



Rubber and Plastic Products

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## PURCHASING QUALITY CLAUSES AND REQUIREMENTS

CLAUSE NO.	TITLE / INFO.
Q – 1	<b>Certificate of Compliance (COC)</b>
	Supplier shall provide with each shipment of purchased product, one legible copy of statement of conformity that includes, VIP Purchase Order Number (PO), Product Identification, Revision ( if applicable), Lot Number, Cure Date, Shelf Life ( if applicable), Quantity Shipped, Approval Signature from an Authorized Representative
Q – 1	<b>Non Conformance</b>
	Supplier shall notify VIP Rubber, Co of all non conformances related to purchase product. Any product Non Conforming condition must be agreed upon by VIP Rubber prior to shipment through formal Non Conformance documentation such as, Supplier's Non Conformance Report, Product Wavier Approval or Product Deviation Approval.
Q – 1	<b>Right Of Entry</b>
	To permit VIP Rubber, our customers and regulatory agencies the right of access, through prior notification, for the purpose of contract review and product conformity. This will include sub-tier supplier(s) at all levels of the supply chain
Q – 1	<b>Record Retention</b>
	Supplier must maintain quality records pertaining to the purchase product delivered to VIP Rubber for a minimum of 10 years after the purchasing agreement has been fulfilled and satisfied by VIP Rubber Company, Inc.
Q – 1	<b>Purchase Order Amendments:</b>
	Any changes to the Purchase Order requirements by the supplier must be communicated and approved by VIP Rubber Company, Inc. in writing. Any delays in shipment for any reason must be conveyed to VIP Rubber Company, Inc. as soon as the delay is known by the supplier.
Q – 1	<b>Quality Systems</b>
	Suppliers shall have a quality management system in place in accordance to ISO 9001 or AS9100, unless an alternate quality system has been instituted and approved by VIP Rubber Company, Inc.
Q – 1	<b>Change Notification</b>
	Supplier will notify VIP Rubber Company, Inc. when changes occur that will affect the quality, performance, or appearance, manufacturing sites, packaging, raw materials, or quality management systems. Changes must be communicated and agreed upon by VIP Rubber prior to implementation.
Q – 2	<b>Certificate of Analysis (COA)</b>
	Supplier shall provide with each shipment of purchased product, one legible copy; Physical or Chemical test results in accordance to applicable Federal, Regulatory, and Statutory requirements and specification which demonstrated conformity of purchased product. Certificate Of Analysis must contain, Purchase Order Number, Product Information, Revision, Lot Numbers, Cure Date, Shelf Life (if applicable), Quantity, Test Requirements and Test Data Results, Approval Signature from and Authorized Representative.
Q – 3	<b>Test Reports</b>
	Inspection and Tests must be performed in accordance to purchase order requirements/drawings and specifications. Inspection and Test records must contain inspection results by authorized personnel detailing; PASS/FAIL and/or data values. All Inspection and Test records must be readily available upon request by VIP Rubber.
Q – 4	<b>Test Specimen</b>
	Supplier shall furnish Test Specimen(s) with each shipment and must be traceable to raw materials purchased. One test specimen required per unique lot number. Specimens can be in the form of (1) ASTM slabs, 6" X 6" approximate size and/or test buttons (2) for polymer resins and color concentrates, reference chips from purchased material must be submitted. Test specimens must be identified with material information and lot no. Specimens may be subject to verification and compliance to requirements by means of physical and chemical testing analysis, color verification and retention purposes.
Q – 5	<b>ITAR (<i>International Traffic in Arms Regulation</i>)</b>
	When stated by the Purchase Order, all vendors are required to comply with International Traffic in Arms Regulation (ITAR). The drawings or specifications provided by VIP Rubber Company, Inc., under this order are controlled under the U.S. ITAR and may not be (a) sent or transmitted by any means outside the U.S. or (b) furnished or made available to a Foreign Person (any person who is not a U.S. citizen or lawful permanent resident/Green Card holder) inside or outside of the U.S., except in accordance with the ITAR and any approvals by the U.S. Department of State. For further assistance, visit <a href="http://www.pmddtc.state.gov">www.pmddtc.state.gov</a>
Q-6	<b>Supplier/Subcontractor Sub tier Flowdown Requirements</b>
	When subcontracting any material(s) and/or operation that affects conformance, the supplier shall ensure that the purchase order to the sub tier supplier identifies the critical characteristics" as applicable.
Q-7	<b>Notification of Quality Escapes &amp; Disclosure</b>

	Supplier's system shall provide for a timely reporting of non-conformities that may affect already delivered product, including any continuing airworthiness actions. Notification to Vip Rubber & Plastics shall be submitted on the Supplier's company letterhead and include a clear description of the discrepancy, which includes as necessary; parts affected, customer and/or supplier part numbers, manufacturing dates, quantities and date(s) delivered, any information relating to Root Cause/Corrective Action steps initiated to address the defective condition and preventative measures taken to preclude recurrence of the process failure.
Q-8	<b>Counterfeit Goods</b>
	Supplier shall implement an appropriate control plan to ensure that Goods furnished to Vip Rubber & Plastics Co., Inc. under this Contract are not Counterfeit Goods. Suppliers Plan shall include but is not limited to, the direct procurement of items from authorized suppliers, conducting approved testing or inspection to ensure the authenticity of items, and, when items are to be procured from non-authorized suppliers, obtaining from such non-authorized suppliers appropriate certificates of conformance that provide one or more of the following: (i) the suppliers original certificate of conformance for the item; (ii) sufficient records providing unbroken supply chain traceability throughout the supply chain; or (iii) test and inspection records demonstrating the item's authenticity.
Q-9	<b>Packaging &amp; Identification</b>
	The supplier shall ensure that all items are legibly marked in accordance with the purchase order, engineering drawing or applicable specification requirements. Identification requirements may include the following as specified per the purchase order: part number and revision level; manufacturer's identification; lot or date code; shelf life, date of manufacturing, ASTM, AMS, Federal Specifications and quantity (if identifying the packaging). The following exceptions may apply: <ul style="list-style-type: none"> <li>a. Items too small or of a configuration or material prohibiting individual marking are packaged in suitable containers as stated above.</li> </ul>