



**LEE'S GRINDING, INC.**  
*Supplier Quality Requirements*  
**Purchasing Document No. LPF 200-03**

This document establishes **SUPPLIER QUALITY REQUIREMENTS** for supplies ordered under Purchase Orders referencing this Document. It shall be noted that supplies ordered are intended for **Critical End Use** applications and by nature require a high level of quality and reliability. The requirements listed below are numbered to correspond to numbers listed on the Purchase Order and are to be considered part of the purchase agreement.

**1.0 Quality System Requirements**

**1.1 SUPPLIER QUALITY PROGRAM:** The supplier's QUALITY SYSTEM shall be in compliance with **ISO 9001 or AS9100 – Quality Management System - Requirements** (latest revision level) and is subject to pre-production survey and approval by LEE'S GRINDING, INC.

**1.2 SUPPLIER QUALITY PROGRAM (S.P.C.)** The supplier shall provide and maintain an inspection / quality control system capable of providing consistent high quality products or services. The company policy shall be that of assuring on-going quality improvement thru the use of **Statistical Process Control** methods and will emphasize the concept of prevention rather than the detection of defects.

**1.3 SUPPLIER QUALITY PROGRAM:** The product or service purchased does not require the disciplines involved with a formal Quality Assurance or Inspection System. However, the supplier will assume full responsibility for the delivery of a quality product. Survey and Approval of the supplier Quality Assurance program by LEE'S GRINDING, INC. personnel **is required** to assure that minimum controls are in place.

**1.4 SUPPLIER QUALITY PROGRAM:** The product or service purchased does not require the disciplines involved with a formal Quality Assurance or Inspection System. However, the supplier will assume full responsibility for the delivery of a quality product. Approval of the supplier Quality Assurance program by LEE'S GRINDING, INC. personnel **is not required** and is considered optional.

**1.5 CONTROL of MEASURING, TEST EQUIPMENT, FIXTURES and TOOLING:** All inspection tools and test equipment used to verify and/or accept product must be calibrated. Seller shall implement and maintain a documented system for control and use of inspection equipment. All inspection and test equipment shall be calibrated against certified standards traceable to the National Institute of standards and Technology in accordance with MIL-STD-45662, AS9100 section 7.6 or ISO 10012. The seller shall maintain a list of gages, fixtures and tools supplied by Lee's Grinding and/or its customers. The sellers are responsible for the care and preservation of the loaned items.

**2.0 Certification Requirements**

**2.1 MATERIAL CERTIFICATION:** The supplier shall provide one (1) copy of **original** test reports or mill certifications indicating actual chemical and physical properties of materials supplied. Certifications are required with each shipment of materials.

**2.2 PROCESS CERTIFICATION:** The supplier shall provide one (1) copy of **original** test reports or certifications indicating actual dimensional, and/or chemical and physical properties of process(s) provided. All process specifications noted on the drawings or P.O. documentation must be certified individually. This may be accomplished by listing each specification on the certificate of conformance. Certifications are required with each shipment of materials.

**2.3 STATEMENT OF CONFORMANCE:** The supplier shall provide one (1) copy of a STATEMENT OF CONFORMANCE with each shipment of materials. Wording of Statement of Conformance shall be substantially as follows: *"We hereby certify that all parts and/or materials included in this shipment have been manufactured and/or processed in conformance with all applicable drawings, instructions, and specifications. In addition, chemical, physical and mechanical properties data where required, or proof of correct procurement, are on file for review.*



**LEE'S GRINDING, INC.**  
*Supplier Quality Requirements*  
**Purchasing Document No. LPF 200-03**

**2.4 SPECIFICATION COMPLIANCE:** Supplier warrants that they will have on file adequate data showing that all components, materials and processes used to produce the article furnished comply with the chemical and physical properties required. Supplier further warrants that unless otherwise specified, the articles furnished will be in compliance with all applicable specifications including process and/or Government specifications in effect as of the date of this order. Supplier agrees that data attesting to the above will be retained on file for a period of not less than fifteen (30) years after final shipment under this order, and will be available to LEE'S GRINDING, INC. personnel.

**3.0 General Requirements**

**3.1 SAMPLE PARTS REQUIRED:** Twenty Five (25) identified / tagged sample parts are to be submitted with the first shipment of product supplied against this purchase order. A copy of supplier's inspection documentation is to be submitted with samples for verification of results and compatibility of inspection methods. The inspection report will be a complete listing of all engineering characteristics; showing both high and low manufacturing limits as well as actual measured values (not ranges). Ex: .500/.510 actual .504

**3.2 FIRST ARTICLE INSPECTION REPORT:** This order requires full compliance with SAE AS9102, "Aerospace First Article Inspection" requirements. A copy of the First Article to be supplied with the first shipment of product supplied against this purchase order.

**3.3 SAMPLE PREPARED FROM PRODUCTION TOOLING:** Sample(s) made from production tooling covered by this order are to be submitted to our inspection dept. for inspection and approval prior to shipment or use.

**3.4 MATERIAL SAMPLE REQUIRED:** Supplier must submit one (1) eight (8) inch long sample of representative material, with one (1) copy of original mill certifications, to LEE'S GRINDING, INC. for approval. Sample approval is required prior to shipping order quantity. Entire order quantity must consist of one heat lot of material.

**3.5 CASTING MATERIAL SAMPLE REQUIRED:** Raw material samples representing the material used for the hardware supplied against this Purchase Order shall be supplied to LEE'S GRINDING, INC. for testing purposes. These samples are required with only the first shipment of castings from each new heat of raw material. Casting supplier shall submit two (2) samples which are either integrally or separately cast from the same lot. These two samples must be either .250" or .500" in diameter and capable of being machined to ASTM A370 dimensions. One (1) copy of original mill certifications is to be submitted with samples. Entire order quantity must consist of one heat lot of material. Note: Sample approval is required prior to shipping order quantity.

