



## Introduction

Quality Clauses are flowed-down by the purchase order, Memorandum of Understanding (MOU), or other contractual requirements. Product and/or orders not meeting the requirements of HBA Quality Assurance Provisions F-840-002 are subject to return and/or corrective action.

## Definitions

- **Commercial Standard Part:** A part not designed for a specific application which is manufactured to a catalog description and identified with the manufacturer's part number.
- **Standard Part:** Part numbers designated as AN, AS, M, MS, NAS, SAE, etc. conforming to an established industry or U.S. specification. A standard part is defined as a part manufactured in conformance with a specification established, published and maintained by a consensus standards organization, a government agency, or holder of a design approval meeting specific criteria. The specification includes design, manufacturing, test and acceptance criteria and identification requirements.
- **Fastener:** A mechanical device for holding two (2) or more members in position with respect to each other or as per the Fastener Quality Act (FQA).
- **Vendor Proprietary Part:** The manufacturer of the part is the design/cage-code holder. Specifications are proprietary to the manufacturer.
- **Customer Proprietary Part:** The customer is the design/cage-code holder.
- **Honeywell Specification Control Part:** A Honeywell part number assigned to a commercial or off-the-shelf item. Includes 10 and 11 digit series parts (e.g., 145-525-9001, 525-8515-9001, etc.), and items designated "Specification Controlled" on the drawing or product standard page.
- **Traceability:** Clear paper trail of certifications, test reports, material specifications, etc. including any unique numbering system applied on each page of a single certification package.

## Requirements applicable to all Purchase Orders

- A. The Quality Requirements on the purchase order take precedence over HB Aerospace Quality Assurance Provisions F-840-002
- B. HB Aerospace, its customers, and regulatory agencies shall have the right of access to any place necessary to determine and verify the quality of contracted work, records and material at any level of the supply chain.
- C. All documents must be one-sided, 1 (one) certification per page, legible, reproducible, and no larger than 8 ½" x 11" in size.
- D. For Honeywell proprietary parts, the Honeywell SPOC manual and drawing will take precedence over HB Aerospace Quality Assurance Provisions F-840-002.
- E. Vendors Personnel must be made aware of:
  - their contribution to product or service conformity;
  - their contribution to product safety;
  - the importance of ethical behavior.
- F. Vendor must have a process in place to prevent the use of counterfeit parts in accordance with the requirements of AS5553 for electronic components and AS6174 for non-electronic product and Clause 34 of this document F-840-002.
- G. Vendor must maintain a Quality Level ≥90% and an OTD level ≥80%. If levels drop below target, supplier will be notified and may be placed on conditional status or disapproved if not corrected.
- H. When Vendor Substantiation Engineering Approval (VSE) is denoted, it is the supplier's obligation to obtain the VSE approval prior to quoting or producing hardware.



CODE	Conforms to Applicable Code if Indicated on Purchase Order
1	<p><b><u>Certification of Conformance (C of C)</u></b> The supplier shall provide a manufacturer's Certification of Conformance with each shipment. <b>The manufacturer's certification must have a Quality Representative's or an officer of the certifying companies' signature and date. The signature may be electronic, manual, or physically signed and dated by an authorized company representative as stated above.</b></p> <p>Each manufacturer's lot in each shipment must be segregated and identified <b>to include quantity and lot number on each C of C to maintain lot traceability.</b> Documentation showing clear traceability for the part number ordered, up to and including shipment to HB must be included for each lot in each shipment unless otherwise noted on the applicable purchase order.</p> <p>All Certificates of Conformance shall include the following:</p> <ul style="list-style-type: none"><li>• Purchase Order Number.</li><li>• Part Number (as ordered on HB purchase order). Referenced part numbers are not acceptable.</li><li>• Revision Level as noted on the HB purchase order. This is mandatory for any Customer Proprietary Part number.</li><li>• Quantity <b>(See details in above paragraph.)</b></li><li>• Manufacturer's name and part number (if applicable).</li><li>• Lot number.</li><li>• Serial number. (if applicable)</li><li>• A statement that the parts/materials conform to all applicable drawing and specification requirements.</li><li>• If a part is considered ITAR based upon its "original design intent", then ITAR category or ECCN is required for "Verification of Export Compliance". If the part is considered dual use, then use the Commercial classification.</li><li>• Shelf life requirements must include manufacturing date and cure date (if applicable).</li><li>• Distributors must also include a Certification of Conformance (DCC).</li><li>• Distributors shall certify to part number ordered on the Purchase Order.</li><li>• Distributors shall include all documents that indicate traceability (chain of custody) to the original manufacturer for each lot in a shipment.</li><li>• Statement of Origin. Required format (i.e. Made in the USA)</li></ul> <p>If the shipment contains multiple manufactured lots, each lot shall be segregated and identified to maintain traceability in the shipment.</p> <p><u>All required documentation shall be completely legible, and reproducible.</u> HB will review documentation for compliance to requirements, legibility, and reproducibility by electronic scanning and/or copying.</p> <ul style="list-style-type: none"><li>• Upon request, supplier shall provide Counterfeit Parts/Risk Mitigation plan.</li><li>• Supplier accepts requirements of the PERP. (Paperwork Error Reduction Process)</li><li>• The right to invoke source inspection is at HBA discretion.</li></ul> <p>Shipments that do not comply with requirements are subject to rejection, return, and/or and formal corrective action.</p>



