

Clause Number	Title	Clause text
Q001	CA Govt. contracts when GQA is required at source in Canada	Government Quality Assurance is a requirement of this procurement. Seller shall promptly make arrangements with the Government representative who normally services his facility so that GQA can be accomplished.
Q002	CA Govt. contracts when GQA is required at source in Europe	Government Quality Assurance is a requirement of this procurement. Seller will be notified by the Technical Services Section; Canadian Defense Liaison Staff, at 1 Grosvenor Square, London, England, W1X OAB, concerning the Government agency with whom Seller shall make arrangements for the accomplishment of Government Quality Assurance.
Q003	US Govt. contracts when GQA is required at source in the USA	Government inspection is required prior to shipment of item(s) from your facility. Seller shall upon receipt of this procurement, promptly notify the Government Representative who normally services your facility so that appropriate planning for Government inspection can be accomplished. Seller upon receipt of this procurement, shall promptly furnish a copy of the procurement contract to the Government Representative who normally services your facility, or if none, to the nearest Army, Navy, Air Force or Defense Supply Agency Inspection office. In the event the Representative or office cannot be located, Buyer procurement agent should be notified immediately.
Q004	When procuring metallic raw material	Seller shall provide with each shipment of (metallic) material, authenticated quantitative test reports, showing the degree of compliance with applicable specification regarding physical property test results, together with certification of chemical composition. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q005	When procuring non-metallic raw material	Seller shall provide with each shipment of (non-metallic) material, authenticated quantitative test reports, showing the degree of compliance with applicable specifications. The Seller shall retain all documents supplied to the Buyer for a period of 10 years
Q006	When procuring all articles and materials, as applicable	Seller shall provide a "Certificate of Compliance" with each shipment of parts under this procurement, signed by a legally authorized representative of the Seller's organization, stating the following: - Part number and quantity; - Buyer's Purchase Order or Subcontract number; - Part Revision for revisionable part(s); - Materials supplied on this procurement meet applicable drawings and specifications. Documentation is on file to support this, and is subject to Buyer examination upon request. The Seller shall retain all documents supplied to the Buyer for a period of 10 years
Q008	When radiographic services are required	Seller shall supply radiographic films with each shipment of items on this procurement from a laboratory certified in accordance with ASTM E1742. The Seller shall retain all documents supplied to the Buyer for a period of 10 years. NOTE: Radiographic techniques must be submitted to Buyer for approval.
Q009	When procuring services for radiographic inspection	Seller shall supply two copies of its laboratory certification for radiographic techniques to Buyer. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q010	When MDA QA source release of an item is required	This procurement will require Buyer's Quality Assurance to accept and release the shipment. Buyer's Quality Assurance has the right of access to verify the quality of all materials non-proprietary processes and services included in this procurement at the Seller's facility. Seller shall notify Buyer at least seventy-two (72) hours in advance of the time that part(s) will be ready for source verification or acceptance.
Q012	When MDA QA source inspection as a MIP is required	Buyer Quality Assurance shall verify/witness inspection or operation points in the suppliers manufacturing process. Buyer's Quality Assurance has the right of access to verify the quality of all materials non-proprietary processes and services included in this procurement at the Seller's facility. Seller shall notify Buyer at least seventy-two (72) hours in advance of the time that part(s) will be ready for MIP verification.
Q014	On Shelf Life Limited Items	Seller shall clearly identify those items that have a specific shelf life and any necessary storage conditions. The date of the manufacture and date of expiry must be visibly marked on the item, or included in accompanying document. Not more than ten percent (10%) of the shelf life shall have elapsed at the time of receipt by Buyer. Alternatively, the Seller shall provide a shelf life (or warranty period) from the date of shipment. In this case, the shelf life (or warranty period) shall be visibly marked on the item, or included in accompany documentation. The Seller shall provide Safety/Hazard Data Sheets with the first shipment of material requiring any special handling. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q015	On all NASA and Mil spec parts and materials only	This procurement is for Qualified Products. Seller must provide documentation, which identifies the Qualified Source from which parts originated (i.e., Manufacturer's name and or Cage Code number). The Seller shall retain all documents supplied to the Buyer for a period of 10 years. NOTE: Manufacturer's Name must appear on documentation and/or parts as applicable.
