



Desk Instruction

DI-800-001 Purchasing Quality Requirements
Effective Date: 10/29/20

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Desk Instruction For Purchasing Quality Requirements

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1.0 SCOPE

Listing of Purchasing Quality Requirements (PQR's) for AAE flowdown to suppliers.

2.0 PURPOSE

To provide Supply Chain Manager with PQR's for submittal to sub-tier suppliers for customer required quality clauses and for instances in which customer supplied requirements are inadequate or not provided.

3.0 DFAR's

When DFAR requirements are flowed to AAE from customers, AAE Purchasing Department ensures that those applicable DFAR's are flowed to AAE sub-tier suppliers.



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4.0 List of AAE PQR's

AAE Code	Clause Title	Requirement Text
PQR-00	AAE BASELINE FLOWDOWN FOR ALL PURCHASE ORDERS	PQR-01 (Quality System) PQR-02 (Calibration System) PQR-04 (Flowdown Requirements) PQR-06 (Change Authority) PQR-07 (Non-Conformance Reporting) PQR-09 (Certificate of Conformance) PQR-15A (Record Retention) PQR-16 (Right of Access) PQR-24 (FOD) PQR-32 (Counterfeit Avoidance).
PQR-01	QUALITY SYSTEM	The supplier shall maintain a Quality Assurance Program in accordance with ISO 9001 (latest revision) or equivalent, e.g. AS 9100. Obsolete specifications such as MIL-Q-9858A will be considered acceptable.
PQR-02	CALIBRATION SYSTEM	The Subcontractor shall have a documented calibration system that meets the requirements of ISO 10012, Quality Assurance Requirements for Measuring Equipment, or the American National Standard Institute (ANSI)/National Conference of Standards Laboratories (NCSL) Z540-1, General Requirements for Calibration Laboratories, Measuring, and Test Equipment.
PQR-03	CONFIG MANAGEMENT SYSTEM	Supplier shall be responsible for controlling / tracking changes to parts and components manufactured to ensure that the end product meets specified design functional and physical characteristic requirements. This includes any part or component manufactured to Customers' or vendors' drawings, specifications, or special process procedures. With each shipment, suppliers shall submit "configuration documents, which define the requirements, designs, build / production and verification for a configuration controlled item. This record shall be signed and dated by an official of the Organization's Quality Assurance department, and in addition to the aforementioned required information, shall include the following minimum requirements: · Organization's Contract / Purchase Order number including any change orders · Line item number · Part number · Serial number (traceability as applicable) · Lot number (traceability as applicable) · Drawing number · Revision level (as built) · Engineering order(s) (if applicable) · Process deviations and waivers (if applicable).
PQR-04	AQC04 FLOWDOWN REQUIREMENTS	This clause mandates that all applicable requirements that are invoked or applied to the customer's purchasing document, including this clause, shall be flowed down to the organization's sub-tier suppliers.
PQR-04B	FLOWDOWN VERIFICATION	In addition to PQR-04, AAE requires the vendor to provide a copy of their purchase order to AAE for flow-down verification. Vendor PO shall be provided to AAE Purchasing prior to final PO fulfillment.