<p>2</p>	<p><b><u>DFAR 252.225-7009 Specialty Metals applies</u></b> Material on this purchase order must comply with DFAR 252.225.7009, Compliance Must include:</p> <ul style="list-style-type: none"><li>• The above statement proving DFARS compliance per 252.225.7009, must appear on the Certificate of Compliance or associated paperwork.</li><li>• Certificate to the “Country of Melt”</li><li>• Copy of original mill certificate to validate Country of Melt.</li></ul> <p>Reference: <a href="https://www.acquisition.gov/dfars/dfars-252220-thru-252226#P1025_56739">https://www.acquisition.gov/dfars/dfars-252220-thru-252226#P1025_56739</a></p>
<p>3</p>	<p><b><u>Inspection Plans and Sampling Methodology</u></b> Acceptance of Customer Proprietary design parts must meet the Quality System Inspection and Sampling methodology of the design holder, identify the inspection requirements, and provide for recording of the results. All sampling plans for attributes, regardless of design, must be based on C=0 (reject on 1).</p>
<p>4</p>	<p><b><u>Protection of Materials</u></b> The supplier must ensure that all items are <b>packaged in “boxes”</b> to ensure that hardware is delivered to HB undamaged. The supplier will be responsible for repackaging at their expense if required. If there is damage due to inadequate packaging, the items shall be subject to rejection. Individual boxes/cartons shall <b>not exceed 35 lbs. in weight.</b></p> <ul style="list-style-type: none"><li>• Boxes / cartons are <u>required to have Single-Wall “Bursting Strength” of at least 200 pounds per square inch.</u></li><li>• Product must also be protected against corrosion, rust or any elements which may cause a visual rejection or product failure.</li><li>• Silver plated parts or parts/assemblies containing silver components shall be protected from sulfur-laden fumes, or other sources that cause tarnish.</li><li>• Electrostatic Discharge (ESD) product must be protected in ESD packaging.</li></ul>
<p>5</p>	<p><b><u>Thread Protection and Bearing Surface Finish Protection</u></b></p> <ul style="list-style-type: none"><li>• <b><u>Threads</u></b> to be sleeved at manufacturers discretion as necessary to prevent damage.</li><li>• <b><u>Any Bearing surfaces</u></b> of hardware with a finish of 125 RMS or finer, specifically bolts, are to be sleeved or covered with polyethylene netting to prevent dings, nicks or scratching of precision ground surfaces during transport, delivery and handling.</li><li>• <b><u>All hardware with a diameter of .375” or greater and 125 RMS finish or finer,</u></b> are to be sleeved and covered with polyethylene netting to prevent dings, nicks or scratching or any other non-ratable discontinuity, of the precision ground surfaces during transport, delivery and handling.</li></ul>

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**O-Rings/Packings/Rubber Products/Age Sensitive Products**

A test report in accordance with the material or product specification is required with each shipment.

- Certifications must include the batch number, cure date, manufacture date and expiration date  
(Example: 4Q01 format only).
- Test reports must show actual values as required by the specification.
- Not more than Fifteen (15) percent of the shelf life or Twelve (12) quarters, whichever is less, may have expired prior to shipment to HB.
- All lots must be segregated and identified to maintain batch and cure date traceability.
- All Distributors must also include a Certificate of Conformance (DCC).
- Distributors shall include all documents that include full traceability (chain of custody) to the original manufacturer for each lot in a shipment.

For rubber products other than O-Rings and Packings (seals, gaskets, etc.), a Material Certification with batch number and cure date is required if a Test Report is not available.

The preceding requirements applies to all age sensitive products.



