

QUALITY ASSURANCE PURCHASING REQUIREMENTS

Introduction

This document is an attachment to, and forms part of the Hetech – Supplier Purchase Order Terms and Conditions (**Terms**) and lists the included Quality Assurance requirements of Hetech. Any definitions used in the Terms apply to these QA Purchasing Requirements unless contrary intention appears.

Quality Assurance Requirements

1. All Hetech Aerospace Suppliers

1.1. Production Process Changes

The Supplier shall not make any changes to the processes or material specified under the Purchase Order. The Supplier shall notify Hetech in writing prior to any proposed changes to supplier control design, parts, materials, fabrication methods or processes that may affect function, interchangeability or reliability of the Goods delivered to Hetech.

Other examples of changes include (but are not limited to):- Plant Location or Layout, Transportation Method, MRP/ERP System, Top Level Organization and Personal at Key Positions, Quality System, Process (manufacturing, assembly, tests, inspection, and main tools), and Major Suppliers (including sub-tier Suppliers).

1.2. Reservation of Inspection Rights/Entry

Items being purchased from the Supplier may be inspected or tested by representatives of Hetech, the Australian Government and the Hetech customer at all times and places including the place and period of manufacture. If any inspection or test is made by the aforementioned representatives on the premises of the Supplier, the Supplier without additional charge shall provide all reasonable facilities and assistance for the safety and convenience of the inspectors in the performance of their duty. All inspections and tests shall be performed in such manner as not to unduly delay the work. These rights shall be flowed down to any sub-tier Supplier utilised by the Supplier. No inspection made prior to final inspection and acceptance shall relieve the Supplier from responsibility for defects or other failure to meet the requirement of the Purchase Order.

Hetech reserves the right of access to all facilities utilised by the Supplier to fulfil applicable purchase order requirements. Access shall be granted by the Supplier in conjunction with a prior written request from Hetech. Access activities may include but are not limited to inspections, investigations, physical supplier audits/surveys, and quality record reviews.

1.3. Calibration Requirements

The Supplier shall maintain a system for the calibration of all measuring and testing equipment used in fulfilment of the Purchase Order that is in accordance with ISO 17025 for accredited laboratories.

1.4. Supplier's Records

The Supplier shall maintain all pertinent records for a minimum of ten (10) years from the date of manufacture. The records shall be available for review by Hetech and/or applicable regulatory authorities as required. The Supplier shall ensure records remain legible, readily identifiable, and retrievable. Records should be disposed of via shredding after they exceed ten (10) years from date of manufacture. A Supplier with retention policies of less than ten (10) years can request a waiver.

1.5. Notification by Supplier

The Supplier is required to notify Hetech in writing within three working days of discovery of major deviations or major non-conformances (NCs) related to Goods and Services purchased by Hetech. Examples of major deviations or major non-conformances (NCs) include, but are not limited to: internal audit findings, external audit/visit findings by a government official or Certification Body, or any observations that can significantly affect the products and services provided to Hetech.

1.6. Foreign Object Debris/Damage Prevention

The Supplier shall manufacture, distribute, or maintain products in such a way to eliminate or reduce foreign object debris/damage (FOD) in items delivered to Hetech. That tooling, test equipment, and fixtures as

required in the Supplier's processes are maintained in a manner to prevent FOD. Hetech will consider received items to be verified by the Supplier to be free of foreign materials.

1.7. Counterfeit Parts (raw material AM powder inclusive)

If suspect/counterfeit parts are furnished under a Purchase Order and are found in any of the Goods delivered thereunder, such items will be impounded by a Buyer. The Supplier shall promptly replace such suspect/counterfeit parts with parts acceptable to the Buyer and the Supplier shall be liable for all costs relating to the removal and replacement of said parts. Hetech reserves all contractual rights and remedies to address grievances and detrimental impacts caused by suspect/counterfeit parts.

1.8. QMS Awareness

The Supplier shall establish and maintain its own quality awareness, training, and competency programs. These programs shall ensure its personnel and sub-tier Suppliers understand the importance of applicable quality requirements and the importance of product performance and reliability (product safety).

1.9. Ethical Behaviour

The Supplier shall establish and maintain an ethical behaviour awareness program. Examples can include policies such as: Code of Conduct, Disciplinary, Conflicts of Interest, Non-Harassment, Occupational Safety & Health, Human Trafficking, Procurement, and/or Anti-Trust and Fair-Competition, etc.

2. ISO 9001

The Supplier's Quality System shall comply with and be certified to ISO 9001.

3. AS 9100

The Supplier's Quality System shall comply with and be certified to AS 9100 (ISO 9001 incorporated).

4. Certification of Conformance (C of C) and General Supplier Commitment

The Supplier shall supply a certification of conformance (C of C), stating that the items furnished to Hetech are in conformance to the Purchase Order and specification requirements applicable to the items being delivered. The C of C should be from an approved responsible official preferably from Quality Assurance, it must show the Certifying Signature, a legibly printed name and designation of the person signing the certification.

At a minimum, the C of C will contain the information listed below:

- Manufacturer, Supplier or Authorized Distributor's name and address
- Part number, revision and nomenclature listed on the PO.
- Hetech Purchase Order Number
- Lot or Batch Number of product supplied
- Serial numbers of product supplied, (serialized products only)
- Name, signature, dated and designation of responsible individual

Statement of conformance to the PO-invoked specs and requirements. Example: "This certifies that the above supplies are of the quality called for and are in all respects in accordance with the applicable drawings, specifications, PO..." Avoid statements like "to the best of our knowledge."

5. Certificate of Analysis (C of A) or "Mill Cert"

A Certificate of Analysis or "Mill Cert" (True certified copy is acceptable) shall be included with the shipment when the product is raw material such as AM machine powder, bar, and sheet stock or when the end product or its constituent parts are manufactured from basic raw material.

