

Supplier Quality Requirements, (2016)

DME Electronics

The following requirements apply based on the Purchase Order received from DME Electronics

PERSONNEL. Personnel performing special processes must be qualified and/or certified per applicable specifications.

SHIPMENT/DELIVERY. Shipments or deliveries, as specified in a DME Purchase Order, shall be in accordance with quantities and schedules. It is recommended that the Supplier notify DME of any anticipated delay and make other arrangements. Supplier shall prepare and package product for DME to prevent damage and deterioration during shipping.

MATERIALS FURNISHED BY DME. All materials furnished by DME, including prints, tooling, etc. are to be returned with the product upon completion of the order unless other arrangements have been made.

SUBCONTRACTING/APPROVED SUPPLIERS. Suppliers are recommended but not required to be in conformance with AS9100 or other national/international quality management system standard. Supplier must notify DME of any changes to facility location, movement of subcontracted services from one supplier to another and changes in management.

Prior to subcontracting, DME must be contacted for approval. Suppliers may only use DME-approved suppliers. All applicable requirements in the DME Purchase Order must be flowed down to the sub-tier suppliers including key characteristics where required. Any DME Supplier may subcontract DME work to another supplier provided that DME is provided with the same rights and protection as contained in the Right of Entry clause.

RIGHT OF ACCESS. Supplier shall allow DME representatives, DME customers, and regulatory agencies right of entry into the entire supply chain's facilities and to all records related to DME products.

QUALITY. Purchasing information to the supplier will include the applicable revision level of drawings and processing specifications. If revision is not listed, contact the person listed below. If not available, production/servicing must be performed to the latest revision of the product/processing specification. Supplier shall maintain controls and perform all inspections and tests required to substantiate product conformance to requirements.

INSPECTION AND TEST EQUIPMENT. Supplier shall maintain inspection and test equipment to assure calibration traceable to a known national or international standard. Calibration records must be made accessible to DME, if required for DME work only.

FOREIGN OBJECT DAMAGE. Supplier shall control/prevent foreign object damage or contamination during manufacture, assembly, inspection and/or shipment.

RECORDS. The Supplier shall maintain records of work performed for DME. Records shall include the certificate provided to DME as well as all records that substantiate the certificate. These records are to be maintained for a minimum of 15 years.

NON-CONFORMING MATERIAL. For material supplied by DME, notify DME of nonconforming product for disposition.

CERTIFICATIONS. Supplier must provide certificate of conformance that ensures that all requirements of ordered material or a specification have been met. Certifications must reflect that all applicable material or manufacturing and process specifications called for on the engineering drawing have been met.

INSPECTION. Inspection is to be performed and recorded, if required by DME Purchase Order, prior to release of product or service. New production runs on manufactured parts may require a First Article Inspection report per AS9102, or similar format, if required by DME Purchase Order.

CALIBRATION SERVICES ONLY. Calibration of inspection equipment shall be performed traceable to National Institute of Standards and Technology (NIST) or other national or international standards. Certificates of Calibration must be provided.

CHANGES. If supplier makes any changes to its processes that would affect product or service purchased by DME, DME must be notified prior to the change for approval.

If there are any questions, contact:

Craig Williams, Vice-President

DME Electronics

(316) 529-2441