



## SUPPLIER QUALITY REQUIREMENTS

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**CHANGE INDEX RECORD**

<b><u>REVISION</u></b>	<b><u>ISSUE DATE</u></b>	<b><u>DESCRIPTIONS CHANGES</u></b>	<b><u>BY</u></b>
Please see Teamcenter for previous revision changes.			
O		Revision letter skipped	
P	4/19/21	Revised General Requirements and SPARs	A. Mikhaliova S. Thomsen
Q	02/15/22	Updated V to add "Supplier and any sub-tier must use a customer-specified approved supplier if this flowed down by GKN GG otherwise the supplier must use a NADCAP approved process source ...."	A. Jasim
R	11/18/22	SPAR-3: Updated Note 1 add "...submit and" SPAR-4: Updated Note 3 add "...submit and"	S. Thomsen Y. Bibian
T	4/24/2023	SPAR-4: Added Note "Note: SPAR-4 A and B were removed. Requirements in SPAR-4 applies to both -4A and -4B, if found on the PO." III W. - Added Boeing PO notes A17	S. Thomsen Y. Bibian C. Groom
U	01/18/2024	Removed FAA submission requirement III T. - Added, Seller shall establish and maintain a Counterfeit Prevention and Control Plan (CPCP), using current versions of AS-5553 or AS6174 as content guidelines Added. - SQAR 105 (SIKORSKY) Updated hyperlinks for SQAR 101; SQAR 102; SQAR 103 & SQAR 104	S. Thomsen Y. Bibian
V	09/19/2024	Rev U Changes. – Added, Removed FAA submission requirement III A. 1. Added, "written" in 2 places. III A. 2. Added, or Work Transfer III A. 2. Replacing Buyer with GKN III A. 2. Added, "written" III A. 2. Added, Work-Transfer...seller). III A. 2. Added, Seller...Seller's schedule. III A. 2. Added, GKN...work-transfer. III I. Removed, Audit III I. Added, Supplier...specifications.	E. Sorenson S. Thomsen

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**SUPPLIER QUALITY REQUIREMENTS  
GKN AEROSPACE TRANSPARENCY SYSTEMS**

<b><u>REVISION</u></b>	<b><u>ISSUE DATE</u></b>	<b><u>DESCRIPTIONS CHANGES</u></b>	<b><u>BY</u></b>
		<p>III J. Added, or to perform 100% inspection.</p> <p>III K. Changed, actions to action</p> <p>III K. Changed, respond to response. (2 places)</p> <p>III L. Removed paragraph, The...surveillance.</p> <p>III L. Added, Seller...characteristics.</p> <p>III M. Added to title , ESCAPEMENT (NOE)</p> <p>III M. Added, delivered by Seller,</p> <p>III M. Changed, “timely manner of the condition” to, writing...quality.</p> <p>III M. Changed, “letters” to, written notification</p> <p>III M. Changed, “time frame” to, shipping dates, purchase orders, delivery destinations</p> <p>III M. Added, Buyer...nonconformances.</p> <p>III N. Changed entire section.</p> <p>III T. Added, The...source.</p> <p>III U. Changed, “List. Supplier”, to List, supplier”</p> <p>III. Added sections X, Y, Z and AA</p> <p>SPAR-8. Added, GKN...parts.</p> <p>SPAR-8. Changed, “Delta” to Partial. (3 places)</p> <p>SPAR-8. Added, GKN...material.</p>	

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## I PURPOSE

This document establishes requirements applicable to items ordered under the purchase order, of which this form is part, to assure that such items are of the required quality and reliability. It contains General Requirements for product assurance, which is applicable unless expressly excluded in the Purchase Order, and Special Product Assurance Requirements (SPARS), which apply as designated.

## II DEFINITIONS

Purchase Order (PO) means the purchase order, subcontract or other written agreement with the Supplier (supplier) in which this Form is incorporated by reference.

Buyer means GKN Aerospace, a member of the GKN Group acting by and through its division issuing the purchase order.

Supplier Quality Engineer means GKN Aerospace, a member of the GKN Group acting by and through its division responsible for supplier quality assurance and control.

Supplier means the legal entity, which is the contracting party with the Buyer with respect to the purchase order.

Maintenance, Repair, and Overhaul (MRO) refers to the operations performed by an FAA Repair Station to return a part to serviceable condition. NOTE: GKN's Repair Station only subcontracts to other FAA Repair Stations that have the proper capability and an FAA approved and active Antidrug and Alcohol Misuse Prevention Program (AAMPP) in place.

## III GENERAL REQUIREMENTS

Unless otherwise specified in the purchase order, the following requirements apply to this purchase order:

### A. CHANGES

1. Changes in Processes, Materials, Procedures, Products, and External Providers: Supplier shall not change any process, materials, procedures, products, or services, including changes of supplier's external providers without prior Buyer written approval. As to any product which has been subjected to Buyer or Government specified qualification procedures to qualify the product or to permit the Supplier to become a qualified source for the product, the Supplier shall not change any process, material or procedure from that used to qualify without prior notification to Buyer and written approval by Buyer or the Government, as appropriate.
2. Facility Change or Work Transfer: Supplier shall not relocate any production manufacturing and/or processing facilities without GKN written approval and affording GKN an opportunity to examine such facilities for compliance with Quality Assurance requirements, including any necessary approvals.