<p>7</p>	<p><b><u>Material, Physical/Chemical Certifications</u></b> Supplier shall provide material, physical and chemical certifications with actual physical and/or chemical results with each shipment as required by the specification. The certifications must meet the following requirements:</p> <ul style="list-style-type: none"><li>• Be on company letterhead.</li><li>• Contain signature and title of an authorized quality representative.</li><li>• Include specification(s) and revision level(s) used to produce the order.</li><li>• Certify in accordance with applicable purchase order, contract, drawing and specifications requirements.</li></ul> <p>In addition to the above:</p> <ul style="list-style-type: none"><li>• If the shipment contains multiple processed lots within each manufactured lot, each processed lot must be segregated and identified to maintain complete traceability in each shipment. For instance, a shipment containing two heat-treated lots, each heat-treated lot shall be segregated and identified to maintain traceability in the shipment.</li><li>• Certifications may be on same page as Manufacturer's C of C if appropriate for the Manufacturer's procedures.</li></ul> <p>Note 1: Certifications shall be made available within 48 hours of specific request. Note 2: Material certifications may be substituted in lieu of a test report if the product is non-metallic. Material certifications submitted in lieu of test reports shall contain the batch number and cure date.</p>
<p>8</p>	<p><b><u>Special Processes</u></b> Certification for special processes, such as heat-treating, chemical processing, plating, etc., shall be submitted with each shipment. Certifications may be transcribed to the Manufacturer Test Report or Manufacturer C of C for parts processed internally, or a Processor's certification may be included.</p> <p>If product is a customer proprietary item, processes shall be performed by an approved supplier(s) when required by the OEM design activity/Cage Code holder and the processor's certification must be included.</p> <p>A list of approved process suppliers for other OEM's is available from the HB Aerospace Buyer or Supplier Quality representative. Approved sources and specifications shall be evaluated during contract review and prior to release for production.</p> <p>All process certification(s) shall be completely legible, and reproducible. HB Aerospace will review documentation for compliance to requirements, legibility, and reproducibility by electronic scanning and/or copying.</p> <p>The APSL requirement does not apply to standard or commercial standard items, however, the process certification/transcription is required.</p>

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**First Article Inspection Report (FAIR) for Customer Proprietary Parts**

A FAIR shall be submitted to HB Aerospace Quality with the **initial** shipment and as per rules for each OEM quality requirement (ref. Table I) and using AS9102 format unless otherwise noted below. All AS9102 Forms are required. The FAIR shall be on file at the supplier’s facility and available upon request.

A FAIR is also required if there has been a:

- Tooling change
- Drawing change (FAIR documenting attribute and/or notes changed)
- Drawing changes which have no effect on product must be documented on a new FAIR stating “no effect”.
- Change in the manufacture/production location.

The following information is required on the FAIR:

- Supplier Name
- Supplier Code
- Part Number
- Latest Revision
- Purchase Order Number
- Inspector Name/Stamp
- FAIR Date
- Blueprint Zones
- All Blueprint characteristics with supporting drawing “Bubble Chart”
- All Blueprint Notes (If a note does not apply, identify the note on the FAIR as N/A)

**Note 1:**

Customer Proprietary Part Numbers require compliance to that Customer’s Quality System Standard Requirements for FAIR (e.g. documentation, format and frequency). Customer Proprietary CAGE Codes may require First Articles (refer to TABLE I).

The table below represents examples of Customer Proprietary Cage Codes which require compliance to Customer’s Quality System’s Standards for First Article. Additional Customer Proprietary CAGE Codes may exist, requiring First Articles and HB Aerospace should be contacted as necessary, to ensure compliance to that Customer’s System Standard Requirements.

**Note 2:**

Collins Aerospace requires FAIR format per AS/EN/SJAC9102/ASQR-01. Contact HB Aerospace for report template instructions or training if required.

**Note 3:**

Honeywell Proprietary parts DO require a copy of the FAIR to be sent with the initial shipment and then as per SPOC 124 Events Table. Reference QAP 33 Clause “R” (SPOC 124) for Honeywell Proprietary part’s requirements and timing.



CAGE	Design Holder	Standard	Cage	Design Holder	Standard
25472	Collins Aerospace	ASQR-01	24446	General Electric Company	ASQR-01
03481	Collins Aerospace	ASQR-01	73030	Hamilton Sundstrand Corp	ASQR – 01
92092	Collins Aerospace	ASQR-01	00198	Pratt and Whitney Canada Inc	ASQR – 01
71379	Cessna Aircraft Company	CQRS	77445	United Technologies Corp	ASQR – 01
99207	General Electric Company	S -1002	61858	United Technologies Corp	ASQR – 01
07482	General Electric Company	S -1002	51563	ROHR Incorporated	QA 111
76301	Boeing	D590	81205	Boeing	D590

