



Paradise Plastics

SUPPLIER QUALITY REQUIREMENTS

1.0 SCOPE

This document shall establish general guidelines for Paradise Plastics (i.e., **PP**) supplier quality systems to comply with the ISO9001 Quality Management System (i.e., QMS) standard. These requirements are in addition to those set forth in any other contractual document (purchase orders, etc).

2.0 APPLICABILITY

This specification applies to all supplies and services. This requirement shall be satisfied in addition to detailed requirements found in other contractual documents. Meeting this requirement is essential to remaining on the **PP** approved vendor list. The supplier shall be responsible for furnishing materials, documentation, etc. as set forth in contractual documents, and shall report any inconsistency to **PP** for resolution.

3.0 SUBCONTRACT

These requirements shall apply to any subcontract supplier used by the primary supplier, including key characteristics (where applicable).

4.0 SUPPLIER RESPONSIBILITY

The supplier shall establish and maintain a system for quality management acceptable to **PP** and conforming to requirements of their contractual documents. **Certification** to QMS standards such as ISO9001, AS9100, etc. will be the preferred guideline. **Conformance** to the above mentioned standards are also acceptable guidelines but less preferable. Suppliers not **certified** to recognized QMS standards shall be subject to periodic audits by **PP** for conformance, and the results of these audits will determine if the supplier does/does not remain on the approved vendor list.

The **PP** Quality Manager shall be notified in writing when any changes are made to the QMS that may affect product quality.

The QMS shall be maintained as to assure suppliers and services are subjected to these requirements as well as additional requirements set forth in any other contractual document.

The flow down to the supply chain the applicable requirements including customer requirements.

5.0 DOCUMENTS/RECORDS

The supplier shall maintain adequate and legible records, in English language, of all quality measurements, inspections and tests made, including but not limited to quantity of observations, quantity of deficiencies found, and corrective actions taken. These

records shall be available to **PP** upon request, and retained for a minimum period of (10) years after the date product and/or services are rendered.

6.0 TRAINING/CERTIFICATIONS

The supplier shall be responsible training and certification (as applicable) for all employees performing work which affects product quality. Records shall be maintained to reflect training, certification, education, skills, etc. of personnel involved in special processes requiring specific skill sets.

7.0 SPECIFICATIONS

Unless otherwise specified in writing, the supplier's QMS shall provide procedures that assure the latest applicable drawing and revision, specification, procedure and/or instructions required by contractual document are used during production and/or service. Copies of **PP** drawings, specifications, procedures and instructions shall be controlled, and reproduction shall be limited to internal use by the supplier specifically for contractual work for **PP**.

8.0 CHARACTERISTIC INSPECTION

The supplier shall perform characteristic inspection as dictated by contractual document. The frequency of inspection is not limited and may be 100%; any frequency less than that specified by contractual document must be approved in writing by **PP**.

9.0 MEASURING/TEST INSPECTION

The supplier shall maintain a calibration system that meets/exceeds the intent of the ISO9001 standard. Certification records of calibration from a traceable NIST certified source are required by **PP**.

10.0 RIGHT OF ACCESS

PP, their customers, and any regulatory agency shall have right of access to the supplier and any/all subcontractors and their facilities. This includes the right to conduct inspection and/or surveillance of supplier/subcontractor facilities, QMS, procedures, products, and/or records. The supplier shall supply all above rights at no additional cost to **PP**.

11.0 SOURCE INSPECTION

When source inspection is specified by contractual document, whether by **PP** or its customer representative(s) prior to supplies shipment, **PP** requires a minimum of (5) business day notification in advance to permit scheduling for said source inspection. The supplier shall provide all necessary right of access as noted in clause 10.0 above. Source inspection **shall not** be used by the supplier as an effective control of quality.

Objective findings from source inspections shall shipment of all supplies. Such evidence shall not constitute acceptance of product.

12.0 RECEIVING INSPECTION

The supplier shall maintain and document a receiving inspection process that assures all incoming material is: (a) fully inspected for transit damage, and for compliance to material properties, lot identification, and any other requirements as specified by contractual document(s); (2) properly segregated from material previously accepted by incoming receiving inspection; and (3) properly marked as to uninspected, inspected accepted, and inspected rejected status.

