

SIMTECH'S Supplier Quality Assurance Requirements (SQAR)

Supplier Quality Assurance Requirements (SQAR). Upon acceptance of a Purchase order from Simtech, the supplier agrees to the following:

1. Quality System - Unless otherwise agreed upon by Simtech, the supplier shall maintain a quality system that ensures delivered parts conform to requirements and that maintains records thereof. All supplier personnel must be competent to perform their allocated job function.
2. The supplier shall ensure that all their personnel are aware of their contribution to product or service conformity, product safety, and the importance of ethical behavior.
3. Simtech shall control and monitor suppliers' performance and consequences may be imposed for below average performance.
4. Technical Data - Where appropriate, the identification and revision status of specifications, drawings, process requirements, inspection/verification instructions and other relevant technical data shall be described.
5. Required Test, Inspections, and related instructions - Where appropriate the supplier shall perform or obtain test and/or inspections and provide the resulting data to Simtech prior to or along with shipment of product as instructed on the Simtech Purchase Order.
6. Notification of Inability to Ship - The supplier shall notify Simtech as soon as it has been determined that the supplier is not able to ship as contracted.
7. Packaging and Preservation - The supplier shall ensure that packaging is sufficient to prevent damage or deterioration during the shipping process to Simtech.
8. Hazardous Material - The supplier shall furnish relevant Material Safety Data sheets designated by industry, state or federal agencies as hazardous materials.
9. Notification of Nonconforming Product - The supplier shall immediately notify and describe to Simtech in writing any suspected or identified nonconforming delivered product or material
10. Nonconforming Product Disposition - In the event of the detection of nonconforming product after shipment to Simtech or to its customer and its subsequent return to the supplier for corrective action, the supplier will obtain Simtech approval for its disposition.
11. Corrective Action Request - When it has been determined that corrective action is required from the supplier, a Supplier Corrective Action Request will be submitted to the supplier with a response due date. If root cause cannot be provided by the response due date, at minimum the corrective action should be completed.
12. Notification of changes to Product or Process Definition - The supplier shall notify Simtech of changes to product or process definition, change of suppliers, and/or manufacturing and facility location prior to shipment.
13. Flow-Down - The supplier will flow down to the supply chain the applicable requirements including customer requirements applying appropriate controls to their external providers. The Supplier will use customer-designated or approved external providers, including process sources.
14. Simtech requires verification of any activities that Simtech or its customer intends to perform at the Supplier's premises such as GQAR activities.
15. Record Retention - The supplier shall retain & maintain quality records related to the product shipped to Simtech for a period of seven years. Simtech will flow down to the supplier any disposal instructions it gets from the customer regarding product specific records.
16. Right of Access - The supplier shall grant Simtech, its customer, & regulatory authorities right of access to applicable areas of all facilities at any level of the supply chain involved in the order & to all applicable orders
17. Certificate of Conformance - The supplier shall submit one copy of the Certificate of Conformance with each item shipped and FAA Authority certificate 8130-3 if appropriate.
18. The Supplier will prevent the use of suspected, unapproved, and counterfeit parts.