Q016	On all Govt. contracts when GQA is not required at source	The Government reserves the right to inspect any or all materials included in this procurement at the Seller's facilities.
Q017	NASA contract procurements when GQA is required at source	All work on this order is subject to inspection and test by the Government at any time and place. The Government Quality Representative who has been delegated NASA Quality Assurance functions on this procurement shall be notified immediately upon receipt of this order. The Government Representative shall also be notified forty-eight (48 hrs) in advance of the time articles or materials are ready for inspection or test, and supplier shall make available any documentation to perform inspection or test.

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Q019	When MDA Verification/ Inspection is required	All parts and materials supplied under this procurement <u>will be verified /inspected</u> by the Buyer's Quality Department upon receipt, before final acceptance.
Q021	If test equipment is to be calibrated/re-calibrated/repared	The Seller's calibration system used in the performance of verifying the compliance of all test equipment under this purchase order shall meet the requirements of ISO 10012 / ISO 17025. A Calibration Certificate shall be supplied under this procurement which indicates readings taken before and after calibration, along with extent of adjustments made. If on receipt the readings are outside of the instrument's measurement tolerance, Buyer shall be notified immediately. <u>If repair is required such that readings cannot be taken before calibration, then the certificate shall so state this and the Test Equipment shall be identified with a colour tag.</u> The Calibration Certificate must be signed by the facilities authorized inspector stating that the standards used to obtain readings are traceable to the Canadian Standards Association (CSA), The National Institute of Standards and Technology (NIST) or recognized international standards. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q022	Use for procurement of articles and materials	Seller must ensure that packaging of items on the Buyer's procurement is sufficient to prevent any corrosive damage or any physical damage caused by shipping/handling.
Q023	When new test equipment is to be purchased	The Seller's calibration system used in the performance of verifying the compliance of all test equipment under this purchase order shall meet the requirements of ISO 10012 / ISO 17025. A Calibration Certificate signed by the Seller's authorized inspector shall be supplied with the equipment under this procurement. The certificate shall include all points of calibration and must state that the standards used to obtain readings are traceable to either the Canadian Standards Association (CSA), the National Institute of Standards and Technology (NIST) or recognized international standards. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q025	QA is req. to perform source surveillance visits to supplier	Buyer's Quality Assurance will perform source surveillance at Seller's facilities during the manufacture and/or test of items to be furnished on this procurement. Buyer's Quality Assurance has the right of access to verify the quality of all materials non-proprietary processes and services included in this procurement at the Seller's facility. Surveillance will be scheduled by Buyer and coordinated with Seller.
Q026	Use on procurements to MDA drawings and specifications	Seller shall not make any changes in product design, material, processing (including cleanliness requirements) or in fabrication method without prior approval in writing by the Buyer. The Seller shall also not make any change in purchased parts (i.e. off the shelf items) utilized in the fabrication of items on this procurement without prior written approval by the Buyer.
Q028	When procuring standard mechanical fasteners only	Seller shall provide with each lot or batch of parts under this procurement authenticated original test reports, showing the degree of compliance with applicable physical, chemical, metallurgical and mechanical requirements. The reports shall accompany the parts, and shall not be shipped separately. Associated certification data shall be traceable to the original manufacturer by lot or batch number. The original manufacturers name and lot or batch number must be identified on the packaged parts and all documents provided with the parts. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q029	When a Supplier is required to have Design & Development QMS	Seller shall provide and maintain a Quality Assurance Program, which is in conformance with Military Specification MIL-Q-9858, AS 9100 or ISO 9001:2000.
