



**PURCHASE ORDER**  
**QUALITY TERMS AND CONDITIONS**  
**QTC-001 (Rev. H)**

**Q00.01**

The supplier shall implement a Quality Management System to control product and process requirements in accordance with SAE AS 9100. The level of implementation shall be as required by the suppliers operations and should include a company-wide process that fosters continuous quality improvement.

**Q00.02**

When the supplier's operation is certified by a third-party organization, the supplier shall provide a copy of the certification to Brek Quality Assurance and shall keep Brek Quality Assurance up to date as the certification is renewed.

**Q01.01**

In performance of the purchase order, Brek Manufacturing Company retains a right of entry to the supplier's facilities and records in order to verify product quality. Brek Manufacturing also reserves the right to audit the suppliers Quality System at any time. The right of entry is extended to Brek Manufacturing's customer (up to the OEM customer) and regulatory agencies. The right of entry is extended for an unlimited time period and a current purchase order is not required for the right of entry to be effective.

**Q01.02**

The supplier shall include a right of entry provision in all of their subcontracts, which includes Brek Manufacturing, their customer (up to the OEM customer) and regulatory agencies.

**Q01.03**

When the item addressed by the purchase order is associated with a national defense program, the items(s) on the purchase order are certified for National Defense under DPAS. A list of all such programs (by program name) and the priority rating is found on the supplement to these terms and conditions, titled QTC-001-1 The supplemental document is found on the Brek Website in conjunction with this document 'brek.aero/quality'.

**Q02.01**

The supplier shall implement a Configuration Control System for all blueprints, mylars, engineering specifications and any other documentation in performance of the purchase order. This includes maintenance of a master list which states the current revision status.

**Q02.02**

The supplier is responsible to destroy all obsolete blueprints, parts list, mylars, engineering models, specifications and other such proprietary documents prior to disposal. Any obsolete documentation that is retained for historic or traceability purposes shall be stored securely and shall be clearly marked "OBSOLETE".



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**Q02.03**

When Digital Product Definition (Electronic Engineering Media) is specified, the supplier is directed to Brek QTC-002, Guidelines for the use of Digital Product Definition. The document is found on the Brek Website in conjunction with this document. All items are required unless CMM Inspection is not performed. Brek approval of the supplier's DPD system is required. If the supplier is previously approved by Boeing for DPD, the supplier shall submit the approval to Brek Manufacturing along with the required documentation.

In the case of a supplier that has CMM capability, the supplier must be Boeing DPD approved in order to proceed. If such approval is not placed, Brek Manufacturing will perform the FAI and receiving inspection upon delivery. This does not relieve the supplier of performing internal in-process inspections and FAI per AS9012 in order to prove the production process. Please see clauses Q06.01 and Q06.05

**Q02.04**

Quality documentation, records and certifications must be maintained on file for a period of 10 years after the final payment of the purchase order. After this time period, the supplier shall not destroy such records without the written approval of Brek Manufacturing Company.

**Q03.01**

The supplier is responsible to provide the necessary resources to deliver products and services that meet all Brek Manufacturing and customer requirements in accordance with the purchase order.

**Q03.02**

The supplier is responsible to provide trained and or certified personnel for the manufacture and inspection of products and services used to satisfy the requirements of the purchase order.

**Q04.01**

The supplier is responsible to implement a process by which all of the purchase order requirements and the requirements as stated herein are reviewed prior to acceptance of the purchase order.

**Q05.01**

The supplier is responsible to maintain control of all Brek Manufacturing Company supplied material, gauges and tooling. Any such material that is lost, damaged or otherwise unsuitable for use shall be immediately reported to the buyer. Brek Manufacturing retains ownership of all supplied material and equipment regardless of how it is used or incorporated in the supplier's operation.



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**Q05.02**

All delivered products shall be identified as required by the blueprint or the applicable engineering specification prior to release.

**Q05.03**

When serialization and traceability is required, the assigned serial number shall be maintained on each part throughout all manufacturing processes and shall be identified on each part and all documentation upon release. A loss of traceability can result in rejection of the entire production lot.