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PQR-05	SHELF LIFE AND AGE CONTROL ITEMS	<p>Products on this Order require submittal of date of manufacture when shelf life is based on date of manufacture, or date of shipment from the manufacturer when shelf life is based on date of shipment, as appropriate, based on specified method of shelf life determination. Upon shipment, shelf life remaining shall meet the minimum shelf life specified on the order. If no shelf is specified, 75 percent of the shelf life shall be remaining on products on this order. Certification must contain the following: · Customer's Order number · Order part number · Manufacturer's name, lot, heat, batch, date code, and/or serial number (as applicable) · Date of manufacture · Date of shipment from manufacturer (as specified on Order) · Organization name, and Organization's point of contact · Expiration Date</p>
PQR-06	CHANGE AUTHORITY	<p>The supplier agrees to maintain strict controls to assure that, after the item (s) successfully pass the qualification/acceptance , neither the design, material, part, process, procedure, tooling, software (if required), or test equipment shall be altered, redesigned, or replaced by any other design, material, part, process, procedure, tooling, software, (if required), or test equipment; nor shall the item(s) be produced at other than the suppliers original facility which produced the acceptable item(s) without prior written approval from AAE, and, or its customer. This requirement shall be placed in purchase orders to its sub-tier suppliers.</p>
PQR-07	NONCONFORMANCE REPORTING	<p>Under this clause, Customer grants no MRB authority to the Organization or it's sub-tier suppliers. Repair is not allowed under this clause. Definitions: Nonconformance: A condition of any article, material or service in which one or more characteristics do not conform to requirements specified in the contract, drawings, specifications, or other approved product description. Includes failures, discrepancies, defects, anomalies, and malfunctions. Rework: Used when an article can be made to conform to drawing requirements. Detailed instructions must be included or referenced. Repair: Used when the nonconforming article, material or service can be corrected to a usable condition, although its condition will not be identical with drawing / specification requirements. Non-conformances shall be reported to the AAE within 5 working days after the nonconformance is discovered.</p> <p>"The organization shall ensure that product which does not conform to product requirements is identified and controlled to prevent its unintended use or delivery.</p> <p>Data Requirements:</p> <ol style="list-style-type: none"> 1. A detailed description of the nonconformance; location (by drawing reference point, hardware reference point, clock location, etc.); and exact callout of the violation by drawing or specification requirement (including, sub-paragraph or illustration number). Dimensional violations shall include "should be" and "is" dimensions.



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		<ol style="list-style-type: none"> 2. It shall list what type of inspection revealed the discrepant condition. 3. What, if any, subsequent actions were taken prior to disclosure., and tool(s) calibration traceability numbers. 4. If the nonconformance is minor and can be re-worked to a condition that completely conforms to the drawing or specification requirements. 5. A Cause Corrective Action Report.
PQR-08	MATERIAL IDENTIFICATION, DAMAGE AND COUNT	Each article delivered under this Purchase Order will require positive identification with the part number ordered. All purchased materials and services are subject to inspection for compliance to this purchase order and all applicable quality clauses. No material or process substitutions, quantity variations or splits from the purchase order may be made without prior written authorization from the Customer.
PQR-09	CERTIFICATE OF CONFORMANCE	<p>Organization shall provide a certification with each shipment to attest that the material, parts or assemblies conform to the Order requirements. When applicable, the true manufacturers, lot, heat, batch, date code, and/or serial number must appear on the certification. Certification must contain the following:</p> <ul style="list-style-type: none"> * Customer's Order number * Part number * Name and address of manufacturing or processing location * Manufacturer's lot, heat, batch, date code, and/or serial number (if applicable) * Quantity and unit of measurement (each, box, case, gallons, etc.) * Be signed and dated by an official of the company. <p>The applicable material test results, process certifications and inspection records shall be presented upon Customer's request. Organization shall perform inspection, as necessary, to determine the acceptability of all articles under this Order.</p>
PQR-10A	DIMENSIONAL INSPECTION REPORT – 100% Inspection of all Characteristics	The contractor shall perform 100% inspection of all characteristics. The contractor shall submit a certificate of compliance with each shipment attesting that all characteristics and results or actuals have been verified to meet the purchase order requirements. The certification shall contain as a minimum, a verified listing of all characteristics and results or actuals, the name of contractor, part number, purchase order number, serial number(s) (when applicable), unique ship lot number and quantity of parts shipped. Certification must be validated by an authorized representative of the contractor's Quality Department, by either an Inspection Stamp or signature and a date in which the inspection occurred.



