




Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 1 of 19	

Table of Contents

PURCHASE ORDER CLAUSES	3
P01 Age Sensitive Product	3
P02 Precision Parts	3
P03 SDS Sheet	3
P04 Traceability & ID	3
P05 Unique Identification (UID)	3
P06 Physical Material ID	3
P07 Exact Quantity	3
P08 Variable Quantity	3
P09 40°F Cold Storage Required	3
P10 0°F Cold Storage Required	4
P11 Certificate of Conformance Required	4
P12 Accredited and Certified Quality Management System Required	4
P13 Notification of Nonconforming Output	4
P14 Approval for Nonconforming Output Disposition	5
P15 Notification of Changes	5
P16 Flow Down of Requirements	5
P17 Records Retention	5
P18 Right of Access and Data Clearances	5
P19 Corrective Action	6
P20 Special Process Controls	6
P21 First Article Inspection per AS9102	6
P22 Confidentiality	7
P23 Out-Time History Required	7
P24 Counterfeit Materiel Prevention	8
P25 Acceptance Authority Media (media used to record the status of tasks/operations)	9
P26 Communication	9
P27 Foreign Object Debris/Damage (FOD) Prevention	9
P28 Awareness	9
P29 Traceability Requirement	10

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 2 of 19	

P30	External Provider Performance	10
P31	100% End Item Inspection.....	11
P32	Part Serialization	11
P33	Test Report Required	11
P34	Analysis Report Required	12
P35	End Item Data Package.....	13
P36	Instrumentation Calibration Service	14
P37	Source Inspection	15
P38	Packaging and Shipment	15
RECEIVING CLAUSES		16
R01	P-Clause Verification Required.....	16
R02	Deleted	16
R03	Transfer to Cold Storage.....	16
R04	High Value Item	16
R05	Time Sensitive/High Priority Shipment	16
R06	Transference to Tijuana Facility	16
R07	Additional Quality Inspection Required	16
R08	Quality Inspection Plan (QIP) Required.....	17
RECOMMENDED PURCHASE ORDER AND RECEIVING CLAUSES.....		18
AMENDMENT RECORD		19

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 3 of 19	

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

PURCHASE ORDER CLAUSES

Clause	Description
---------------	--------------------

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 product's baseline shelf life shall be remaining upon receipt to be accepted by Rock West Composites.

P02 Precision Parts

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

P03 SDS Sheet

Seller is required to provide a product- "Safety Data Sheet" (SDS) that meets current OSHA hazard communication standards on all potentially hazardous chemicals or materials that are being delivered to Rock West Composites.

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 shall 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 40°F Cold Storage Required

Product shall be shipped at 40°F or below and shall be accompanied by a calibrated temperature monitoring device.

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 4 of 19	

Clause	Description
--------	-------------

P10 0°F Cold Storage Required

Product shall be shipped at 0°F or below and shall be accompanied by a calibrated temperature monitoring device.

P11 Certificate of Conformance Required

Certificate of Conformance shall be provided with each shipment either on their packing list or attachments. The certificate of conformance shall be dated and bear the signature and title of an authorized supplier representative, stating that the materials furnished to Rock West Composites are in conformance with the applicable requirements of the contract, drawings, and specifications. The certificate of conformance shall validate that the form, fit, or function of the part has not changed since the part was purchased. It shall also state that the supporting documentation is on file and will be made available to Rock West Composites or any regulatory or statutory agency upon request.

The certificate of conformance shall state, at a minimum where applicable, the:


- Supplier's full name and address
- Rock West Composites' purchase order number
- Part number
- Part revision level
- First article inspection report number
- Serial numbers
- PO quantity
- Quantity shipped
- Lot/Date code
- List any authorized repair or use-as-is nonconformances
- Name of supplier's subcontractor and description of product(s), service(s), and/or process(es) provided
- Product weight
- Authorized signature and date

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. The specific certification (e.g., ISO9001, AS9100, ISO17025) shall be noted on the Purchase Order when required. Suppliers and their subcontractors shall comply with the most current version of the standard unless otherwise stated on the Purchase Order.