'Work-Transfer' is defined as movement or re-location of work to be performed, either by Seller or Seller's Supply Chain, from one facility to another (including from one location at a facility to another location at the same facility), from Seller to a supplier in Seller's Supply

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Chain, from a supplier in Seller's Supply Chain to Seller, or from one supplier in Seller's Supply Chain to another supplier in Seller's Supply Chain (including to any affiliate of Seller).

Seller acknowledges the Work-Transfer approval process may take 180 days and agrees the Work-Transfer process may not occur according to Seller's schedule.

GKN reserves the right to deny a Work-Transfer.

3. Management Change: Supplier shall notify Buyer when top management change in organization.

#### **B. SUBCONTRACTING**

Neither the entirety nor any part of any purchase order may be further subcontracted by Supplier without the prior written **GKN** approval.

#### **C. SUB-TIER SUPPLIER CONTROL**

When the supplier is authorized in writing by GKN to use subcontractors the supplier shall impose requirements comparable to those contained in this document on sub-tier suppliers. This includes flow down of applicable requirements, including customer requirements and key characteristics requirements where applicable.

#### **D. REPAIRS**

Without Buyer's approval Supplier may not repair parts damaged or found to be faulty during fabrication. Defects in castings or forgings shall not be repaired by any method unless authorized by the Buyer in writing.

#### **E. IMPROVED RE-SUBMITAL**

Articles rejected by the Buyer and subsequently resubmitted to the Buyer shall be clearly and properly identified as resubmitted articles. Supplier's shipping document shall contain a statement that articles are replacement or reworked and shall also refer to Buyer's rejection document.

#### **F. SUBMITTAL OF PRODUCTION PARTS**

When the purchase order requires Buyer acceptance of a first article, the Supplier shall not submit parts from a production run for Buyer inspection prior to Buyer's acceptance of such first article.

#### **G. RESPONSIBILITY FOR CONFORMANCE**

Neither surveillance, inspection and/or tests made by the Buyer or his representatives at either the Supplier's or Buyer's facility, nor the Supplier's compliance with all applicable Special Product Assurance Requirements shall relieve the Supplier of the responsibility to furnish items which conform to the requirements of the purchase order.

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**H. DOCUMENTATION**

The buyer may refuse to accept items delivered under the purchase order if the Supplier fails to submit the certification, documentation, test data or reports specified in the purchase order or SPAR's. Documentation includes GKN Aerospace source inspection record when such source inspection is performed.

**I. CERTIFICATION OF CONFORMANCE**

Supplier must provide a statement on their Shipping document certifying its quality assurance department has inspected the parts and they adhere to all requirements of the Purchase Order include all applicable drawings and specifications. Certification furnished under the terms of the purchase order shall be supported by test records and data and are subject to audit by the Buyer.

**J. LOT SAMPLING**

The Buyer and The Supplier Quality Engineer reserve the right to use ANSI/ASQC Z1.4 or an equivalent sampling plan for the acceptance or rejection of supplied product, or to perform 100% inspection.

**K. CORRECTIVE ACTION REQUESTS**

When a quality problem exists, the Buyer and/or the Supplier Quality Engineer may request corrective action from the Supplier. Supplier shall provide containment action response within 0-3 days and CAR response within 14 calendar days. The response shall include the following information: Containment, immediate correction, analysis of the root cause, root cause correction with an estimated completion date (ECD) and corrective action verification plan with ECD. When corrective action is required for Government Source inspected items, the supplier shall coordinate such action with the Government Quality Assurance Representative assigned to his plant.

**L. ACCESS TO FACILITIES**

Supplier must identify those areas, processes, or procedures (without disclosing proprietary information) for which access by Buyer or Government representative is proposed to be restricted. Such identification shall be made in writing to Buyer along with Supplier's quotation or offer to Buyer. If the proposed restricted access involves a supplier not known to Supplier prior to Award of the purchase order, such written identification shall be made as soon as Supplier actively considers award to such supplier. The written identification shall state generally the basis for such proprietary information, and shall include a proposed method of quality control / inspection by Buyer or Buyer's Customer representatives, which Supplier, or the Supplier's supplier, considers acceptable.

The absence of such written identification is a representation by Supplier that all items (including end items), materials, components, and processes are subject to inspection/test and quality control surveillance at all places and at reasonable times prior to acceptance. If such written notification is given, Supplier agrees to negotiate in good faith with Buyer for agreement on an acceptable arrangement for such inspection/test and quality control surveillance.

Seller shall provide the following to Buyer, Buyer's customers or regulatory agencies:

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1. Suitable facilities at Seller and Seller's subcontractors' manufacturing locations for Buyer, Buyer's SQE, Buyer's customer and regulatory agency representatives to perform Item inspections, surveys or system/process surveillance, and
2. High-speed internet access for Buyer's SQE, Buyer's customers or regulatory agencies.

Seller and Seller's sub-tier shall comply with Buyer's inspection requirements. Product acceptance inspection may require up to 100% for all characteristics.

This right of access is extended to all sub-tier and raw material suppliers.