Q030	When a Supplier is required to have Inspection QMS	Seller shall provide and maintain a Quality Control Inspection System that is in conformance with Quality Inspection System Standard MIL-I-45208A, AQAP-4.
Q031	When a Supplier is required to have a Metrology Control sys.	Seller shall provide and maintain a Calibration Control System that is in conformance with Military Specification ISO 10012 / ISO 17025.
Q040	When procuring End Items for the SSRMS, MBS, SPDM Programs	Seller shall provide and maintain a Product Assurance Program that is in conformance with the Buyer's document SPAR-SSSG-1008 or SPAR-SS-SG-3015.
Q042	Full traceability of an item to source of origin is required	Seller must ensure that all items on this procurement are traceable to <u>source of origin</u> by lot/batch number or date code. Source of origin traceability must be reflected on release documentation or on the item package label to Buyer.
Q043	When procuring items for use on Manned Space Flight projects	For use in Manned Space Flight, materials, manufacturing and workmanship of the highest quality standards are essential in order to ensure Astronauts safety.
Q044	When procuring items for use on Manned Space Flight projects	If the Seller is able to supply the desired items with a quality that is higher than that of the items specified or proposed, the Seller is requested to bring this fact to the immediate attention of the Buyer. Seller is required to insert this requirement in all subcontracts to the lowest tier.
Q045	When procuring items for use on MSF/TVC projects	Seller shall not use Pure Tin Plating, Zinc or Cadmium processes on part(s) or assemblies supplied on this procurement. Only parts containing alloys with less than 97% tin are acceptable, and all cadmium alloys or zinc alloys (e.g. brass) must be completely over plated with an approved metal.
Q051	When procuring EEE parts that are ESD	The devices to be furnished under this procurement are considered by the Buyer to be susceptible to damage from electrostatic discharge. The Seller shall take the necessary precautions whilst handling and packaging the deliverable product to prevent damage. The device leads shall be electrically shorted together by non-corrosive conductive foam or other suitable methods. The deliverable devices shall be encased in electrically conductive/static dissipative packages, tubes, carriers or conductive bags for shipment. The packaging must be labeled to indicate that it contains electrostatic sensitive parts.

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Q052	When procuring EEE parts that are subject to screening test	Seller shall provide a "Certificate of Compliance" with each shipment of parts under this procurement, signed by a legally authorized representative of the Seller's organization, which specifically states that each microcircuit has passed testing per MIL-PRF-38535, for Class B/Q or S/V. The Seller shall retain all documents supplied to the Buyer for a period of 10 years. NOTE: Complete screening test data for each microcircuit is acceptable in lieu of the Certification of Compliance.
Q060	When First Article Inspection is required	Seller shall perform "First Article Inspection" on a randomly selected piece of each part number produced. The actual measurements of each characteristic generated shall be recorded. All drawing notes shall be verified. Seller shall identify the method of inspection/verification used and forward a completed copy of the "First Article Inspection" Report, with the initial shipment of each part number to Buyer. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q062	Procuring serialized items to MDA drawing and specification	The Items supplied on this purchase order shall be delivered marked with the suppliers Serial Number, unless an MDA serial number has been provided in the Purchase Order notes. The supplier's serial number shall be unique to the Item Number. A suggested format is: (the first three letter of the supplier name) – (job number) – (sequential unique number). The serial number(s) of items supplied on this procurement shall be referenced on Seller's release documentation, i.e.(C of C, test reports, packing slip, etc.).
Q063	When certified inspection data (data pack) is required	Seller shall provide Certified Inspection Data that include dimensional inspection results, and/or test results, process certifications, material certifications etc. for verification to drawings and specifications by Buyer QA. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q066	When procuring a lot batch of manufactured parts	Seller shall develop a "Lot by Lot" Inspection Plan for each part number to be fabricated on this procurement and submit Plan to Buyer for approval prior to use. Seller shall use this plan to verify characteristics of the finished part to Buyer drawings and specifications. A completed "Lot by Lot" inspection report must accompany each lot of parts shipped to Buyer. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q067	MDA items are sent to a Supplier for service/work activity	Seller must ensure that all In-Process handling procedures are sufficient to ensure protection of the item(s) from handling damage during manufacturing, assembly and test.
