

# THE SIROS GROUP, LLC QUALITY TERMS AND CONDITIONS

**All suppliers must comply with the basic Quality Clauses.  
Additional Quality clauses will be noted on the Purchase Order as required.**

QA 1	WHEN STIPULATED ON THE P.O., MACHINING SUPPLIERS MUST FURNISH INSPECTION REPORT, CERTIFICATE OF CONFORMANCE AND AS APPLICABLE MATERIAL AND PROCESSING CERTIFICATIONS FOR THE PARTS THEY SUBMIT
QA 2	A DOCUMENTED FIRST ARTICLE INSPECTION REPORT SHALL BE SUBMITTED TO THE SIROS GROUP QUALITY PRIOR TO THE BEGINNING OF PRODUCTION WHEN REQUIRED BY PURCHASE ORDER. THE SUPPLIER ASSUMES ALL FINANCIAL RESPONSIBILITY FOR REPLACEMENT, REWORK AND MATERIAL WHEN SUPPLIER FAILS TO MEET A/I AND CUSTOMER QUALITY AND DELIVERY REQUIREMENTS. (USE AS9102 F/A FORM WHEN STIPULATED ON .P.O. FOR F.A.I.R.)
QA 3	ANY DELAY IN SHIPMENT FOR ANY REASON HAS TO BE CONVEYED TO THE SIROS GROUP'S MANAGEMENT AS SOON AS THE DELAY IS KNOWN BY THE SUPPLIER. FAILURE TO DO SO MAY RESULT IN A REQUEST FOR CORRECTIVE ACTION, SUSPENSION, AND/OR REMOVAL FROM THE SIROS GROUP'S ASL.
QA 4	ANY CHANGE TO THE CONTRACT REQUIREMENTS, PRODUCT, PROCESSES, SUPPLIERS AND FACILITIES BY THE SUPPLIER MUST BE APPROVED BY THE SIROS GROUP AND/OR THE SIROS GROUP'S CUSTOMER IN WRITING
QA 5	ALL INFORMATION IN THE CONTRACT MUST BE HELD IN CONFIDENCE BY THE SUPPLIER AND NO THIRD PARTY REQUEST FOR INFORMATION WILL BE AUTHORIZED UNLESS INSTRUCTED IN WRITING BY THE SIROS GROUP'S MANAGEMENT. ALL QUALITY DOCUMENTS ARE TO BE RETAINED FOR 10 YEARS MINIMUM UNLESS EXTENDED RETENTION IS REQUIRED BY THE SIROS GROUP PURCHASE ORDER QUALITY FLOWDOWN. ALL QUALITY RECORDS MUST BE LEGIBLE AND STORED AND RETAINED IN SUCH A WAY THAT THEY ARE READILY RETRIEVABLE IN FACILITIES THAT PROVIDE A SUITABLE ENVIRONMENT TO PREVENT DAMAGE OR DETERIORATION AND TO PREVENT LOSS.
QA 6	IN ADDITION TO OUR RIGHT OF ACCESS, THE SUPPLIER AGREES TO RIGHT OF ACCESS FOR OUR CUSTOMERS, OR REGULATORY AGENCIES TO ALL FACILITIES AND RECORDS IN THE PERFORMANCE OF THIS CONTRACT. NOTIFICATION SHALL BE 72 HOURS PRIOR TO VISIT AND THE SUPPLIER'S MANAGEMENT REPRESENTATIVE MUST BE PRESENT.
QA 7	MANUFACTURE'S OR MACHINING SHOPS MUST HAVE A QUALITY SYSTEM IN COMPLIANCE TO AS9100 "D", OR ISO9001:2015 AS APPLICABLE BY OUR CUSTOMER.
QA 8	SUBCONTRACTORS ARE REQUIRED TO NOTIFY THE SIROS GROUP MANAGEMENT PRIOR TO TRANSFERRING ANY WORK TO A NEW FACILITY. THE SIROS GROUP WILL DETERMINE PRIOR TO THE TRANSFER IF SUBCONTRACTOR MAY PERFORM THE TRANSFER OF WORK. IF APPROVED THE SIROS GROUP REQUIRES THE SUPPLIER TO FLOW DOWN TO SUB-TIER SUPPLIERS THE APPLICABLE REQUIREMENTS IN THE PURCHASING DOCUMENTS, INCLUDING KEY CHARACTERISTICS WHERE REQUIRED AND POSITIVE F.O.D. CONTROL PROCESSES.
QA 9	SUPPLIER NOTIFICATION TO THE SIROS GROUP OF NONCONFORMING PRODUCT IS REQUIRED. SUPPLIER MUST MAKE ARRANGEMENTS FOR THE SIROS GROUP'S DISPOSITION OF THE SUPPLIER'S KNOWN NONCONFORMING MATERIAL PRIOR TO SUBMITTAL TO THE SIROS GROUP. THE SIROS GROUP DISPOSITION MAY REQUIRE CORRECTIVE ACTION BEFORE ANY NEW P.O.'S ARE RELEASED OR ISSUED TO THE SUPPLIER.
QA 10	ALL SUPPLIERS ARE EVALUATED AT ROUTINE INTERVALS BASED ON QUALITY AND DELIVERY. A COMBINED RATING FOR QUALITY AND DELIVERY OF 100% - 90% ARE PREFERRED SUPPLIERS, 89% - 70% ARE ACCEPTABLE SUPPLIERS AND 69% OR LOWER ARE UNSATISFACTORY SUPPLIERS AND WILL BE REMOVED FROM THE SIROS GROUP'S ASL.
QA 11	REQUIREMENTS FOR THE SUPPLIER TO COMPLY WITH EXECUTIVE ORDER E13224. SUPPLIER SHALL NOT ENGAGE IN ANY TRANSACTION OF ANY TYPE WITH PERSONS OR BUSINESSES OR ORGANIZATIONS WHO COMMIT, THREATEN TO COMMIT OR SUPPORT TERRORISM.