<b>10</b>	<p><b><u>Notification, Containment, and Corrective Action of Discrepant Orders</u></b></p> <ol style="list-style-type: none"> <li>1. The supplier shall provide prompt written notification to HB Aerospace at <a href="mailto:quality@hbaerospace.com">quality@hbaerospace.com</a> when nonconforming products or processes are discovered to have shipped. Notification shall include: <ul style="list-style-type: none"> <li>• Part Numbers</li> <li>• Traceability (lot, serial, and manufacturer-numbers)</li> <li>• Ship dates</li> <li>• Quantities</li> <li>• Purchase Order number</li> <li>• Description of the nonconformance.</li> </ul> </li> <li>2. Upon e-mail notification to HB Aerospace the supplier shall: <ul style="list-style-type: none"> <li>• Call the HB Quality Director to confirm e-mail notification. (480) 988-2600</li> <li>• Complete containment activity within 48 hours.</li> <li>• Return as per instructions.</li> </ul> </li> <li>3. When formal corrective action is requested by HB: <ul style="list-style-type: none"> <li>• Enter containment in the CAR within 48 hours.</li> <li>• Submit a formal corrective action response by the specified due date.</li> <li>• Extensions shall be requested on or before the due date.</li> </ul> </li> <li>4. When a shipment is received without the required documentation: <ul style="list-style-type: none"> <li>• Corrected documents shall be submitted within 48 hours of specific request.</li> <li>• Failure to submit required documentation within 48 hours may result in a formal rejection and/or corrective action.</li> <li>• Shipment is subject to return within 30 days if documents are not corrected.</li> </ul> </li> </ol> <p>In the event that the supplier has determined that HB has rejected material in error, the supplier shall request a Rejection Responsibility Reversal Request (RRRR) to the HB Buyer who will coordinate RRRR approval with HB Quality.</p>
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11	<b><u>Lab Certified Source (LCS) Requirements</u></b> Supplier to certify hardware as tested to current Pratt & Whitney (P&W) LCS Materials Control Laboratory Manual requirements, including Section F-45 as applicable. All documents shall be stamped "Parts have been controlled to P&W requirements for LCS per P&W-MCL Manual Section F-17" or a similar statement.
12	<b><u>Supplier Acceptance Test Procedure (SATP)</u></b> Requires acceptance testing by the supplier in accordance with an acceptance test procedure prepared by the supplier and submitted for approval. A copy of the SATP data sheet must be submitted with each shipment.
13	<b><u>Fixed Process Control (Honeywell Aerospace SPOC 110, when Clause 18 is imposed on the order)</u></b> The supplier's manufacturing processing procedure must be submitted to the HB Buyer and approved by the design authority prior to production of a part with a fixed process control. Once a fixed process approval has been obtained, any change in product and / or process changes, changes of suppliers and /or change of manufacture locations requires re-submittal to the HB Buyer and approval by the design authority prior to implementation. Fixed process control is specified by engineering documents, such as a note on the drawing, material specification or other document stating "fixed process is required".
14	<b><u>Customer/Government Source Inspection</u></b> Customer source inspection is required prior to shipment from your facility. <ol style="list-style-type: none"><li>1. If this is a government order, promptly notify the government representative who services your area so that appropriate planning for GSI can be accomplished. On receipt of this order, promptly furnish a copy to the government representative that services your area. If no government agency can be located, notify your Buyer immediately.</li><li>2. If this is a commercial order, contact your Buyer to arrange for customer source inspection.</li></ol>
15	<b><u>MRB Authority</u></b> The supplier is not authorized MRB activity without receiving prior approval in writing by the cage code holder. For OEM designed product ONLY, the supplier may request material review consideration for nonconforming material that cannot be reworked to fully conforming drawing/spec requirements. The request must be submitted in writing to the HB Buyer for coordination with the design authority. Nonconforming product, including shipments that do not meet documentation, certification, and traceability requirements shall not be shipped to HB Aerospace until prior approval in writing has been received. If MRB authority has been granted, the supplier must comply with the MRB instructions for marking the parts, please note that general C of C's do not need to be identified showing "MRB Approved" unless requested to do so by the MRB authority.



<p style="text-align: center;"><b>16</b></p>	<p><b><u>Aircraft Parts Documentation Requirements</u></b></p> <p>The item on the face of the purchase order must be an FAA or JAA/EASA approved item. The following conditions apply:</p> <ul style="list-style-type: none"> <li>• If the supplier holds PMA on the item, the item must have appropriate markings per the applicable FAA requirements and the statement “FAA-PMA” must appear on the Certificate of Conformance (C of C) or test reports. The C of C must also include a direct shipment authorization statement if the supplier holds direct shipment authorization from the Production Approval Holder (PAH).</li> <li>• If the supplier holds TSOA on the item, the item must have appropriate markings per the applicable FAA requirements and the statement “FAA-TSOA” and the TSO number must appear on the certificate of conformance or test reports. The C of C must also include a direct shipment authorization statement if the supplier holds direct shipment authorization from the Production Approval Holder (PAH).</li> <li>• In addition to all documents requested in clauses <b>1,4,5,6 and 7</b>, the supplier may provide an 8130-3 or EASA “Form One”.</li> </ul> <p>If the supplier is the PAH, a production certificate statement of conformity with the production certificate number is acceptable in lieu of the documents requested in clauses <b>1,4,5,6 and 7</b> and fulfill the requirements of clause N. The product must still be marked in accordance with FAA/JAA/EASA requirements.</p> <p>If the supplier is not the PAH and does not hold PMA or TSOA for the item being ordered, and the supplier cannot produce an 8130-3 tag, the supplier must take exception to this clause and request authorization to remove this clause from the purchase order. Failure to do so will result in the product being rejected.</p> <p>If the item is not currently FAA or JAA/EASA approved, clause N should be removed from the face of the purchase order prior to acceptance by the supplier.</p>
<p style="text-align: center;"><b>17</b></p>	<p><b><u>Airworthiness Approval Tag Requirement</u></b></p> <p>FAA Form 8130-3, JAA Form One or EASA Form One required with each shipment.</p>







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**HB Bar Coded Supplier Shipping Label**

A bar coded shipping label is required on the outside of each container in each shipment. Labels for exterior containers shall conform to requirements set forth. A representative sample of the HB supplier bar code label is shown in figure 7-4. Labeling of boxes shall conform to Figure 7-5.

