


Document Name: Purchase Order Clauses			Rock West 
Document No: RW-QA-019	Date: 8/28/2017	Revision: ---	

NOTE: PO requirements take precedence over this document in the event of conflict

Clause	Description
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P01 Age Sensitive Product

Materials procured on this order are considered age sensitive (i.e. resins, adhesives, paints, etc.). Seller is required to mark the date of manufacture and expiration date on all material related quality documents.

75% or more of the shelf life must be remaining upon receipt to be accepted by Rock West Composites.

P02 Precision Parts

These are precision parts produced at significant cost. They must be handled with care and packaged adequately to prevent damage. No nicks, dents or scratches will be tolerated.

P03 SDS Sheet

Seller is required to provide a "Safety Data Sheet" that meets current OSHA hazard communication standards on all potentially hazardous chemicals or materials that are being delivered to Rock West Composites for the first time.

P04 Traceability & ID

Material to be marked and traceable to manufacturing lot/batch and purchase order.

P05 Unique Identification (UID)

Each individual item is to be identified with the specific identification requirements per purchase order and drawings.

P06 Physical Material ID

Seller is required to identify each piece of physical material being shipped with information from the purchase order. The information required is: (a) the part number; (b) the revision level of the part number; (c) the lot/batch number, where applicable.

P07 Exact Quantity

Quantity of delivered product must match the quantity on the purchase order exactly. Excess or insufficient quantity is not allowed.

P08 Variable Quantity

Quantity of delivered product can vary from the purchase order quantity, with notification. Confirm with buyer the exact amount of variation allowed.

P09 40F Cold Storage Required

Product must be shipped at 40F or below.


P10 0F Cold Storage Required

Product must be shipped at 0F or below.

P11 Certificate of Conformance Required

Certificate of Conformance must be provided with the product

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P12 Accredited and Certified Quality Management System Required
Evidence of a nationally accredited Quality Management System (QMS) is required for Rock West Composites to accept delivery of this purchase order. If a specific certification (i.e. ISO9001:2008 or AS9100:2009 rev C) is required that will be noted on the order.

P13 Notification of Nonconforming Product
Rock West Composites must be notified of any nonconforming product produced in fulfillment of this PO, regardless of disposition of the product.

P14 Approval for Nonconforming Product Disposition
The approval of Rock West Composites must be obtained for any disposition other than “scrap” of nonconforming product produced in the fulfillment of this order. Such dispositions would include, but not be limited to, rework, use-as-is or regrade (sell to another customer).


P15 Notification of Changes
Rock West Composites must be notified of changes in product and/or process, changes of suppliers and changes of manufacturing facility location before implementing such changes on product supplied on this purchase order.

P16 Flow Down of Requirements
Supplier and processors shall flow down all applicable requirements to all sub-tier suppliers and/or processors.

P17 Records Retention
All applicable records related to the fulfillment of this order shall be made available to Rock West Composites upon request for a period of seven (7) years.

P18 Right of Access
Right of access to the applicable areas of all facilities involved in the fulfillment of this order, at any level of the supply chain, shall be granted by the organization to Rock West Composites, Rock West Composites’ customer(s) and regulatory authorities. Right of access shall include access to applicable records.

P19 Corrective Action
Upon request from Rock West Composites, a corrective action shall be provided when it is determined that the supplier is responsible for a detected nonconformity. Failure to provide timely and/or effective corrective actions may result in loss of Rock West Composites supplier approval.

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P20 Special Process Sources

Where special processes are to be performed in the execution of this order, the special processes to be used shall be performed by customer-approved sources. Customer-approved sources shall be provided by Rock West Composites. Special processes are defined in the AS9100C:2009 international standard as processes where the resulting output cannot be verified by subsequent monitoring and measurement and, as a consequence, deficiencies become apparent only after the product is in use or the service has been delivered. Common examples of special processes include plating and welding processes.

Any special processes performed in the execution of this order shall have requirements for records determined in harmony with AS9100C clause 7.5.2 and records maintained for a minimum of seven (7) years.

P21 First Article Inspection


Full 100% inspection of all dimensions is required on the first article. A first article inspection report must be supplied to Rock West Composites indicating actual values of all dimensions. The first article inspection report can be documented in whatever format is appropriate, but following the AS9102 standard is strongly recommended. Inspected first article must be clearly marked and segregated if shipped with other production articles.

P22 Confidentiality

All products on this purchase order and related information, including drawings, are confidential and proprietary data originated by Rock West Composites. All design, manufacturing, reproduction, use and sale rights are expressly reserved. The recipient agrees by accepting this Purchase Order not to supply or disclose any information regarding it to any unauthorized person or to incorporate this data into any other design or use thereof. All patent rights are expressly reserved.

P23 Out-Time History Required

Product must be shipped with a record of recorded out-time, including monitoring during shipment via temperature recorder contained with product.

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P24 Counterfeit Parts Prevention

Counterfeit Goods are defined as goods or components that:

- Are an unauthorized copies or substitute of an Original Equipment Manufacturer (OEM) item.
- Are not traceable to an OEM sufficient to ensure authenticity in OEM design and manufacture.
- Do not contain proper external or internal materials or components required by the OEM or not constructed in accordance with OEM design.
- Have been reworked, remarked, relabeled, repaired, refurbished, or otherwise modified from OEM design but not disclosed as such or are represented as OEM authentic or new.
- Have not passed all OEM required testing, verification, screening, and quality control processes.

Rock West Composites suppliers/sub-suppliers will take appropriate measures to prevent the delivery of goods containing counterfeit parts/components or materials including:

- For parts/components, procurement from:
 - the OEM
 - OEM authorized supplier (must have OEM cert)
 - customer directed source
 - supplier that can provide:
 - OEM certs
 - Sufficient records providing unbroken supply chain traceability to the OEM
 - Test and inspection records demonstrating the item’s authenticity.
 - Note: Material certs will be available for all parts/components. Supplier is responsible for verifying chemistry of material certs.
- For raw material, verification to requirements provided on the material certs.
- For Commercial off the Shelf (COTS), verification to requirements on the Certificate of Conformance.


If Rock West Composites suppliers and/or sub-suppliers become aware of counterfeit goods, Control of Non-Conforming Material Procedure will be followed including potential disclosure to the customer.

P25 Acceptance Authority Media (media used to record the status of tasks/operations)

The supplier will assure that:

- Processes are accomplished prior to signing the process documentation (“stamp/sign as you go”)
- Processes are performed by those that are qualified/trained
- Assure that documentation is complete and corrected per industry standards
- Stamps used to approve product are appropriately controlled to prevent unintended/unapproved usage
- Staff is trained on the above criteria

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P26 Communication

All communication regarding any Purchase Order from Rock West Composites shall flow through the suppliers assigned Pruchaser and/or Rock West Composites Quality. At no time “unless formally instructed by Rock West Composites in advance” shall any supplier contact Rock West Composites’ customer regarding any work covered by a Rock West Composites Purchase Order. If Rock West Composites’ customer contacts the supplier regarding any work covered by a Rock West Composites Purchase Order, Rock West Composites shall be notified immediately.

P27 Foreign Object Debris/Damage (FOD)

Supplier will maintain a Foreign Object Damage/Foreign Object Debris (FOD) Prevention program that is capable to ensuring that product provided to Rock West Composites is free from FOD.