13.0 NONCONFORMING MATERIAL

The supplier shall establish and maintain an effective system for controlling nonconforming material. This system shall include procedures for: (1) identification; (2) segregation; (3) presentation; and (4) disposition of nonconforming material. The system shall include preventative procedures to prevent use, shipment and intermingling of nonconforming product with conforming product.

Request for deviation from contractual requirements shall be submitted to and approved in writing by **PP** prior to shipment. All product accepted on provision of nonconformance shall be shipped with certifications as required by contractual documents and must include documentation specifying the nature of the nonconformance.

Approval to ship nonconforming material shall not be deemed final approval by **PP** of acceptance of said material. **PP** reserves the right to, upon further inspection, to deem the nonconforming material rejected and return said material to the supplier at no additional cost to **PP**.

The supplier shall be responsible to notify **PP** with 24 hours of the discovery of shipment/delivery of potentially nonconforming material. Notification must include lot number of suspected material, detailed description of the nonconformance, and short term (unofficial) corrective action to resolve the nonconformance.

14.0 CORRECTIVE ACTION

The supplier shall establish and maintain a system to take prompt action to address, convey root cause, and correct conditions that result in nonconforming material and/or services provided to **PP**. Nonconformance may include but is not limited to: (1) quality assurance provisions of the product/service provided; (2) inspections/tests required by contractual requirements; and (3) inspections/tests performed required to substantiate contractual requirements.

The supplier shall respond to **PP** in a timely basis and, if requested, provide documentation to substantiate employment of stated corrective actions.

15.0 DIRECT SHIPMENTS

If/when **PP** approves the supplier to ship product and/or provide service directly to the **PP** Customer, the supplier shall submit all inspection/material/test reports to designated party(s) prior to shipment unless otherwise specified by **PP**, the customer, or regulatory authority.

16.0 CERTIFICATION/TEST REPORT

The supplier shall supply certificate of compliance, certificate of analysis, and/or other documentation as specified by contractual document. Minimum requirement shall certify compliance to contractual documents, and/or specifications, drawings, etc. A copy of the C-of-C shall accompany each shipment.

NOTE: The C-of-C may be the suppliers shipping document, but a statement of compliance must be clearly stated on the shipping document.

The supplier shall supply any test report as specified by contractual document. A copy of the test report shall accompany each shipment. The test report shall include all traceability information as dictated by contractual document or standard practice. The

test report shall contain the signature of the authorized representative of the agency performing the testing, and include sufficient information to assure conformance to the specified requirements.

17.0 PP/CUSTOMER FURNISHED MATERIAL

When material is furnished by **PP** and/or the Customer, the supplier procedures shall include: (1) inspection upon receipt to detect transit damage; (2) material inspection for completeness and of proper (stated) condition; (3) adequate storage conditions to guard against damage and periodic inspection to assure condition; (4) functional testing before and/or after processing to determine satisfactory condition; (5) identification/protection from improper use/disposition; (6) quality disposition; and (7) any other requirement as specified by contractual document.

18.0 FIRST ARTICLE INSPECTION (FAI)/FIRST PIECE INSPECTION (FPI)

The supplier shall perform FAI on: (1) the first production run; (2) if a revision has been implemented; (3) if source/process/materials have changed; (4) if a design change has affected form/fit/function; or (5) if required by contractual requirement. Inspection shall be performed per AS9100 standard (latest revision) unless specified otherwise.

The supplier shall perform FPI on: (1) subsequent production runs provided no revision has been implemented; or (2) if required by contractual requirement. Inspection shall be performed per AS9100 standard (latest revision) unless specified otherwise.

19.0 PREPARATION FOR SHIPMENT

The suppliers QMS shall assure that the quality of product is protected, preserved and packaged prior to and during shipment in accordance with best accepted commercial practices unless otherwise specified by contractual requirements.

20.0 SPECIFIC/UNIQUE QUALITY REQUIREMENTS

The supplier shall submit, within process capabilities, to specific and/or unique requirements as dictated by **PP** and/or customer requirements as dictated by contractual requirements. If these requirements are outside process capabilities of the supplier, the supplier may, within five (5) business days, offer alternate proposal(s) which may/may not be considered and are subject to: (1) customer approval; and/or (2) delivery timetable as per customer contractual requirements.