- Minimum label size shall be 4.0 inches (100 mm) high by 6.0 inches (152 mm) wide.
- Maximum label size shall be 5.0 inches (127 mm) high by 6.5 inches (165 mm) wide.

Data Identifiers	
Bar Code Prefix	Item
K	PO Number
4K	Item Number
P	Part Number
Q	Quantity
3S	Invoice Number
Z	Optional

From: Supplier Name 1234 E. Drive Rd. City, State, Zip	To: HB Aerospace 7665 E. Velocity Way Suite 115 Mesa, AZ 85212
P.O. Number (K) : G00002164	
	
Item Number (4K) : 0052	
	
Part Number (P) : 2-063-320-31	
	
Quantity (Q) : 1234567	Shipment Number (3S) : 12345678
	
Optional (Z) : H12345678901	
	
Box ___ of ___	

**Figure 7-4: Sample of Exterior Container Label**

The optional block is for supplier additional information only and will not be recognized by HB Aerospace.

(Sample label not to scale, shipping destination/address is indicated on the HB Purchase Order)

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Cont.

**Detailed Field Requirements:**

Data Area is space containing field title, human-readable data, and bar coded data.

Data Area dimensions are shown in inches; these are minimum values.

Valid data identifiers are shown in parenthesis prefixing bar code item. The data identifier must be imbedded in the bar code as a data identifier - not as the data itself. **Character lengths shown do not include data identifiers.**

Data identifiers in parenthesis are defined in figure 7.4 and 7.5.

	Addresses	Data Area (.80, 6.00) for both "To:" and "From:" addresses
(K)	P.O. Number	15 alphanumeric characters, left-justified null filled (.60, 6.00)
(4K)	P.O. Line Item	5 alphanumeric characters, right-justified with leading zeroes (.60, 6.00). For example, print "0023R" and not "23R", and bar code "4K0023R", not "4K23R". NOTE: Item number is normally only four characters in length except when used with a rework "W" P.O. in which case item number is followed by an 'R' making the item number five characters.
(P)	Part Number	25 alphanumeric characters, left-justified null filled (.60, 6.00)
(Q)	Quantity	7 numeric characters, left-justified null filled (.60, 2.70)
(3S)	Invoice Number	8 alphanumeric characters, left-justified null filled (.60, 3.30)
(Z)	Optional	12 alphanumeric characters, left-justified null filled (.80, 2.70)
	Boxes	No bar code; readable text should be .20 to .25 inches high and may be hand-written (.80, 3.30). If multiple boxes are used for the same part, P.O., and Item Number, then an Exterior Container label shall be attached to each box and marked as, for example, "Box 1 of 6", "Box 2 of 6", and so on. The Quantity field for each of these boxes must indicate the total quantity, not the quantity in each box. Refer to Figure 7-4.

Note: The Term "null filled" used above refers to null, meaning "nothing".  
If the field is null field, it is filled with nothing.

Example: If the field description of PO Number is 15 alphanumeric characters, left justified null filled. This means that the field is 15 characters long, the PO number begins at the left side of the field and if the PO number is only 8 characters of the 15 characters (7 characters) is filled with nothing.

<p>18 Cont.</p>	<p>Quantity(Q): 14 Box 1 of 3 contains 5 parts</p> <p>Quantity(Q): 14 Box 2 of 3 contains 5 parts</p> <p>Quantity(Q): 14 Box 3 of 3 contains 4 parts</p> <p>Quantity(Q): 14 Box ___ of 3 (shipper)</p> <p>Fourteen finished parts from the 3 boxes, each individually packaged with Finished Part label indicating part number, lot number and serial number.</p>
<p>19</p>	<p><b><u>Lubrication Requirements (Bearings/Pulleys/etc.)</u></b>          If lubrication is required, all lubrication dates must be current within six (6) months of the shipping date to HB.</p>

Figure 7.5: Shipment of 14 parts with the same PO number, Item, Part Number, split across three boxes.

**In multiple box shipments, each box in the shipment shall contain a copy of the required documentation, or the box containing the required documentation shall be labeled or clearly marked**

**“DOCUMENTATION ENCLOSED.”**

**Honeywell Aerospace Quality Requirements**

The latest version of the Honeywell Aerospace Supplemental Purchase Order Conditions (SPOC) Manual, SPOCS 001, 002 or 003 are invoked on this order as per Note 1 below – minus SPOC 149. (Honeywell’s SPOC 149 is not a requirement on these orders).

