

Shelf Products Suppliers' Quality Requirements

P/N: 003-04-0012

1. Scope

This supplier quality requirements document defines the terms and conditions relating to the quality of Materials or Services supplied to Alexander Schneider.

The requirements apply to all Supplier(s) of Materials and Services provided.

Supplier shall supply Materials and/or Services in compliance with the terms stated herein. No deviation or exceptions apply unless mutually agreed upon in writing with an authorized ASL representative. It is Supplier's responsibility to review and fully understand the requirements herein before accepting an ASL purchase order. In some cases, Supplier will be required to comply with additional ASL requirements that may not be covered specifically in this document or that may differ from the requirements referenced herein.

2. General Requirements

- Unless otherwise specified and approved by ASL, Supplier is required to have an applied Quality Management System (QMS) in place that is operated in accordance with and accredited by a third-party certification body to the current version of the standard such as ISO 9001 and/or AS9100. Accredited certification is to be furnished to ASL upon request.
- Supplier shall provide, for each PO, all appropriate product certifications including all applicable safety, regulatory, and operating systems certifications according to drawing's specification.
- Evidence of certification to the applied QMS and successful completion of surveillance audits shall be supplied to ASL upon request.
- The Supplier's employees shall be trained and certified by its QMS to their duty and tasks .
- Supplier shall send order confirmation within 24 hours from PO was sent. The confirmation will include part numbers, versions, quantities, delivery date and payment terms.
- Supplier shall have a disaster recovery and business contingency plan in place that minimizes the risk to ASL in the event of a natural disaster, labor dispute, or other disturbances in the supply chain
- Supplier shall improve its processes, systems, and performance and sustain both internal and external quality levels of its Material .
- Material shall comply with specified ASL specifications or, if not specified otherwise by ASL, with Supplier's specifications effective at the time of receipt of ASL purchase order.
- Material manufactured date codes of supplied Material shall not exceed 18 months at the time of Material receipt by ASL unless agreed upon in writing

prior to purchase order release. In some cases, commodities will have shorter shelf life requirements and should be specified per the industry standard guidance for that commodity .

- Supplier shall grant permission to ASL and/or their customers, or regulatory authorities to enter Supplier's facilities, at any level of supply chain, involved in the order to all applicable records .
- Supplier shall pass down to his supply chain all ASL's quality requirements.
- Supplier shall provide written responses and summaries of actions as a result of corrective action requests, raised by ASL.
- ASL reserves the right to perform periodic Supplier performance reviews; measuring and providing feedback to Supplier in terms of quality, performance, delivery, responsiveness, and communication. These reviews shall be performed as part of continuous improvement strategies. Supplier is expected when necessary to provide corrective action plans to improve performance, as required.
- Supplier Certification is contingent upon Supplier performance and ASL reserves the right to change the certification at any time.
- Changes to Supplier's quality management system or any significant organizational changes shall be communicated to ASL.
- Supplier will ensure that his persons are aware of their contribution to product or service conformity, their contribution to product safety, and the importance of ethical behavior.

3. Shipping, Packaging and Labeling Requirements

- All electrostatic sensitive devices (ESD) shall be properly packaged to provide protection from electrostatic discharge. Products shall be clearly identified with an ESD warning on each tray, tube, or tape and reel within the shipment.
- Material packaging shall not negatively influence Material quality or include any impurities.
- Moisture Sensitive Devices as identified by Supplier shall be labeled.
- Material supplied in tape and reel or tray shall comply with EIA industry standard specifications to ensure proper use in automatic component placement machines.
- All Products shall, where possible be labeled with both human readable and bar code (code 39) at the lowest level of packaging (reel, tube, bagged tray) and shall contain the following at a minimum:
 - Supplier Name
 - Manufacture Name

- Manufacture Part Number
 - Product Description
 - Manufacturing Date and Lot Code
 - ASL Purchase Order Number
- All Product packing slips shall contain RoHS compliancy statement

4. Inspection, Measuring, Test equipment and Quality Acceptance Requirements

- Supplier shall document, implement, and maintain a process to ensure that test methods and equipment used to perform any type of Product testing is adequately validated; testing is performed in accordance with approved test protocols; and all test equipment are suitable for its intended use, capable of producing valid results, and routinely inspected, calibrated and maintained .
- Supplier shall use statistical process controls and a supporting process capability analysis to achieve continuous quality improvement and failure rate reductions. Supplier shall, upon request, provide ASL with evidence of such process controls and capabilities, including all supporting documentation.
- Supplier shall maintain and make available upon request outgoing quality inspection, reliability records, and applicable data as defined within this document for a minimum of seven years from the date of goods shipment.
- Supplier shall provide traceability by either lot or date code or where appropriate serial number for purpose of tracking any suspect shipment containing problems.
- Supplier will prevent the use of suspected unapproved, unapproved, and counterfeit parts.

5. Product Change and Discontinuance Notification

- Supplier shall notify ASL of any changes in product and/or process definition, changes of suppliers, changes of manufacturing facility location and when required organization approval.
- Supplier, at a minimum, will provide ninety days prior written notice before any change implementation to afford ASL the means of determining approval for such changes that ultimately affect ASL's end customer.
- Supplier shall maintain internal documentation for all ECOs for a period of no less than seven (7) years.

- Supplier shall maintain procedures for change notification to ASL which are in accordance with this document.

6. Product Quality Notification

Where Supplier suspects that nonconforming Product may have been shipped to ASL, Supplier shall immediately provide written notification to the ASL Purchasing Manager.

7. Expectations when failures occur Failure Analysis and Corrective Action

- To assure timely resolution of nonconformance issues, Supplier shall apply appropriate problem-solving techniques to identify root causes and implement permanent corrections .
- When a nonconformance is identified, ASL might request a thorough 8D documented for a corrective action plan (CAPA). Supplier is expected to address the CAPA for resolution:
 - Initial Problem Definition and Verification
 - Containment Action
 - Defect Verification
 - Definition and Verification of the Root Cause
 - Permanent Corrective Action
 - Corrective Action Verification
- The response time for the corrective action shall be within 14 days.
- In the event that nonconforming Material is discovered at any stage in the process or in the field Supplier will assume responsibility for the costs incurred by ASL and/or its customers as a result of the nonconformance. These costs may include but are not limited to:
 - Testing, inspection, and sorting as required
 - Process changes which become necessary in order to remedy nonconformity
 - Recall costs
 - Travel incurred
 - Cost of Product(s) or additional Material impacted by the nonconformity

- If ASL rejects any goods as nonconforming, ASL may, at its option, (a) reduce the quantities of goods ordered under this document by the quantity of nonconforming goods, (b) require Supplier to replace the nonconforming goods.
- ASL is not obliged to carry out a more detailed examination upon arrival. However, if defects are noticed during the initial examination, Supplier is to be informed of them immediately and Supplier waives any right to reject delayed notification of their deficiencies .
- Supplier is required to furnish a Return Material Authorization (“RMA”) for the return of nonconforming Product within 24 hours of the request.
- Material identified as nonconforming Material shall not be reworked and sold to ASL as new Material unless prior written authorization has been granted.
- Supplier shall perform Failure Analysis on all returned nonconforming Material and when requested shall provide results to ASL

8. Quality Record Keeping

Supplier will comply with obligations to keep quality records no less than seven (7) years.

Quality records shall be kept and maintained to provide evidence of Product conformance to Supplier’s quality management system.