



SUPPLIER QUALITY ASSURANCE REQUIREMENTS (SQARs)

SQAR 01 – General

QA-01 CERTIFICATION OF COMPLIANCE

Certification documents are required from supplier and sub-tier supplier, and shall be identified with, and include the following: our purchase order number, item number, quantity, lot number and/or serial number, D.O.M., part number and revision as specified on PO, signature, title, and date by an authorized representative of the issuing organization.

QA-05 RoHS COMPLIANT MATERIAL REQUIRED-CERTIFICATION NEEDED (*WHEN SPECIFIED*) Material must be RoHS compliant.

QA-08 QUALITY SYSTEM REQUIREMENTS AND FLOWDOWN TO SUPPLIERS

Supplier shall implement and maintain a quality management system that complies with ISO 9001/AS9100 or an equivalent system that provides adequate inspection to verify that the product supplied is in full compliance with the purchase order requirements and all applicable specifications. Compliance with these requirements are subject to audit by Senseeker Engineering. **Supplier will flow-down all applicable requirements of the purchase order to their suppliers to ensure conformance with all specifications, drawings, quality system requirements (i.e. ISO9001, AS9100, or other QMS), regulations/laws, and other requirements, including key characteristics, as may be specified in the purchase order.**

******Critical: if a supplier holds an AS9100, ISO 9001 or similar quality management certification, they are to advise us if their certification has expired as well as send us their new certifications upon their renewal******

QA-13 CONFIGURATION MANAGEMENT

Supplier shall notify buyer immediately of any changes to the characteristics or configuration of the product and/or processes used to manufacture the product. When required, supplier shall obtain written approval of changes from Senseeker Engineering.

QA-15 PACKAGING / HANDLING (*WHEN SPECIFIED*)

Product intended for delivery to Senseeker Engineering materials shall be handled and packaged in manner as necessary to prevent damage during handling and transit.

- **QA-15A:** Hazardous materials, as defined by the EPA, shall be packed and clearly identify in such manner as to include any and all special handling, packaging, storage, environmental, or other requirements imposed by status of regulation. (MSDS must be included with each shipment.)



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QA-17 LIMITED SHELF LIFE MATERIAL (*WHEN SPECIFIED*)

The seller shall identify each item, package, or container that has a limited-calendar-shelf life material with the manufacture date, storage temperature, special handling conditions and requirements. Suppliers are not to ship expired materials to Senseeker Engineering. In addition to the normal identification requirement of name, part number, specification number, type, size, quantity and manufacturers recommended shelf life, this identification, including special handling condition and requirements, shall be recorded on certifications and shipping documents for the material. **Materials at the time of receipt at Senseeker Engineering shall have a minimum of 80% of their shelf life remaining.**

QA-18 QUALITY RECORDS (*APPLIES TO ALL PURCHASE ORDERS*)

All quality records are to be legible, reproducible, and identifiable to the purchase order. Quality records are to be stored and maintained in such a way that they are readily retrievable in facilities that provide a suitable environment to minimize deterioration or damage and to prevent loss. This applies to our suppliers and any lower-tier suppliers. Retention period for quality records is 10 years unless otherwise specified. Senseeker Engineering, our customers, or regulatory agency representative shall have access to review quality records as they pertain to this order.

QA-22 COUNTERFEIT MATERIAL /REQUIREMENT FOR COUNTERFEIT MATERIAL CONTROL

The supplier shall have processes and control to ensure that no counterfeit materials are delivered to Senseeker Engineering. Or to Senseeker Engineering customers. Supplier shall have a process that is compliant to **AS6174**, as a whole, and specifically have processes in place to support all the requirements of a Counterfeit control plan. Supplier shall maintain documentation, i.e. certificates of manufacture, certificates of conformance, independent 3rd party testing, and other documentation necessary to assure traceability to the original equipment manufacturer (OEM). Documentation shall be maintained per record retention requirement flow down, and be available upon request. Suppliers are expected to flow down this requirement to all their suppliers back to the original manufacturer. Suppliers are required to assure full compliance thru audits, 3rd party audits, random compliance testing, etc.

QA-24 NO CHANGES WITHOUT APPROVAL

Supplier must notify Senseeker Engineering in writing if there is any plan of making changes in material, process, tooling, location, personnel (training) that will affect form, fit, and function of the product, prior to fulfilling Senseeker Engineering purchase orders. Senseeker Engineering must approve any/all changes in writing.

QA-26 CONFLICT MINERALS (*WHEN SPECIFIED*)

Supplier shall comply with Section 1502 of Dodd-Frank Act and its implementing regulations. Supplier shall commit to have in place a supply chain policy that makes a reasonable inquiry into the country of origin of conflict minerals incorporated into products provided to Senseeker Engineering, and to report those findings to Senseeker Engineering.



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QA-28 MEASURING AND TEST EQUIPMENT

Supplier shall be responsible for validating the accuracy and stability of tools, gauges, and test to ANSI/NCSL Z540.3 or national or international equivalent, which are used to demonstrate that items conform. Documented schedules shall be maintained to provide for periodic calibration traceable to international or national standards bodies such as the national institute of standards & technology (NIST). Objective evidence of calibrations shall be recorded and made available for Senseeker Engineering to review upon request. If calibrations labs are used for calibration of certain test equipment, it is preferred that the supplier use a calibration lab that is accredited to ISO/IEC 17025.

QA-30 PRODUCT AND SERVICE CONFORMITY, PRODUCT SAFETY, IMPORTANCE OF ETHICAL BEHAVIOR

Supplier shall be aware of their contribution to product and service conformity as per applicable Senseeker Engineering spec and flow down requirements, their contribution to product safety (including any applicable functional or electrical testing), and the importance of ethical behavior.