The Honeywell Aerospace SPOC manual can be obtained on the Internet at:  
[www.supplier.honeywell.com](http://www.supplier.honeywell.com)

For purposes of interpreting SPOC Manual requirements by Honeywell Aerospace site, the blueprint Cage Code will identify the Cage Code holder and Honeywell site:

Honeywell Aerospace Site	Cage Code
Phoenix, AZ	99192, 91547, 9AA11
Tempe, AZ	59364, 00672, 72914, 89513, 077L2
Rocky Mount, NC	06848, 34270, 55284
Torrance, CA	70210, 77068, 5T400
Tucson, AZ	64547, 83298

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**Important Notes:**

1. Adherence to the appropriate Group SPOC codes for the following are based on your manufacturing authority and are invoked on this order:
  - a. SPOC 001 is manufacturer with design authority
  - b. SPOC 002 is manufacturer without design authority
  - c. SPOC 003 is for standard and/or catalog hardware
  - d. SPOC 124 rules for FAIR apply to all manufacturers of Honeywell parts to include Purchase Orders issued by HB Aerospace.
  
2. A FAIR meeting all requirements of SPOC 124 shall be sent with the initial shipment of any part number and then again as necessary in order to meet the SPOC 123 Event Table requirements.
  
3. A completed Detailed Inspection Plan (DIP) meeting the requirements of SPOC 128 and pertaining to the lot shipped shall be provided with each shipment.
  
4. Material Certifications (SPOC 001 & 002 requirements):  
 Certifications shall include name of process source, specifications and revision used. The physical and chemical process and heat numbers shall be indicated. Certifications must clearly state conformance to all specifications in their entirety, including embedded specifications with specific acceptance criteria, additional processing requirements and any specific requirements that pertain to hardware approval or acceptance. (Drawn directly from SPOC 140.2, Table III C of C requirements)

<p>21</p>	<p><b><u>Mercury Free Certifications</u></b>  Supplier must certify the supplied item(s) is/are Mercury Free. The certification must be in the form of a certification sheet. The certification sheet must contain the following information:  (a) contract/ PO Number,  (b) National Stock Number (NSN)  (c) manufacturer’s cage code and part number,  (d) the date of shipment and quantity shipped and  (e) the following statement:  “The undersigned hereby certifies that the material and/or parts shipped on the subject order/contract conform to the requirements of the supplier purchase order/contract. Also, the material furnished is free from mercury contamination. Mercury bearing instruments and equipment which might have caused mercury contamination was not used in manufacture, fabrication, and assembly or testing of any material furnished under this order/contract.”</p>
<p>22</p>	<p><b><u>Record Retention</u></b>  Quality/Inspection records shall be retained on file by the supplier:</p> <ul style="list-style-type: none"> <li>• Non-serialized parts and radiographic film, ten (10) years.</li> <li>• Must have a process in place that designates the disposition of records after retention requirements are met.</li> <li>• Serialized parts, thirty (30) years.</li> <li>• Certifications must be available to HB within 48 hours from request.</li> </ul>
<p>23</p>	<p><b><u>Quality Systems</u></b>  Manufacturing suppliers’ quality systems must be certified by an IAQG accredited Certification Body (CB) to AS/EN/JISQ 9100.</p> <p>Distributor’s quality system shall be certified by an industry accredited body to one or more of the following standards; AS/EN/JISQ 9100, AS/EN/JISQ 9120, ISO 9001, or IATF16949.</p> <p>All Suppliers shall ensure that they and members of their supply chain are compliant to the applicable requirements of AS/EN/JISQ 9100 and ASQR-01.</p> <p>Suppliers must maintain a list of approved sub-tier suppliers.</p> <p>Supplier management shall notify HB (via the Buyer) of all significant changes to the supplier quality system. Significant changes include but are not limited to:</p> <ul style="list-style-type: none"> <li>• Change in products, processes or services</li> <li>• Change in external providers</li> <li>• Change in location of facility</li> <li>• Change in ownership</li> <li>• Change in senior company management</li> <li>• Change in quality system</li> <li>• Change in certification status</li> </ul> <p>Acceptance Authority Media – Media such as inspection stamps used for product acceptance/inspection must be controlled and traceable to the personnel they are issued to.</p>



