

Uncontrolled if Printed



*QUALITY STANDARD
FOR PURCHASED MATERIALS*

SCOPE

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IDENTIFICATION

1. SCOPE

The Aurora Machine Quality Standard for Purchased Materials pertains to all vendor sources providing material(s) to Aurora Machine for use in both a production and non-production basis. All material(s) must be inspected, tested and furnished in the manner set forth by these standards and any other standards additionally implemented by the Aurora Machine.

2. COMMERCIAL OFF THE SHELF (COTS)

Commercial Off the Shelf (COTS) parts are commercially available items by design to be procured and utilized without modification (e.g. common electronic components). The Supplier shall provide a certificate of conformance and/or a packing slip as the objective quality evidence where no other objective evidence is available.

3. INSPECTION

The Supplier will inspect the first piece manufactured for this Purchasing Agreement to all drawing characteristics, drawing notes and Purchasing Agreement requirements and will maintain on file, a report that includes the following elements, as applicable:

- 3.1. Supplier's name and the manufacturing address
- 3.2. Purchasing Agreement number and line number
- 3.3. Item number, description, and revision as they appear on the Purchase Agreement
- 3.4. Lot quantity
- 3.5. Certificate of compliance for the delivered item (as defined by paragraph 8.5)
- 3.6. Material certificates/ballistic firing records (where applicable)
- 3.7. Special process certifications (where applicable)
- 3.8. Inspection Report
- 3.9. Balloon Drawing
- 3.10. First Article Test/Inspection reports (where applicable)
- 3.11. Production test reports (where applicable)
- 3.12. Date of last control test and next control test, and, if a control test was performed on the current lot, a copy of the control test report (where applicable)
- 3.13. Verification of all drawing notes, dimensions, specification requirements, with the requirement and measured values recorded.
 - 3.13.1. Variable data shall be recorded with actual values measured for each sample.
- 3.14. The Supplier shall provide traceability from the measured value to the drawing characteristic (i.e. ballooned drawing (all characteristics, including drawing notes, numbered)
- 3.15. Inspector's name, signature, and date (electronic or digital signatures are acceptable)

4. SAMPLE SUBMISSION REQUIREMENTS

When required by the Aurora Machine purchase order, vendors are to adhere to the Sample Submission Requirements outlined as follows:

- 4.1. Vendor to be provided a copy of Aurora Machine prints to latest revision and furnished sample part(s) if applicable.
- 4.2. Vendor to review prints and Aurora Machine provided sample(s).
 - 4.2.1. If the vendor has questions and/or issues, Aurora Machine Purchasing contact resolves with appropriate Aurora Machine Personnel.

- 4.3. Vendor submits a First Article sample(s) and additionally is required to submit an appropriate First Article Sample Inspection form; either their own or Aurora Machine DCN 004 Inspection Report form. This form shall detail exact dimensions of sample(s) with respect to all print dimensions, material specifications, heat treat specifications, etc. Vendor is required to number/mark each dimensional, material or other print specification on the Aurora Machine supplied print. This number/mark shall correspond to the numbered/marked item number inspected and recorded on the inspection. Additionally, the method of measurement is to be listed for each individual dimension and recorded on the inspection form. Vendor are required to submit First Article sample(s) as requested by Aurora Machine under these circumstances: :
 - 4.3.1. New part submission
 - 4.3.2. Print changes via Engineering Change Notices (ECN's)
 - 4.3.3. Change in manufacturing method, which may affect the form, fit, function, appearance, durability or reliability of parts and/or product.
 - 4.3.4. Change in construction and/or geometry of part.
 - 4.3.5. Tooling is transferred from the original qualified manufacturing facility to another facility location.
 - 4.3.6. New and/or secondary tooling is produced.
 - 4.3.7. Sub-contractor or vendors are changed.
 - 4.3.8. Corrections were made from prior part(s) submittal due to non-conformance to print specifications.
- 4.4. Samples are to be made to Aurora Machine approved drawings and/or Engineering specifications from specified materials and processes, on regular production tooling, with all operations that are to be included in the regular production process. If samples are to be submitted utilizing temporary tooling, material(s) or processes, authorization must be obtained from either the Aurora Machine Purchasing or Engineering personnel.. The authorized use of temporary tooling, material(s) and processes is to be noted on the inspection report.
- 4.5. Each vendor is to be responsible for performing the necessary inspection(s) and/or testing to substantiate sample(s) conformance to Aurora Machine print specifications, aesthetic standards and all other applicable specifications. All parts and components shall conform to U.S. Standard measuring systems.
- 4.6. Laboratory and test requirements may be requested at any time and is solely at the discretion of the Aurora Machine Engineering department.
 - 4.6.1. Test results may be requested as well from the vendors' sub-contractor source(s).
 - 4.6.2. These tests may include but are not limited to physical, chemical, metallurgical, paint, and performance based testing such as life cycle, tensile, strain, etc.
 - 4.6.3. These tests shall be performed by a qualified laboratory and on an appropriate number of samples specified on the PO in order to ensure conformance to these and all other specifications requested.