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PQR-10B	DIMENSIONAL INSPECTION REPORT – Sampling Inspection of all Characteristics	Sampling inspection of all characteristics. When sampling is to be performed sampling must be approved by AAE. The contractor shall submit a certificate of compliance with each shipment attesting that all sampled characteristics and results or actuals have been verified to meet the purchase order requirements. The certification shall contain as a minimum, a verified listing of all sampled characteristics and results or actuals, the name of contractor, part number, purchase order number, serial number(s) (when applicable), unique ship lot number and quantity of parts shipped. Certification must be validated by an authorized representative of the contractor's Quality Department, by either an Inspection Stamp or signature and a date in which the inspection occurred.
PQR-11	100% ATTRIBUTE CLAUSE	"The organization shall submit (1) reproducible copy of all inspection documentation stamped by the responsible quality inspector showing 100% inspection for all attributes noted on the drawings, for all parts submitted under this Contract/Purchase Order."
PQR-12	NDI/NDT CERTIFICATION	Organization will include with each shipment a certificate for the NDI/NDT performed. As a minimum, the certification shall contain the following information: <ul style="list-style-type: none"> · Customer's Purchase Order / Contract number · Name and address of the Company performing NDI/NDT; · Date of Inspection; · Quantity of parts tested by part number; · Specification or other requirement defining the NDI/NDT acceptance / rejection criteria; · Inspector/name/stamp and NDI/NDT certification level; · NDI/NDT specification including revision; · Material or item identification (part number, heat lot number, Foundry Record (FR) number; · Material or item traceability (serial number, lot number, batch number, lot/date code); · Inspection results (accept/reject); · Reference to previous NDI/NDT reports for repair/rework if applicable; · Reference to attached recordings i.e., films or photographs if applicable; A record of the procedures or techniques used and actual results shall remain on file for at least five years after shipment to Customer and shall be furnished to Customer upon request. These records shall include all information required in the previous paragraph as well as acceptance / rejection criteria, and related test instrument data used in the NDI/NDT process.
PQR-13	SPECIAL PROCESS CERTIFICATE	A special process certification shall be provided with each shipment of item(s) delivered. Special Process Certifications may be in supplier format and shall include the following: <ul style="list-style-type: none"> • Customer's Order number • Part number(s)



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		<ul style="list-style-type: none"> • Serial and/or lot numbers, of the hardware processed (if applicable,) • Material process specification & revision • A certification stating the special process was performed per the applicable drawing/specification requirements. • Processing Organization 's name and address <p>Each certification must be signed and dated by a company official of the Subcontractor and/or Processor attesting to the acceptance of the processes performed to the required specification(s).</p>
PQR-14A	DATA REQUIRED WITH EACH SHIPMENT	If a lot is split and a partial shipment is made, all required data shall accompany each shipment. An additional copy of the data (i.e. test data, certificates of conformance, etc.) must be included in the follow-on shipments. When samples or sample data are sent separately, they must reference the original purchase order number, line item, and date of shipment. If a partial shipment is made, annotate it on the shipper.
PQR-14B	SHIPPING DOCUMENTS	<p>Organization shall furnish Commercial Shipping Documents/Packing List, capable of being photographically reproducible through two additional reproductions, showing the following:</p> <ul style="list-style-type: none"> • P.O. Number • Part Number(s) • Description • Qty ordered • Qty shipped • Lot/Date Code/serialization (as applicable) • Any handling constraints or cautions such as, but not limited to: • Optics; open only in clean room environments. • ESD sensitive items, open only at approved ESD workstation. • Moisture sensitive components, open/store only in humidity controlled area. • Shock sensitive components (shock monitoring should be specified if required).
PQR-15A	5 YEAR RECORD RETENTION	Organization and Organization's Subcontractors shall maintain verifiable objective evidence of all inspections and test performed, results obtained and dispositions of non-conforming articles. These records shall be identified to associated articles, including heat and lot number of materials, unit or lot serialization and made available to Customer and/or Government Representatives upon request and shall be retained in a safe, accessible location for a period of five (5) years after date of delivery as defined in the contract. Organization's records associated with the manufacture of serialized or lot controlled articles will provide for continued traceability of serial numbers or lot number identification