#### **M. NOTIFICATION OF NONCONFORMANCE ESCAPEMENT (NOE)**

In the event a condition is discovered that affects product, processes, or services, delivered by Seller, GKN shall be notified in writing within 3 business days of discovery of the condition. Notification shall be to both the GKN Buyer and GKN Quality. These written notification must include all pertinent information concerning the condition (i.e. part numbers, serial numbers, quantities, shipping dates, purchase orders, delivery destinations, description of the condition, etc.) and the corrective action taken to prevent recurrence. A copy of the discrepancy report will be returned to the Supplier, showing the action taken by the Material Review Board. Supplier shall not ship a discrepant item reported on a discrepancy report without Buyer's concurrence. The Supplier shall reference the serial number or date of the discrepancy report on each shipping document that covers items on the discrepancy report. Items shipped on a discrepancy report must be segregated from other items to permit separate identification to be maintained. The supplier may submit discrepant material on GKN Aerospace Form QFM 9067. Supplier may request the form from the Buyer purchasing representative.

In the event the Supplier requires consideration for concession of nonconforming product, the Supplier must submit a waiver request and obtain approval for disposition. Buyer and Buyer's customers have the right to refuse to accept all Seller nonconformances.

#### **N. QUALITY RECORDS**

Supplier must maintain, and have available on a timely basis, quality records traceable to the conformance of product/part numbers delivered to GKN. Supplier must make records available to regulatory authorities and GKN's authorized representatives. Supplier must retain such records for calendar year + 10 years from the date of shipment under each applicable order for all product/part numbers unless otherwise specified on the order.

At the expiration of such period set forth above and prior to any disposal of records, Supplier will notify GKN of records to be disposed of and GKN reserves the right to request delivery of such records. In the event GKN chooses to exercise this right, Supplier must promptly deliver such records to GKN at no additional cost on media agreed to by both parties.

GKN requires that the provisions/requirements set forth above be included in Supplier direct supply contracts related to the Products/Part Numbers.

Quality records shall be legible and identifiable to the product involved. The supplier shall establish controls needed for ID, storage, protection, retrieval, retention, and disposition of records, including controlling records that are created by and/or retained by sub-tier suppliers.

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**Note:** Records may be in the form of any type of media, such as hard copy or electronic media.

**O. PERSONNEL QUALIFICATION**

Supplier shall establish training and qualification policies and procedures necessary to produce products for GKN.

Suppliers of maintenance, overhaul, and repair (MRO) shall have their personnel and subcontractors personnel at all levels in an FAA approved and active Antidrug and Alcohol Misuse Prevention Program (AAMPP).

**P. KEY CHARACTERISTICS IDENTIFICATION AND CONTROL**

Supplier and GKN shall jointly identify key characteristics in accordance with ISO 9103 Variation management in Key Characteristics. Supplier shall effectively control variation in each interface key characteristic such that the nominal design/target value is approached. Requirements for control shall include the following:

- a) Identify each Key Characteristic
- b) Identify and document each of the manufacturing processes associated with each identified Key Characteristic
- c) Determine the present manufacturing process capability (Cpk or equiv.) for manufacturing process associated with each identified Key Characteristic
- d) Document process control plan for production manufacturing processes associated with each identified Key Characteristic. This includes continuous control over unstable processes to discover and eliminate special causes of defects
- e) Apply Process Variability Reduction Techniques as required for each identified Key Characteristic
- f) Determine the improved capability for each Key Characteristic. A capability index shall be used to monitor improvements

Supplier Quality Engineer may define specific inspection criteria and sampling plan, as applicable, for established Key Characteristics and enter them in ERP System along with the appropriate Supplier Product Assurance Requirements (SPAR) in accordance with QAP-920 Supplier Quality Assurance and QAP-918 Purchasing Data.

Receiving Inspection shall review the documentation and material received from the supplier in accordance with QAP-944 Receiving Inspection procedure.

**Definition:**

AS9100/EN-9100/JISQ 9100 definition: The features of a material or part whose variation has a significant influence on product fit, performance, service life, or manufacturability.

Key Characteristics for a part, subassembly or system are those selected geometrical, material properties, functional and/or cosmetic features, which are measurable, whose variation control is necessary in meeting Customer requirements and enhancing Customer Satisfaction.

Key Characteristics for a process are those selected measurable parameters of a process whose control is essential to manage variation of part or system Key Characteristics.

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Substitute Key Characteristics may be identified when a Customer-defined Key Characteristic is not readily measurable within the production setting and other characteristics may need to be controlled to ensure conformance.

**Q. PRODUCT SAFETY AND CONFORMITY**

The Supplier shall plan, implement, and control the processes needed to assure product safety and conformity during the entire product life cycle, as appropriate to the organization and the product.

**R. TEST SPECIMEN**

Supplier shall furnish to Buyer the test samples required by this purchase order. The samples shall be identified as "Test Samples" with applicable part number. The test samples shall be processed simultaneously with each batch or lot of parts. Supplier's shipping document shall indicate part number, process, processor, and batch / lot number.

**S. FOREIGN OBJECT DEBRIS / DAMAGE (FOD)**

Supplier shall implement a Foreign Object Debris / Damage Program to establish general workmanship practices for the prevention and elimination of Foreign Object Debris/Damage (FOD) to GKN ATS supplied products.

**T. COUNTERFEIT PARTS PREVENTION**

The Supplier must ensure their internal processes address the use of GKN/Customer authorized manufacturers and/or designated sources (e.g.; Qualified Product List {QPL}) and they must ensure retained documented information is validated prior to the release of products and the documented information includes traceability to the designated source.

