

Houston Extrusion Operations - SUPPLIER REQUIREMENTS MATRIX

Specification No. Q-023

CODE	SUBJECT	REQUIREMENT
01	Quality System Requirements	1) The supplier must meet all applicable requirements of Houston Extrusion Operations Specification PS-127-EXT. 2) The supplier is responsible for meeting all requirements of specifications, drawings, and other purchase order instructions relating to the following: - Requirements for approval of product or process - Personnel qualifications - Requirements for inspection, testing and certification 3) Quality Manual must be in English. Supplier procedure shall include what production records, test records and test samples are kept, and where the records and test samples are stored for final retention. Supplier procedure shall include the minimum time each record and test sample are kept. 4) The supplier shall notify Houston Extrusion Operations of any change in product and/or process definition. If fixed practices are in place approval of any product and/or process changes must be granted in writing by Houston Extrusion Operations prior to making the change. 5) All requirements of Q-023-EXT and the purchase order must be flowed down to any sub-tier supplier. 6) If, in the event that during the P.O. review the Sub-tier determines that the requirements of the P.O. or specification cannot be met, the Sub-tier must: (1) notify Houston Extrusion Operations and (2) prior to processing, obtain revised P.O. and/or instructions, in writing, stating services to be performed that are within capabilities of the Sub-tier. 7) The supplier shall notify Houston Extrusion Operations of any nonconforming material. 8) For purchased products Houston Extrusion Operations must issue in writing approval to ship any nonconforming material. NOTE: Critical nonconformance must be addressed within 48 hours when so directed by Houston Extrusion Operations Quality Assurance. Houston Extrusion Operations disposition shall be obtained prior to release. 9) The supplier shall allow right of access by Houston Extrusion Operations, its customers, and all appropriate regulatory or governmental authorities shall have the right to enter supplier's facility at reasonable times to inspect the facility, goods, materials, applicable records, and any property of Purchaser covered by this order. 10) The supplier shall comply with DPAS requirements as required, if invoked. 11) Where acceptance authority media are used, the organization shall establish appropriate controls for the media. (stamps, electronic cubature, passwords, etc.) *12) Supplier shall ensure that persons are aware of their contribution to product or service conformity, their contribution to product safety, the importance of ethical behavior. *13) Supplier shall plan, implement and control processes for the prevention of counterfeit or suspect counterfeit part use and their inclusion in products delivered to RTI.
02	Gage & Instrument Calibration	A. Gage and instrument calibration procedures and system must conform to ISO-10012 and/or ISO/IEC 17025. B. The Vendor shall have a calibration procedure system that meets ISO-10012 specification for all process control equipment and recording instruments. C. Changes or revisions of industry standards shall be the responsibility of the company performing the calibration.
04	100% Dimensional Inspection	100% dimensional inspection required unless your sampling plan has been approved, in writing, by Houston Extrusion Operations Quality Assurance. Copies of the inspection reports shall be submitted with each shipment.
05	First Article Inspection	First Article Inspection shall be performed in accordance with the latest revision of AS 9102.
07	Software Quality Assurance	Subcontractor's Software Quality Assurance System shall have approval of the Houston Extrusion Operations Quality Assurance
08	Heat Treatment/Instrumentation	Subcontractor must comply with and certify to the current revision of AMS H-81200 and AMS 2750. The heat treatment suppliers must be NADCAP certified.
09	Customer Source Inspection	RTI inspection/witness is required on this purchase order. Contact RTI five (5) working days prior to performing services as required by the purchase order to arrange for source inspection/witness of operations or as required by P.O. or conversion release.
10	RTI Customer Source Insp.	RTI's customer source inspection/witness is required on this P.O. Contact five (5) working days prior to performing services as required by this P.O. to arrange for source inspection/witness of operations or as required by P.O. or conversion release.
11	Supplier Self Verification Process Delegation Programs	Subcontractor must comply with the current revision of AS9015.
12	Heat Treatment/Instrumentation	Subcontractor must comply with and certify to the current revision of AMS H-81200 and AMS 2750.
13	Approving & Disqualifying Suppliers	A. The Vendor shall maintain a list of approved suppliers B. The Vendor shall have a procedure for approving all suppliers C. The Vendor shall have a procedure for disqualifying and re-qualifying suppliers
19	Test Laboratory Control	The vendor must have a test laboratory or use a test laboratory that is NADCAP approved.
20	*Material Testing Labs	Supplier shall have ISO 17025 accreditation.

Note: When (RTI) is referenced, it refers to RTI Extrusions, Inc, a subsidiary of Arconic, that issued the Purchase Order/Conversion Release.