

# QUALITY TERMS AND CONDITIONS

QF 84 Rev. 6

Department: Purchasing and Quality

04/27/2023

Approved

## 1 PURPOSE

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To define and flow down terms and conditions of Falcon Electronics, LLC requirements to our supplier base. This addition will be inclusive to the Purchase Order.

## 2 SCOPE

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Suppliers who provide product and sub-contracted processes to Falcon.

## 3 TERMS AND CONDITIONS

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### 3.1 Business System Requirements

Suppliers are required to maintain a system in compliance with the applicable sections of quality standards ISO9001, and/or AS9100, or an approved quality system.

### 3.2 Right of Access

Supplier acceptance of this purchase order gives Falcon, our customer and regulatory agencies the right of access to your facility.

### 3.3 Changes

No changes to design, materials, processes, or manufacturing location shall occur without written notification and/or approval before shipping product.

### 3.4 Record Retention

Suppliers and their sub-tier suppliers shall retain and maintain quality records from deterioration for a minimum of ten years unless otherwise specified by purchase order or customer. No quality record associated with Falcon may be stored, either temporarily or permanently, in an area where the potential for damage, deterioration, or loss exists. Disposition of requirements destroy records as unusable.

### **3.5 Requirements of Flowdown**

Falcon shall flow down all customer applicable requirements; the supplier must comply with requirements or notify exceptions in writing.

### **3.6 Certificates of Conformance**

A certificate of conformance is required for all product to provide authentic documentation for our customers with date code and or lot code information.

### **3.7 DFARS**

If our purchase order specifies that DFARS applies, supplier must comply with all DFARS, including rated orders and cybersecurity.

### **3.8 Counterfeit Material**

The supplier shall plan, implement, and control processes, appropriate to their organization and product, for the prevention of counterfeit or suspect counterfeit part use and their inclusion in products to mitigate counterfeit product from entering the supply chain, as per AS5553. Parts that are repaired, reworked or relabeled are not acceptable without written approval from Falcon's end customer.

### **3.9 Packaging/ESD**

All material shall be packaged to prevent damage. The use of peanuts and pink poly is prohibited. Components and assemblies that are susceptible to electrostatic discharge damage shall be handled and packaged to prevent ESD damage. All units which contain ESD sensitive devices shall be wrapped in a static shielding carrier in direct contact with and fully surrounding the unit and shall be marked as containing ESD devices. Compliance to ANSI/ESD S20.20 specification.

### **3.10 Product Obsolescence**

The supplier will notify Falcon in writing of any product obsolescence and any recommendation of substitution in a timely fashion to allow for last time buys.

### **3.11 Compliance**

Supplier must maintain an Ethics Policy that includes product safety, product or service conformity and ethical behavior.

### **3.12 FOD (Foreign Object Debris)**

General workmanship practices and standard handling for the prevention of Foreign Object Debris to products apply. It is critical that measures are taken to prevent contamination.

### **3.13 Nonconforming Product**

Segregation and lot integrity must be maintained on all material or services performed on this purchase order. All nonconforming material MUST be identified and segregated. The supplier shall not ship nonconforming material and must obtain Falcon's approval for disposition, if applicable. Must notify Falcon, in a timely manner, of any escapes and non-conformances.

### **3.14 Date Codes**

For tape and reel product only one date code per reel. No more than one date code per tube. Mark and display all date codes in the shipment on packing slip, C of C and labels.

### **3.15 Calibration**

Seller shall maintain a system for calibration and maintenance of tools, jigs, inspection and test equipment that is compliant with an industry-recognized standard (e.g. ISO 17025, ISO 10012-1, ANSI Z540). Provide reporting of "as found" and "as left" status if the item is found in tolerance/spec. Calibration standard traceable to NIST.