P13 Notification of Nonconforming Output

When a nonconformance is determined to exist or is suspected to exist on products, services, and/or processes provided to Rock West Composites under Contract by Rock West Composites' supplier or their subcontractor, supplier shall provide notice to Rock West Composites within three (3) business days (24-hours is preferred). Supplier shall notify Rock West Composites' Buyer by providing (e.g., emailing) their nonconformance report detailing, at a minimum, the purchase order and line-item number, part/service/process number or equivalent including revision level and/or date as applicable, should be and as-is condition, and containment actions taken. If the supplier does not have a media that complies with Rock West Composites' requirements, a form may be provided by Rock West Composites' quality assurance representative for submittal.

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 5 of 19	

Clause	Description
--------	-------------

P14 Approval for Nonconforming Output Disposition

Supplier shall maintain a documented process that identifies and controls nonconforming outputs and shall take prompt and effective action to correct and prevent recurrence of nonconformities, including those at the supplier's subcontractors. Reports of acceptance/qualification level test failures regardless of proposed disposition shall be submitted within twenty-four (24) hours of nonconformance determined. If supplier is uncertain as to the effect of the nonconformity on customer-specified requirements, contact Rock West Composites' Buyer.

The approval of Rock West Composites shall be obtained for dispositions of use-as-is or repair prior to shipment unless otherwise agreed upon with the Rock West Composites' Buyer.

P15 Notification of Changes

Rock West Composites shall be notified of changes in product and/or process, substitution of material components, changes of suppliers, and changes of manufacturing facility location before implementing such changes on product supplied on this purchase order. Notification shall be provided by email to Rock West Composites' Buyer within five (5) business days to allow Rock West Composites' Buyer time to act on the change, as required.

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

The supplier and their subcontractor(s) shall retain all records and documented information that demonstrates evidence of conformance to specified Purchase Order requirements for a period of seven (7) years unless otherwise stated on the Purchase Order. Records and documented information shall remain legible, readily available, and retrievable and shall be made available on a timely basis to the Buyer, Buyer's customer, or regulatory agencies upon request. The Buyer may request delivery of such records and documented information at no additional cost.

The supplier shall receive written approval from Rock West Composites' Buyer or Quality Representative prior to destruction of any records regardless of the required retention period. The method of destruction shall prevent any inadvertent release to any other entities.

P18 Right of Access and Data Clearances

Right of access and data clearances to the applicable areas of the facility involved in the fulfillment of this order at any level of the supply chain shall be granted by the supplier and their subcontractors to Rock West Composites, Rock West Composites' customer(s), and regulatory authorities within five (5) business days of the request. The method of data clearance shall be done to protect national security in accordance with NIST 800-171 requirements.

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 6 of 19	

Clause	Description
--------	-------------

P19 Corrective Action

Upon request from Rock West Composites' quality assurance representative, a corrective action shall be provided to the supplier when the supplier or their subcontractor is responsible for a determined nonconformity.

Supplier or their subcontractor shall:

- determine corrective action required to prevent cause recurrence within fifteen (15) business days of Rock West Composites' request to provide corrective action,
- implement the corrective action within fifteen (15) business days of determining the required corrective action, and
- provide objective evidence of corrective action effectivity within fifteen (15) business days of implementation.

Supplier or their subcontractor may request relief time from Rock West Composites' quality assurance representative. Rock West Composites' reserves the right to enforce the timeline stated or to provide relief. If dates are stated on the corrective action flowed to the supplier or their subcontractor, those dates shall supersede this clause.

Completed corrective actions shall be provided to Rock West Composites' quality assurance representative using supplier's or their subcontractor's corrective action media. If the supplier or their subcontractor does not have a corrective action media, a form may be provided by Rock West Composites' quality assurance representative for submittal. Rock West Composites' quality assurance representative shall review and provide final approval or rejection of corrective actions issued to supplier.

Failure to provide timely and/or effective corrective actions may result in loss of Rock West Composites' supplier approval.


P20 Special Process Controls

Where special processes are to be performed in the execution of this order, the special processes to be used shall be performed by Rock West Composites' approved sources. Sources shall be provided by Rock West Composites. Special processes are defined in the AS9100D 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 coatings applications including plating and welding processes.

It is highly recommended that the supplier and their subcontractors be Nadcap certified for the special process being performed, but certification is not required unless otherwise stated on the Purchase Order.

