



## **SPAR 01 – CERTIFICATION OF CONFORMANCE**

Seller shall submit a signed/stamped and dated certificate of conformance (C of C) with each shipment.

Note: for buyer vendor item control or source control drawings, seller shall certify to the part number specified on the purchase order.

For buyer part numbers, vendor item control, or source control drawings, C of C shall identify at a minimum:

1. Manufacturer's name
2. Buyer purchase order number
3. Material quantity
4. Buyer drawing number and revision
5. Traceability (as applicable)
6. Seller part number and revision when specified as part of the buyer drawing requirements

For seller part numbers, C of C shall identify at a minimum:

1. Seller's name
2. Buyer purchase order number and line item
3. Material quantity
4. Seller part number
5. Traceability (as applicable)

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## **SPAR 02 – FIRST ARTICLE INSPECTION**

Seller shall conduct a complete first article inspection (FAI) in accordance with SAE AS9102 for the product listed on this subcontract. Buyer reserves the right to witness FAI(s). Seller shall notify buyer no less than ten business days prior to the planned inspection to allow for buyer's participation, if required. For products that are created from a die or mold, the FAI shall be performed on one piece per cavity. First article item(s) shall be identified using tags or labels traceable to the item(s).

The FAI shall be approved by buyer's quality assurance representative prior to shipment to buyer's facility. Seller shall deliver a complete copy of the buyer-approved (signed) FAI report and supporting data with the shipment containing the first article part(s). Subsequent shipments shall include a copy of the buyer-approved AS9102 Form 1. Seller shall maintain a copy of all FAI reports and supporting documentation as required elsewhere in this subcontract.

First article inspection does not relieve seller of responsibility for nonconforming hardware found at buyer's facility. Final acceptance of product delivered under this subcontract occurs at buyer's facility.

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### **SPAR 03 – SPECIAL PROCESS CERTIFICATION**

When special processes (i.e. plating, welding, heat treating, anodizing, paint, chemical coating, etc) are specified on the drawing(s) and/or specification(s) and/or additional technical requirements cited on the purchase order, the supplier shall include in each shipment a certification for each special process performed. The properties listed shall include those specified on the drawing(s) and/or specification(s) and/or additional technical requirements cited on the purchase order. The special process certification shall include as a minimum:

- The buyer's part no., including revision
- Name and address of special processor
- The special process specification, including revision and complete designation (e.g., associated grade, class, type, etc.)
- Quantity processed
- The date(s) on which the special process was performed
- For heat-treated material, the actual hardness reading(s)

The certificate shall bear the signature and title of an authorized agent of the supplier that performed the process. Unsigned certifications are acceptable if it contains a statement confirming the validity of the document.

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### **SPAR 04 – SUPPLIER CORRECTIVE ACTION REQUESTS**

Seller agrees to provide formal response to all supplier corrective action requests (SCAR) within the timeframe indicated on the SCAR. Failure to answer scars promptly negatively affects seller's quality rating and could result in suspension or removal from the buyer's approved supplier list.

Seller shall give priority to root cause analysis and corrective action to prevent further nonconformances from occurring. Any failure analysis performed as part of seller's investigation shall be included in the SCAR response.

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### **SPAR 05 – SELLER RECORD RETENTION**

Quality and inspection records shall be established and maintained by the seller to provide evidence of conformity to requirements and the effective operation of the quality management system.

As a minimum, records must be maintained for a period of seven (7) years after completion of this purchase order (PO). Records may be archived to an offsite location, but shall remain legible and readily retrievable. These records shall be available for review by buyer or its customers. Buyer reserves the right to periodically audit the seller's historical records, retention policies and practices.

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### **SPAR 06 – REQUIREMENTS FLOW DOWN**

All applicable requirements that are invoked or applied to the buyer's purchasing document, including this clause, shall be flowed down to seller's sub-tier suppliers. This requirement does not apply to distributors.