



PURCHASE ORDER QUALITY REQUIREMENTS

Purpose: Superior Spring Company recognizes that suppliers play a major mutually beneficial role in meeting customer requirements. SSC seeks suppliers who share the commitments of quality, productivity and efficiency. These quality requirements have been developed to guide our suppliers through flowdown requirements, to successfully and continually improve the materials, products and services provided to SSC and its customers. In the event that there is a conflict between this document and requirements, please contact SSC quality or purchasing department.

1. **RIGHT OF ENTRY:** Supplier shall provide Superior Spring and its customers, or a specified 3rd party representative, the right of access to all records related to verification of compliance to PO requirements.
2. **QUALITY MANAGEMENT SYSTEM:** Supplier shall establish and maintain a Quality Management System equivalent to AS9100/ISO 9001 or Nadcap (AC7004). Supplier shall notify SSC of any revocation or other changes in accreditation status.
3. **NOTIFICATION:** Supplier shall notify Superior Spring **within 24** hours of nonconforming material. All nonconforming material will need written approval from Superior Spring before it can be shipped.
4. **CHANGES:** Supplier shall notify Superior Spring of any changes in product and/or process definition and, where required, obtain Superior Spring's approval of such changes before processing the order.
5. **RETENTION:** Unless specified otherwise, suppliers shall maintain all quality records for a minimum of **Ten (10) Years**.
6. **FLOW DOWN:** All purchase order requirements must be flowed down to any sub-tier suppliers.
7. **COUNTERFEIT MATERIAL:** Supplier are to have in place a system in accordance with AS6174 to detect and prevent the use of counterfeit materials that may be provided or used in the manufacture of products provided to Superior Spring Co.
8. **EXPORT: Apply ONLY if checked on PO,** these components and/or technical data are restricted for export under ITAR (Title 22 CFR) or EAR (Title 15 CFR), and supplier agrees to comply with all applicable laws and regulations relating to export of goods and transmission of information to third parties or outside the United States.
9. **MERCURY FREE: Apply ONLY If checked on PO,** parts must be processed in a mercury free environment and must be noted on the C of C.
10. **FOD:** Supplier shall document and implement a program for the prevention, detection and removal of Foreign Object Damage/Foreign Object Debris (FOD) in accordance with SAE AS9146 or NAS412. Supplier shall conduct audits and maintain records to demonstrate the program's effectiveness.
11. **VISION REQUIREMENTS:** All personnel performing final acceptance of product, shall be given an annual eye examination for visual acuity and color vision. This shall be administered by a medically qualified ophthalmologist or optometrist. The following vision in at least one eye, either corrected or uncorrected: Snellen 14/18 (20/25), Jaeger 2 at 14 inches or greater, or Ortho-Rated 8 or equivalent and shall be capable of adequately distinguishing and differentiating colors.
12. **SUPPLIER MONITORING:** Suppliers shall be disapproved when the process, quality, or on-time delivery do not maintain acceptable levels. If a supplier has more than six discrepancies in any one-year period or more than 3 late orders in a quarter, the supplier shall be put on provisional status and re-evaluated. If the supplier does not improve, the supplier is subject to disapproval.



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- 13. PRODUCT SAFETY AND CONFORMITY:** Supplier is responsible for ensuring that each employee should be aware that they are a representative of the company as a whole and should therefore conduct themselves ethically and professionally to guarantee product quality and safety. The individual effort of each employee directly affects end products, and failure to uphold quality goals may impact product function and safety.
- 14. Anti-Terrorist Policy:** Supplier agrees to comply with executive order 13224 and shall not engage in any transaction of any type with persons or businesses or organization who commit, threaten to commit, or support terrorism.