# Chinook Enterprises Quality Codes

Quality codes identified as "flow down to supply chain" must be flown down to Seller's complete network of material, equipment, information, and services integrated into deliverable products and services provided to Seller by Seller's direct first tier supply contracts and Seller's sub-tier or lower tier supply contracts as applicable based on the product requirements being procured.

## Q1 – Quality Management System

- (a) Suppliers shall maintain and implement a documented quality management system that is certified to AS9100/ISO 900, AS9102, or NADCAP. Suppliers shall notify Chinook Enterprises of any changes to certification status, management representative, facility location, status of quality management system, or processes affecting product. Supplier's quality system is subject to review by Chinook Enterprises' quality team. AS9120 is acceptable for distributors. ISO 17025 is acceptable for material test and calibration laboratories.
- (b) Suppliers who are not certified to the standards listed above must maintain a single source of documented information and refer to it as a Quality Manual. The Quality Manual must include a description of the quality management system and contain or make reference to the documented information and associated aviation, space, and defense industry requirements contained within AQMS at a minimum that address the following:
  - 1. Identification and traceability of product
  - 2. Control of nonconforming product
  - 3. Control of customer property
  - 4. Process control
  - 5. Control of quality records
  - 6. Training/Certification
  - 7. Internal quality audits

This Quality code must be flown down to the supply chain.

#### **Q2 – Product Certification**

Each delivery shall include a certification of conformance stating it is hereby certified the products, service(s) have been manufactured/performed/inspected/tested and conform to applicable specifications, drawings and purchase order and contract requirements.

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# Q3 - Shelf Life

The manufacturing and applicable expiration dates must be noted on packaging or certification provided with each delivery. 70% of the shelf life must be remaining for product acceptance, items about to expire will be returned at Chinook discretion.

#### Q4 - First Article

A First Article Inspection shall be performed by the Supplier as well as the obligation that they be flowed to the sub-tier supply chain in accordance with AS9102 on all supplied products and document within the Boeing licensed Net-Inspect software. AS9102 forms are available from Chinook Enterprises upon request. If the supplier is unable to document within Net-Inspect, Chinook Enterprises' quality team will document FAI within the Boeing licensed Net-Inspect software using completed AS9102 FAI form. All shipments must be accepted in Net-Inspect Software or completed AS9102 FAI forms must be supplied with the shipment. Once the FAI is accepted the supplier shall make no changes to the method of manufacture, equipment used, materials, or processes which may affect interchangeability, function, dimensions, performance, or finishes without obtaining prior approval from Chinook Enterprises' quality team. This process shall be repeated anytime changes occur that invalidate the original results. This Quality code must be flown down to the supply chain.

## Q5 – Part Identification

All product/material purchased must be identified with part number, manufactured date, and Purchase Order number unless specified otherwise on the Purchase Order.

#### Q6 – Right of Entry

Chinook Enterprises reserves the right, along with its customers and applicable government agencies, to inspect/survey the Supplier's facilities, as well as those of subcontractors, to review the processes, procedures, records, and products intended for sale to Chinook Enterprises. Right of entry/access includes meeting the requirements of the FAA and/or applicable equivalent Foreign Aviation Authorities to perform oversight of the facility. Chinook requires that the provisions/requirements set forth above be included in Sellers direct supply contracts as well as the obligation that they be flowed to the sub-tier supply chain.

#### Q7 – Subcontracting & Work Transfers

Subcontracting, by the Supplier, of any process that may affect the product being delivered to Chinook Enterprises is not authorized without prior written approval from Chinook Enterprises. A work transfer, defined as movement or relocation of work to be performed, may only take place after a Boeing form X35781 "Supplier Initiated Work Transfer Notification" is approved. Supplier agrees the Work-Transfer process may not occur according to the Supplier's schedule and Boeing reserves the right to deny a Work-Transfer. Seller acknowledges the Work-Transfer approval process. May take 120 M-days, depending on complexity of the Work-Transfer; and will provide Chinook with as much advance notice as possible. This Quality code must be flown down to the supply chain.