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		through all phases of manufacture, commencing with the raw material and continuing through final acceptance of the end item. Records held for the required retention period (five years) shall not be destroyed without Customer's written concurrence.
PQR-15B	10 YEAR RECORD RETENTION	Organization and Organization's Subcontractors shall maintain verifiable objective evidence of all inspections and test performed, results obtained and dispositions of non-conforming articles. These records shall be identified to associated articles, including heat and lot number of materials, unit or lot serialization and made available to Customer and/or Government Representatives upon request and shall be retained in a safe, accessible location for a period of ten (10) years after date of delivery as defined in the contract. Organization's records associated with the manufacture of serialized or lot controlled articles will provide for continued traceability of serial numbers or lot number identification through all phases of manufacture, commencing with the raw material and continuing through final acceptance of the end item. Records held for the required retention period (ten years) shall not be destroyed without Customer's written concurrence.
PQR-15C	20 YEAR RECORD RETENTION	Organization and Organization's Subcontractors shall maintain verifiable objective evidence of all inspections and test performed, results obtained and dispositions of non-conforming articles. These records shall be identified to associated articles, including heat and lot number of materials, unit or lot serialization and made available to Customer and/or Government Representatives upon request and shall be retained in a safe, accessible location for a period of twenty (20) years after date of delivery as defined in the contract. Organization's records associated with the manufacture of serialized or lot controlled articles will provide for continued traceability of serial numbers or lot number identification through all phases of manufacture, commencing with the raw material and continuing through final acceptance of the end item. Records held for the required retention period (ten years) shall not be destroyed without Customer's written concurrence.
PQR-16	RIGHT OF ACCESS	Work under this purchase order/contract is subject to AAE, AAE customer or government surveillance/inspection at organization's plant or sub-tier supplier's facility. The organization will be notified if a surveillance/inspection is to be conducted.
PQR-17	SOURCE INSPECTION	All items of this Purchase Order are subject to in process quality surveillance by AAE and/or AAE 's customer/Government/Regulatory Authorities (when accompanied by AAE). Shipments shall not be made without AAE 's Quality Representative's authorization. Source release does not constitute final acceptance, which is performed at the AAE facility designated on this Purchase Order. A copy of the Purchase Order, related correspondence, manufacturing and inspection documentation shall be



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		made available to the AAE Quality Representative. The Supplier shall provide no less than three working days advance notification to the AAE buyer before items are ready for AAE source surveillance. AAE may designate discreet manufacturing operations as AAE Quality Surveillance Points. The supplier is required to notify AAE three working days prior to commencement of the identified operation. The supplier shall not proceed past an AAE surveillance point without written AAE approval.
PQR-18	CUSTOMER SOURCE INSPECTION (CSI)	Customer source inspection is required prior to shipment of articles from the Organization's facility. Upon receipt of this Order and prior to commencing work, promptly notify the Customer's Procurement Quality Assurance Representative (PQAR) assigned to the Organization's facility so the appropriate inspection plan can be coordinated. In the event that a Procurement Quality Assurance Representative does not normally service the Organization's facility, immediately notify the Customer Procurement representative to obtain a point of contact for the appropriate Procurement Quality Assurance Representative (PQAR) assignment. Source inspection shall be conducted by the Customer at the Organization's facility or where designated in the Order. The Organization shall notify PQAR office a minimum of five (5) working days in advance of the time the articles or materials are ready for inspection or test. The Organization shall make available to the PQAR all applicable drawings, specifications, procedures, statements of work, Customer's Order, test software, and changes thereto, related inspection and/or test equipment, and such other information as may be required to satisfactorily perform the inspections and tests required under this Order.
PQR-19	GOVERNMENT SOURCE INSPECTION	Government inspection is required prior to shipment. Evidence of such inspection must be indicated on the packing sheet accompanying each shipment. On receipt of this Purchase Order/subcontract, promptly furnish a copy to the Government Representative who normally serves your plant, or if none, to the nearest Army, Navy Air Force or Defense Logistics Agency Inspection Office in your locality. In the event the representative or office cannot be located, contact AAE. The supplier shall give the government adequate notice of the items being ready. The supplier shall advise the AAE buyer if any issues concerning government source inspection are going to impact contractual delivery to AAE.
PQR-20A	AAE SPECIAL PROCESS APPROVAL	Prior to the supplier performing any special processing such as heat treat, welding, solder, surface treatment/plating, NDT etc., the Supplier shall furnish detailed process procedures to AAE for approval. The supplier's procedures shall include sufficient detail to fully define and control the process. The procedure shall include supplier's name and address of the supplier's facility. After AAE approval, no changes in the procedure, including supplier's location, are allowed without prior AAE approval. An on-site survey may be conducted by AAE and/or AAE's customers/Government/Regulatory Authorities (when accompanied by AAE) for approval of special