Seller shall establish and maintain a Counterfeit Prevention and Control Plan (CPCP), using current versions of AS-5553 or AS6174 as content guidelines

- a) For purposes of this clause, Work consists of those parts delivered under this Purchase Order/Contract that are the lowest level of separately identifiable items (e.g., articles, components, goods, and assemblies). "Counterfeit Work" means Work that is or contains items misrepresented as having been designed and/or produced under an approved system or other acceptable method. The term also includes approved Work that has reached a design life limit or has damaged beyond possible repair, but is altered and misrepresented as acceptable.
- b) Supplier agrees and shall ensure that Counterfeit Work is not delivered to GKN-ATS.
- c) Supplier shall only purchase products to be delivered or incorporated as Work to GKN-ATS directly from the Original Component Manufacturer (OCM)/Original Equipment Manufacturer (OEM), or through an OCM/OEM authorized distributor chain. Work shall not be acquired from independent distributors or brokers unless approved in advance in writing by GKN-ATS.
- d) Supplier shall immediately notify GKN-ATS with the pertinent facts if Supplier becomes aware or suspects that it has furnished Counterfeit Work. When requested by GKN-ATS, Supplier

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shall provide OCM/OEM documentation that authenticates traceability of the affected items to the applicable OCM/OEM.

#### **U. SUPPLIER SURVEY**

When GKN sends QFM-0813 Supplier Survey in order to renew Supplier status in Approved Supplier List, supplier shall complete and return Survey per instructions listed in QFM-0813.

#### **V. CONTROL OF SPECIAL PROCESSES**

Special Processes refer to a set of linked procedures that lead to the creation of products and services whose results would not otherwise be measured, monitored, or verified before being released to the customer.

Supplier and any sub-tier must use a customer-specified approved supplier if this flowed down by GKN GG otherwise the supplier must use a NADCAP approved process source. A list of approved suppliers will be provided upon request.

If the supplier wishes to use a special process supplier that does not meet the above conditions an authorization request shall be submitted to, and approved by, GKN's buyer in advance.

Certification by a responsible representative of the Supplier shall be included with each shipment. The certificate shall indicate all special processes performed, the latest revision of applicable specifications (including class, type, grade, etc.), and the name of the special processor(s).

#### **W. EXPORT COMPLIANCE: ITAR & EAR**

In performing the obligations of this agreement, both parties will comply with United States export control and sanctions laws, regulations, and orders, as they may be amended from time to time, applicable to the export and re-export of goods, software, technology, or technical data ('items') or services, including without limitation the Export Administration Regulations ('EAR'), International Traffic in Arms Regulations ('ITAR'), and regulations and orders administered by the Treasury Department's Office of Foreign Assets Control (collectively, 'Export Control Laws'). A) The party conducting the export shall be responsible for obtaining the required authorizations. B) The party conducting the re-export shall be responsible for obtaining the required authorizations. Each party shall reasonably cooperate and exercise reasonable efforts to support the other party in obtaining any necessary licenses or authorizations required to perform its obligations under this agreement. C) The party providing any items under this agreement shall, upon request, notify the other party of the items' Export Control Classification Numbers ('ECCNs') as well as the ECCN of any components or parts thereof if they are different from the ECCN of the item at issue. D) Each party represents that (i) the items, and the parts and components thereof, it is providing under this agreement are not 'defense articles' as that term is defined in 22 C.F.R. Sub-Section 120.6 of the ITAR, and (ii) the services it is providing under this agreement are not 'defense services' as that term is defined in 22 C.F.R. Sub-Section 120.9 of the ITAR. The parties acknowledge that this representation means that an official capable of binding the party providing such items knows or has otherwise determined that such items, and the parts and components thereof, are not on the ITAR's Munitions List at 22 C.F.R. Sub-Section 121.1. Each party agrees to reasonably cooperate with the other in providing, upon request of the other party, documentation or other information that supports or confirms this representation. E) To the extent that such items, or any parts or components thereof, were specifically designed or modified for a military end use or end user, the

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party providing such items shall notify the other party of this fact and shall also provide the other party with written confirmation from the United States Department of State that such items, and all such parts or components thereof, are not subject to the jurisdiction of the ITAR. GKN requires that the provisions/requirements set forth above be included in Seller's direct supply contracts as well as the obligation that they be flowed to the sub-tier supply chain. For purposes of this note, supply chain shall mean Seller's direct network of Sellers providing material, equipment, information, and services integrated into products and services.

#### **X. QUALITY SYSTEM**

The Supplier must immediately notify the GKN Supplier Quality Engineer and GKN Buyer that supports your facility, in writing, of any changes that may affect the capability of the Quality Management System (QMS) to continue to fulfill GKN requirements or the requirements of the QMS standard, such as:

- Loss of third-party system certification, changes to Quality organization, processes or procedures that could affect conformity of Buyer Item, adverse action by US or International Government entity/agency, or Nadcap.
- Issuance of any Level II or Level III government-issued Corrective Action Request associated with Quality Management System, processes or conformity of Buyer Item
- Issuance of a major finding by a third-party registrar.
- Suspension of Government Source Inspection of Buyer's Items due to adverse cause.

The Supplier must immediately notify the GKN Supplier Quality Engineer and GKN Buyer that supports their facility, in writing, of any changes in quality management system scope or for any requirement of the Quality Management System (QMS) standard that the organization determines is no longer applicable to the scope of its quality management system.

