

<b>TYPE: PURCHASING</b>	<b>PAGE NO. 1 OF 8</b>
	<b>SPECIFICATION NO. PS-127-EXT</b>
<b>TITLE: GENERAL QUALITY REQUIREMENTS FOR CRITICAL TO QUALITY SUPPLIERS</b>	<b>DATE ISSUED: 04-09-2015</b>
	<b>DATE REVISED: NEW</b>

**1. Purpose**

This document establishes the General Quality Requirements for suppliers of critical to quality products or services to any RTI Extrusions, Inc. (RTI).

**2. Scope**

It is the Supplier's responsibility to ensure implementation of these requirements within its organization and flow-down to their sub tier suppliers.

**3. Order of Precedence**

3.1 The requirements specified within are intended to be complementary to all RTI Extrusions, Inc., end user, and industry specifications, as well as all other requirements which may be applicable, including any Legal, regulatory or administrative requirements.

3.2 In the case where requirements of this specification are in conflict with the requirements of end user specifications, industry specifications, or engineering drawing / models, the latter requirements will take precedence.

3.3 In the event of conflict in the definition of requirements, the order of precedence is:  
 A) Procuring document (purchase order),  
 B) Applicable engineering documents (condition of supply)  
 C) Associated process specifications, and  
 D) Other referenced specifications.

3.4 Contact your RTI Extrusions, Inc. procurement representative for further information and advise them of the conflict.

3.5 By issuing this document, RTI in no way represents, warrants or guarantees that the supplier, by complying with all the requirements herein contained, complies with all requirements.

**4. Reference**

AS 9100B	Quality Management System - Systems - Requirements for Aviation, Space and Defense Organization, see Rev C section 6.2.2
AS 9102	Aerospace First Article Inspection Requirement
RTI Q-107.4SQR	General Quality Requirements for Suppliers of Criticle to Quality Products and Services

\* Denotes change and/or addition

<b>TYPE: PURCHASING</b>	<b>PAGE NO. 2 OF 8</b>
	<b>SPECIFICATION NO. PS-127-EXT</b>
<b>TITLE: GENERAL QUALITY REQUIREMENTS FOR CRITICAL TO QUALITY SUPPLIERS</b>	<b>DATE ISSUED: 04-09-2015</b>
	<b>DATE REVISED: NEW</b>

**5. Second & Third Party Approvals**

- 5.1. Where required, the supplier shall obtain and maintain certifications as directed by RTI Extrusions, Inc.
- 5.1.1. Required third party certifications may include, but are not limited to the following:
- 5.1.1.1. ISO 9001:2008
  - 5.1.1.2. AS 9100B
  - 5.1.1.3. NADCAP Approval for special processes
- 5.1.2. At the sole discretion of RTI Extrusions, Inc., suppliers who do not have the required third party certifications may be audited by RTI Extrusions, Inc. to the applicable requirements and approved upon recommendation of an RTI Corporate Approved Lead Auditor.
- 5.1.3. OEM / End user approvals (second party approval).

**6. RTI Supplier Approvals**

- 6.1. All suppliers of critical to quality products and services must be first approved by RTI Extrusions, Inc. This approval can only be granted by the RTI Quality Assurance Department.
- 6.1.1. Under no circumstances can a supplier sub contract any work without the express approval of the RTI Quality Assurance Department.
- 6.2. All suppliers after initial approval are subject to periodic evaluation based on the following:
- 6.2.1. Supplier performance will be graded based on the following minimum requirements:
- 6.2.1.1. On time delivery performance: Target  $\geq$  90%
  - 6.2.1.2. Product quality performance: Target  $\geq$  90% non defective
  - 6.2.1.3. Accuracy of required documentation: Target 100% deliveries with complete and accurate documentation.
  - 6.2.1.4. Each RTI Location may impose stricter requirements based on specific supplier requirements.
- 6.2.2. Performance to corrective and/or preventative actions issued to the supplier.
- 6.2.3. Changes to suppliers manufacturing or processing capability.
- 6.2.4. Periodic audit.
- 6.3. Unsatisfactory performance to any item in section 5.2 could be cause for approval to be revoked, suspended, or limited, at the sole discretion of RTI Quality Assurance.
- 6.3.1. Limits placed on a supplier may include but are not limited to the following:

