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|  | <h1>Q-Notes</h1> | Form #: | Rev. |
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| Approver: <i>Am Arter</i> | Date: 9/21/21 |
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| Q1 | <p>Flow Down of Requirements</p> <p>The requirements of this order must be flowed down to all sub-tier suppliers used in the performance of this order.</p> |
| Q2 | <p>Quality Management System</p> <p>The Seller is required to complete a Supplier Questionnaire and have a Dynawave approved Quality Management System.</p> |
| Q3 | <p>Communication</p> <p>All communication shall be in the English language and includes all documentation provided to Seller in the performance of this order.</p> |
| Q4 | <p>DFAR's Compliance</p> <p>The use of DFAR's 252.225-7009 compliant specialty metals is required for this order that must be melted in a qualifying country. DFAR's Material Certifications must accompany the shipment.</p> |
| Q5 | <p>Dodd-Frank Wall Street and Consumer Protection Act, Section 1502 (Conflict Minerals)</p> <p>The Seller is required to take due diligence in ensuring Conflict Minerals do not become part of the ordered product. For information on Conflict Minerals and due diligence measures please reference the Electronic Industry Citizenship Coalition (EICC) at www.eicc.info.</p> |
| Q6 | <p>Restriction of Hazardous Substances (RoHS)</p> <p>This order must be RoHS Compliant. Test data must be supplied with each ship lot when specified by the purchase specification and or purchase order.</p> |
| Q7 | <p><u>(REACH) Registration, Evaluation, Authorization and Restriction of Chemical substances</u></p> <p>Product delivered under this order must comply with the current European Community Regulation on chemicals and their safe use (REACH).</p> |
| Q8 | <p>Material Certification's Required</p> <p>Chemical and Physical Material Certifications for the materials used in the manufacturing of the ordered product, are to be provided with the shipment and include all relevant specifications and the Seller's Part Number and Purchase Order Number written on the Material Certification.</p> |
| Q9 | <p>Material Safety Data Sheets (MSDS) or Safety Data Sheets (SDS)</p> <p>If applicable to any of the material used within the product on this order, an MSDS/SDS must be provided with the delivery of the product.</p> |

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| Q10 | <p>Limited Shelf Life Materials</p> <p>If the materials provided by the Seller for this order have a Limited Shelf Life, the Seller shall provide all pertinent information regarding:</p> <ol style="list-style-type: none"> 1. The warranted Shelf Life period 2. The Shelf Life origination or expiration date 3. Any special storage requirements 4. Any special handling requirements 5. Any special usage requirements 6. An MSDS, if applicable 7. Any other requirements, if applicable <p>All materials with a Limited Shelf Life shall have a minimum of 80% of its Shelf Life remaining upon delivery. The materials shall be labeled with the origination or expiration date and any storage requirements.</p> |
| Q11 | <p>Plating</p> <p>The Seller must provide variable data of the plating thickness for evidence of conformity. A minimum of 3 samples shall be taken and marked/packaged separately for verification by the Buyer as applicable.</p> |
| Q12 | <p>Documentation and Records</p> <p>Records shall be maintained for inspections performed, RAW material certifications, special process certifications and calibration of equipment for a minimum of 10 years. Records shall be maintained in a manner so they remain legible, identifiable, and retrievable upon request. These records shall be in compliance with Q-Note, Q16.</p> <p>Drawings and specifications created by the Seller for the manufacturing of Buyer controlled product shall be revision controlled and labeled as a Buyer (Customer) controlled drawing or Dynawave Property. The information contained within any document created by the Seller in regards to the physical product purchased, i.e. material, dimensional characteristics, operating parameters, or any physical characteristic of the product remains the Buyers information and property and shall not be resold or shared in any way.</p> <p>This Q-Note is additionally governed by the Terms and Conditions, Paragraphs 17 and 18 of this purchase order. If there is any conflict between the Terms and Conditions and this Q-Note, in whole or in part, the Terms and Conditions shall take precedence.</p> |
| Q13 | <p>Certificate of Conformance (C of C) Required</p> <p>A C of C is to be provided with the shipment and, at a minimum, must show the Seller's purchase order number.</p> |
| Q14 | <p>Packing and Shipping</p> <p>Packaging shall be of the best commercial practices to prevent from damage or deterioration during transport and comply with all local, international and US Laws.</p> <p>The packing slip must show the Quantity, PO #, Part #, and Revision.</p> |

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| Q15 | <p>Foreign Object Damage and/or Debris (FOD)</p> <p>The Seller shall ensure that during the processing of this order, proper housekeeping and handling practices are utilized to ensure no damage or debris can be introduced to the product and/or assure the timely removal of such objects before subsequent processing and final delivery.</p> |
| Q16 | <p>Traceability</p> <p>The Seller must maintain traceability from the RAW Material to the product being manufactured for each component of the product and, if applicable, for each component that is incorporated into a higher level assembly.</p> <p>The Seller shall label the product to identify the traceability of the product delivered by serial number, date code, batch and/or lot number, or by a combination of those upon delivery.</p> <p>Records of traceability information shall be maintained by the Seller and retrievable upon request.</p> |
| Q17 | <p>Inspection Sampling Plan</p> <p>Inspections performed within the performance of this order shall use a recognized sampling plan such as MIL-STD-105E, ANSI Z1.4 or Nicholas L. Squeglia's Zero Acceptance Number Sampling Plans. The 1.0 AQL shall be used unless otherwise specified. All inspections performed, regardless of the sampling plan are C=0, no defects allowed.</p> |
| Q18 | <p>Notification of Changes</p> <p>The Seller must notify the organization of any changes to materials, processes or services, changes in suppliers, changes to manufacturing facility location and obtain the organization's approval for any changes made.</p> |
| Q19 | <p>Deviations</p> <p>The Seller must request a deviation before delivery of the product for any requirement of this order that cannot be met, or has not been met.</p> |
| Q20 | <p>Nonconforming Product</p> <p>The Buyer retains all Material Review Board authority. The Seller must notify the Buyer of any nonconforming processes, products or services prior to delivery or at any time after delivery if a product is found to be, or suspected to be, nonconforming at a later date. The Seller must obtain the organizations approval for their disposition.</p> <p>This Q-Note is additionally governed by the Terms and Conditions, Paragraph 8 of this purchase order. If there is any conflict between the Terms and Conditions and this Q-Note, in whole or in part, the Terms and Conditions shall take precedence.</p> |