#### **Y. FAA PMA**

Unless explicit contractual direction is given to the contrary, no articles (or constituent parts thereof) ordered by GKN purchased under this agreement shall contain any Federal Aviation Administration- Parts Manufacturer Approval (FAA-PMA) markings and the accompanying paperwork (e.g., packages, shippers, etc.) shall not contain any FAA-PMA markings.

#### **Z. PRODUCT INSPECTION & TEST**

Seller must inspect or otherwise verify that all products, articles, or services, including those components procured from or furnished by subcontractors, suppliers, or GKN, conform to GKN's requirements, prior to shipment to GKN or Customer. Seller shall be responsible for all tests, inspections, and other controls of the Product during receiving, manufacture and through Seller's certification of conformance. Seller agrees to furnish copies of test, inspection, and/or other control data upon request from GKN's Buyer.

Seller shall comply with requirements of document AS9138 "Aerospace Series – Quality Management Systems Statistical Product Acceptance Requirements", as may be amended from time to time, whenever applying statistical sampling methods as a means to ensure product, article, or service conformance. Seller's statistical sampling procedure/plan must include the following to be compliant:

- Minimum protection levels as defined within AS9138 Table A1
- C=0 criteria as defined within AS9138 Section 3.11

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- Sampling restrictions as contained within AS9138, Section 4.3 Safety/Critical Characteristics, and
- Sampling requirements and/or prohibitions contained within the approved part/product Design

Buyer reserves the right to disallow a supplier's statistical methods for product acceptance for specific sites/programs, parts or characteristics, and to conduct surveillance at Seller's facility to assess compliance to the requirements of AS9138 and/or part/product Design Data sampling requirements.

#### **AA. LANGUAGE**

Seller documents and records submitted to Buyer shall be in English.

### **IV SPECIAL PRODUCT ASSURANCE REQUIREMENTS (SPAR)**

The following Special Product Assurance Requirements are part of this purchase order when specified by the SPAR Number in the body of the purchase order.

#### **SPAR-1 BUYER SOURCE INSPECTION**

Items to be delivered under this purchase order require source surveillance by the Buyer's Quality Representative at the Supplier's plant. Sufficient advance notice (two working days for local travel plus travel time for distant location) must be given to the Buyer to permit scheduling of source inspection. Source inspection does not relieve the Supplier of the responsibility for compliance with all requirements of this purchase order. Evidence of Buyer source inspection must accompany or be shown on the shipping documents (see III-C). The buyer reserves the right of final acceptance at Buyer's facility. Items submitted under this clause shall have passed Supplier's inspection.

- A. In-process and/or final inspection or tests are required. Parts, assemblies, processes and tests are subject to detailed inspection by the Buyer's Quality Representative prior to assembly, test and/or delivery.
- C. Final inspection and/or testing is required, by the Buyer's Quality Representative, prior to delivery.
- D. In-process inspection and/or testing is required, by the Buyer's Quality Representative, prior to delivery.

#### **SPAR-2 SUPPLIER'S QUALITY CONTROL SYSTEM**

The Supplier shall maintain a quality system, which complies, as a minimum requirement, with the specification designated below. The Supplier's system shall be subject to an audit by the Buyer's Quality Representative. Waivers to quality system requirements are not valid unless obtained in writing from Buyer's Quality Assurance Representative.

- A. Level 1 – ANSI/ASQC Q9002 Paragraphs 4.5, 4.9, 4.11, and 4.13 as applicable to product manufacture.
- B. Level 2 – ANSI/ASQC Q9002.

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- C. Level 3 – The Supplier shall institute and maintain a quality system to assure the integrity or product traceability, certification, test / inspection documentation, storage condition and protection during shipment. The system shall provide for adherence to, and flowdown of the buyer's quality assurance requirements.
- D. Level 4 – The Supplier's quality system shall demonstrate that processes are controlled and products are tested in accordance with the applicable processing specification.
- E. Level 5 – ANSI/ASQC Z540.1.
- F. Level 6 - SAE ISO 9000 / AS9100, "Quality Management Systems – Aerospace – Requirements" Supplier is required to maintain a certified / registered Quality System in compliance with SAE ISO 9000 / AS9100, "Quality Management Systems – Aerospace – Requirements", as may be amended from time to time. GKN ATS reserves the right to conduct surveillance at Supplier's facility to determine that Supplier's Quality System meets the requirements as set forth herein. A copy of SAE ISO 9000 / AS9100 can be obtained from the Society of Automotive Engineers at the following URL: <http://www.sae.org>.

### **SPAR-3 CHEMICAL AND PHYSICAL ANALYSIS**

The Supplier shall submit a report as indicated below (actual or typical) with each lot of the material shipped. In the case of a "drop shipment" to other than Buyer's plant, a copy of the report shall also be submitted direct to Buyer, together with a copy of the packing slip, at the time of shipment.

- A. Actual Values Test Report-The test report shall list actual test results obtained from an analysis of representative samples of each lot of material used to fill this order.
- B. Typical Value Test Report-The test report shall list the range of values within which the properties of material used to fill this order fall.