<p>24</p>	<p><b><u>Suppliers with Design Authority</u></b> Suppliers with design authority are required to notify HB Aerospace promptly of any changes of fit, form or function or safety of product on this order in compliance with drawing/specification and obtain approval prior to manufacturing and delivery. Supplier shall submit proposed changes to the HB Aerospace buyer. Contact buyer at (480) 988-2600</p>
<p>25</p>	<p><b><u>The Supplier Shall Provide a Packing Slip With Each Shipment</u></b> The packing slip shall include the following and shall be completely legible and reproducible:</p> <ul style="list-style-type: none"><li>• Purchase Order Number</li><li>• Part Number</li><li>• Quantity</li></ul>
<p>26</p>	<p><b><u>Rohr Inc. / Collins Aerospace</u></b> <b><u>Supplier Flow Down Requirements</u></b></p> <ul style="list-style-type: none"><li>• Supplier shall review all engineering documents to ascertain applicable specifications.</li><li>• Supplier may request referenced specifications via the responsible HB Aerospace Purchasing Contact.</li><li>• <b>Per Collins Aerospace ASQR-01 AND ASQR-01-AA and RPS 1.000-2, all Fabrication, Processing and Services shall be accomplished by Suppliers appearing on Collins Aerospace Qualified Supplier Document (QSD).</b></li><li>• Supplier must use Collins Aerospace Suppliers as required by the applicable documents and specifications and shall flow down to its sub-tier suppliers and ensure compliance with all such applicable documents and specifications.</li><li>• Collins Aerospace approved suppliers can be found at <a href="https://utasweb.utc.com/aerostructuresapps/default.aspx">https://utasweb.utc.com/aerostructuresapps/default.aspx</a>.</li><li>• All Collins Aerospace Special Processors must be NADCAP accredited.</li><li>• Articles on this Purchase Order are for “Member End Use”</li><li>• <b>Supplier must certify (on CofC’s) that they have performed a 100% Visual Inspection of the parts on this order.</b></li></ul> <p>Contact HB Aerospace Purchasing with any questions. 480-988-2600</p>
<p>27</p>	<p><b><u>Special Process Certification or Evidence of Training</u></b></p> <ul style="list-style-type: none"><li>• Supplier shall provide Certificate of Training or “<b>documented evidence of training</b>” for any employee who processes an order requiring Welding, Soldering or Brazing of material per Purchase Order requirements of Drawing / Print Specifications.</li></ul>
<p>28</p>	<p><b><u>DCMA Defense Priorities &amp; Allocation System (DPAS)</u></b></p> <ul style="list-style-type: none"><li>• This is a rated order certified for National Defense use. You are required to follow all provisions of the Defense Priorities and Allocation System Regulation (15CFR700). Order rating will be identified on the PO or contact HB Aerospace.</li><li>• If you need clarification on DPAS requirements, immediately contact HB Aerospace. You may also access the DPAS guidebook and training at the following website <a href="https://www.dcms.mil/DPAS/">https://www.dcms.mil/DPAS/</a></li></ul>



**29**

**Part Marking, Identification & Packaging Requirements**

- Mark Part and Packaging as identified on the drawing.
  - If part marking is not identified on the drawing, parts and assemblies shall include the following.
    - a. Part number and dash number followed by a space and then the drawing Revision Letter.
    - b. Manufacturer CAGE Code.
- Contact HB Aerospace Purchasing with any questions. (480) 988-2600





<b>30</b>	Supplier must certify (on CofC's) that final inspection sampling is performed in accordance with this sampling plan or better: (This Clause is NOT applicable to Collins Aerospace QSD approved suppliers)			
	<b>BASED ON UTC ASQR-20.1 - Figure 1: Attribute, Accept on Zero (C=0) Sampling Plan - AQL = .65%</b>			
	<b>NORMAL</b>			
	<b>LOT SIZE</b>	<b>SAMPLE SIZE</b>	<b>ACCEPT</b>	<b>REJECT CRITERIA</b>
	<b>2-8</b>	<b>ALL</b>	<b>0</b>	<b>1</b>
	<b>9-15</b>	<b>ALL</b>	<b>0</b>	<b>1</b>
	<b>16-25</b>	<b>20</b>	<b>0</b>	<b>1</b>
	<b>26-50</b>	<b>20</b>	<b>0</b>	<b>1</b>
	<b>51-90</b>	<b>20</b>	<b>0</b>	<b>1</b>
	<b>91-150</b>	<b>20</b>	<b>0</b>	<b>1</b>
	<b>151-280</b>	<b>29</b>	<b>0</b>	<b>1</b>
	<b>281-500</b>	<b>47</b>	<b>0</b>	<b>1</b>
	<b>501-1200</b>	<b>47</b>	<b>0</b>	<b>1</b>
	<b>1201-3200</b>	<b>53</b>	<b>0</b>	<b>1</b>
	<b>3201-10000</b>	<b>68</b>	<b>0</b>	<b>1</b>
<b>10001-35000</b>	<b>77</b>	<b>0</b>	<b>1</b>	
<b>35001-150000</b>	<b>96</b>	<b>0</b>	<b>1</b>	
<b>31</b>	<p><b><u>Calibration Laboratory Requirements:</u></b></p> <ul style="list-style-type: none"> <li>• The calibration vendor shall be accredited to ISO17025. All measuring and test equipment shall be calibrated in accordance with ANSI/NCLSL Z540-1 or ISO 10012-1 and traceable to NIST.</li> <li>• Calibration personnel must have annual eye exams administered by a medically qualified/trained professional.</li> </ul>			