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		<p>processes. AAE approval of the supplier's procedures does not relieve the supplier of any responsibility for compliance to the Purchase Order. The Supplier shall notify AAE 30 days prior to a change in the supplier facility location.</p>
PQR-20B	CUSTOMER SPECIAL PROCESS APPROVAL	<p>Processor (Contractor and/or Subtier) shall have current required approval(s) in place at the time of hardware processing. Contractor shall verify approval prior to performing processing. Definition: Special Process – A method controlled by a contractually required specification where: 1. A product undergoes a physical, chemical or metallurgical transformation or inspection. Conformance to the specification cannot be readily verified by normal inspection methods and, 2. The quality of the product depends on use of specific equipment operated in a specific manner, under controlled conditions, by trained personnel with instructions, procedures or standards. Contractually required specifications include Lockheed Martin, Industry or Government specifications identified in the Lockheed Martin Purchase Agreement, subordinate drawings, statements of work, or other contractual documents</p>
PQR-21	CRITICAL PROCESSES	<p>The following shall apply to customer designated “critical processes” performed by the organization: The organization will notify the customer of proposed changes in process definition and, will obtain approval from the customer prior to implementing the change. Changes affecting processes, production equipment, tools and programs shall be documented. Procedures shall be available to control their implementation. The following shall apply to organization designated “critical processes” that have been sub contracted: “The supplier will notify the organization of proposed changes in process definition and, will obtain approval from the customer prior to implementing the change. Changes affecting processes, production equipment, tools and programs shall be documented. Procedures shall be available to control their implementation”.</p>
PQR-22	PACKAGING REQUIREMENT	<p>Organization’s Quality Control organization shall be responsible for ensuring that items provided under this Contract/Purchase Order are packaged in such a manner that the dimensional integrity is preserved, contamination and corrosion are prevented, and no physical damage occurs or, when specified, that packaging is in accordance with the drawing, appropriate ASTM, MIL, or other applicable customer specified requirement. The organization shall ensure that special labeling requirements shall also be listed in the appropriate shipping documents and on each package.</p>
PQR-23	FIRST ARTICLE INSPECTION	<p>A FAI is required, on new product representative of the first production, IAW AS 9102, or when process has changed, production facilities have moved, or the product has not been manufactured in a 12 month period. The organization is required to perform 100 percent inspection and record the</p>



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		<p>attributes for the first article of this Contract / Purchase Order. If the deliverable is an assembly, this inspection shall also include all of the piece parts that make up the assembly. The inspection records and data shall be per AS9102 and shall identify each characteristic and feature required by design data, the allowable tolerance limits, and the actual dimension measured as objective evidence that each characteristic and feature has been inspected and accepted by the Organization's quality and inspection function. When testing is required, the parameters and results of the test shall be recorded in the same manner. The First Article Inspection Report must show evidence of acceptance by the Organization's quality assurance representative. The First Article(s) shall be produced on production equipment and using processes which will be utilized on production runs. Additionally, the Organization shall perform additional First Article Inspection(s) per the requirements of AS9102 (i.e.: following every major tooling, every design change, and subsequent to any evident quality degradation for a specified part or article). Records of all first article activity will be documented as required in AS9102, treated as quality / acceptance records, and made available to Customer if requested. AAE and its customer/Government/Regulatory Authorities (when accompanied by AAE) may elect to witness the FAI.</p>
PQR-24	FOREIGN OBJECT ELIMINATION (FOE)	<p>The supplier shall establish and maintain an effective Foreign Object Elimination (FOE)/Foreign Object Damage (FOD) Program to reduce FOD using NAS-412 as a guideline. The program shall be proportional to the sensitivity of the design of the product(s) to FOD, as well as, to the FOD generating potential of the manufacturing methods. The supplier will document and investigate, determine root cause and eliminate repetitive non-conformances related to FOD incidences. The written procedures developed by the supplier shall be subject to review and auditing by AAE and disapproval when the supplier's procedures or policies do not accomplish their objectives.</p>
PQR-25	RAW CASTINGS AND FORGINGS	<p>Two samples of all raw castings and forgings are required from new or reworked dies or molds and must be approved by AAE prior to run of production parts. Unless Lockheed Martin source surveillance is a requirement of the Contract, the samples shall be forwarded to AAE Receiving Inspection with the actual results of layout inspection, radiographs, and actual chemical and physical test results. When AAE source surveillance is a requirement of the Contract, the layout and test data shall be evaluated at the Contractor's facility. In either case, first article approval by AAE is required prior to the start of production. The Contractor is responsible for obtaining AAE approval of any change in processes or tooling using the same approval instructions stated above.</p>