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### **Q8 – Quality Records**

The Supplier shall maintain, and have available in English on a timely basis, quality records traceable to the conformance of product/part number delivered to Chinook Enterprises. The Supplier shall make such records available to regulatory authorities and Chinook's authorized representatives. The Supplier shall retain such records for the calendar year plus ten (10) years from the date of shipment under each applicable order for all products/part numbers unless otherwise specified on the order. At the expiration period set forth above and prior to any disposal of records, Supplier shall notify Chinook Enterprises of records to be disposed of and Chinook Enterprises reserves the right to request delivery of such records at no additional cost. Supplier must ensure that all of the control activities listed within AS9100 are applicable and addressed within the Supplier's processes for control of documented information. This Quality code must be flown down to the supply chain.

### Q9 - Control of DPD/MBD Files

Suppliers using Chinook Enterprises' digital files or Chinook Enterprises' customer supplied digital files require Chinook customer approval, for Boeing DPD files, approval pre D6-51991 is required. This Quality code must be flown down to the supply chain.

## Q10 - Material/Product Disposition

Suppliers without delegated Material Review Authority (MRA) must not apply dispositions of use-as-is or repair to nonconforming products. Supplier must request material review disposition through Chinook, who will coordinate with end customers. Boeing requests will be in accordance with D6-84111.

#### NOTIFICATION OF ESCAPEMENT (NOE) PROCESS

For Product(s) which have been delivered to Chinook, and Seller knows or suspects that such Product(s) are or may be nonconforming, Seller shall, within 3 business days after the day of discovery of a potential escape, notify Chinook in writing, e-mail to <a href="mailto:chinook@chinookenterprises.org">chinook@chinookenterprises.org</a> including:

- a) Affected process(es) or Product(s) part number(s) and name(s);
- b) Description of the nonconforming condition and the affected engineering requirement (i.e., what it is, what it should be and per what requirement)

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## Q11 - ITAR Requirements

This Purchase Order and any other documents (drawings, attachments) associated with it, may include confidential information protected by the United States Government and are intended for the use of the intended recipient(s) only. If you are not the intended recipient or you have received this Purchase Order in error, do not read, disclose, reproduce, distribute, disseminate, or otherwise use this information in any way. Promptly notify the sender via phone or e-mail, and then destroy all copies of this Purchase Order and any attachments or supporting documents. This Quality code must be flown down to the supply chain.

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### **Q12 – Special Processes**

Suppliers using special processes including, but not limited to, heat treating, anodizing, penetrate inspecting, and welding shall do so using customer approved processes, materials, sources per Boeing D1-4426 "Approved Process Sources" (http://active.boeing.com/doingbiz/d14426/index.cfm). This document, subject to revision from time to time, defines the approved sources for special processing, composite raw materials, composite products, aircraft bearings, designated fasteners, and metallic raw materials. This Quality code must be flown down to the supply chain.

### Q13 - Control of Production and Service Provision

The Supplier shall flow down all applicable document and specification revisions, changes, departures, and requirements pertaining to product to their sub-tier suppliers. Where DPD/MBD requirements are indicated, the supplier-processor will ensure that the requirements of D6-51991 or equivalent documents are referenced. Where special processing requirements are indicated, the supplier-processor will ensure that the requirements of D1-4426 are referenced. The Supplier-processor shall inspect or otherwise verify that all materials and or parts thereof, including those procured or furnished by subcontractors comply with the requirements of Chinook Enterprises purchase order prior to shipment to Chinook Enterprises. Seller shall be responsible for all tests, inspections, and other controls of the Product during receiving, manufacture and through Seller's certification of conformance. Seller agrees to furnish copies of test, inspection, and/or other control data upon request. This Quality code must be flown down to the supply chain.

#### Q14 – Revision/Specifications

Unless otherwise specified, the latest revision applies on all listed specifications, drawings, process requirements, inspection and verification instructions, and other relevant technical data.

#### Q15 - Packaging

The Supplier shall package all parts shipped to Chinook Enterprises in a manner ensuring that no damage will occur.

#### Q16 - Change Notification

The Supplier shall notify Chinook Enterprises of any changes in product and/or process, changes of suppliers, and changes of manufacturing facility location. Where required, these changes must be approved by Chinook Enterprises.