Q068	When procuring custom software to MDA requirements	Seller shall provide a "Certificate of Compliance" with each shipment of software under this procurement, signed by a legally authorized representative of the Seller's organization and stating the following: i) CSCI number; ii) Brief description of CSCI; iii) Buyer's purchase order or subcontract number; iv) Software provided on this procurement meets applicable requirements The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q070	Procuring the services for product testing and data is req.	Seller shall provide to Buyer Test/Inspection Data as follows: (i.e. Screening, DPA/PIND, etc.) a) Inspection measurements and/or electrical test data reflecting the requirements of the applicable drawings and specifications shall be recorded and included with the shipment. b) When applicable, Group test data and/or screening data in accordance with the applicable specifications must be furnished for each shipment of parts against the purchase order. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q071	When procuring electronic assemblies and equipment	Seller shall have an electrostatic discharge control program for any activity that designs, tests, inspects, services, manufactures, processes, assembles, installs, packages, labels or otherwise handles electrical or electronics parts susceptible to damage caused by static electricity in accordance with MIL-STD-1686, ANSI/ESD S20.20 and Handbook MIL-HDBK-263A.
Q072	Internal Use - Used to identify Customer furnished equipment	Article procured under this control shall be subject to identification with a Program Specific Sticker or an MDA tag and CP sticker by Material Support Operator (Receiving) upon receipt at MDA. Photographs shall be taken of Items as received upon receipt and attached to receiving documentation.
Q075	When procuring Hardware with End Item Data Package (EIDP)	Seller shall provide to the Buyer the documents (i.e. Inspection/Test Reports, Operating Time Cycle Record, Drawings, Deviations/Waivers, Non-conformance Reports, etc.) as per contract (SOW) to be deliverable with hardware. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q076	Mandatory for the procurement of all Flight Hardware	Seller shall ensure that the hardware is double bagged. Desiccant and Humidity indicator shall be placed in the outer bag. The inner bag shall be zip locked. The outer bag shall be sealed.
Q077	For use when procuring Hardware which requires testing	Mechanical parts supplied under this procurement are subject to testing by Buyer's Product Assurance Engineer
Q078	Critical Characteristic Inspection	The Seller shall perform 100% inspection of critical/key characteristics identified on applicable engineering documents. The Seller shall record actual measurements and supply a Critical Characteristic Inspection Report to the Buyer with the shipment of hardware. The report shall be legible and shall be validated by an authorized Seller's representative, by either an inspection stamp or signature and title. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q081	Ensure all pieces of an item are from the same lot/data code	Seller must ensure all pieces for each item shall be from the same inspection lot and be of the same data code of manufacture. Partial shipments will not be accepted.
Q082	To ensure data code of manufacture is not too old	Seller must ensure the date of manufacture (lot) codes of all components covered by this purchase order shall not be older than 36 months at the time of delivery without permission from the Buyer.

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Q084	Identify/provide traceability of the parts in documentation	Documentation shall include the identification of the parts by: a) Manufacturer part number; b) Buyer's drawing number, dash number, and revision level; c) Mil-spec part number for Mil-spec part; d) Purchase order number; e) Quantity; f) Date code or inspection lot number (or batch number); g) Manufacturer's name; h) A certificate of conformance signed by the head of quality control (or other cognizant authorized company official) above; i) Shelf life (if applicable); j) Serial number (if applicable). The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q085	When Supplier Manufacture Planning Review is required	Seller shall provide a Manufacturing Flowchart/Plan to the Buyer prior to the commencement of manufacturing activities, so that the Buyer may assign QA "Mandatory Inspection Point" to the Manufacturing process flow.
