



Supplier Quality Requirements

SQR-01

Revision: Rev.00

Effective: 8/27/2026

Approved By: President

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Purpose

This document establishes the standard quality requirements applicable to external providers when incorporated by reference into United Machining Service purchase orders to ensure applicable quality, customer, statutory, regulatory, contractual, and flowed-down requirements are communicated and maintained.

Scope

This document applies to external providers supplying products, processes, or services to United Machining Service when SQR-01 is incorporated by reference into the applicable purchase order. Requirements apply to the extent applicable to the product, process, or service being provided.

References

- SOP-8.4 – Purchasing and Supplier Control
- SOP-7.5 – Control of Documented Information

Website Display Instructions

Publish the supplier-facing content beginning with the “**Supplier Quality Requirements**” heading and continuing through the end of **Section 12 – Order of Precedence and Acceptance**.

The current approved Supplier Quality Requirements shall be published at the designated UMS webpage:

unitedmaching.com/supplier-quality-requirements

The following statement, or similar language, is used on applicable UMS purchase orders to incorporate SQR-01 by reference:

“UMS Supplier Quality Requirements (SQR-01) apply to this purchase order: unitedmaching.com/supplier-quality-requirements.”

Display the following document-control information prominently near the top of the page:

SQR-01 | Rev.00 | Effective Date: 8/27/2026

The website content shall match the current approved revision of **SQR-01 – Supplier Quality Requirements** maintained on the company network. Do not independently edit, paraphrase, or modify the requirements on the website.

The cover page, Table of Contents, Purpose, Scope, References, Website Display Instructions, and Revision History are not required to be displayed on the website.

At the bottom of the page, display:

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Supplier Quality Requirements

These Supplier Quality Requirements apply to purchase orders issued by United Machining Service, LLC (UMS) when incorporated by reference. Requirements apply to the extent applicable to the product, process, or service being provided and in addition to requirements specified on the purchase order, drawing, specification, customer requirement, or other purchasing documentation.

The supplier is responsible for reviewing and understanding all applicable requirements prior to acceptance and performance of the purchase order. Questions, conflicts, or ambiguities shall be resolved with UMS before proceeding with affected work.

1. Purchase Order Requirements

Suppliers shall comply with all applicable requirements identified on the UMS purchase order and associated purchasing documentation, including, as applicable:

- drawings, specifications, revisions, and other applicable technical data,
- quantity and acceptance requirements,
- special requirements, critical items, and key characteristics,
- process and special process requirements,
- inspection, testing, verification, and validation requirements,
- certification and documentation requirements, and
- applicable customer, statutory, regulatory, and contractual requirements.

Where required by the purchase order, suppliers shall provide applicable Certificates of Conformance, material certifications, special process certifications, test or inspection reports, or other release documentation demonstrating conformity to specified requirements.

2. Approvals, Qualifications, and Quality Management System Requirements

Where specified, suppliers shall maintain applicable approvals, certifications, qualifications, licenses, training, or other evidence of competence necessary to perform the required product, process, or service.

Applicable requirements may include approval or qualification of products, services, processes, equipment, personnel, or release activities.

Suppliers performing special processes shall maintain required process validation, qualification, accreditation, and customer approval, as applicable.

Where required by the purchase order, customer, contract, regulatory requirement, or UMS, suppliers shall maintain applicable Quality Management System certifications or approvals, which may include AS9100, ISO 9001, customer-specific approvals, or other required qualifications.

Suppliers shall notify UMS of suspension, expiration, withdrawal, loss, or other significant changes to required certification, accreditation, or approval status.

3. Product and Process Conformity

Suppliers are responsible for ensuring that products, processes, and services provided to UMS conform to all applicable purchasing requirements.

Suppliers shall perform appropriate inspections, tests, process controls, and other verification activities necessary to demonstrate conformity to applicable requirements.

Suppliers and personnel performing work affecting UMS products or services shall be aware of their contribution to:

- product or service conformity,
- product safety, where applicable, and
- the importance of ethical behavior.

4. Product Safety

Where product safety requirements apply, suppliers shall maintain appropriate controls necessary to ensure product safety throughout applicable processing.

Suppliers shall promptly notify UMS of identified or suspected product-safety concerns affecting products, materials, processes, or services provided to UMS.

Applicable product identification and traceability shall be maintained as required.

5. Counterfeit Parts Prevention

Suppliers shall implement applicable controls to prevent the use or delivery of counterfeit or suspect counterfeit parts, materials, or associated documentation.

Where applicable, parts and materials shall be obtained from authorized or otherwise approved sources, and appropriate traceability shall be maintained when required by the purchase order, customer, specification, or applicable contractual requirement.