P21 First Article Inspection per AS9102

Full 100% inspection of all dimensions is required on the first article. A first article inspection report shall be supplied to Rock West Composites' quality assurance representative indicating actual values of all dimensions. The first article inspection report shall be documented per the AS9102 standard. Inspected first article shall be clearly marked and segregated if shipped with other production articles. All rules regarding the AS9102 standard apply. Suppliers or their subcontractors shall comply with the most current version of the AS9102 standard unless otherwise stated on the Purchase Order.

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 7 of 19	


Clause	Description
--------	-------------

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

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 8 of 19	

Clause	Description
--------	-------------

P24 Counterfeit Materiel Prevention

Rock West Composites is committed to preventing counterfeit materiel from entering the supply chain and requires its suppliers and subcontractors do the same.

Counterfeit materiel is defined as materials, parts, assemblies, or other procured items that:

- Have been confirmed to be a copy, imitation, or substitute that has been represented, identified, or marked as genuine, and/or altered by source without legal right with intent to mislead, deceive, or defraud
- Are an unauthorized copy 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 required by the OEM or are not constructed in accordance with OEM design and manufacture
- Have not passed all OEM required testing, verification, validation, screening, and/or quality control processes


Rock West Composites suppliers and sub-tier suppliers shall take appropriate measures to prevent suspect counterfeit or counterfeit materiel from entering the supply chain by:

- Procuring directly from the OEM
- Utilizing an OEM authorized supplier (shall provide OEM cert)
- Procuring from a customer directed source
- Ensuring that the supplier can provide:
 - OEM certs
 - Sufficient records providing unbroken supply chain traceability to the OEM
 - Test and inspection records demonstrating the item's authenticity
- Verifying raw material requirements as provided on the OEM cert
- Verifying requirements of Commercial Off the Shelf (COTS) products as provided on the certificate of conformance or other deliverable documentation

The supplier shall segregate and control suspect counterfeit or counterfeit materiel to ensure removal from the supply chain.

The supplier shall report suspect counterfeit or counterfeit materiel to the appropriate authorities including Rock West Composites' quality assurance representative when suspect counterfeit or counterfeit materiel are found by the supplier. Reporting shall occur in a timely fashion recommended no more than forty-eight (48) hours after determination.

It is highly recommended that the supplier and their subcontractors maintain a counterfeit materiel prevention program in accordance with AS6174 and/or AS5553 as applicable to the organization, but compliance to AS6174 and/or AS5553 is not required unless otherwise stated on the Purchase Order.

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 9 of 19	

Clause	Description
--------	-------------

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

P26 Communication

All communication regarding any Purchase Order from Rock West Composites shall flow through the suppliers assigned Buyer 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) Prevention


Supplier shall maintain a Foreign Object Damage/Foreign Object Debris (FOD) Prevention program that is capable to ensuring that product, service, and/or process provided to Rock West Composites is free from FOD.

It is highly recommended that the supplier and their subcontractors maintain a (FOD) prevention program in accordance with AS9146, but compliance to AS9146 is not required unless otherwise stated on the Purchase Order.

P28 Awareness

Supplier shall ensure that persons doing work under the organization’s control are aware of, as applicable to the organization:

- the quality policy and relevant quality objectives
- their contribution to the effectiveness of the quality management system, including the benefits of improved performance
- the implications of not conforming with the quality management system requirements
- relevant quality management system documented information and changes thereto
- their contribution to product, service, or process conformity
- their contribution to product safety
- the importance of ethical behavior

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 10 of 19	

Clause	Description
--------	-------------

P29 Traceability Requirement

Raw material shall be accompanied by documentation indicating chemical composition and/or actual physical properties identifiable to each lot, batch, or heat treat lot demonstrating that the raw material complies with the requirements of the applicable drawings and specifications. Documentation shall be kept on file (in accordance with P17) *and* submitted with the shipment. Documentation shall be validated by an authorized supplier representative. There shall be clear links that tie the entire certification package of the shipment together.