- 4.6.4. Copies of the test results must be submitted with the appropriate inspection form.
- 4.7. When a vendor supplies an assembly, the vendor is to ensure that the assembly submitted conforms to all dimensions and specifications shown on the assembly print and any corresponding detail prints and Bill(s) of Material(BOM).
 - 4.7.1. All individual component parts must conform to all individual component part print specifications including, but not limited to dimensions, materials, and aesthetics.
- 4.8. Vendors submitting parts produced from “Marked Prints” must attach a copy of the corresponding marked print(s) to accompany the inspection form.
 - 4.8.1. All dimensions that are inspected and recorded from a marked dimension, material or other deviation on the print, are to be highlighted or marked in red on the inspection form.
- 4.9. Vendors may submit sample parts “less finish” for any/all parts that differ from print specifications by finish only. Any samples that are submitted “less finish” are to be clearly stated as such on the inspection form.
- 4.10. All vendor First-Article Inspections and sample parts are to be inspected and verified by Aurora Machine. Once complete the vendor will be given approval to proceed with the order, as applicable.
 - 4.10.1. The vendor may only choose to proceed with the order at their own risk. Any work completed prior to approval will be reworked at the vendor's expense.

5. SAMPLE STATUS DISPOSITION

Vendors will be notified accordingly regarding the disposition of samples submitted for approval by Aurora Machine. Unless a prior approval or provisional approval status is authorized in writing by Aurora Machine,, vendors are not permitted to ship parts .

- 5.1. **APPROVED** – This status will be given to parts that have been manufactured and accepted to Aurora Machine specifications and may allow for parts to be shipped on a production or non-production basis.
- 5.2. **REJECTED** – This status will be given to parts that have failed to meet Aurora Machine specifications. Corrected samples must be submitted and approved prior to any production or non-production shipments.
- 5.3. **PROVISIONALLY APPROVED** – This status will be given to parts that may require additional requirements such as laboratory tests, aesthetic appearance, functionality testing, minor (non-critical) print variances or other qualifications under assembly conditions. Parts with this status may be authorized to ship on a production or non-production basis with the understanding the stated provisions are satisfied.

6. ADHERENCE TO PRINT SPECIFICATIONS

Vendor(s) and their sub-contracted sources for purchased parts are required to follow the Sample Submission Requirements listed in Section 2. Additionally, all other production or non-production parts, materials or etc., must conform to all Aurora Machine print or other specifications. All parts and components shall conform to U.S. Standard measuring systems. A vendor sources submission of production and non-production parts and/or materials to Aurora Machine will be an implicit claim that said parts and/or materials conform to Aurora Machine's print or other specifications. All parts and components shall conform to the U.S. Standard measuring systems.

It is to be understood that when a dimension, specification or test is indicated or claimed to be correct and within acceptable Aurora Machine specifications, the vendor is to be held fully responsible for such items. Additionally, the vendor will be held responsible for all parts and/or materials submitted and all future production lots that are said to conform to print specifications. The vendor(s) Quality rating will be affected negatively if said claims are deemed erroneous.