Q087	Hardware is nonconforming to MDA drawing/requirements	Seller shall inform Buyer when a non-conformance has occurred during manufacturing/ test processes. A copy of non-conformance report outlining the discrepancy and the cause shall be submitted to the buyer, within 24 hours of the occurrence, for disposition and corrective action.
Q088	US Government Property Items sent for calibration/repair	In accordance with Federal Acquisition Regulation Clause 52.245-1 subparagraph (vi)(A), "Loss, damage, destruction or theft", the vendor shall investigate and furnish a written narrative of all incidents of loss, damage, destruction or theft to buyer as soon as the facts become known or when requested by the Buyer. Such reports shall, at a minimum, contain the following information: 1) Date of the incident ; 2) The name, commercial description, manufacturer, model number, and national Stock Number(if applicable); 3) Quantity; 4) Unique Item Identifier (if available); 5) Purchase Order number; 6) Cause and Corrective action taken to prevent recurrence; 7) Copies of all supporting documentation; 8) Last known location
Q089	Electrical product(s) that will be connected to power source	Seller shall ensure that in accordance with the Electricity Act, 1998/Ontario Regulation 438/07, the Electrical Product(s) or Device(s) that will be connected to a source of power and is supplied under this purchase order has been deemed approved by a "Certification Body" or a "Field Evaluation Agency" accredited in accordance with the Standards Council of Canada Act to evaluate Electrical Products/Devices and recognized by the authority, as defined under the Ontario Regulation 438/07. If the Electrical Equipment consists of or incorporates a component or components that are deemed to be approved under Ontario Regulation 438/07, the Electrical Equipment is not deemed to be approved unless the whole Electrical Equipment as assembled, is deemed to be approved according to the process set out in Ontario Regulation 438/07. Seller shall ensure that all supplied Electrical Equipment/Products/ Devices bear an approval label, approved for use in either Ontario or Canada , affixed to the product or device which identifies the Electrical product or device as certified for use in Canada.
Q090	For use when procuring machined parts	Seller shall not perform Electrical Discharge Machining (EDM) on fracture critical parts. The drawing for any given part will indicate if the part is fracture critical or not. EDM is permitted on non-fracture critical parts, but the specific EDM process must be qualified with a sample test piece before any production parts are machined. When the Seller intends to use EDM, MDA will provide the detailed requirements for the EDM sample test piece.
Q091	When MDA verification by EEE or Mechanical Parts Engineering	All test data delivered under this procurement shall be verified and approved by the Buyer's EEE or Mechanical parts Engineer upon receipt, prior to final acceptance.
Q092	For use inspection data is to be sent prior to shipment	Seller shall provide "Certified Inspection Data" that include dimensional inspection results, and/or test results, process certifications, material certifications etc., PRIOR to each shipment of parts, for verification to drawings and specifications by Buyer QA. The report shall be legible and shall be validated by an authorized Seller's representative, by either an inspection stamp or signature and title. The Buyer QA will review that data and authorized shipment of the parts. Final acceptance of all parts and materials will be upon receipt verification by the Buyer. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q093	When 100% inspection is required on all PO deliverables	Seller shall provide Certified Inspection Data that include material certification, test results, process certifications and dimensional inspection results with each shipped part. 100% inspection of all features on the annotated drawing and drawing notes on all parts is mandatory unless a sampling inspection is specified on the purchase order. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q094	US Government Property	(1) The article(s) provided to the Seller under this purchase order are U.S. Government Property (e.g. any material and/or equipment). Seller shall have a system of internal controls to manage (control, use, preserve, protect, repair and maintain) U.S. Government property in its possession. The system shall be adequate to satisfy the requirements of Federal Acquisition Regulations (FAR) Clause 52.245-1, Government Property. In doing so, Seller shall initiate and maintain the processes, systems, procedures, records, and methodologies necessary for effective and efficient control of U.S. Government property. (2) Seller's responsibility extends from the initial acquisition and receipt of property under this PO, through stewardship, custody, and use until formally relieved of responsibility by authorized means, including delivery, consumption, expending, sale (as surplus property), or other disposition, or via a completed investigation, evaluation, and final determination for lost property. This requirement applies to all U.S. Government property under Seller's accountability, stewardship, possession or control, including its sub-tier vendors.