P30 External Provider Performance


Supplier's (i.e., External Provider) performance is essential to Rock West Composites' ability to deliver quality products, services, and processes on-time to our customers. Rock West Composites expects suppliers to have a cumulative score greater than or equal to 90% (see weighted scoring method in table below). Quality is measured by the supplier's ability to meet all contractual flow downs. On-time delivery is measured by the supplier's ability to deliver products, services, and/or processes to Rock West Composites dock/POC by the expected delivery date on the purchase order. Additional performance metrics that affect supplier status at Rock West Composites include responsiveness, cost, lead time, technical expertise and support, supplier evaluation from objective and reliable external sources including customers of supplier, Rock West Composites personnel experiences in doing business with the supplier, and the quantity of supplier corrective actions issued completed on-time versus late.

Score	Weight	Measurement
Quality	40%	QTY Line Items Received and Accepted v. Rejected
On-Time Delivery	40%	QTY Line Items Received Prior to, On the Expected Delivery Date, 1-7 Calendar Days After the Expected Delivery Date, or as approved by the Buyer v. 8+ Calendar Days After the Expected Delivery Date
General	10%	Defaulted at 100% unless additional performance metrics receive negative feedback from Buyers
SCARs	10%	QTY SCARs per Line Item Completed On-Time v. Completed Late

Suppliers will receive one of the following statuses based on their yearly measured performance (i.e., January to December of the same calendar year resetting each year). Status of "Approved" is ideal for suppliers. Status of "Conditional" permits Rock West Composites' Buyers to proceed at risk unless quality is an issue. Status of "Disapproved" permits Rock West Composites' Buyers to proceed with Quality Manager approval only.

Status	Purchase Status Description
Approved	Suppliers earn a status of "Approved" if their cumulative score is greater than or equal to 90%.
Conditional	Suppliers earn a status of "Conditional" if their cumulative score is less than 90% and greater than or equal to 75%.
Disapproved	Suppliers earn a status of "Disapproved" if their cumulative score is less than 75%.

Not all suppliers will be regularly provided a scorecard demonstrating their performance as measured by Rock West Composites. Failure to meet performance requirements may result in corrective action request and/or change in supplier's status on the approved supplier list.

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 11 of 19	

Clause	Description
--------	-------------

P31 100% End Item Inspection

Full 100% inspection of all dimensions is required on all deliverable parts or on a lot sampling basis per ISO 2859 or MIL-STD-1916 with written Rock West approval. A dimensional inspection report against a bubbled drawing that quantifies all non-reference dimensions, quantifies values respective to any geometric and dimensioning callouts, and shows compliance to all notes is required. The inspection report shall be documented in whatever format is appropriate. Inspection report shall call out the relevant serial number. If inspection is performed on a lot basis the report shall clearly indicate the serial number inspected and the serial numbers that are represented in that lot.

Exercise of this P-clause implies exercise of P32 for part serialization.

The inspection report shall be physically provided with the product and/or electronically via secure file share in accordance with NIST 800-171 to Rock West Composites' Buyer or quality assurance representative. Electronically provided is preferred.

P32 Part Serialization

Parts shall be serialized and controlled to the revision against which they are built. Serialization shall be a three (3) digit number starting from 001 and increments by one (1) regardless of revision unless otherwise contractually flowed. Parts shall be permanently labeled and/or bagged and tagged in a manner that allows for differentiation upon delivery.

The purchase order, drawing, specifications, or other contractually flowed documented information's serialization method requirement supersedes the serialization methods stated per this clause.

P33 Test Report Required


The test report shall include the following, at minimum:

- Company and site performing the test
- Individual performing the test
- Part numbers and serial numbers of parts test
- Any relevant specification to the test (e.g., ASTM or per part drawing)
- Relevant environmental information (temperature, humidity, etc.)
- Relevant test results
- Signature of authorized reviewer and/or performer

For structural or coupon tests, the following shall also be provided as part of the test report:

- Pictures of the test setup
- Pictures of the coupons prior to testing
- Pictures of the coupons after testing is complete

The test report shall be physically provided with the product and/or electronically via secure file share in accordance with NIST 800-171 to Rock West Composites' Buyer or quality assurance representative. Electronically provided is preferred.