6.1. INCOMING INSPECTIONS

The Aurora Machine will perform a random Quality inspection of vendor source(s) materials and/or parts submitted per DCN 048 Receiving Procedure. If vendor materials and/or parts are deemed to be non-conforming to Aurora Machine specifications, the vendor will be notified as per DCN 054 Supplier Corrective Action Request Procedure.

6.2. NON-CONFORMING PARTS TO BE USED "AS-IS"

When purchased parts are determined to be functionally useable, but non-conforming to print specifications, the vendor may request approval for the deviation from the Aurora Machine Purchasing. Aurora Machine Purchasing will coordinate the deviation review and approval by all applicable Aurora Machine personnel including, but not limited to Manufacturing, Engineering, and Quality Management representatives to use non-conforming parts or product "AS-IS." The vendor is still responsible for completing a Corrective Action Response to the non-conformance as specified in section 5.1. When required by Aurora Machine Engineering and Quality, a deviation request will be submitted to Aurora Machine's customer per DCN 075 Deviation Request Procedure.

6.3. SUBCONTRACTOR CONTROL

The Vendor source is responsible for the quality of materials and/or product from their subcontracted vendor(s). This includes the assurance that the vendor has supplied the subcontractor with the latest print(s), specifications, Engineering changes, etc.

The vendor source shall also be responsible for assuring that the subcontractor source is capable of manufacturing materials and/or product in accordance to Aurora Machine specifications.

7. CORRECTIVE ACTION

When non-conforming parts are reported or encountered by either the vendor and/or the Aurora Machine, the vendor must take immediate action to inspect all lots of parts at the source facility for the non-conforming condition(s). The vendor must isolate all non-conforming parts, determine the cause of the non-conformance(s) and adequately document a corrective action plan. Upon notification of a Quality Inspection non-conformance notice from the Aurora Machine (reference DCN 054 Supplier Corrective Action Request Procedure), the vendor must promptly submit in writing a corrective action plan to eliminate further recurrences of said non-conformance(s).

8. DRAWING DOCUMENT CONTROL

Vendors shall maintain a system that ensures that current drawing(s) level, specifications and/or changes are in effect and are to remain on file at their facility. In the event an Aurora Machine drawing or print is changed, all current vendors shall be forwarded a copy of the new drawing and/or specifications. Vendors are responsible for implementing the current rev drawings issued and replacing and discarding old revision copies to prevent their inadvertent use. All drawings are the sole property of the Aurora Machine and shall not be duplicated and or distributed unless authorized by Aurora Machine.

9. PACKAGING & SHIPPING

Vendors are responsible for assuring that all materials and/or parts have passed final inspection and are packaged and labeled correctly.

- 9.1. Materials and/or part(s) containers must include an itemized packing list detailing all parts contained within.
- 9.2. The shipping method used to ship/transport parts is to be determined by Aurora Machine and indicated on the corresponding Purchase Order.
- 9.3. First Article Sample Submittal parts are to be packaged separately from all production or non-production shipments and labeled accordingly as "SAMPLE" parts on at least two (2) sides of the corresponding container.

Packaging procedures are to be established as necessary between Aurora Machine and the vendor after the First Article Samples are approved.

9.4. IDENTIFICATION

All parts must contain the following information on either the exterior of the packaging material or tag:

- 9.4.1. Aurora Machine Address
- 9.4.2. Vendor and/or subcontractor location and Aurora Machine assigned Vendor Number
- 9.4.3. Aurora Machine Part Number
- 9.4.4. Purchase Order Number
- 9.4.5. Material and part quantity
- 9.4.6. Ship Date
- 9.4.7. Appropriate Bill of Lading or Tracking Number
- 9.4.8. Lot Control Number(as applicable)

Change Log

Revision	Date Effective	Description of Changes	Approved By
B	10/22/20	Introduced Change Log	VP Eng, VP Ops, Pres, QM
C	6/1/2022	Updated content to match policy changes	MS