**Q06.01**

Applicable on initial production by the supplier, a First Article Inspection (FAI) report is required for each dash number in accordance with SAE AS 9102. The inspection report shall indicate the actual measurement obtained for each characteristic listed on the blueprint, parts list, notes lists and Brek Manufacturing Company manufacturing instructions (when specified on the purchase order). When repetitive dimensions are inspected (i.e. holes of the same size, web thickness of the same size, etc.) record actual measurement individually, and specify locations. A new FAI is required when a part has not been in production for a period of two years or longer. Delta FAI's are also required for all changes with regard to the current FAI configuration.

**Q06.02**

The supplier agrees to notify Brek Manufacturing Company of any changes to the product, manufacturing process, facilities or sub-tier suppliers. Changes such as these require a First Article Inspection as stated above.

**Q06.03**

At Brek Manufacturing Company's discretion, a Brek source inspector will be present during FAI. When source inspection is specified, the supplier shall provide a 48 hour notice to prior to the date of performance of the FAI.

**Q06.04**

Brek Manufacturing Company's acceptance of products or services does not preclude a subsequent rejection when a nonconforming condition is discovered at any time. This includes discovery by Brek Manufacturing Company's customer(s).

**Q06.05**

One hundred percent inspection of all characteristics is required. Use of sampling plans for inspection is prohibited without Brek Manufacturing Company's prior approval.

**Q06.06**

For all close tolerance characteristics (.0015" or less), GO and NO GO gauging techniques are not acceptable.



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The inspection status of all products shall be clearly identified throughout the manufacturing process and upon delivery to Brek Manufacturing Company.

**Q06.08**

If a key characteristic is required by engineering documents or Brek Manufacturing fabrication instructions, the following requirements apply:

- All key characteristics shall be placed under statistical process control.
- If the supplier does not have the ability to perform as stated above, contact the buyer immediately, prior to continuing with purchase order requirements.
- At any time, the supplier may request assistance from Brek Manufacturing when conducting SPC and AQS (Advanced Quality System) activities. Contact the buyer.
- Documentation requirements are per key characteristic:
  - The supplier will provide copies of SPC documentation with all parts delivered to Brek Manufacturing Company.
  - Documents required for each key characteristic shall be IX-MR or X bar R charts.
  - If 21 or more parts are listed on the control charts, then upper and lower control limits along with a CPK reading shall be indicated on the control chart.
  - All charts will be identified with date, part number, dash number, and the key characteristics.
- The documentation requirements listed above are in addition to all other documentation required by the purchase order and engineering requirements.

**Q07.01**

All materials, parts and age control products must be protected against damage and corrosion during the manufacturing process through final delivery. Delivery of the product shall include the use of sound standard packaging practices. Special packaging instructions, when required, will be specified on the purchase order.

**Q07.02**

The supplier agrees to insure that materials utilized in performance of this order, whether furnished by Brek Manufacturing Company or by the supplier, will be segregated and controlled to insure traceability and prevent them from being intermingled with any other materials.

**Q07.03**

Purchase Orders for Standard Hardware, or assemblies that include Standard Hardware (i.e. BAC, AN, NAS, STM, MIL, etc.) shall be satisfied with material of the latest specification revision level in effect and must comply with all obsolescence / replacement criteria when applicable.



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**Q07.04**

Items on this purchase order are for Customer Specific aircraft use as indicated (i.e. A380 Airbus-UK, 737NG Spirit-Wichita, F/A-18 Northrop Grumman) and must comply with all applicable engineering requirements and specifications for the particular item(s) ordered at the time of manufacture/procurement. These requirements shall also be clearly stated in all of the supplier's subcontracts.

**Q07.05**

The supplier must purchase materials from OEM customer approved sources when applicable (see customer specific approval listing). Materials that are produced or procured outside of the USA always require the use of customer-approved sources (also see clause Q12.01 for more requirements related to this clause).

**Q07.06**

All special processes required by this Purchase Order must be performed by sources that are approved by the OEM customer, and to the latest revision of the applicable process specification as stated on "Subtier Process Specification Listing", which is found on the Brek Website: 'brek.aero/quality'.

**Q07.07**

All materials, processing, and testing must be per the latest revision of the applicable process specification either as issued by the engineering responsible customer or as stated on "Subtier Process Specification Listing", which is listed on the brek.aero website, under Quality.

**Q07.08**

Copies of all material, processing, testing, chemical and physical analysis certifications must accompany each shipment of parts as required by the blueprint or applicable specification.