**For Processing suppliers, the following are the minimum requirements.**

QA 12	PROCESSING SUPPLIERS MUST FURNISH PROCESSING CERTIFICATIONS TO THE PURCHASE ORDER REQUIREMENTS, AND SHALL NOT PROCESS ANY PARTS FOR WHICH THEY ARE NOT CERTIFICATED OR APPROVED. ACCEPTABLE QUALITY SYSTEM REQUIREMENT ARE NADCAP, AC7004 OR ISO 9001, OR AS9100 ANY REVISION.							
QA 2	QA 3	QA 4	QA 5	QA 6	QA 8	QA 9	QA 10	QA 11

**For Material suppliers, the following are the minimum requirements.**

QA 13	MATERIAL SUPPLIERS MUST FURNISH MATERIAL CERTIFICATIONS TO THE PURCHASE ORDER REQUIREMENTS, AND SHALL NOT SUPPLY MATERIAL FOR WHICH THEY ARE NOT APPROVED. WHEN NOTED ON THE SIROS GROUP PURCHASE ORDERS, RAW MATERIAL SUPPLIED MUST BE USA DOMESTIC MATERIAL. ACCEPTABLE QUALITY SYSTEM REQUIREMENT ARE AC7004 OR ISO 9001, OR AS9100 ANY REVISION.						
QA 2	QA 3	QA 4	QA 5	QA 8	QA 9	QA 10	QA 11

**For Machining and Manufacturing suppliers, the following are the minimum requirements.**

QA 14	FOR MACHINING AND MANUFACTURING SUPPLIERS QA 1 - QA 11 ARE APPLICABLE
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**For Calibration/Testing suppliers, the following are the minimum requirements.**

QA 15	CALIBRATION/TEST SUPPLIERS MUST FURNISH CALIBRATION/TEST REPORTS TO THE PURCHASE ORDER REQUIREMENTS, AND BE TRACEABLE TO THE SPECIFIC EQUIPMENT OR ITEM FOR WHICH THEY ARE CALIBRATING OR TESTING TRACEABILITY TO NIST AND/OR OTHER NATIONAL OR INTERNATIONAL STANDARDS MUST BE SUPPLIED ISO 9001:2008, ISO 17025, NADCAP TESTING, ANSI Z540, AND/OR NADCAP ACCREDITATION WILL BE THE QUALITY SYSTEM REQUIREMENTS. ACTUAL DATA MUST BE SUPPLIED.							
QA 2	QA 3	QA 4	QA 5	QA 6	QA 8	QA 9	QA 10	QA 11