**Note 1:** The Supplier agrees to submit and retain objective evidence, including the aforementioned certificate of analysis, material certifications, records of the inspections and tests performed in the course of manufacturing, testing, preserving, and packaging of said articles for a period of 10 years unless otherwise specified. These records shall be made available to Buyer and/or Supplier Quality for review upon request within 72 hours.

### **SPAR-4 CERTIFICATION OF CONFORMANCE**

With each shipment of items covered by this purchase order, Supplier shall submit a certificate of conformance, signed by a responsible representative, which shall constitute a representation by the Supplier that:

- 1. Materials used are those which have been specified by Buyer, and that the items delivered were produced from materials for which Supplier has reports of chemical or physical analysis and any other required evidence of conformance to applicable specifications and/or customer's requirements as applicable.

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2. Processes used in the fabrication of items delivered were in compliance with the latest revision of applicable specifications and/or customer's requirements as applicable.

3. The items as delivered comply with all the latest revision specifications and other requirements of this purchase order.

In case of drop shipment, a copy of the above certificate shall be submitted direct to Buyer at time of shipment.

**Note 1:** A certificate of analysis can be used in lieu of a certificate of conformance and must be signed by a responsible representative.

**Note 2:** In case of partial shipment, Supplier shall submit a certificate of conformance with each shipment and note the exact quantity shipped on the certificate.

**Note 3:** The Supplier agrees to submit and retain objective evidence, including the aforementioned certificate of conformance, material certifications, records of the inspections and tests performed in the course of manufacturing, testing, preserving, and packaging of said articles for a period of 10 years unless otherwise specified. These records shall be made available to Buyer and/or Supplier Quality for review upon request within 72 hours.

Note: SPAR-4 A and B were removed. Requirements in SPAR-4 applies to both -4A and -4B, if found on the PO.

#### **SPAR-5 GOVERNMENT SOURCE INSPECTOR**

Government inspection is required prior to shipment from Supplier's plant. Upon receipt of this purchase order, Supplier shall promptly notify the Government Representative who normally services Supplier's plant. In the event that appropriate planning for Government Inspection cannot be arranged, the Buyer should be notified immediately. Buyer may designate this clause as applicable after award of this purchase order, without change in price or schedule, even though this clause was not designated as applicable at time of award. Likewise deletion of this clause after award shall not entitle Buyer to a reduction in purchase order price.

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**SPAR-6    SERIALIZATION**

With each shipment, Supplier shall submit a legible copy listing all serialized parts and assemblies by part number with the serialized end item shipped. No two parts having the same part number (under this purchase order or any other purchase order) are to be identified with the same serial number unless otherwise specified. The Supplier must maintain records identifying the serial numbers of serialized subassemblies contained in deliverable end items. Note: When conflict between this SPAR and the drawing or specification exists, the drawing or specification takes precedence.

- A. The serial numbers to be assigned by part number are included with this purchase order.
- B. The supplier shall assign serial numbers to those parts, assemblies and end items required by this purchase order or the part drawing/specification to be serialized.

**SPAR-7    INSPECTION/TEST REPORT**

Supplier shall submit with each shipment a report for the delivered end items or assemblies with the following information included as a minimum: part number, revision letter, nomenclature, purchase order number, lot number, lot quantity, inspection sample size, characteristics/parameters inspected and/or tested, inspection/test data, quantity passed/rejected by characteristics, date of inspection/test, and signature/stamp of Supplier's inspection/test representative. If Go/No-Go test method is used, test program must be identified. In case of drop shipment, a copy of the report shall be submitted direct to Buyer at time of shipment.

**SPAR-8    FIRST ARTICLE INSPECTION (FAI)**

The supplier shall perform First Article Inspection (FAI) on the new product representative of the first production run. The first production delivery parts require an FAI. The process shall be repeated, when changes occur that invalidate the original results (e.g. engineering changes, manufacturing process changes, tooling changes or 2 years lapse in production). GKN approval of Supplier FAI is required prior to delivery of first production parts.

The FAI will be conducted in accordance with SAE AS9100 and SAE AS9102, Aerospace First Article Inspection Requirement, (or international equivalent). When documenting the FAI, the Supplier may use the forms contained within AS9102, or equivalent forms so long as they contain the minimum information required by AS9102. A copy of AS9102 can be obtained through the Society of Automotive Engineers (SAE) at the following web site address: <http://www.sae.org/>.

If there are changes from a baseline part number, the FAI requirements may be satisfied by Supplier performing Partial FAI. Partial FAI may address only the changes from a previous part revision, under the condition that all other characteristics were conforming on previous FAI and are produced by the original production processes. Note: All FAI /Partial (re-accomplishment) must also be in accordance with AS9102.

After completing the FAI in accordance with AS9102, the Supplier shall submit the completed first article part and report to the Buyer's Receiving Inspection department for first article verification at the Buyers facility. GKN reserves the right to review the FAI report and first

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article part at Seller facility prior to delivery. All FAIR activity shall be coordinated in advance prior to shipping the related material.

The Supplier shall also provide to Buyer and Supplier Quality Engineer for all FAI/Delta FAI a copy of the "bubbled" Drawing including (1) FAI corresponding part to the buyer's Quality Assurance representative for FAI/Delta FAI verification.

Note: SPAR-8A (FAIR verification at the supplier's facility) and -8B (FAIR verification at the buyer's facility) have been removed from the current revision. Requirements in SPAR-8 applies to both -8A and -8B, if found on the PO.

