



Supplier Quality Requirements Subcontract Services

PF # : 059-S
Rev : 05
Date : 07/18/2018
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Purpose/Scope	To communicate the quality requirements of Patriot Forge Co. to providers of subcontract services as it applies to the conditions invoked on the Purchase Order (PO).
Responsibility	The owner of this Spec is the Quality Manager. The owner is responsible for ensuring that the information contained within this document is accurate and up to date and that revisions are made, submitted for review as required, and issued.
Related Docs:	PS060 Purchase of Services, PF094 Nuclear Audited C of C Template, PF095 C of C Template, and 10CFR21 as it applies to the PO.
Training:	Training in this document is required by all personnel that engage in the purchase of subcontract services.

Quality Management System	All suppliers are required to have an implemented quality management system in accordance with accepted international standards. If no Quality System is implemented Patriot Forge quality system rules can be used for sub-contract machine shops.
Right of Access	<ol style="list-style-type: none">1. For purposes of inspection and expediting of the services covered by Patriot Forge Co. PO's or work thereon, Patriot Forge Co. reserves the right of access by Patriot Forge Co. personnel, their customer, and regulatory authorities to the applicable areas of all supplier facilities, at any level of the customer's supply chain, involved in the work indicated on the Patriot Forge Co PO and to all applicable records.2. Any approval by such representative shall not relieve the Supplier from the obligation to comply with the requirements of the Patriot Forge Co. PO and this document (PF059-S) in every respect.
Purchase Orders	The Patriot Forge Purchase Order communicated to the supplier will outline the applicable processes, products, and services to be provided including any relevant technical data.

Owner: Supply Chain Manager- Randy Coomber

Approval: Quality Manager – B. Schoenfeldt

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Nuclear Safety Orders	<p>When the PO designates the work to be nuclear, the following documents apply.</p> <ol style="list-style-type: none">1. ASME Section III, NCA 3800 applies.2. 10 CFR 50, Appendix B applies.3. 10 CFR 21 Applies.4. ASME NQA-1, Part 1 Applies.
Quality System Records	<ol style="list-style-type: none">1. Supplier shall preserve all quality system records created by and/or necessary to verify product and process conformance for a period of 10 years from completion of the PO.
Notification of Change	<ol style="list-style-type: none">1. The supplier will notify Patriot Forge Co. of any change in product and/or process, changes of suppliers and changes of manufacturing facility location.
Approval	<p>If approval of products, services, methods, processes, equipment, or the release of product is required it will be outlined on the Patriot Forge purchase order.</p>
Subcontracting	<ol style="list-style-type: none">1. No subcontracting of operations directly related to Patriot Forge Co. PO's is allowed except with Patriot Forge Co.'s prior written approval.2. Where subcontracting is permitted by Patriot Forge Co., the supplier shall pass on all of the Patriot Forge Co. PO requirements to their supplier.3. For each Patriot Forge Co. approved subcontracted requirement performed by the supplier, a Certificate of Compliance will be required (see section 7 items 1-6).4. Supplier retains responsibility for meeting quality requirements on any subcontracted operations or services.

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Competence	<p>All employees involved in processing Patriot Forge orders shall be determined to be competent by the supplier. Any qualification requirements will be specified by Patriot Forge on the purchase order.</p> <p>All supplier employees shall be aware of:</p> <ol style="list-style-type: none">1. Their contribution to product or service conformity.2. Their contribution to Product Safety.3. The importance of ethical behavior.
Calibration	<ol style="list-style-type: none">1. The use of calibrated instruments is required to verify compliance with the requirements of the Patriot Forge Co. PO. The supplier's Certificate of Compliance shall identify the serial #s of the instruments used to verify compliance. Proof of calibration shall be available upon request. For guidelines on use of calibrated instruments or for further information, contact Patriot Forge Co.'s Quality department.
Communication	<p>All suppliers are to communicate with Patriot Forge using e-mail, telephone, fax, or letter as appropriate to the situation.</p>
Control and Monitoring	<p>Patriot Forge analyzes supplier performance based on scrap percentage and on-time delivery. The supplier will be notified if results indicate action required on their part. Thresholds are defined annually by Patriot Forge.</p>
Source Inspection	<p>Any required inspections on the supplier's premises by Patriot Forge or its customers will be indicated on the Patriot Forge purchase order.</p>
Statistical Techniques	<p>Product acceptance shall not be based on statistical techniques.</p>
Counterfeit Parts	<p>Suppliers shall have adequate controls to prevent the use of counterfeit items.</p>

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<p>Certificate of Compliance</p>	<p>A Certificate of Compliance shall be provided for all service work performed. It shall contain:</p> <ol style="list-style-type: none">1. A listing of in-house operations performed, including address at which they were performed.2. Identification of the formal Quality Program (rev/date) in effect during processing (for Suppliers that do not have a formal quality program, list the Patriot Forge Co. document which specifies quality requirements, e.g., PS069).3. Mercury free statement.4. No Weld Repair statement.5. The verbatim statement – “The recording of false, fictitious or fraudulent statements or entries on this document may be punishable as a felony under Federal Statutes”.6. Note: Patriot Forge Co. will provide an approved Certificate of Compliance template if the supplier does not have their own. Please request it from the Patriot Forge Co. Quality department if required.
<p>Product Conformance, Warranty and Disclosure of Non-Conformances</p>	<ol style="list-style-type: none">1. The supplier guarantees that all goods and services covered by the Patriot Forge Co. PO shall conform to the specifications, drawings, samples or other description described therein; shall be fit and sufficient for the purpose intended, merchantable, of good material and workmanship and free from defect, and that goods and services of supplier’s design will be free from defect in design.2. Known or suspected nonconformance with the requirements of the Patriot Forge Co. PO shall be brought to the attention the Patriot Forge Co. Quality department for review and written acceptance <i>prior to shipment</i>. Known or suspected nonconformance with requirements <i>detected after shipment</i> shall be brought to the attention of Patriot Forge Co.’s Quality department in writing as soon as possible, e.g., if linked material or related processes are found to be defective at another customer.

