and Signature, and the date of signature of person certifying the process results. Material Certifications must include written reference to the applicable standard and meet all requirements of that standard including but not limited to the complete chemical analysis.</p>	All PO's	
Q02	<p>Records of inspections must be maintained, and provided for review when requested by Accurate Bushing, its customers, or regulatory authorities.</p> <p>Each Supplier-Provided product, article, or service shall conform to Accurate Bushing Co.'s requirements.</p> <p>The supplier shall establish a reporting process for products, articles or services that have been released from the supplier and subsequently found not to conform to Accurate Bushing Co.'s requirements.</p> <p>If this process should be activated, the supplier shall contact the Purchasing Manager of Accurate Bushing and provide all relevant information within 48 hours of discovery. If the Purchasing Manager is not Available the information may be provided to Quality Manager or the Director of Engineering.</p>	All PO's	
Q03	Supplier must grant right of access to its facility(ies) to Accurate Bushing, its customers, or regulatory authorities, to all applicable areas of all facilities, at any level of the supply chain, involved in the order and all applicable records.	All PO's	Per AS9100D FAR 5.246-2 Through 5.246-9
Q04	All inspections are to be performed using calibrated equipment, which is traceable to NIST. Records of these calibrations must be maintained, and provided for review when requested.	All PO's	
Q05	NADCAP Certification/Registration is required of the Supplier. Records of NADCAP audits must be maintained, and provided for review when requested.	By Vendor	

Q06	Supplier must conduct internal audits of their Quality Management System, to ensure adherence to set procedures. Records of these audits must be maintained, and provided for review when requested.	All PO's	
Q07	For all plating operations; NO Brighteners are allowed to be used in the plating process.	All Plating PO's	
Q08	The items on this purchase order are for PWI/UTI end use.	Pratt & Whitney PO's only	
Q08.1	The items purchased must be produced under PWI LCS control. Evidence of this must be indicated on the certification (Q01)	Pratt & Whitney PO's only	
Q09	Government Source Inspection is required, and must be performed at your facility prior to shipment. Upon receipt of delegated PO, contact your local cognizant Government Source Inspector to arrange for source inspection.	By PO	Where required by ABC Govt. Inspector only.
Q09.1	Where Govt. Source is performed, evidence of the approval must be indicated on the certification (Q01).	By PO	Where required by ABC Govt. Inspector only.
Q10	Supplier must notify ABC in writing of any significant changes in management structure, specifically executive, and quality management, significant changes to the quality management system used, or physical plant location.	All PO's	
Q11	Where supplier utilizes third party facilities for all or part of the process provided to ABC, the applicable Quality Clauses shall be flowed down to the third party supplier(s) used. It is the responsibility of the primary ABC supplier to ensure that these clauses are complied with. Evidence of this assurance must be documented, maintained and provided to ABC, its customers or regulatory authorities when requested/required.	All PO's	
Q12	Supplier must maintain records of inspections and certifications for a minimum of two years following the date of shipment, unless otherwise specified by purchase order requirement.	All PO's	
Q13	Calibrations shall be traceable to NIST. Evidence of this traceability must be noted on the calibration certificate, and be verifiable by the supplier.	Calibration PO's only	

Q14	ABC, its customer, or regulatory authorities require source inspection at the supplier’s facility. The supplier shall notify ABC in advance of completion of the process so that arrangements may be made for the performance of source inspection. No parts shall be shipped against order without source inspection. Acceptance at the supplier’s facility does not necessarily preclude rejection at ABC facility.	Where required by regulatory authority, customer contract, or ABC requirement	
Q15	The parts on this order are: SSE Parts – No Changes in the process are allowed	As required by ABC Print, W/O specifications	
Q16	S-1000 Requirements apply to all parts on this purchase order.	As required by ABC Print, W/O Specs	
Q17	Supplier shall conform to the directions provided in Executive Order (EO) 13224, “Executive Order on Terrorist Financing – blocking property and prohibiting transactions with persons who commit, threaten to commit, or support terrorism” effective as of 09/24/2001, and any subsequent changes made to said order.	All PO’s, or as required by contract requirements	
Q17.1	Supplier shall flow down the requirements of EO 13224 in any and all lower tier purchase orders or subcontracts here under. To view EO 13224, please go to: www.whitehouse.gov/news/releases/2001/09/20010924-1.html	All PO’s, or as required by contract requirements	

6.0 REVISION HISTORY:

Date	Revision	Owner	Description
09/07/17	ORIG	Paul Robuck	Re-number and Review for REV D
9/16/2021	A	Paul Robuck	Remove reference to old documents