<b>TYPE: PURCHASING</b>	<b>PAGE NO.</b> 3 OF 8
	<b>SPECIFICATION NO.</b> PS-127-EXT
<b>TITLE: GENERAL QUALITY REQUIREMENTS FOR CRITICAL TO QUALITY SUPPLIERS</b>	<b>DATE ISSUED:</b> 04-09-2015
	<b>DATE REVISED:</b> NEW

- 6.3.1.1. Suppliers may be placed on probation. Probation status requires the supplier to submit a Corrective Action Plan within 14 days.
- 6.3.1.2. Obtaining source inspection from RTI Quality Assurance at the suppliers expense
- 6.3.1.3. Reimbursing RTI for reasonable RTI costs incurred at the point of manufacture (i.e. Supplier site) to verify product conformance
- 6.3.1.4. Reimburse RTI for reasonable costs incurred by RTI at the point of receipt to verify product conformance.

**7. RTI Source Inspection**

- 7.1. Source Inspection can be imposed on a Supplier as decided by RTI Quality Assurance for various reasons and is not to be construed as punitive. Source Inspection criteria include, but are not limited to:
  - 7.1.1. First Article Inspection or Delta First Article Inspection
  - 7.1.2. Part of new supplier qualification
  - 7.1.3. Customer Critical or serialized part
  - 7.1.4. Poor quality or delivery performance
- 7.2. Source inspection can include required observation of processing, verification of finished material, or additional inspection requirements.
- 7.3. Specific requirements will be communicated to suppliers via the purchase order, condition of supply documents, or additional specification requirements.

**8. Foreign Object Damage (FOD) Prevention**

- 8.1. All suppliers are required to prevent foreign objects from contaminating material(s).
- 8.2. Where required specific FOD requirements will be communicated to suppliers via the purchase order, condition of supply documents, or additional specification requirements.

**9. Change to Supplier's Organization**

Supplier shall notify RTI of any changes in its organization affecting manufacturing site location, manufacturing processes, certification status, approved Sub-tier suppliers and subcontractors or other pertinent changes that could affect the product. Written notification of changes shall be sent to RTI procurement representative prior to implementation. Supplier will describe the nature of the change, including justification,

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<b>TYPE: PURCHASING</b>	<b>PAGE NO.</b> 4 OF 8
	<b>SPECIFICATION NO.</b> PS-127-EXT
<b>TITLE: GENERAL QUALITY REQUIREMENTS FOR CRITICAL TO QUALITY SUPPLIERS</b>	<b>DATE ISSUED:</b> 04-09-2015
	<b>DATE REVISED:</b> NEW

scheduled date and point of incorporation and impact on manufacturing and logistics concerns.

**10. Right of Access**

The Supplier shall grant access to RTI, RTI's customers, or any applicable government or regulatory agency to any areas and/or records that are part of work performed under an RTI purchase order.

**11. RTI Contracts and Purchase Orders**

11.1. It is the Supplier's responsibility to understand and comply with all clauses, terms and conditions specified within a contract, a purchase order, and with all other applicable requirements. Failure to do so may result in product rejection and may affect the Supplier's status and expose them to monetary penalties.

11.1.1. A supplier may be charged back for all costs incurred by RTI due to Supplier non compliance to any applicable requirement.

11.2. Suppliers shall not guess or interpret requirements including but not limited to drawing / model, specification, or condition of supply if conflict or confusion exists. Contact the assigned SQA representative to initiate the process of clarification.

11.3. The RTI procurement representative is the only authorized person to issue or revise purchase orders.

**12. No Change Clause**

Supplier shall make no change in manufacturing or assembly processes or source of supply without express consent of the RTI Quality Assurance Department. This requirement is also to be flowed down through Supplier Supply Chain.

**13. Control of Records**

13.1. Quality records shall be kept for a minimum of ten years after delivery of the last item on a purchase order and shall not be destroyed unless written approval is obtained from RTI procurement.