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**Marking/
Identification**

This section is applicable to all suppliers that perform work on and return Patriot Forge Co. production parts. Subcontracted testing and calibration suppliers only need to adequately identify test samples or measuring and test equipment as required.

1. Part identity shall be maintained. For operations where removal of markings is required, restore any removed markings before the completion of the processing step.
2. Heat#, grade identification and Patriot Forge Co. ingot/billet # are the standard of identification for ingot and billet material. If any of these pieces of identification is lost, immediately contact the Patriot Forge Co. Quality department.
3. Once ingot/billet material is applied to a Shop Order, the SO# becomes the unique identifier and key to traceability. If the SO# identification is lost, immediately contact the Patriot Forge Co. Quality department.
4. On Shop Orders with multiple parts, serialization shall be maintained. If loss of serialization occurs, or if uncertain how to establish serialization as multi-piece parts are separated, contact the Patriot Forge Co. Quality department.
5. Material received with incomplete or illegible markings will be returned to Supplier for correction at the Supplier's expense.
6. Nuclear safety orders typically restrict the use of certain markers on machined product. Markers must meet the following limitations to be used on any material identified as nuclear:
 - Water Leachable Chlorides – 100ppm
 - Chloride & Fluoride Compounds Combined – 200ppm
 - Sulphur and its Compounds – 250ppm
 - Bromides – 250ppm
 - Phosphorous – 250ppmIf unsure or unable to meet these requirements contact the issuer of the PO and suitable markers will be provided.



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Handling/ Processing Restrictions	<ol style="list-style-type: none">1. Contact with mercury, or any mercury device is prohibited.2. No welding or weld repair is permitted without Patriot Forge Co.'s prior written approval.3. Supplier shall be responsible for ensuring that the material is free from radioactive contamination.
Acceptance and Delivery Commitment	<ol style="list-style-type: none">1. By acknowledging receipt of the Patriot Forge Co. PO (or by shipping the goods or performing the services called for by the PO), the supplier agrees to the terms and conditions of sale contained on the PO. Any additional or different terms or conditions contained in any acknowledgement of the PO by the supplier shall be deemed objected to by Patriot Forge Co. without the need of further notice of objection and shall be of no effect nor in any circumstance binding upon Patriot Forge Co. unless accepted by Patriot Forge Co. in writing. Acceptance or rejection by Patriot Forge Co. of any such additional terms or conditions shall not constitute an acceptance of any additional term or condition on any other PO.2. Order must be acknowledged via e-mail to the issuer of the PO, using a duplicate of the supplier's acknowledgement document, giving definite shipment date and confirming prices.3. Early deliveries (more than 1 week early) shall not be shipped without written authorization by the issuer of the PO. Patriot Forge Co. shall be notified ASAP of any significant risk of, or certain delay in delivery of the service. <p>Sections 2 and 3 may not apply to suppliers with blanket PO's. If a blanket PO is in effect, the terms contained within that PO apply.</p>
Required Documents - All Shipments	<p>This section is only applicable to service suppliers who handle Patriot Forge Co. production parts.</p> <ol style="list-style-type: none">1. Every part or package of parts and all related paperwork shall be marked with a minimum of:<ol style="list-style-type: none">a. The Patriot Forge Co. Shop Order #, including serialization.b. Other information as specifically identified on the PO.

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<p align="center">Freight</p>	<p>This section is only applicable to service suppliers who handle Patriot Forge Co. production parts.</p> <ol style="list-style-type: none"> 1. All parts must be loaded suitably to ensure forklift or overhead crane removal, as applicable. 2. Supplier must pay freight both ways on rejected material. 3. If no applicable pre-existing freight agreement exists with Patriot Forge Co., contact Patriot Forge Co.'s Traffic Department for further instructions on how to ship the product. 4. Supplier accepts responsibility for back charges if material is unable to be unloaded or is rejected due to the above restrictions not being adhered to.
<p align="center">Canadian Shipments Originating in the USA</p>	<p>This section is only applicable to service suppliers who handle Patriot Forge Co. production parts.</p> <ol style="list-style-type: none"> 1. Goods being shipped by US suppliers to any Canadian division of Patriot Forge Co. MUST HAVE a Commercial Invoice with Country of Manufacture and Currency. 2. North American suppliers who have not provided a blanket NAFTA certificate must indicate on packing slip if "goods qualify for NAFTA" and where so, submit a NAFTA certificate with shipment. 3. Shipping instructions to Canada – Canadian shipments to be cleared at Canada Customs by WG McKay Customs Brokers.
<p align="center">REACH and RoHS</p>	<p>This Section applies only to service providers that handle Patriot Forge Parts/Equipment.</p> <ol style="list-style-type: none"> 1. All services are performed in compliance with REACH and RoHS requirements.

Rev#	Date	Revisions	Training Required For:
0	3/17/11	New Document	Per training section
1	09/30/13	Revised to add the requirements of 7.4.2 as per BC-2	Per training section
2	09/30/14	Changed Owner to J. Lapos. Added acknowledgement section.	Notification only.
3	12/11/2015	Removed Section 8 subsection 3. Section 9, 11, 12, 13, and 14 revised to indicate exceptions. Wording in numerous sections updated for clarity.	Notification only.
4	01/29/2016	Added REACH and RoHS requirements section.	Notification only.
5	07/18/2018	Updated to include AS9100D requirements.	Notification only.

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