Where the Raw material has been purchased via a Stockist/Distributor, a Certificate of Conformity is required from the Stockist/Distributor that can demonstrate traceability between them and the Manufacturer of the raw material

Required Cert Information:

- Original lot, batch, or heat numbers.
- Chemical analysis including constituent elements & percentages.
- Physical analysis, i.e., stress strain data, and temper.

6. Static Sensitive Devices

Where a Purchase Order includes static sensitive device(s), the Goods must be handled per ANSI/ESD S20.20-1999. These items must be packaged in conductive material or must be packaged in material which is inherently anti-static, or which has been coated or treated with an anti-static material to prevent build-up of static charge. No static generating materials are to be used to secure, seal or bind items within anti-static packaging, , this includes but is not limited to: cellophane tapes, wraps or straps.

7. Printed Circuit Board

Where a Purchase Order includes PCB items to be supplied. The Goods must be supplied within vacuum sealed packaging with desiccant and humidity indicator cards. Electronic Approved Data files labelled with the corresponding number to the above PCB part number contain all manufacturing information and quality control related requirements.

8. Age of Electrical Components

All electronic components shall be from lots manufactured no more than two (2) years from the date ordered. Exceptions to this must be approved by a Hetech Quality Representative.

9. Electronic Assemblies

The Supplier shall conform to the Requirements for Supplier manufacture of Hetech circuit board assemblies, as defined on the Purchase Order or Hetech Drawing. Where no requirement is specified in the Purchase Order or drawing the subcontractor shall comply with IPC-A-610 and IPC-J-STD-001 (latest revision). All flow-down requirements shall apply.

10. Supply of Safety Data Sheet

The Supplier must provide a copy of the latest Safety Data Sheet (SDS).

11. First Article Inspection (FAI) at Seller's Facility

First Article Inspection of materials under this Purchase Order is required prior to shipment from your facility. Evidence of such inspection and verification shall be by a FAI process with documentation accompanying the shipment. Seller FAI documentation shall include traceability to part/drawing number and revision. Required dimension measurements as depicted in supplied Hetech drawings (boxed and bracketed dimensions are not required in FAI documentation) must be included in the documentation.

12. Hetech First Article Inspection (FAI) at Supplier's Facility

Hetech First Article Inspection of materials under this Purchase Order is required prior to shipment from your facility. Evidence of such inspection and verification shall be by stamp or signature of the Hetech representative on the FAI documentation, or Hetech equivalent, accompanying the shipment. The Seller shall provide sufficient notification prior to the FAI requirement.

13. Hetech First Article Inspection (FAI) in-house

First Article Inspection of materials under this Purchase Order is required prior to storage at our facility. Evidence of such inspection shall be IAW internal FAI procedures. The Supplier agrees that the Acceptance of Material will only occur after successful FAI results.

14. First Article Inspection (FAI) to AS9102

The Supplier shall provide First Article Inspection documentation to AS9102 Standard (latest revision). The Supplier must identify the object of the First Article Inspection as such.

15. Seller's Acceptance Test Data

The Supplier will furnish a copy of the material test data that verifies compliance of the materials to Purchase Order requirements. The test data and materials must be marked to ensure they are identifiable one to the other and to the Hetech Purchase Order number.

For Calibration Purchase Orders, the seller will provide a copy of the appropriate calibration records.

16. Minimum Shelf-life requirement

A minimum of 6 calendar months or 75% remaining shelf life is required, unless otherwise approved by Hetech. Certifications for shelf-life items should include the following: – type of material; manufacturer's name; manufacturing date; expiration date; lot or batch number.

17. Serialisation

This part requires Hetech issued serial numbers. If no serial numbers were supplied with this order, contact Hetech procurement.

18. Manufacturer's Identification Marking

Manufacturer must mark parts produced with unique symbol or logo in an observable area of each piece. Marking will allow Hetech to distinguish manufacturer from other producers of part. Contact Hetech if unsure of location available for symbol or logo. Small parts may be bagged and tagged for marking purposes.

19. Fabricated Parts

All Hetech drawings for fabricated parts comply with ANSI 14.5 (GD&T) unless otherwise specified on the individual drawing.

20. Hetech Paint Specification

The Supplier shall conform with the requirements of Hetech Purchase Order or as defined on the Hetech Drawing. All manufactured parts or assemblies that receive organic coatings must have the coatings applied and meet the inspection requirements of this specification.

21. Hetech requirements for Industry Specifications

The Supplier shall conform with the latest revision of all Industry Specifications noted on Hetech drawings, contracts, or purchase orders (i.e., ANSI, Mil-Std, etc). Latest revision is defined as the revision level at the time of purchase order acceptance.

22. Single Lot/Date Code

Where applicable, such Goods must be supplied as a single lot or date code to fulfil the demands of an individual purchase order. Multiple lots, batches, manufacturer's batches, or date codes will not be accepted.

23. Lot Identification

Each item of material shall have lot identification. "Lot" is defined as product of a single facility, produced at essentially the same time by essentially the same process from essentially the same material.

24. Lot Test Coupon

A test coupon identifiable to the lot of material supplied shall be furnished.

25. Special Packaging

The sub-tier Supplier shall package all items with 3-M oxidation arrest paper in a sealed, airtight, clear plastic bag. If the size of the part is less than 3.3" X 3.3" or 10.0 square inches, the package may contain one strip and no more than 10 pieces per sealed bag. All other parts shall be individually packaged with one strip in each sealed bag. A desiccant packet is an acceptable alternate for the 3-M oxidation arrest paper inside of a sealed, airtight, clear plastic bag.