## Q17 - Counterfeit Parts

The Supplier shall put into place a documented program to avoid, detect, mitigate, and disposition counterfeit parts and materials. Suppliers should utilize and reference AS6174A for guidance. Suppliers shall also flow down counterfeit parts program requirements to their sub-tiers, especially, but not limited to, electronic parts suppliers, raw material suppliers, and distributors. The Supplier must ensure their internal Release Date: 10/1/2024 Rev. Level: E

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processes address the use of Customer/Engineering authorized manufacturers and/or designated sources (e.g.; Qualified Product List {QPL}) and they must ensure retained documented information is validated prior to the release of products and the documented information includes traceability to the designated source. This Quality code must be flown down to the supply chain.

#### Q18 - Product Safety and Conformity

A documented process shall be established to ensure the Supplier is aware of the importance of product safety and conformity and their contribution to it.

## Q19 – Ethical Behavior/Code of Conduct

The following shall be followed by the Supplier:

- 1. Benefits including, but not limited to, gifts, loans, bribes, and kickbacks shall not be offered to any employees of Chinook Enterprises by Supplier.
- Companies owned or managed by family members or close friends of Chinook Enterprises' employees are ineligible as a Supplier unless the relationship is disclosed to all parties involved.
- Suppliers that deal with foreign countries must be aware, understand, and follow all applicable laws and regulations to include import and export requirements, boycotts, and embargos.
- 4. Conveying to others or using any material information learned about Chinook Enterprises or other companies, that is not public, to influence a decision to buy or sell securities is prohibited and may be a violation of law.
- 5. If Supplier becomes aware of any unethical behavior of Chinook Enterprises, the Supplier must promptly disclose the situation in writing to a manager of Chinook Enterprises.

# Q20 - Measurement Traceability

The Supplier must retain documented information that provides evidence of monitoring and measurement equipment calibration. The retained documented information must include the required calibration register elements defined within the AQMS standard and the results of calibration.

Supplier's calibration system shall be compliant to applicable prevailing industry requirements in accordance with ISO 17025 - General requirements for the competence of testing and calibration laboratories, ISO 10012 – Quality Assurance Requirements for measuring equipment, and/or American National Standard Institute (ANSI) Z540 – General Requirements for calibration Laboratories and Measuring and Test Equipment standards. Calibrations shall be performed by the Supplier using standards of known accuracy which are traceable to the National Institute of Standards and technology (N.I.S.T.). Certificates and reports provided to Chinook for the calibrations accomplished by the Supplier in the performance of this PO shall include: (i) environmental conditions at the time of calibration (ii) statement of uncertainty (iii) statement attesting to measurement traceability and (iv) to the fact that calibration services were performed in compliance with one or more of the following: ISO 10012, ANSI/NCSL Z540, or ANSI/ISO/IEC 17025.

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This Quality code must be flown down to the supply chain.

#### Q-22 - Raw Material Certifications

A material certification shall accompany each shipment. The certificate must state that the material supplied meets the applicable specifications and must specify the revision level of the material specification. Certifications for material supplied by Chinook Enterprises will be maintained by Chinook Enterprises and is not subject to this clause. Certified physical and chemical test reports listing all applicable heat lot(s), will be provided when specified by engineering requirements or the purchase order.

#### Q-23 - Hardware Certifications

Distributors of hardware are required to include both a certificate of conformance from the distributor and copies of the original manufacturer certifications. Hardware certifications must state all applicable specifications and revision levels. Certifications for hardware supplied by Chinook Enterprises will be maintained by Chinook Enterprises and are not subject to this clause. Certified physical and chemical test reports for all applicable lot number(s), will be provided when specified by engineering requirements or the purchase order.

