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## ***Supplier Quality Requirements and Clauses***

The following clauses apply to all Purchase Orders, as applicable unless otherwise stated:

### **Q01 Quality System Requirements:**

Manufacturers- As a minimum, the Seller shall have a documented Quality System compliant to the requirements of AS 9100 or ISO 9001 Quality Management Systems.

Distributors- As a minimum, the Seller shall have a documented Quality System or process.

The Seller's Quality System shall be subject to review by ABBA Roller and/or Customer and/or Government Quality Representatives, as applicable to this Purchase Order.

### **Q02 Access to Seller's Facility:**

Buyer- ABBA Roller reserves the right to inspect any or all work under this Purchase Order at Seller's facility. Seller shall be notified on the Purchase Order if ABBA Roller source inspection is required. Unless otherwise notified, no shipments are to be held for source inspection.

Customer- ABBA Roller customers reserve the right to inspect any or all work under this Purchase Order at seller's facility. Seller shall be notified on the Purchase Order if customer source inspection is required.

Government- When a Government Contract Number is referenced on the Purchase Order, the Government reserves the right to inspect any or all work under this Purchase Order at the seller's facility. Seller shall be notified on the Purchase Order if Government source inspection is required.

### **Q03 Subcontracted Work:**

Seller shall flow down all requirements specified on this Purchase Order to the seller's supplier(s)/subcontractor(s), including any statutory or regulatory requirements. Supplier shall apply appropriate controls to seller's suppliers/subcontractors in order to ensure requirements are met. When a Government Contract Number is referenced on this Purchase Order, Seller shall indicate the Government Contract Number on all subcontract Purchase Orders.

### **Q04 Certification of Conformance:**

Each shipment must include a Certificate of Conformance signed by an authorized representative of the Seller; the name and title of the signatories must be typed on the certification. The Certification must state the applicable Manufacturing Process and revision as well as all Finish Processes and revisions performed under this Purchase Order.

### **Q05 Test Reports:**

As applicable, each shipment shall include Chemical and Physical Test Reports as required by the Material Specifications for the scope of work under this Purchase Order. Test Reports must indicate actual values of testing performed on the represented material lot. Test Reports shall be signed by an authorized representative of the material manufacturer; the name and title of the signatories must be typed on the test report.

*Note: Chemical and Physical Test Reports are required for all shipments unless the raw material is provided by ABBA Roller.*

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**Q06 Nonconforming Product:**

Seller shall notify ABBA Roller of nonconformance on all Buyer supplied materials discovered at receiving or during manufacturing/processing. A documented statement of nonconformance will be submitted for disposition by ABBA Roller and its customer prior to shipment. Seller supplied nonconforming product is not acceptable and will not be dispositioned nor accepted.

**Q07 Proprietary Information:**

Seller shall hold confidential all information of material, recipes, formulas, tooling etc. provided with this Purchase Order. Distribution shall be restricted to necessary suppliers/subcontractors as required for the performance of work on this Purchase Order. All Export Compliance regulations must be adhered to when distributing technical data or technology.

**Q08 Shelf Life Controlled Material:**

The Seller shall identify each item, container or package with the Date of Manufacture, Date of Expiration and applicable Storage and Handling requirements. Un-catalyzed polymer used to produce specified compound must have not less than 6 months of manufacturer's recommended shelf life remaining at time of shipping.

**Q09 Records:**

The Seller shall maintain accurate inspection and test records subject to review by ABBA Roller and/or Customer and/or Government representatives. Records not provided with shipment shall be retained for a min of 10 years.

**Q10 No Change Policy:**

Suppliers shall notify ABBA Roller of any change in material, formula, recipe or mixing process, change of sub-tier supplier or change in plant location. Notification shall occur as soon as the situation is known or 30 days prior to implementation whichever is greater. All approved formulas and related processing (mixing procedures) are locked; changes to formula must have prior approval before implementation.