Document Name: Purchase Order and Receiving Clauses				
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 12 of 19	


Clause	Description
--------	-------------

P34 Analysis Report Required

The analysis report shall include the following, at minimum:

- Company and site performing the analysis
- Individual performing the analysis
- Part numbers subject to the analysis report
- Documentation of all properties used for the analysis with cited sources or reasonable backup
- Analysis results for all required cases with calculated margins
- Signature of reviewer and/or performer

The analysis report shall be provided electronically via secure file share in accordance with NIST 800-171 to Rock West Composites' Buyer or quality assurance representative.

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 13 of 19	

Clause	Description
--------	-------------


P35	End Item Data Package
------------	------------------------------

The supplier shall provide an end item data package (EIDP) for product final acceptance. The EIDP shall include, at a minimum, the following where applicable:

- Supplier's Certificate of Conformance per P11
- Certificate of Conformance from sub-tier suppliers which contain the sub-tier supplier's name, location, contract number, part number and revision, and serial number
- Specification and/or drawing number and revision
- As-built configuration, including a parts list identifying all part numbers, revisions, serial numbers, lot numbers, quantities, manufacturer, consumed materials, and life limiting information such as shelf-life or number of cycles
- Proof of conformance to defined characteristics and source traceability of the raw material, including but not limited to, serial number, lot number, batch number, heat lot, country of origin, and any applicable requirements imposed by drawing, specification standards, or this purchase order
- Incorporated engineering change notices
- Type of inspection performed, equipment calibration log, and recorded results
- All acceptance or qualification test data and reports
- Total quantity of items tested, quantity of items accepted, and quantity of items rejected
- Recorded part mass
- Applicable Government-Industry Data Exchange Program (GIDEP) alerts, waivers, deviations, and incident reports

Buyer will refuse to accept the item if the supplier fails to submit certifications, documentation, test data, or reports required by this purchase order. Documentation will include evidence of Buyer's source inspection (if source inspection is performed). Written approval shall be obtained from the Buyer for any deviations to the EIDP and shall be provided with the EIDP.

The EIDP shall be physically provided with the product and/or electronically via secure file share in accordance with NIST 800-171 to Rock West Composites' Buyer or quality assurance representative. Electronically provided is preferred.

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 14 of 19	

Clause	Description
--------	-------------

P36 Instrumentation Calibration Service

Instrumentation calibration service shall be performed by the original equipment manufacturer (OEM), supplier, or supplier's subcontractor in accordance with a nationally or internationally recognized standard (e.g., NIST). ISO 17025 accreditation is preferred.


The Buyer shall be notified by email within two (2) business days prior to shipping or returning the instrument if a minimum test accuracy ratio of 4 to 1 is not achieved.

The supplier shall provide a copy of the calibration reports for each item by asset ID and/or serial number.

The calibration report shall include, at a minimum:

- Part number
- Serial number
- Actuals (as requested)
- Measurement uncertainty
- Environmental conditions
- Traceability for standards and equipment used during the calibration service
- Name or unique identifier of the person performing the calibration service
- Date of issue on the report
- Date of calibration performance
- As-found (if applicable) and as-left condition data

The calibration report shall be physically provided with the product and/or electronically via secure file share in accordance with NIST 800-171 to Rock West Composites' Buyer or quality assurance representative. Electronically provided is preferred.

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 15 of 19	

Clause	Description
--------	-------------

P37 Source Inspection

Buyer source inspection shall be performed as specified in the purchase order (e.g., in-process, final, testing). If no specific in-process inspection points are noted within this purchase order, only the end item will be inspected prior to final packaging and delivery.

Supplier shall furnish reasonable facilities and assistance, including contract documentation, quality records, and related data for the safe and efficient performance of the Buyer's source inspection.

Source inspection cannot be waived through verbal coordination. Source inspection can be waived through waiver or email coordination or update to the purchase order to remove this clause.


Supplier shall notify Buyer at least five (5) business days in advance of any proposed source inspection. Buyer source inspection does not preclude subsequent inspection, nor does it relieve the supplier of the responsibility to provide acceptable product. Source inspections may include Buyer personnel or contractors in addition to the Buyer's customer representatives and/or regulatory authorities.

Supplier shall include a copy of the Buyer's completed source inspection checklist with the shipping documentation package that accompanies the parts unless written waiver/email or deferral from Rock West Composites' Buyer or quality assurance representative directs otherwise. Any written waiver/email or deferral shall be included with the shipment.

