



NORTHSTAR

8782 Lanyard court Rancho Cucamonga 91730

Ph: 909 921-0109 - Fax: 909 579-6322

Northstar Purchase Order Terms & Conditions

The following terms apply as indicated on the face of the Purchase Order. If you cannot meet any applicable term(s), notify the responsible Northstar Buyer immediately. Any exception to any of the Purchase Order clauses must be approved, in writing, and signed by the responsible Buyer and/or Quality Manager. Vendor is expected to comply with all clauses cited on the Purchase Order and flow down requirements to sub-tier vendors. **Vendors will be monitored on Customer Service (Good), Overall Quality (>95%), & On-Time Delivery (>90%).**

Quality Control Clauses

- Q1 **Northstar Right of Access/Inspection:** Northstar reserves right of access by the organization, its customers, and regulatory authorities to the applicable areas of facilities and applicable documented information at any level of the supply chain.
- Q2 **Northstar Work Surveillance:** Work under this Purchase Order is subject to Northstar surveillance at vendor's location. Northstar QA Representative may elect to conduct inspection on a surveillance basis, or perform 100% inspection. Vendor will be notified by Northstar if inspection or surveillance is to be performed on specific shipments. No shipments are held for Northstar Inspection unless notification, in writing, is received prior to the scheduled ship date.
- Q3 **Government Source Inspection:** Government Inspection is required prior to shipment from vendor's plant. Upon receipt of this order, promptly notify the Government Representative who normally services your plant, so that appropriate planning for Government Inspection may be accomplished. The vendor shall furnish the Government/Representative with all drawings and specifications necessary for inspection. In the event the Government Representative cannot be located, the Northstar Buyer shall be notified immediately. NOTE: Government Source Inspection does not relieve the vendor of the responsibility for the product meeting all applicable Drawing / Specification requirements.
- Note: Seller will provide evidence of Government Inspection on their shipping report accompanying each shipment.
- Q4 **Government Inspection:** During performance on this contract, your quality control or inspection system and manufacturing review, verification, & analysis by authorized Government Representative. Government Source Inspection or release of product prior to shipment is not required, unless notification, in writing, is received prior to the scheduled ship date.
- Q5 Not Currently Assigned.
- Q6 **First Article Inspection:** Northstar Quality reserves the right to perform a Source First Article Inspection. The Vendor shall notify the buyer 72 hours in advance that the article/item is ready for inspection. Evidence of such inspection will be indicated on the shipping report, process certification, or inspection document and accompanying each shipment.
- Q7 **General Compliance:** By the acceptance of this Purchase Order, Seller agrees that materials/items and/or finished parts shall be controlled, inspected and tested in compliance with, and will meet all specified Purchase Order requirements drawing/specifications, and that applicable records are on file for at least ten (10) years, subject to Northstar or Northstar's Customer examination.
- Q8 **Specific Compliance:** The vendor shall furnish a Certificate of Compliance (C of C), signed by an official representative for the vendor. Materials, Processes, Services and/or furnished items, in accordance with the instructions, drawings/specifications furnished with the Purchase Order shall have signed Certification included with the Packing Slip in the form of a C of C. Each C of C shall identify the Purchase Order Number, Part Number, Revision, Serial Number, and if applicable, Specification, Drawing, and lot/batch number as applicable to the content of the Purchase Order. Inspection and Test Data shall be maintained for ten (10) years, unless otherwise specified and is subject to Northstar or Northstar's Customer examination. The C of C must state the name of the manufacturer when ordered from a distributor, and shall accompany each shipment.
- Q9 Not Currently Assigned.
- Q10 **Corrective Action:** Seller shall, on request, on forms designated by Buyer, provide statements of Corrective Action on failures of seller's hardware. Corrective Action statements, at buyer option, may require approval signature by Buyer Quality & Government Quality representatives. All rejected articles resubmitted by seller to buyer shall bear adequate identification including reference to Buyer's rejection document.

Northstar Purchase Order Terms & Conditions (Continued)