Suppliers shall promptly notify UMS of known or suspected counterfeit conditions affecting products or materials supplied or intended to be supplied to UMS.

6. Nonconforming Product, Process, or Service

Suppliers shall promptly notify UMS of nonconforming products, processes, or services that affect or may affect conformity to purchase order requirements.

Nonconforming or deviated product shall not knowingly be delivered to UMS without prior notification and approval when required.

Suppliers shall obtain UMS approval before use-as-is, repair, deviation from specified requirements, or other disposition when UMS or customer authorization is required.

If a nonconformity affecting supplied product or service is discovered after delivery, the supplier shall promptly notify UMS and provide sufficient information to identify the affected product or service.

Supplier corrective action shall be provided when requested by UMS.

7. Change Notification

Suppliers shall notify UMS prior to implementing changes that may affect product or service conformity or applicable approvals, including, as applicable, changes involving:

- product or process design,
- manufacturing or processing location,
- ownership or organizational control,
- sub-tier suppliers,
- special processes,
- materials,
- manufacturing methods,
- equipment,
- key personnel, or
- Quality Management System certification or approval status.

Changes requiring customer, regulatory, or UMS approval shall not be implemented until required approval has been obtained.

8. Verification and Right of Access

Where applicable, UMS, its customers, and applicable regulatory authorities shall have right of access to relevant areas of the supplier's facilities and applicable documented information associated with the purchase order.

Access may include activities such as:

- review of applicable records,
- audits,
- source inspection,
- product or process verification,
- validation activities, or
- verification of compliance with applicable requirements.

Where specified, suppliers shall provide test specimens, samples, coupons, or other representative material required for inspection, investigation, verification, validation, design approval, or auditing purposes.

Verification, inspection, or acceptance by UMS or its customer does not relieve the supplier of responsibility for conformity to applicable requirements.

Applicable right-of-access requirements shall be flowed down to sub-tier suppliers and external providers where required.

9. Records and Documented Information

Suppliers shall establish and maintain records necessary to demonstrate conformity to applicable purchase order requirements.

Applicable records may include:

- Certificates of Conformance,
- material certifications,
- inspection and test records,
- special process certifications,
- applicable calibration records,
- traceability records,
- nonconformance and corrective-action records, and
- other records required by the purchase order or applicable specification.

Records shall remain legible, identifiable, retrievable, and protected from unintended alteration, deterioration, damage, or loss for the applicable retention period.

Records shall be retained for a minimum of seven (7) years after completion of the purchase order, unless a longer retention period is specified by the purchase order, customer, contract, specification, or applicable statutory or regulatory requirement.

Applicable records shall be made available to UMS, its customers, or regulatory authorities upon request where required.

10. Sub-Tier Supplier Flowdown

Suppliers shall flow down to their external providers, at all applicable levels of the supply chain, requirements necessary to ensure conformity with the UMS purchase order.

Applicable flowdown requirements may include:

- drawings, specifications, and revision requirements,
- customer requirements,

- statutory and regulatory requirements,
- technical and quality requirements,
- special requirements, critical items, and key characteristics,
- special process requirements,
- product safety requirements,
- counterfeit prevention requirements,
- traceability and record requirements,
- right-of-access requirements, and
- other requirements identified by UMS or the applicable purchase order.

The supplier remains responsible for conformity of products, processes, and services provided by its sub-tier suppliers and external providers.

11. Ethical Conduct

Suppliers shall conduct activities associated with UMS purchase orders in an ethical manner and ensure personnel performing work affecting UMS products or services understand the importance of ethical behavior.

Suppliers shall promptly communicate to UMS any known condition involving falsification of records, fraudulent documentation, deliberate misrepresentation, or other unethical conduct that may affect product or service conformity.

12. Order of Precedence and Acceptance

Purchase-order-specific requirements, drawings, specifications, customer requirements, statutory and regulatory requirements, and other requirements specifically identified by UMS shall take precedence over these general Supplier Quality Requirements where they establish additional or more stringent requirements.

The supplier shall notify UMS of any identified conflict or ambiguity between applicable requirements before proceeding with affected work.

Unless otherwise specified, the applicable revision of SQR-01 shall be the revision in effect on the date the purchase order is issued.

Acceptance or performance of a UMS purchase order incorporating these Supplier Quality Requirements constitutes acknowledgment and acceptance of the applicable requirements contained herein.

The supplier is responsible for ensuring that applicable requirements are communicated to personnel and sub-tier suppliers involved in fulfillment of the UMS purchase order.

Revision History

Revisions to this document shall be reviewed, approved, and controlled to ensure current approved information remains available for use.

Revision	Effective Date	Description of Change	Approved By
Rev.00	8/27/2026	Initial Release	President