## Q-24 - Electronic Component Certifications

Distributors of electronic components are required to provide full supply chain traceability (certificates of conformance) and have verification that they are traceable to OCM\OEM; OCM\OEM authorized distributor, or authorized reseller that identifies the name and location of all the supply chain intermediaries from the part manufacturer to the direct source of the product. Supply chain traceability is defined as name and location of all supply chain intermediaries for all procurement lots, and date of all intermediate purchases from the part manufacturer to the direct source of the parts or materials for the supplier. Supply chain traceability is required for all parts or materials unless identified otherwise on the purchase order. Certifications shall include at a minimum: 1. Manufacturer name and address 2. Manufacturer part number 3. Batch identification for the item such as date codes, lot codes, serializations, or another batch identification 4. Signature or stamp with the title of seller's authorized personnel signing the certificate 5. Certification to testing specification and revision level that parts are certified to Electronic certifications must state all applicable specifications and revision levels. Certifications for electronics supplied by Chinook Enterprises will be maintained by Chinook Enterprises and is not subject to this clause. Certified physical and chemical test reports will be provided when specified by engineering requirements or the purchase order.

# Q-25 – Foreign Object Damage Control Program (FOD)

The supplier shall establish, document, and maintain a program to control and eliminated FOD and/or contamination during the supplier's manufacturing, assembly, test, inspection, packaging, and shipping operations. When applicable, the supplier's FOD control program shall include controls to preclude FOD or contamination at the supplier's sub-tier sources. The FOD control program shall satisfy the requirements of AS9146. This Quality code must be flown down to the supply chain.

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# Q26 - Validation of Raw Material Test Reports

When the supplier utilizes test reports to accept supplier purchased raw material, the following requirements apply:

- a) Test reports must be checked 100% against Supplier's requirements and applicable specifications.
- b) Validation test requirement: Supplier must periodically validate test reports for raw material accepted on the basis of test reports. That validation must be accomplished by Supplier or other independent party through periodic, scheduled tests of raw material samples. Schedules for frequency of tests will be established by Supplier based on historical performance of the raw material provider/manufacturer.
- c) Supplier must retain test reports provided by the raw material provider/manufacturer, as well as Supplier's validation test report results as quality records traceable to the conformance of Goods, as specified elsewhere in this contract.

This Quality code must be flown down to the supply chain.

# Q27 - FAA-PMA Markings

THE SUPPLIER WILL PLACE THE FOLLOWING STATEMENT ON THE SHIPPING DOCUMENTATION OF ALL SHIPMENTS TO BOEING: "Seller hereby acknowledges that the parts and/or materials being shipped under this order are intended for use under Boeing's Federal Aviation Administration (FAA) issued Production Certificate 700 and no articles (or constituent parts thereof) or the accompanying paperwork (e.g., packages, shippers, etc.) contain any Federal Aviation Administration- Parts Manufacturer Approval (FAA-PMA) markings." THE PREFERRED LOCATION FOR THE STATEMENT IS ON THE SHIPPING DOCUMENT, NEXT TO, OR FOLLOWING, THE CERTIFICATE OF CONFORMANCE (C of C). THE STATEMENT MAY BE PRINTED, STAMPED OR ATTACHED AS A LABEL OR STICKER TO THE SHIPPING DOCUMENTATION. IT IS ALLOWABLE TO REPLACE "Seller" WITH THE COMPANY NAME OR "WE". Regulatory approval, such as FAA Parts Manufacturer Approval (PMA), is granted by Civil Aviation Authorities. Seller agrees not to engage in any such direct sales of Products or Services under this Agreement without appropriate regulatory approval. For Seller proprietary parts, Seller agrees to notify Boeing of application for regulatory approval and the subsequent approval or denial of same. Upon receipt of proof of applicable regulatory approval, Boeing may list Seller in the illustrated parts catalog as seller of that part. Unless explicit contractual direction is given to the contrary, no articles (or constituent parts thereof) ordered by Boeing Commercial Airplane Co. purchased under this agreement shall contain any Federal Aviation Administration- Parts Manufacturer Approval (FAA-PMA) markings and the accompanying paperwork (e.g., packages, shippers, etc.) shall not contain any FAA/PMA markings. This Quality code must be flown down to the supply chain.