**Q07.09**

The supplier shall submit a Certificate of Compliance summarizing all processes and tests performed, along with the name of each facility utilized. The supplier must also include the applicable revision status of each specification performed.

**Q08.01**

The Supplier shall maintain a system of gauge control in compliance with ANSI/NCSL-Z540-1-1994 and ISO-10012-1. This includes all employee-owned measuring equipment that is used for product acceptance.

**Q08.02**

Inspection equipment utilized must have the capability to attain a measurement of ten percent of the tolerance being inspected.



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**Q08.03**

The supplier shall exercise the necessary controls and practices in order to eliminate Foreign Object Debris (FOD) as specified in AS9100 Rev D, para. 8.5.1.o. The use of AS9146 as a guide is recommended.

**Q09.01**

The supplier shall implement a system of self-audits to verify the effectiveness of the quality system and process performance. These audits shall be conducted a minimum of once per year.

**Q10.01**

The supplier shall implement a system for controlling nonconforming product:

- The supplier shall immediately identify and segregate such product to prevent unintended use.
- The supplier must report any nonconforming condition to the buyer and Brek Quality Assurance.
- The supplier must receive written disposition from Brek Manufacturing Company prior to delivery.

**Q10.02**

The supplier shall immediately report to Brek Manufacturing Company any discrepancies that may affect product that has already been delivered, regardless of the date of discovery.

**Q11.01**

The supplier shall implement a system of corrective action for discrepancies identified by the supplier, Brek Manufacturing or Brek's customers. When Brek Manufacturing requests a written corrective action, the supplier shall document the root cause of the discrepancy, the immediate and permanent corrective actions taken and the effective date of the corrective action. Brek Manufacturing reserves the right to audit the effectiveness of the stated corrective action at the supplier's facility.

**Q12.01**

The supplier shall assure that all goods delivered under this purchase order are acquired from OEM approved sources only (as follows):

- "Counterfeit Work" is any item that is, or contains items that are, misrepresented as having been produced under an approved system or other acceptable method.
- The supplier agrees that counterfeit work is not delivered to Brek Manufacturing or their customers.
- The supplier agrees to only purchase products that are from the original component manufacturer through an authorized distributor chain. Acquisition of items from an independent distributor or broker must be approved in advance of the purchase and the approval must be in writing.
- If at any time there is a question or suspicion that these terms are not in compliance, the supplier will immediately notify Brek Manufacturing in writing. Upon request, the supplier will provide all information available as to the source and traceability of the item(s) in question.



**BREK MANUFACTURING**

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Revision Number	Clause Number	Description of Change	Authorization	Date
NC	ALL	ORIGINAL	K. HARDCASTLE	3-2-04
A	Q05.10	Added clause	K.HARDCASTLE	10-2-11
A	Q09.01	Added "Supplier must receive nonconforming product disposition approval from Brek Manufacturing Company prior to delivery."	K.HARDCASTLE	10-2-11
B	ALL	Re-indexed all clauses to align with AS 9100. Added AS 9100 and AS 9102 requirements. Added third-party certification requirements. Enhanced the Right of Entry clause to include no time limit or no active PO req'd. Added DPD requirements. Added employee tools to the calibration requirement. Added reporting NCP to Brek QA in addition to the buyer.	S. WISWELL	6-6-2012
C	Q12.01	Added clause Q12.01, Counterfeit Parts Prevention	S. WISWELL	6-22-12
D	Q01.03	Added clause Q01.03 – Defense Priority and Allocation System. Added supplemental document QTC-001-1 for a list of certified programs at Brek Manufacturing	S. WISWELL	08-31-2015
E	Q02.03	Revised Flow-down of DPD Requirements – added direction to QTC-002. Added document QTC-002 for flow-down of DPD requirements per Boeing Audit, dated 9/21/2015	S. WISWELL	10-19-2015
F	Q01.03 Q07.06	Added direction to Brek Website 'brek.aero/quality'	S. WISWELL	2-21-2016
G	Q07.07	Added " <u>either as issued by the engineering responsible customer or as stated on "Subtier Process Specification Listing" and "as listed on the brek.aero website, under Quality."</u>	S. WISWELL	7-13-2017
H	Q08.03	Added clause Q08.03, mandate of FOD controls	S. WISWELL	7/26/2018