Q095	Prohibited Suppliers	Seller shall provide the Buyer with the name of the raw material supplier prior to commencing work. The Buyer must approve all suppliers of titanium (any form) and aluminum (extrusions only) prior to use on MDA purchase orders.
Q096	Record Retention	The Seller shall retain all documents supplied to the Buyer for a period of 10 years.

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Q097	Confidentiality for use when PO not issued (i.e. qt package)	Seller agrees to hold confidential any and all information which it receives from Buyer or through its association with Buyer under this PO/quote, and shall not divulge or use such information for its own benefit or for any other person or company unless the prior written permission of Buyer is obtained. Seller acknowledges that any invention or process developed by using MDA's information, will be the property of MDA. This covenant shall survive termination of the PO. Seller also agrees to execute such further documentation as MDA may reasonably require from time to time to evidence the above undertakings.
Q098	Internal Use-Used to identify procured parts/materials as Ca	Items received under this Purchase Order are to be identified as Inventory and marked as Canadian Government Property and received into project Flight or Non-Flight stores as applicable.
Q099	For use when Canadian Government Property requirements are i	(1) The article(s) provided to the Seller under this purchase order are Canadian Government Property (e.g. any material and/or equipment). Seller shall have a system of internal controls to manage (control, use, preserve, protect, repair and maintain) Canadian Government Property in its possession. Seller shall initiate and maintain the processes, systems, procedures, records, and methodologies necessary for effective and efficient control of Canadian Government Property. (2) Seller's responsibility extends from the initial acquisition and receipt of property under this PO, through stewardship, custody, and use until formally relieved of responsibility by authorized means, including delivery, consumption, expending, sale (as surplus property), or other disposition, or via completed investigation, evaluation, and final determination for lost property. This requirement applies to all Canadian Government Property under Seller's accountability, stewardship, possession or control, including its sub-tier vendors.
Q100	For use when procuring fasteners for space when 3rd party pu	Seller shall provide with each lot or batch of parts under this procurement authenticated original pull test reports. Associated certification data shall be traceable to the original manufacturer by lot or batch number. The original manufacturer's name and lot or batch number must be identified on the packaged parts and all documents provided with the parts. The Seller shall retain all documents supplied to the Buyer for a period of 10 years.
Q101	For use when procuring parts for safety and mission critical	The Seller shall plan, implement and control processes, appropriate to the organization and the product, for the prevention of counterfeit or suspect counterfeit part use and their inclusion in products delivered to the Buyer. The methodology of SAE AS5553 (electronics parts) and/or SAE AS6174 (mechanical parts) may be used as an implementation guide.
Q102	For use on aerospace programs	The Seller shall not engage in any form of corruption, bribery, anti-competitive agreements or other unfair business practices. Appropriate action shall be taken for any instances of infraction of employees' compliance with these principles.
Q103	For use on aerospace programs	The Seller shall plan, implement, and control the processes needed to assure product safety during the entire product life cycle including, but not limited to, the product during manufacturing, testing, storage, handling and transportation. The safety of the personnel, test equipment, fixture, and environment shall also be considered.
Q104	For use on nuclear programs where Z299 or N299 are flowdown	Seller shall provide and maintain a Quality Assurance Program, which is in conformance with CSA CAN3-Z299.3 or CSA N299.3.
Q105	For use when planned open work is to be received	It is agreed per this PO amendment and as stated in the (whatever Purchasing calls the PO line item) that the Seller is providing item(s) to Buyer with planned open work. Buyer will receive the item(s) with a yellow tag into Open Work stores location.
Q106	For when no defects are acceptable from supplier	Only articles that are fully conforming to the requirements are acceptable for delivery to the Buyer. The Seller shall rework or replace any non-conforming articles prior to delivery to the Buyer.