13.1.1. Additional RTI purchase specifications may impose stricter record retention requirements.

13.2. Records/data stored by electronic means shall have a secure backup system.

<b>TYPE: PURCHASING</b>	<b>PAGE NO. 5 OF 8</b>
	<b>SPECIFICATION NO. PS-127-EXT</b>
<b>TITLE: GENERAL QUALITY REQUIREMENTS FOR CRITICAL TO QUALITY SUPPLIERS</b>	<b>DATE ISSUED: 04-09-2015</b>
	<b>DATE REVISED: NEW</b>

**14. Identification and Traceability**

All material shall be identified in accordance with applicable purchase order requirements, specification requirements, drawing requirements, and contractual requirements.

**15. RTI Property**

15.1. RTI may provide to Supplier parts, raw material, tools, etc. These supplied goods shall be subject to receiving inspection in accordance with Supplier's procedures.

15.2. Supplier shall report in writing, via rejection report any non-conformance related to received goods.

15.3. RTI supplied goods shall be stored in a segregated area to prevent unauthorized used and adequately protected against damage and degradation.

**16. Preservation of Product**

16.1. Packaging shall be done in accordance with the engineering drawings, specifications, condition of supply, and / or as specified on the purchase order. In all circumstances, the guidelines of ASTM-D3951 apply in order to prevent physical, contamination and corrosion damage in transit.

16.2. Supplier shall pack the products to prevent damage and deterioration taking into account method of shipment, location of shipment and destination of receipt, as well as time associated with shipment.

16.3. Product received from the Supplier in a damaged condition due to improper packaging or showing evidence of rust or surface corrosion will be rejected.

16.4. Product with shelf life shall not have more than 25% of the life elapsed at time of receipt at RTI.

**17. First Article Inspection Report**

17.1. When required, suppliers shall follow the requirements of AS9102.

17.2. The First Article shall be clearly identified "FAI" or "Delta FAI" when presented to RTI for inspection and / or shipped to RTI.

<b>TYPE: PURCHASING</b>	<b>PAGE NO. 6 OF 8</b>
	<b>SPECIFICATION NO. PS-127-EXT</b>
<b>TITLE: GENERAL QUALITY REQUIREMENTS FOR CRITICAL TO QUALITY SUPPLIERS</b>	<b>DATE ISSUED: 04-09-2015</b>
	<b>DATE REVISED: NEW</b>

**18. Control of Nonconforming Product**

- 18.1. For nonconformities detected at the supplier facility, the supplier shall:
- Complete a rejection report / deviation request
  - Forward the rejection report /deviation request to the RTI procurement representative for disposition.

- 18.2. For nonconformity detected by the Supplier on a product already delivered, the Supplier shall promptly notify RTI via a disclosure letter to the RTI procurement representative.

The Disclosure letter shall include as a minimum:

- Affected material identification including part number(s) along with traceability number, quantity delivered and date delivered
- A clear description of the nonconformity
- Potential impact, if known
- Inspection procedure along with acceptance criteria, as required
- Instructions for the disposal of retrieved nonconforming items.



<b>TYPE: PURCHASING</b>	<b>PAGE NO.</b> 7 OF 8
	<b>SPECIFICATION No.</b> PS-127-EXT
<b>TITLE: GENERAL QUALITY REQUIREMENTS FOR CRITICAL TO QUALITY SUPPLIERS</b>	<b>DATE ISSUED:</b> 04-09-2015
	<b>DATE REVISED:</b> NEW

*Approved by:*

**Scott Rogers**  
Metallurgist

4-9-15

Date

**Eric Nazareth**  
General Manager

4/10/15

Date

**Steve Worthen**  
Director of Quality and Operation Improvement

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<b>TYPE: PURCHASING</b>	<b>PAGE NO. 8 OF 8</b>
	<b>SPECIFICATION NO. PS-127-EXT</b>
<b>TITLE: GENERAL QUALITY REQUIREMENTS FOR CRITICAL TO QUALITY SUPPLIERS</b>	<b>DATE ISSUED: 04-09-2015</b>
	<b>DATE REVISED: NEW</b>

**CHANGE HISTORY:**

Any Changes to this specification, please contact the Local Quality Representative and/or Local Quality Documentation Specialist. All changes will be noted with an asterisk (\*).

Critical to Quality (CTQ) points are highlighted in **RED**. Safety requirements are highlighted in **GREEN**.

This is a newly issued specification dated 04-09-2015 and originated by Lauren Vincent.