- Q11 **Dimensional Data:** The vendor shall submit Recorded Dimensional findings with each shipment. Vendors Inspection Equipment shall be calibrated and traceable to the NIST.
- Q12 **Workmanship:** All items on this order shall be fabricated, processed, protected and finished in such a manner as to be uniform in quality and appearance and be free of defects that will affect form, fit, function, life, safety or serviceability. Personnel shall be made aware of their responsibility to workmanship and product conformity. Vendor shall follow all requirements on the purchase order regarding special qualifications.
- Q13 Not Currently Assigned.
- Q14 **Traceability/Records:** The vendor shall retain records as a means of objective evidence of the quality of items supplied (manufactured, fabricated, assembly, inspection, test, special processes, etc.) for a minimum of ten (10) years, or as otherwise indicated on the Purchase Order. All records shall be maintained in a manner to prevent deterioration. Records shall be subject to examination by Northstar or Northstar's Customer copies of these records shall also be available upon request. Once the required retention time has passed all records shall be shredded and disposed of.
- Q15 **Age Control:** The vendor shall include the material type, condition, lot or batch number, specifications, Manufacturer, date of Manufacture, and shelf life and expiration date, on all perishable/shelf life material Certifications. The vendor shall supply the Hazardous Material Identification System (HMIS), the Manufacturing Data Sheets, when applicable, and the Material Safety Data Sheets (MSDS) with the material, as required.
- Q16 **Dealers and Distributors/Counterfeit Material Control:** Vender must have a counterfeit material control plan aligned with regulation of AS6174 to ensure product is non counterfeit and to ensure provision of reliable certs. The vendor must supply Manufacturers Certification with each shipment.
- Q17 **Material Test Reports:** The vendor shall submit a copy of the Chemical and Physical Test Report with actual Test Data for the materials shipped under this order. Seller will mark each individual item and applicable document, test report, shipping report, and certification to show clear traceability to lot, heat lot, or batch number. Unless otherwise directed by purchase order or the specification, when the size of the item does not permit marking of individual items, Seller will label each package or box furnished.
- Q18 **Retained Data:** Physical and Chemical Test Data of raw materials used in the fabrication of articles on this order shall be retained on file by the supplier for a period of ten (10) years, and are subject to Northstar or Northstar's Customer examination, and a copy furnished upon request.
- Q19 **X-ray Inspection:** When X-Ray inspection is required, the X-Ray number shall be marked on the material when so required by specifications. X-Ray photographs identifying part and position shall be maintained by the vendor, and submitted to Northstar upon request. An X-Ray Inspection Report shall be submitted with each shipment.
- Q20 **Lot Control:** Lot identification number(s) shall be supplied with material/items, Inspection Records/Data traceable to the lot number identification shall be available upon Northstar request.
- Q21 Not Currently Assigned.
- Q22 **Configuration Control:** The vendor shall supply the revision(s) specified on this Purchase Order, unless a change is authorized, in writing, by Northstar's Buyer prior to shipment.
- Q23 **Casting Information:** All castings on this order shall be identified by a permanent casting number, part number and configuration, or by a method that will give complete traceability of mold used in fabrication. Physical and Chemical Test Data of raw materials furnished on castings produced on this order shall denote the applicable heat number, batch or lot number, date of manufacturer, and shall be furnished with each shipment.
- Q24 **Product Safety and Packaging:** Vendor shall be held responsible for safe handling and preservation of Seller's product/materials and conduct proper methods for safe handling of product/material during processing, including training personnel in safe product handling and product safety. Packaging materials shall not have a harmful effect on items shipped on this order. Packaging, unless otherwise specified, shall be performed to completely protect items from damage or deterioration during shipment.
- Q25 **Sub-Contracting of this Purchase Order:** The Vendor is required to flow down to any sub-tier suppliers the applicable requirements in the Purchase Order, including key characteristics when required, and including any of Northstar's customers' requirements.
- Q26 **Process Control:** The Vendor shall maintain control and approval of all Manufacturing (ie...welding, soldering, plating, painting, etc.) and Inspection/Test, used in the performance of this order. The vendor shall maintain objective evidence of process qualification in accordance with applicable specifications. The approval status shall be subject to review and approval/disapproval by Northstar or Northstar's Customer.
- Q27 **Calibration Control:** The Vendor shall control the Calibration of all Measuring and Test Equipment (M & TE) against Certified Measurement Standards, traceable to the NIST. The Calibration Control System will conform to specification ANSI / ISO / ASQC-Q9001 or ANSI / NCSL Z540.3-2006 (R2013).

Northstar Purchase Order Terms & Conditions (Continued)

- Q28 **Quality Management System:** The Vendor will have a quality management system that, at minimum, can prove compliance with ISO 9001:2015 requirements, as defined by customer, either by certification or by site audit, in all areas of the standard, but with emphasis on Inspection System
- Q29 **Notification of Non-Conforming Product:** Vendor shall notify Northstar immediately after discovering non-conforming product, processes, or services. At this time Northstar will determine the disposition of the product. If the disposition is use-as-is, the non-conforming material should be tagged and inspection data describing the non-conformance should accompany the product.
- Q30 **Customer Approved Sources:** Vendor is required to use Customer Approved Special Process Sources. The purchase order issued by Northstar will be accompanied by a list of Customer Approved Special Process Sources. The processes which require the use of these sources will be identified on the purchase order.
- Q31 **Staff Competence and Ethical Behavior:** In addition to making sure its staff are trained in how to safely handle product (see Q24), Vendor shall ensure its staff are aware of their contribution to product/service conformity and the importance of ethical behavior. Northstar operates with a zero tolerance for corruption. As such, we require vendors to operate ethically--especially concerning conflicts of interest, improper payments or advantages, falsification of records and proprietary information--and to train employees on ethical behavior in these areas
- Q32 **Vendor Performance:** Northstar exercises appropriate control and monitoring of all vendor activity on its products through site audits, performance evaluation and tracking of vendor quality, Customer Service and on-time delivery. Vendors not conforming to expected performance will be subject to review or disqualification as Northstar approved vendors.
- Q33 **Notification of Change:** Vendor shall notify Northstar of any changes to processes, products, or services, including changes of external providers or location of manufacture. Vendor shall obtain approval in writing from Northstar for any such changes.