#### **SPAR-9 SUPPLIER SUPPLIED INFORMATION**

With the initial shipment, the Supplier shall furnish at no cost to Buyer two legible copies of applicable specifications, drawings, and/or catalogs or catalog page(s) sufficient to inspect and/or test the product(s) specified in the purchase order.

#### **SPAR-10 PRODUCT CHANGE APPROVAL**

**Discontinued. Added to General Requirements, Section III, letter A.**

#### **SPAR-11 AGE CONTROL**

A. The Supplier shall have an effective system of control of items whose acceptability is limited by age of the item. The system must include a method of identifying the age of such items and provisions for the rotation of stock. Age control of rubber goods shall conform to the requirements of SAE, ARP5316 unless otherwise specified in the purchase order. Supplier shall indicate on the containers or certifications those materials having a limited or specified shelf life. The information provided shall include expiration date(s), lot or batch number as required, and any special storage and handling conditions as may be applicable. This information shall be in addition to the normal identification requirements for each container, name, part or code number, size, quantity, etc.

Note: Supplier shall not ship the product with the expired shelf life for the material without prior written waiver of Buyer as to each shipment.

B. All provisions of SPAR-11A applies in addition to the following. Time lapse between cure or manufacturing date and date of scheduled receipt by Buyer under the Purchase Order shall not exceed one-third of the shelf life for the material without prior written waiver of Buyer as to each shipment.

#### **SPAR-12 NOTIFICATION OF PRODUCT CHANGE**

**Discontinued. Added to General Requirements, Section III, letter A.**

#### **SPAR-13 GOVERNMENT REVIEW OF QUALITY CONTROL OF INSPECTION**

The Supplier's Quality Control of Inspection System and manufacturing processes are subject to review, verification and analysis by authorized Government Representatives upon request.

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**SPAR-14 REPORT OF DISCREPANCY FOR BUYER MATERIAL REVIEW**

***Discontinued. Added to General Requirements, Section III, letter M.***

**SPAR-15 FOUNDRY CONTROL OF CAST PARTS**

Foundry control castings are required when the new tooling (patterns or molds) is made, when a change is made in gates, risers, chills, or as-cast shape, or when a pattern is transferred to a different supplier. Foundry control castings shall be submitted to the Buyer for review and approval, as required below, prior to initiation to continuation of production. Foundry control castings are in addition to purchase order end item quantity requirements.

- A. Radiographic film of foundry control castings and test report shall be reviewed and approved by the Buyer's Quality Representative at the Supplier's radiographic department or agency. Applicable film and test reports will accompany foundry control castings delivered to Buyer.
- B. Supplier will deliver to Buyer a minimum of one foundry control casting, heat treated and straightened to the casting drawing requirements, for examination and approval by the Buyer. Such casting(s) shall be representative of the foundry practices and processes to be used for the production castings.
- C. Supplier will submit a certified statement of the test bar mechanical properties with each foundry control casting. The test bar(s) must be from the same melt and heat treat as the foundry control casting.
- D. Supplier will submit a certified statement of chemical analysis of the material in the foundry control casting showing the percentage of each element contained in the specimen.
- E. Radiographic film of foundry control castings and test report shall accompany such castings when delivered to the Buyer for review and approval at Buyer's facility.

**SPAR-16 CONTROL OF NONDESTRUCTIVE TESTING (NDT)**

Items requiring NDT shall be submitted, complete with part drawing or document establishing NDT requirement, to a laboratory acceptable to Buyer. Test results shall be reported in writing to Buyer, identifying the laboratory and the certified technician who performed and/or evaluated the tests, signed by a responsible laboratory representative. An adequate method of identifying and cross-referencing each x-ray film exposure, C-scan report and other NDT inspection report and item must be provided. When parts are serialized, serial numbers must appear on the report and film with the control number.

- A. Minimum radiographic requirements are included in this purchase order on attached sketch.
- B. Radiographic film of each lot and other NDT results, including foundry control NDT, shall be inspected by Buyer at the laboratory performing the work prior to shipment. The Supplier shall notify the Buyer when the film is ready for review. The inspection report shall include x-ray film.

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- C. NDT reports shall be submitted with each shipment to GKN.

**SPAR-17 CONTROL OF SPECIAL PROCESSES**

***Discontinued. Added to General Requirements, Section III, letter V.***

**SPAR-18 CONTROL OF FORGINGS**

- A. Supplier shall furnish Buyer a sample test forging from the first production run for destructive qualification testing that is representative of all processing used. This test forging is in addition to the production quantities required.
- B. With each shipment, Supplier shall submit two test samples from each heat of material used in the shipment. The samples shall be suitable to make specimens conforming to R-3 of Federal Test Standard No. 151 and be subjected to the same processing the production forgings receive including working and heat treatments.
- C. The forgings shall be made with a detachable tab. The tab shall not be removed until completion of all processing including heat treatment. The tabs shall be removed and shipped with the forgings to Buyer. The tabs shall be identified to material heats and heat treat lots, and shall include serial numbers when serialization is required.

**SPAR-19 INSPECTION AND TEST PLAN**

Supplier shall prepare an inspection and test plan for the items delivered under this purchase order. Two reproducible copies of the plan shall be submitted for Buyer's approval a minimum of thirty (30) days prior to production.