**Q11 Foreign Object Debris (FOD) Prevention:**

Supplier shall implement controls to preclude Foreign Object Debris/Damage (FOD) or contamination of product during the supplier's processing/manufacturing, assembly (if applicable), test and inspection, and packaging/shipping operations. Supplier shall flow down this requirement to supplier's sub-tier suppliers. All ingredients, materials, components, or assemblies furnished to ABBA Roller shall be free from FOD, or within allowable product specification ranges. In accordance with AS9146. Delivery of product to ABBA Roller shall be deemed as delivered FOD free.

**Q12 Packaging:**

Unless otherwise specified in the purchase order, the seller shall package all material in accordance with best commercial practices, in a suitable manner that will ensure protection against corrosion, contamination, oxidation, deterioration, and physical damage during shipment to ABBA Roller. Materials damaged due to inadequate packaging will be rejected and returned to the supplier at their cost.

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**Q13 Supplier Notification of Nonconforming Products Delivered (Escapes) to ABBA Roller:**

If a supplier has determined that nonconforming material(s) have been shipped to ABBA Roller, the supplier shall notify the ABBA Roller buyer within twenty-four (24) hours of the initial discovery. The notification must include the item number and/or description, affected quantities, purchase order numbers affected, lot numbers (if applicable), dates delivered, and a brief description of the nonconforming condition. The initial notification shall be followed by a formal Disclosure Letter delivered to the ABBA Roller buyer within five (5) days of the initial notification.

**Q14 Supplier Notification of Change in QMS Status:**

Supplier shall notify ABBA Roller immediately if the seller's 3rd party accreditation for their QMS (i.e., AS9100, ISO 9001, etc.) is revoked or not renewed.

**Q15 Supplier Awareness:**

Supplier needs to be aware of their contributions to product, service conformity, and product safety.

**Q16 Supplier Ethical Behavior:**

ABBA Roller considers ethical behavior one of its core areas of focus, and it is embodied in how we conduct our activities within and outside of our organization. As an extension of our organization, the expectations we have for our suppliers is one that mirrors the standards set for our own employees.

**Q17 Calibration and Testing:**

All providers of calibration are required to be accredited by a recognized agency indicating approval to ISO 17025 or similar standard. If compliance is not maintained, supplier will inform ABBA Roller immediately upon change in approval status.

**Q18 Counterfeit Prevention:**

Supplier shall ensure a counterfeit prevention awareness is established if applicable. Supplier must report suspect counterfeit and confirmed counterfeit materials to ABBA Roller and to other potential users and to Government investigative authorities, as required by contract or by law.

**Q19 Tooling:**

The following Quality Clauses don't apply to tooling manufactures: Q05 and Q08

**Q20 Health and Safety:**

All relevant disclosures of health and safety related issues pertaining to procured compound or materials used in the custom mixing of the compound must be provided or made available upon shipment of the compounded material to ABBA Roller (as revised or applicable). Materials provided as ABBA Roller procured compound or used in the custom mixing of that compound must be identified, handled, and stored in a manner that assures minimum exposure to unwanted variation in that product's quality prior to shipment.

Important: A copy of the Safety Data Sheet shall be included with shipment.

*MSDS sheet to be provided with the first shipment, and thereafter, a note in the packing slip should reference the MSDS with the latest revision level.*

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**Q21 Supplier Flow down:** Supplier flow down requirements will be managed and assigned by ABBA Roller, in which requirements will flow down from ABBA Roller end customer.

**REVISION HISTORY TABLE**

<b>ECO #</b>	<b>EFFECTIVE DATE</b>	<b>REVISION</b>	<b>DESCRIPTION OF CHANGE</b>	<b>APPROVED</b>
		<b>NC</b>	Initial release	
		<b>A</b>		
<b>24-002</b>	<b>10/29/2024</b>	<b>B</b>	Add notes to clauses Q05 and Q20. Reference Chemical/Physical Test Reports and MSDS sheet.	<b>Denis Beaulieu</b>
<b>25-001</b>	<b>02/06/2025</b>	<b>C</b>	Add notes to clauses Q05 and Q20. Reference Chemical/Physical Test Reports and MSDS sheet.	<b>Denis Beaulieu</b>