**3.6 MATERIAL SUPPLIED BY LEE'S GRINDING:** Packing Slips (suppliers) shall identify products made from LEE'S GRINDING, INC. furnished material by referencing the LEE'S Shop Order Number and Lot Control Number.

**3.7 FINAL INSPECTION DOCUMENTATION** Supplier to submit one (1) copy of Final Inspection Report and/or test results with each shipment of product supplied against this purchase order.

**3.8 SOURCE INSPECTION REQUIRED:** Inspection and approval, by LEE'S GRINDING, INC. inspection personnel, of product or services provided on this purchase order is required prior to shipment. Please notify LEE'S GRINDING, INC. Quality Assurance dept. at least two (2) days prior to required inspection activity.

**3.9 INSPECTION BY LEE'S GRINDING, INC.:** All work performed against this purchase order shall be subject to inspection, test, or surveillance by LEE'S GRINDING, INC. at any reasonable time and at all places, including the plant(s) of the supplier or any of its suppliers engaged in the performance of this order.

**3.10 UTILIZATION OF APPROVED PROCESS SUPPLIERS** All non-destructive testing, fusion and resistance welding, brazing, heat treatment, EDM, part marking, surface treatment, pressure testing and impregnation performed against this purchase order must be performed only by processors approved for the process by LEE'S GRINDING, INC. and/or its customers.

**3.11 INSPECTION TOOLING AND GAGING:** The supplier is responsible for the protection and care of all inspection tooling that may be loaned by LEE'S GRINDING, INC. to facilitate performance of work on this purchase order. Said tooling, gaging or replacement tooling of equal or greater quality shall be returned to LEE'S GRINDING, INC. in acceptable condition upon completion of order or upon demand as required for calibration or production needs.



**LEE'S GRINDING, INC.**  
*Supplier Quality Requirements*  
**Purchasing Document No. LPF 200-03**

**3.12 SUPPLIER LINE REPORTS REQUIRED:** One (1) copy of all in-process inspection performed and documented in accordance with the requirements of PARKER HANNIFIN CORP. "Line Report" procedures must be provided with each shipment of product to LEE'S GRINDING, INC. All copies must be legible and have sufficient data to satisfy the inspection frequency required for each characteristic. Failure to comply with this requirement will be cause for immediate rejection and return of product submitted. LEE'S GRINDING, INC. Q.A. personnel will provide technical assistance as required instructing the supplier in the implementation and use of these forms.

**3.13 S.P.C. DOCUMENTATION REQUIRED:** Suppliers will provide **Statistical Process Control** documentation with each shipment of product. Minimum data supplied will include: X & R process control charts of critical characteristics with process generated UCL and LCL parameters, or, S.Q.C. evaluation of lot with Histograms and Capability index. S.P.C. characteristics shall be identified on the appropriate LEE'S GRINDING, INC. drawing or specification.

**3.14 GOVERNMENT CONTRACT PRIORITY:** The products and/or services provided against this purchase order relate to a Government Contract and must receive the corresponding priority as established by present DOD regulations.

**3.15 GOVERNMENT INSPECTION:** The Government reserves the right to inspect, at the supplier's plant, any and all materials or processes provided against this order.

**3.17 FAA INSPECTION:** The Federal Aviation Administration reserves the right to inspect, at the plant, any and all materials or processes provided against this order.

**3.17 APPROVED PROCESS CONTROL:** All or part of the processes required by this purchase order is designated as Special or Controlled Processes. All such processes shall be sufficiently documented to assure integrity and repeatability of the operations and must be approved by LEE'S GRINDING, INC. prior to production. All approvals are on a part number by part number basis only. Special and Controlled Processes cannot be changed without formal approval by LEE'S GRINDING, INC.

**3.18 APPROVED ABRASIVES:** The recommended abrasive materials are silicon carbides, tungsten carbides, boron carbides, and diamond. Unless otherwise specified in writing by the buyer, any abrasives leaving surface embedded oxides or nitrides are not permitted unless a minimum of .005" of material is removed by the Seller after the operation which uses the non-permitted abrasives. Abrasives which are not permitted include, but are not limited to, Aluminum Oxide, Aluminum Zirconia, Glass (beads / crushed), Garnet, Almandite, and Nitrides.

**3.19 NADCAP ACCREDITATION:** Special processes shall only be performed by sources that are accredited and approved by the National Aerospace and Defense Contractors Accreditation Program (NADCAP). This requirement applies whether the process is performed by the Seller or by the Seller's sub-tier sources.

**3.20 LEE'S CUSTOMER FLOW DOWN REQUIREMENTS TO SUPPLIERS:** Lee's Grinding, Inc customer flow down requirements that are applicable to our supplier base, are contained within Lee's Grinding, Inc purchase orders. Compliance to our purchase order and this document will assure that our customer's quality requirements are met. This document shall be flow down to the suppliers and their sub-tiers.

**3.21 ANTI-DRUG and MISUSE PREVENTION:** (14CFR, Part 121, Appx I and J): The requirements relative to an FAA approved Anti-Drug and Alcohol Misuse Prevention Program is applicable to this purchase order.



**LEE'S GRINDING, INC.**  
*Supplier Quality Requirements*  
**Purchasing Document No. LPF 200-03**

*Change Description*

<i>Date</i>	<i>Rev.</i>	<i>Description</i>
4/5/19	4	Reformatted entire document. Added "Change Description" box.