- A. The plan shall include identification of the item to be inspected or tested, measuring or test equipment to be used, method of inspection (visual, test equipment, gage, etc.) and type of inspection (dimensional, functional, test, NDT, etc.).
- B. The plan shall contain the operational sequence and inspection/test points in relation to procurement, manufacture, assembly, checkout, and delivery.

**SPAR-20 IDENTIFICATION**

- A. Apply part number and revision letter per an applicable drawing note or specification.
- B. Bag and tag parts.
- C. Tag parts.
- D. Identify per PO instructions and requirements. Note: When there is a conflict between PO and the drawing or specification exists, the drawing or specification takes precedence.
- E. Identify parts in accordance with MIL-STD-130 (latest revision as of the date of purchase order issuance).

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**SPAR-21 TEST SAMPLES**

Supplier shall furnish to Buyer the test samples required by this purchase order. The samples shall be identified as "Test Samples" with applicable part number. The test samples shall be processed simultaneously with each batch or lot of parts. Supplier's shipping document shall indicate part number, process, processor, and batch / lot number.

Test samples are required for the following special processes:

- A. Case Hardening.  
(Nitriding, carburizing, induction hardening, flame hardening, tuftriding, etc.).
- B. Heat Treat.
- C. Plating.
- D. Other, as specified \_\_\_\_\_

**SPAR-22 LOT CONTROL AND MATERIAL TRACEABILITY**

- A. Items furnished under this purchase order, packing list, certifications and other applicable documents must be identified by manufacturing lot or batch number and should be traceable to this purchase order. Where impractical to stamp individual parts due to size or shape, the lot or batch number shall be stamped on identifying tags or the smallest unit package.
- B. Materials used must be identified by lot number, material type, specification and applicable change number, heat number, etc., and traceable to the lot number(s) of material(s) used and should be traceable to this purchase order. Traceability records shall be available for review by the Buyer's Representatives.

**SPAR-23 TOOL PROOFING**

Tooling required for production under this purchase order is subject to acceptance by Buyer. Supplier shall notify Buyer when tooling is ready for inspection. Acceptance will be contingent upon a quantity of resultant dimensional samples inspected under surveillance of the Buyer's Representative at the Supplier's facility or the items will be shipped to Buyer for inspection when directed by the Buyer. Dimensional samples are to be identified with the tool number from which they were manufactured.

**SPAR-24 DROP SHIPMENTS**

The material ordered hereunder is to be shipped to other than the Buyer's facilities. Copies of the Product Assurance data required by this order shall accompany the shipment; in addition, one copy of such data and a copy of the Shipping Document shall be mailed to the Buyer on the same day that shipment is made.

**SPAR-25 SPECIAL PROCESS DOCUMENTATION**

***Discontinued. Added to General Requirements, Section III, letter V.***

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**SPAR-26 ACCEPTANCE TEST PROCEDURE**

Supplier shall prepare an acceptance test procedure for the items to be delivered under this purchase order, to include, as a minimum, the equipment, sequences, and steps necessary to perform the acceptance test. The procedure shall contain a requirement for recording the following data: part number, part name, revision letter, purchase order number, serial/lot number, sequence number, criteria measured or tested, test results, test data, and signature of Supplier's Inspection Representative. Two reproducible copies of the acceptance test procedure shall be submitted for Buyer's approval at least thirty (30) days prior to performance of the initial acceptance test. Any subsequent change to the acceptance test procedure requires prior approval of Buyer's Quality Assurance representative.

**SPAR-27 TEST EQUIPMENT CERTIFICATION**

All equipment used for acceptance testing of deliverable products under this purchase order shall be certified by an accredited source (or the cognizant Government agency) and approved by the Buyer prior to use.

**SPAR-28 AIRWORTHINESS CERTIFICATION – NEW OR PROTOTYPE PARTS**

Supplier shall issue an FAA Form 8130-3, completing Blocks 13a through 13e, and certifying the parts conform to the Design Data and are in a condition for safe operation.

**SPAR-29 AIRWORTHINESS CERTIFICATION – MRO PARTS**

Supplier shall issue an FAA Form 8130-3, completing Blocks 14a through 14e, and approving the parts for Return-To-Service.

The supplier and subcontractors at all levels must have an FAA approved and active Antidrug and Alcohol Misuse Prevention Program (AAMPP).

**SPAR-30 CERTIFIED SUPPLIER**

***Discontinued until Certified Supplier criteria is redefined.***

**SPAR-31 DIGITAL PRODUCT DEFINITION QUALITY PLAN**

***Discontinued. Requirements added to SQAR-102***

**SPAR-32 FOREIGN OBJECT DEBRIS/DAMAGE (FOD) PROGRAM**

***Discontinued. Added to General Requirements, Section III, letter S.***

**SPAR-33 COUNTERFEIT PARTS PREVENTION**

***Discontinued. Added to General Requirements, Section III letter T.***

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## Supplier Quality Assurance Requirements (SQAR)

Please use the provided links below to access the latest SQAR's

**SQAR 101 (HAWKER BEECHCRAFT)**

**SQAR 102 (BOEING)**

**SQAR 103 (LOCKHEED MARTIN)**

**SQAR 104 (AIRBUS)**

**SQAR 105 (SIKORSKY)**

<https://www.gknaerospace.com/en/Utilities/gkn-aerospace-suppliers/gkn-in-americas/garden-grove/>

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