



## Mechatronics Quality Requirement Clauses

This document defines specific quality clauses that may be called out on the face of Mechatronics purchase orders.

**MQR 10.0** The Vendor must, as a minimum, maintain an accredited 3<sup>rd</sup> party registration to AS9100 if a manufacturer, and AS9120 if a distributor. If Vendor has less than 50% Aerospace business, ISO9001 registration is acceptable. If a registration is not maintained at any period during the execution of the purchase order, Mechatronics' Product Manager must be notified immediately in writing.

**MQR 20.0** Certificate of Conformance (C of C) is required.

C of Cs must list the following:

- Purchase order number
- Vendor's name and address
- Part number and revision level
- Manufacturers part number (if applicable)
- Country of origin
- Batch or Lot Number
- Date of manufacture
- Expiration Date (if applicable)
- Signature of Authorized Agent

All manufacturer C of Cs, material test reports, process certifications and raw material C of Cs must be legible, maintained and explicitly traceable throughout the associated documentation, by lot number, date code, heat number, job number, work order number, or purchase order number. These documents must be available upon request within 10 years of Manufacture date. Changes or amendments to any certification paperwork must identify the authorizing party along with change or amendment date. C of Cs must be provided in English.

**MQR 30.0** All shipping containers must be labeled on the outside with Mechatronics' purchase order number.

**MQR 40.0** A copy of the pack slip detailing all contents shall be attached to the outside of the container in such a manner as to prevent loss or damage.

**MQR 50.0** The Vendor's calibration system must conform at a minimum with ISO10012. Proof of calibration traceable to NIST, must be available upon request.

## Mechatronics Quality Requirement Clauses

- MQR 60.0 The Vendor must identify the statistical process techniques in establishing, controlling, and verifying process capability and product characteristics. Documented procedures shall be established and maintained to implement and control the application of these statistical techniques.
- MQR 70.0 The Vendor must maintain and document a program to eliminate Foreign Object Debris (FOD) and contamination at all times during Vendor's execution of purchase order.
- MQR 80.0 The Vendor must clearly indicate on exterior packaging hazardous material or any chemical known to cause cancer. (Ex: cadmium, lead, chromium, hexavalent, polybrominated biphenyls, or polybrominated dipenyl ethers.)
- MQR 90.0 All deliverables must not have come in contact with, or been exposed to, mercury bearing instruments or equipment, or mercury in any other form. A signed Mercury Free statement is required.
- MQR 100.0 All deliverables must be accompanied by the following certifications: Manufacturer's certification of conformance according to MQR 20.0, raw material certification, test reports, process certifications, distributor certifications of conformance, and any third party certifications (as applicable.) A trace sheet must be included showing the part lot and all sub-component lots.
- MQR 110.0 First Article Inspection Report (FAIR) required. First article must be performed and documented according to AS9102 unless otherwise noted. The FAIR shall include a ballooned drawing and completed forms including: Form 1 – a list of applicable detail drawings; Form 2 – a list of the standard parts, material process; and Form 3 – the actual results for each drawing dimension and notes. Excess products remaining from a previous production lot may not be used to fulfill the FAIR requirements The Vendor shall provide a copy of the completed FAIR results with the initial delivery of products on the purchase order or contract.
- MQR 120.0 For all deliverables with limited or specified shelf life, the Vendor shall indicate the date of manufacture and the expiration date on all labels. Specific handling and storage requirements must be indicated on certifications. The remaining shelf life at time of delivery must be no less than 95%.
- MQR 130.0 Lube date and expiration must be indicated on part labels and recorded on applicable certifications (MQR 20.0).
- MQR 140.0 Source inspection at Vendor's facility is required. Inspection shall be requested and conducted prior to shipment. When deliverables are ready for inspection, Mechatronics Inc. purchaser is to be notified. All pertinent data, including drawings and product specifications shall be made available to Mechatronics Inc. representatives on site.
- MQR 150.0 8130 tags are required.



## Mechatronics Quality Requirement Clauses

- MQR 160.0 FAA PMA part markings and certification are required.
- MQR 170.0 FAA PMA markings must not appear anywhere on the deliverables or their accompanying certifications.
- MQR 180.0 Deliverables must be 100% inspected to all drawing specifications.
- MQR 190.0 Deliverable must be serialized. Serialized part numbers must be visible on each complete unit and recorded on applicable certifications (MQR 20.0).
- MQR 200.0 DFARS 252.225-7000 applies.
- MQR 210.0 DFARS 252.225-7009 applies.
- MQR 220.0 DFARS 252.225-7016 applies.
- MQR 230.0 Special processes shall be performed by sources that are accredited by the National Aerospace and Defense Contractors Accreditation Program (NADCAP). This requirement applies to Vendor and all sub-tier Vendors.
- MQR 240.0 Any purchase order noting a US Government Contract number and associated Priority Rating shall be executed in accordance with the Defense Priority and Allocation System Program.
- MQR 250.0 The Vendor shall not mix lots or combine sorted/reworked parts with new production parts. Parts from different lots or from sorted or reworked lots can be delivered to Mechatronics provided each lot is segregated and clearly marked.
- MQR 260.0 Deliverables must be RoHS compliant. Certificate of RoHS Compliance required with each shipment.
- MQR 270.0 Deliverables must be REACH compliant. Certificate of REACH Compliance required with each shipment.
- MQR 280.0 PPAP Test Reports required.