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| Q21 | <p>Calibration</p> <p>Monitoring and measuring equipment used to show evidence of conformity to product requirements must comply with the requirements of ANSI/NCSL Z540-1-1994 or other recognized National or International Standard such as ISO 10012:2003.</p> <p>Equipment used for the calibration of equipment shall be traceable to National Institute for Standards and Technology (NIST).</p> <p>If this order contains any calibrated equipment, the equipment shall be accompanied by a Certificate of Accuracy upon delivery that notates variable data, a pass or fail condition and the standard used for performance of the calibration.</p> <p>Calibration houses shall calibrate equipment per ANSI/NCSL Z540-1-1994 at a minimum; ISO 10012:2003 is preferred.</p> |
| Q22 | <p>Labor Disputes</p> <p>Seller shall notify Buyer when it has knowledge that any actual, or potential, Labor Dispute is delaying, or threatens to delay, the timely performance of this order.</p> |
| Q23 | <p>Right of Access</p> <p>Upon request and for reasonable circumstances, the Buyer reserves the right of access by the organization, their customer and regulatory authorities to the applicable areas of the facility and to applicable documented information, at any level in the supply chain. Advance notice shall be given.</p> |
| Q24 | <p>Qualification of Personnel</p> <p>Personnel performing work on this order shall be qualified as appropriate to industry standards as follows but not limited to: NADCAP, soldering to IPC-J-001 and/or IPC/WHMA-A-620 and statutory and regulatory requirements.</p> |
| Q25 | <p>Counterfeit Parts Prevention</p> <p>Parts shall be procured from only the Original Equipment Manufacturer (OEM), Original Component manufacturer (OCM) or the manufacturer's authorized distributor. Should the Seller at any time within the manufacturing process, or after delivery, suspect counterfeit parts have been used, the Seller shall immediately notify the Buyer and disclose the source of the counterfeit parts.</p> |
| Q26 | <p>Material Requirements</p> <p>Unless this order states otherwise, the Seller shall provide supplies that are new. New means composed of previously unused components, whether manufactured from virgin material, recovered materials in the form of raw materials and by products generated from, and reused within, an original manufacturing process; provided that the supplies meet contract requirements, including but not limited to performance, reliability and life expectancy.</p> |
| Q27 | <p>Substitution of Materials and Specifications</p> <p>The materials used must comply with the Buyers requirements as specified in drawings, specifications and purchase order requirements. No substitutions or equivalents are allowed in either material or specification without prior approval by the Buyer.</p> |

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| Q28 | <p>Notification of Discontinued Component/Parts/Materials</p> <p>Should the Seller discontinue the production of any purchased product under this order, the Seller shall notify the Buyer 6 months prior to discontinuation.</p> |
| Q29 | <p>Q-Note Revision Changes</p> <p>The seller is responsible for using the Dynawave website as listed on the purchase order to ensure the most current revision of Q-Notes is being utilized.</p> |
| Q30 | <p>Inspection Documentation Required</p> <p>Final Inspection documentation showing the recording of variable data must be provided with the shipment. Samples inspected are to be identified</p> |
| Q31 | <p>Dynawave Electrical First Article Inspection</p> <p>This order will be subjected to Electrical First Article Inspection by the Buyer.</p> |
| Q32 | <p>Dynawave Mechanical First Article Inspection</p> <p>This order will be subjected to Mechanical First Article Inspection by the Buyer.</p> |
| Q33 | <p>Customer Approved Supplier Must be Used</p> <p>This order requires that a customer approved supplier must be used. See purchase order notes section for approved suppliers or call 978-521-4091.</p> |
| Q34 | <p>Ethics, Anti Slavery and Human Trafficking Statement</p> <p>Seller represents that neither it nor any of its subcontractors, vendors, agents or other associated third parties will utilize child, slave, prisoner or any other form of forced or involuntary labor, or engage in abusive employment or corrupt business practices, in the supply of goods or provision of services under this Contract.</p> |
| Q35 | <p>Awareness of Contribution to Product Safety: Supplier organization and their employees are aware of their contribution to product or service conformity and contribution to product safety. In the fulfillment of this order, the supplier will be aware of and consider the following where applicable:</p> <ol style="list-style-type: none"> 1. Product safety requirements; including but not limited to handling, packaging, and marking of the end item deliverables, 2. Safety aspects related to components from sub-tier suppliers. 3. Safe manufacturing practices, equipment, and the production environment. 4. Awareness of ethical behavior <p>The supplier shall flow this requirement to sub-tier suppliers.</p> |