P38 Packaging and Shipment

Good, accepted packaging practices that maintain product conformance and integrity through delivery are required for product shipped to Rock West Composites. Examples of good, accepted packaging practices includes, but is not limited to:

- Hardware is fully enclosed with packaging materials such as bubble wrap, foam, or other.
- Hardware does not come into direct contact with shipping container.
- Container can reasonably protect hardware while in transit (e.g., hard shell, wood crate, cardboard box, box in a box).
- Hardware and packaging materials are compatible.
- Environmental conditions are considered, and action taken as required to ensure product conformity while in transit (e.g., package can withstand rain).
- Hardware does not get contaminated or foreign object damage/debris (FOD) incorporated.
- Buyer flow downs per the purchase order are met (e.g., barrier, cushioning, packaging, including environmental packaging requirements flowed).

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 16 of 19	

RECEIVING CLAUSES

Clause	Description
--------	-------------

R01 P-Clause Verification Required

These products, services, and/or processes require P-Clause verification within the *External Provider Database* (RWC-QA-016) be completed by Quality Control or other competent authority before they can be released for use at Rock West Composites. Consult the PO and/or supporting documentation corresponding to each line item on the PO for the P-Clauses required for verification during receiving. Handling of products, services, and/or processes with P-Clause conformance or nonconformance shall be controlled in accordance with the *Receiving Procedure* (RWC-OP-004).

R02 Deleted

R03 Transfer to Cold Storage

These products shall be placed into cold storage immediately upon arrival.

R04 High Value Item

These products are deemed high value items by the Buyer. Notification shall be provided immediately upon receipt of these items, and the items are to be segregated from other incoming shipments.

R05 Time Sensitive/High Priority Shipment

These products are required ASAP. These products shall be inspected per the PO when they arrive, without delay. Notification shall be provided immediately upon receipt of these items to the Buyer advising of status.

R06 Transference to Tijuana Facility


These products are to be segregated, labeled, and cataloged for transfer.

The following conditions are required for ALL transfers to the Tijuana facility:

- A **COMMERCIAL INFORMATION LABEL** (RWC-FRM-274) is required on each box.
- A “**KEEP REFRIGERATED**” label is required on all boxes that need to be refrigerated.
- Only use CERTIFIED PALLETS.
- All part numbers on the packing slip and commercial information labels **must match**.
- **Do not add** material that is not on the packing slip.
- Provide Notice to Tijuana Shipping/Receiving when you are planning to ship materials.


R07 Additional Quality Inspection Required

These products, services, and/or processes require additional quality inspection be performed by Quality Control or other competent authority prior to release to production in accordance with an Inspection Service Request (ISR), Quality Assurance Plan (QAP), or other. Examples of additional quality inspection may include dimensional verification, special process certificate verification, sampling inspection, FAI per AS9102, RF testing, Articulated Arm / Laser Tracker / Fixed CMM scan, etc. Record shall be maintained as appropriate to the inspection being performed.

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 17 of 19	

Clause	Description
--------	-------------

R08	Quality Inspection Plan (QIP) Required These products, services, and/or processes require a <i>Quality Inspection Plan</i> (QIP) (RW-FRM-004) be completed by Quality Control or other competent authority prior to release to production in accordance with the <i>Incoming Shipment Receiving Procedure</i> (RW-OP-004). The QIP shall be provided by the Buyer or delegated authority prior to receipt. Record shall be maintained in accordance with the <i>Quality Inspection Plan Flowchart</i> (RW-OP-033).
------------	--

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 18 of 19	


RECOMMENDED PURCHASE ORDER AND RECEIVING CLAUSES

1. The minimum recommended Purchase Order and Receiving clauses per item or service being purchased are stated in Table I.
2. Items below may not be considered "critical items" on all programs. The Program Manager and/or Quality Representative is responsible for assessing which items are deemed "critical" during contract review. Critical items procured by the San Diego South facility require R01, and critical items procured by the Salt Lake City facility require R08.
3. All Purchase Orders of critical items shall have the following PO clauses, at a minimum, when applicable: P13, P14, P15, P16, P17, P18, P19, P22, P24, P25, P26, P27, P28, and P30.
4. Notify the Quality Manager if the item/service required does not fall under one of the categories listed so that they may provide direction.