## Q-29 - Qualified and Certified Personnel

When required by Engineering and/or specification requirements, persons performing manufacturing or verification processes shall be qualified or certified according to

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## Q30: Advanced Product Quality Planning

When directed by Chinook, supplier will comply with and flow down to its Supply Chain the requirements of, "Advanced Product Quality Planning (APQP) & Production Part Approval Process (PPAP)"

#### Q31: Acceptance Test Procedures

The supplier Acceptance Test Procedure (ATP) is intended to provide reasonable assurance that a NEW part/component meets the minimum requirements for fit, form and function for its intended use. The ATP is insufficient as a standalone investigation tool for a specific documented nonconformance, unless a step within the ATP specifically accounts for/tests for the identified nonconformance. Supplier investigation of documented NONCONFORMING product(s) must lead the supplier to "eliminate the cause(s) of the nonconformity, in order that it does not recur or occur elsewhere" (QMS AS/EN/JISQ 9100) or produce evidence that the supplier is not at fault. This Quality code must be flown down to the supply chain.

#### Q32: Source Acceptance

(Direct ship of product where end customer has not authorized source acceptance delegation) The customer representative will sign the statement. Supplier is granted direct ship authorization by [applicable end customer] for parts shipped on this order only. THE SUPPLIER WILL PLACE THE FOLLOWING STATEMENT ON ALL SHIPPING DOCUMENTS: It is hereby certified that (A) The parts and/or materials reflected herein were conformed in accordance to Federal Aviation Administration approved manufacturing and quality control systems/methods as set forth in FAA Production Certificate NO. 700 issued. AND (B) Such parts and/or material are new and in an airworthy condition.

SIGNED:

TITLE:

This Quality code must be flown down to the supply chain.

## Q33: Sampling inspection

Seller shall comply with requirements of document AS9138 "Aerospace Series – Quality Management Systems Statistical Product Acceptance Requirements", as may be amended from time to time, whenever applying statistical sampling methods as a means to ensure product, article, or service conformance. Seller's statistical sampling procedure/plan must include the following to be compliant:

- Minimum protection levels as defined within AS9138 Table A1
- C=0 criteria as defined within AS9138 Section 3.11
- Sampling restrictions as contained within AS9138, Section 4.3 Safety/Critical Characteristics, and

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Sampling requirements and/or prohibitions contained within the approved part/product

Design Buyer reserves the right to disallow a supplier's statistical methods for product acceptance for specific sites/programs, parts or characteristics, and to conduct surveillance at Seller's facility to assess compliance to the requirements of AS9138 and/or part/product Design Data sampling requirements. Aerospace standards such as AS9138 can be obtained from SAE International at: http://standards.sae.org sampling requirements.

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## Q34: Acceptance Authority Media

- a) Supplier must comply with the AS/EN/JISQ 9100 requirements and 14CFR Part 21.2 regarding the application of the Acceptance Authority Media (AAM) requirements.
- b) Supplier must, within its organization and its supply chain, ensure that the use of AAM is clearly defined within its Quality Management System (QMS).
- c) Supplier must, be able to demonstrate evidence of communication to its employees and to its supply chain; use of AAM must be considered as a personal warranty of compliance and conformity.
- d) Supplier must maintain compliance to the AAM requirements by assessing its process and supply chain as part of its internal audit activities. The areas of focus of this assessment must include but not limited to:
  - Authority Media Application Errors (i.e. Omission, Typos, Legibility, etc.)
  - Authority Media Application Untimely Use (i.e. Documentation is not completed as planned, Stamp/Sign as you go", etc.)
  - Authority Media Application Misrepresentation (i.e., uncertified personnel, Falsification of documentation, Work not performed as planned, etc.)
  - Authority Media Application Training Deficiencies (i.e. Ethics, Culture (i.e., uncertified personnel, Falsification of documentation, Work not performed as planned, etc.)
  - Authority Media Application Training Deficiencies (i.e. Ethics, Culture awareness, Proper Use of authority media, etc.).

This Quality code must be flown down to the supply chain.

## Q35: Excess inventory

Supplier must control all inventory of customer proprietary product that is in excess of contract quantity in order to prevent product from being sold or provided to any third party without prior written authorization. Additionally, Supplier must not provide Product from excess inventory that was previously rejected or returned by customers without prior written authorization. This Quality code must be flown down to the supply chain.

#### Q36: Delegated product acceptance

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When Supplier delegates product verification, Supplier must conform to the requirements of AS/EN/SJAC 9117, "Delegated Product Release Verification"

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