<p><b>32</b></p>	<p><b><u>Raytheon Technologies/Collins Aerospace Proprietary Parts</u></b></p> <ul style="list-style-type: none"> <li>• Vendor must certify that it complies with the latest revision of UTC ASQR-01</li> <li>• Vendor must certify that it complies with the latest revision of Collins Aerospace ASQR-01-AA</li> <li>• Vendor must certify that it complies with the latest revision of CTRM SQR-01</li> <li>• Vendor must certify that it complies with the latest revision of UPECA SQR-01</li> </ul> <p>By accepting this purchase order, vendor certifies they comply with the latest revisions of “<b>Raytheon Technologies ASQR-01, Collins Aerospace ASQR-01-AA, CTRM SQR-01 &amp; UPECA SQR-01</b>”</p>
<p><b>33</b></p>	<p><b><u>Foreign Object Damage Prevention Program &amp; Residual Magnetism</u></b></p> <p>Supplier shall comply with the requirements of <a href="#">AS/EN/JISQ 9146</a> for FOD Prevention Programs and include cleanliness of manufacturing processes and residual magnetism as additional program elements.</p> <p>Where a process could potentially induce residual magnetism, control of residual magnetism in product and associated tooling should be maintained within +/- 3 Gauss. Ferrous material should be inspected after all manufacturing operations have been completed and on all parts in the lot.</p>
<p><b>34</b></p>	<p><b><u>Counterfeit Prevention Requirements</u></b></p> <p>Supplier must have a process in place to detect and prevent the use of counterfeit parts/materials. The holder of the HB Aerospace Purchase Order must be the Original Equipment (Component) Manufacturer (OEM) of the product or the OEM’s Authorized Distributor with traceability to the OEM. Authorized distributors shall provide certification to OEM approved distribution. Or provide evidence of certification, or approval from the appropriate OEM of the product supplied to HB Aerospace. If documentation demonstrating an unbroken chain of custody from these authorized manufacturers or distributors cannot be provided at the time of delivery, then the supplier (holder of the HB Aerospace PO) must comply with F-814-001 Supplier Counterfeit Prevention Program Requirements (available upon request).</p>
<p><b>35</b></p>	<p><b><u>Material Testing Labs:</u></b></p> <ul style="list-style-type: none"> <li>• The vendor shall be either be NADCAP accredited or accredited to ISO17025. All measuring and test equipment shall be calibrated in accordance with ANSI/NCLSL Z540-1 or ISO 10012-1 and traceable to NIST.</li> <li>• Testing personnel must have annual eye exams administered by a medically qualified/trained professional.</li> </ul>



Revision History Table:

REV.	SECTION	DESCRIPTION	DATE	AUTHORIZED BY
P	First Page	Applicable to all PO's added bullets E, F & G to meet new AS9100:2016 requirements	3/8/2017	J.P. Hammer, Jr.
Q	26	Added "Articles on this Purchase Oder are for "Member End Use"	3/23/2017	J.P. Hammer, Jr.
R	30	Added Clause 30 for Certifying that the included Sampling Plan was used for final inspection	3/24/2017	J.P. Hammer, Jr.
S	26	Added requirement for certifying that 100% Visual Inspection has been performed.	3/25/2017	J.P. Hammer, Jr.
T	29	Part Marking requirements updated. Removed requirement for HB vendor number	5/10/2017	J.P. Hammer, Jr.
U	5	Thread Protection and Bearing Surface Finish Protection, added third bullet	7/18/2017	J.P. Hammer, Jr.
V	9	FAIR requirements for digital photograph of mart marking	8/25/2017	J.P. Hammer, Jr.
W	31	Added Calibration Laboratory Requirements	2/7/18	J.P. Hammer, Jr.
X	32	Added clause 32 for UTC/Collins Aerospace Proprietary Parts	3/13/18	J.P. Hammer, Jr.
Y	9	Removed unnecessary requirement for Picture of part marking	2/12/19	J.P. Hammer, Jr.
Z	Page 1	Added AS5553 and AS6174 for Counterfeit Prevention	3/18/19	J.P. Hammer, Jr.
	23	Added QMS certification and compliance requirements.		
	32	Removed CTRM SQR-001 requirement		
	33	Added FOD & Residual Magnetism Requirements.		
AA	2	Corrected DFAR 252.225.7014 to 7009	9/19/19	J.P. Hammer, Jr.
AB	34	Added Counterfeit Prevention Requirements	10/21/19	J.P. Hammer, Jr.
AC	ALL	Changed UTAS to Collins Aerospace	11/4/19	J.P. Hammer, Jr.
	2	Corrected DFAR 709 to 7009 and removed last 2 bullets as options. Added Website Link Reference.		
	5	Changed sleeving requirements		
	6	Added manufacture date		



Revision History Table:

REV.	SECTION	DESCRIPTION	DATE	AUTHORIZED BY
AD	9	Added clarity to Collins FAIR requirements. Inserted Collins Note 2 and move Honeywell to Note 3	11/21/19	J.P. Hammer, Jr.
AE	26	Updated Collins Approved supplier link to <a href="https://utasweb.utc.com/aerostructuresapps/default.aspx">https://utasweb.utc.com/aerostructuresapps/default.aspx</a>	02/18/2020	J.P. Hammer, Jr.
AF	35	Added requirements for Material Testing Labs	3/9/2020	J.P. Hammer, Jr.
AG	G 4	Changed OTD target to 80% Changed maximum to 35 lbs	10/5/2020	J.P. Hammer, Jr.
AH	32	Changed wording so it does not have to appear on CofC's	4/13/2021	J.P. Hammer, Jr.
AI	32	Added UPECA SQR-01	12/21/2021	J.P. Hammer, Jr.