Table I. Recommended Purchase Order and Receiving Clauses for Items and Services.

Category	Purchase Order Clauses*	Receiving Clauses*
Item: Chemicals (resin systems, adhesives, coatings)	P13, P14, P15, P16, P17, P18, P19, P22, P24, P25, P26, P27, P28, P30 plus P01, P03, P04, P06, P11, P29, P38	R01/R08
Item: Dry Composite Components (cores, dry fabric, plates, veil)	P13, P14, P15, P16, P17, P18, P19, P22, P24, P25, P26, P27, P28, P30 plus P03, P04, P06, P11, P29, P38	R01/R08
Item: Flight Hardware (nuts, bolts, washers)	P13, P14, P15, P16, P17, P18, P19, P22, P24, P25, P26, P27, P28, P30 plus P06, P07, P11, P29, P38	R01/R08
Item: Pre-Pregs & Film Adhesives (cold materials)	P13, P14, P15, P16, P17, P18, P19, P22, P24, P25, P26, P27, P28, P30 plus P01, P03, P04, P06, P10, P11, P23, P29, P38	R01/R08 plus R03
Item: Purchased Finished Goods (distribution, COTS)	P13, P14, P15, P16, P17, P18, P19, P22, P24, P25, P26, P27, P28, P30 plus P06, P38	R01/R08
Item/Serv: Measurement Equipment & Calibration (calipers, gauges)	P13, P14, P15, P16, P17, P18, P19, P22, P24, P25, P26, P27, P28, P30 plus P05, P11, P12, P36, P38	R01/R08 plus R07
Serv: 3D Inspection (laser scanning, CMM)	P13, P14, P15, P16, P17, P18, P19, P22, P24, P25, P26, P27, P28, P30 plus P02, P05, P11, P31, P38	R01/R08 plus R07
Serv: Analysis (quantitative, no physical items)	P13, P14, P15, P16, P17, P18, P19, P22, P24, P25, P26, P27, P28, P30 plus P05, P11, P12, P34	R01/R08 plus R07
Serv: Curing (ovens, autoclaves)	P13, P14, P15, P16, P17, P18, P19, P22, P24, P25, P26, P27, P28, P30 plus P02, P05, P11, P29, P38	R01/R08
Serv: Fabrication (machining, molds, tools, laser/water jet cutting)	P13, P14, P15, P16, P17, P18, P19, P22, P24, P25, P26, P27, P28, P30 plus P02, P05, P11, P21, P31, P38	R01/R08 plus R07
Serv: Special Processes (anodizing, coatings, welding)	P13, P14, P15, P16, P17, P18, P19, P22, P24, P25, P26, P27, P28, P30 plus P02, P05, P11, P20, P29, P38	R01/R08
Serv: Testing (non-destructive, structural, coupons)	P13, P14, P15, P16, P17, P18, P19, P22, P24, P25, P26, P27, P28, P30 plus P02, P05, P11, P12, P13, P33, P38	R01/R08 plus R07

* Minimum recommended.

Document Name: Purchase Order and Receiving Clauses				Rock West 
Document No: RWC-QA-161	Date: 2024-08-01	Revision: C	Page: Page 19 of 19	

AMENDMENT RECORD

Rev	Revision Author	Revision Notes	Date Released
A	Alyson Bonomini	Original	2023-04-21
B	Alyson Bonomini	Updated controls for adherence to the most current standard unless otherwise stated on the Purchase Order (P12 Accredited and Certified Quality Management System Required and P21 First Article Inspection per AS9102). Updated record retention requirements (P17 Records Retention). Updated the standard referenced (P20 Special Process Controls). Updated supplier performance measurement (P30 External Provider Performance). Updated transfer requirements to the Tijuana facility (R06 Transference to Tijuana Facility). Updated facility name for San Diego South (2).	2023-11-21
C	Alyson Bonomini	Updated Table I of Recommended Purchase Order and Receiving Clauses for Items and Services with new categories and groupings to simplify selection within ERP for purchasing and reduce risk of error.	2024-08-01