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PQR-26	MATERIAL CHANGES / OBSOLESCENCES	<p>The Supplier shall provide in advance written notification to the AAE Buyer of any change(s) to materials including material manufacturer, availability or formulation. Notification shall include: Change Type (Manufacturer, Availability or Formulation), Current Availability and Last Buy Date.</p>
PQR-27	KEY PERSONNEL	<p>The Vendor shall notify AAE Aerospace within 5 working days of termination or reassignment of personnel considered to be "Key" to P.O. execution. Key personnel shall include:</p> <ol style="list-style-type: none"> 1. Program Manager 2. Production Manager 3. Quality Director/Manager 4. Those persons identified on the P.O. by name <p>This requirement is intended to give AAE Aerospace time to evaluate the vendors ability to meet P.O. requirements and determine if support or schedule relief should be provided to the vendor to meet their obligations.</p>
PQR-28	CUSTOMER/GOVERNMENT PROPERTY	<p>Customer/Government furnished/acquired property shall be clearly marked to show its ownership and be used only for the performance of this P.O. Except for reasonable wear and tear, vendor shall be responsible for and shall promptly notify AAE of any loss or damage. Vendor shall manage, maintain and preserve furnished/acquired property in accordance with good commercial practice. Vendor shall maintain and submit upon request an inventory list of furnished/acquired property including FAR 52.245-1 required information including:</p> <ol style="list-style-type: none"> 1. Contract No. 2. P.O. No. 3. Item Name 4. Item Description 5. Manufacturer 6. Manufacturer's FSCM code 7. Serial No. 8. Part No. 9. Model No. 10. Quantity 11. Units 12. Location 13. Category Code (E=Equipment; ST=Special Tooling; STE=Special Test Equipment)



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		14. GFE/CAP (GFE=Government Furnished Equipment; CAP=Customer Acquired Property) 15. Status (In Service, In Storage, Defective, Out for Calibration, etc....) 16. Last Inventory
PQR-29	LMSSC Rework of Repair Disposition/Instructions	No rework and/or repair outside of normal process steps, i.e. welding, straightening, etc..., without prior written instructions in the form a VRIC disposition.
PQR-30	Obsolescence and Availability	Vendors shall notify AAE Aerospace within 10 working days of identification of any Obsolescence or Availability issue which may affect current or future delivery schedules.
PQR-31	Advance notice for First Article Verification/Validation	Vendor shall provide a 10 working-day notice prior to any First Article Verification and Validation activities, i.e. inspection, test, demonstration or analysis.
PQR-32	AAE Procured parts/Parts materials counterfeit Prevention	All parts and materials shall be procured only through Original Equipment Manufacturers (OEMs)/Original Component Manufacturers (OCMs) or their franchised dealer or distributors unless pre-approval has been granted by AAE. The supplier shall employ validation methods which assure parts and materials provided are not counterfeit. Supplier shall flow this requirement down to all sub-tier suppliers to prevent the inadvertent use of counterfeit parts and materials.
PQR-32LM	AAE Procured parts/Parts materials counterfeit Prevention	The supplier's Certification of Conformance represents that the shipment does not contain any 'suspect' or 'known' Counterfeit Part, Material, or Work* and ensures that parts, material or work are procured only through Original Equipment Manufacturers (OEMs)/Original Component Manufacturers (OCMs) or their Franchised Distributors or Authorized Supplier. Any use of other than an Authorized Supplier* requires Lockheed Martin written approval prior to procurement and use, which shall be contained within the deliverable data package. <ul style="list-style-type: none"> • The supplier shall verify the procurement source and associated certifying documentation. • Supplier's receiving inspection process shall utilize incoming inspection or test methods, or both, to detect potential counterfeit parts, material or work. • The supplier shall flow this clause in its entirety or equivalent (replacing "Lockheed Martin" with "supplier") down to all lower tier subcontracts to prevent the inadvertent use of Counterfeit Parts, Material or Work. When an Authorized Supplier is not utilized by the supplier's lower tier, the supplier shall provide a copy of the risk assessment and their written approval within the



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		<p>deliverable data package. *All definitions can be found at the following link under 'Counterfeit Work Definitions':</p> <p>http://www.lockheedmartin.com/us/suppliers/bu-info/space/space-tandc.html</p>
PQR-33	Certificate of Compliance – Raw Materials	<p>Organization will include with each shipment the raw material manufacturer's test report (e.g., mill test report) that states that the lot of material furnished has been tested, inspected, and found to be in compliance with the applicable material specifications. The test report will list the specification(s), including revision numbers or letters, to which the material has been tested and/or inspected and the identification of the material lot to which it applies. When the material specification requires quantitative limits for chemical, mechanical, or physical properties, the test report will contain the actual test and/or inspection values obtained. For aluminum mill products (except castings), certifications for chemistry may indicate compliance within the allowed range. Certifications for physical properties will show actual values. When organization supplies converted material produced by a raw material manufacturer, the organization shall submit all pre- and post-conversion chemical/physical test reports.</p>
PQR-34	Retain Tooling	<p>Tooling to be retained until called for.</p>
PQR-35	Statement of Work	<p>Articles defined in this Purchase Agreement are subject to additional requirements per a statement of work, which must be met to achieve compliance to contract requirements. Articles will not be accepted by AAE if contractor fails to comply with the requirements of the statement of work.</p>
PQR-36	Documentation Acceptance (Drop Shipment)	<p>Articles ordered under this contract are to be drop shipped to a destination other than AAE. Final acceptance is contingent on the submittal and approval of quality data. Only upon final acceptance from AAE of quality data can articles be shipped to destination.</p>
PQR-37	Tool Condition Definitions	<p>Excellent - New or like-new in appearance and function. Good - Some scratches, stains, rust marks etc... but are cosmetic only. Fair - Some scratches, stains, rust marks etc... and should be monitored more closely for functional ability. Poor - Contains many scratches, stains, rust marks etc... and should be taken out-of-service. Note: PQR may be modified as necessary depending on tool/instrument type.</p>



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PQR-38	Outside Calibration Vendors	<p>Any outside calibration Vendors shall maintain a calibration system that conforms to ANSI/Z540.3 to the degree necessary to assure compliance with contractual requirements.</p> <p>When the outside calibration facility is used AAE Aerospace Purchase Order shall state results must be traceable to the National Institute of Standard Technology and certified to meet the requirements of ANSI/Z540.3.</p>
PQR-39	Statistical Techniques Process Control	<p>The supplier shall identify the statistical techniques in establishing, controlling and verifying process capability and product characteristics. Documented procedures shall be established and maintained to implement and control the application of these statistical techniques. Records of SPC are to be maintained and available upon request for a minimum of 10 years</p>
PQR-40	Design & Development Control/Test Specimens for Design Approval	<p>The supplier shall identify the requirements for design, test, inspection verification (including production process verification), the use of statistical techniques for product acceptance, and as applicable, critical items including key characteristics to sub tier suppliers. AAE reserves the right to designate requirements for test specimens in design approval, inspection/verification, investigation or auditing.</p>
PQR-41	Awareness of Personnel	<p>Organization will ensure that persons employed and performing work under its control are aware of their contribution to products and/or service conformity, their contribution to product safety, and the importance of ethical behavior.</p>