QBI-001	Receiving Inspection	All items supplied by Seller under this procurement will be inspected by the Buyer's Quality Department upon receipt, before final acceptance.
QBI-002	Manufacturing Inspection Point, MIP	02: Manufacturing Inspection Point, MIP Buyer Quality Assurance shall verify/witness inspection or operation points in the supplier's manufacturing process as determined my Purchase/Subcontract Order. Buyer's Quality Assurance has the right of access to verify the quality of all materials non-proprietary processes and services included in this procurement at the Seller's facility. Seller shall notify Buyer at least seventy-two (72) hours in advance of the time that part(s) will be ready for MIP verification.

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QBI-003	Source Inspection	<p>Buyer's Quality Assurance acceptance is required to release the shipment of item under this Purchase/Subcontract Order. Buyer's Quality Assurance has the right of access to verify the quality of all materials non-proprietary processes and services included in this procurement at the Seller's facility. Seller shall notify Buyer at least seventy-two (72) hours in advance of the time that part(s) will be ready for source verification or acceptance.</p> <p>Buyer Source Inspection shall include, but is not limited to the following: Witnessing Seller's performance of acceptance/qualification testing and inspections to Buyer's specification/drawing requirements; Review of Seller acceptance test/inspection data and reports to verify conformance with Buyer's specification/drawing requirements; Verification of item traceability and Seller's certification to ensure conformance with Buyer's procurement document or specification/drawing requirements; Verification of Seller's packaging and packing of items being procured to ensure conformance with Buyer's procurement document or specification/drawing requirements.</p>
QBI-004	Submission of documentation prior to shipping	Seller shall submit documentation according to Purchase Order prior to shipment to MDA for review; MDA QA will review the data and authorize the shipment.
QBI-005	Verification by MDA Engineering is required	All test data delivered under this procurement shall be verified and approved by the Buyer's EEE or Mechanical parts Engineer upon receipt, prior to final acceptance.
QBI-006	Delegated source inspection	Buyer authorizes trained, qualified and independent supplier's delegate (who hasn't been involved in any stage of this procurement) to perform final inspection on the Buyer's behalf according to purchase order requirement. Supplier shall submit inspection documentation to the Buyer for approval. The Buyer reserves the right to reject the items upon receiving inspection.
QCAL-001	Calibration of MDA owned test equipment	<p>The Supplier shall provide a test report/calibration certificate for each item calibrated. Each test report/calibration certificate shall contain as a minimum: 1. Description or identification of the item. 2. List of standards used for traceability. 3. Date of calibration. 4. Procedure used for calibration. 5. Test results/values. 6. Test report/calibration certificate number as applicable.</p> <p>When an instrument has been adjusted or repaired, the calibration results before and after adjustment or repair shall be reported.</p> <p>If the reading cannot be taken without repair, the certificate shall state that information and the item shall be tagged.</p>
QCAL-002	Buying new Test equipment	The Supplier shall provide a test report/calibration certificate for each item calibrated. Each test report/calibration certificate shall contain as a minimum: 1. Description or identification of the item. 2. List of standards used for traceability. 3. Date of calibration. 4. Procedure used for calibration. 5. Test results/values. 6. Test report/calibration certificate number as applicable.
QD-001	Certificate of Compliance	Seller shall provide a "Certificate of Compliance" with each shipment of items under this purchase order, signed by a legally authorized representative of the Seller's organization, stating the following: Buyer's Purchase Order or Subcontract Order number and PO/SO item number; Part Number; Part Revision; Quantity and statement saying that parts supplied on this procurement meet applicable drawings, specifications and purchase/subcontract order requirements
QD-002	Certificate of Compliance showing source of origin	Seller shall provide a "Certificate of Compliance" with each shipment of items under this purchase order, signed by a legally authorized representative of the Seller's organization, stating the following: Buyer's Purchase Order or Subcontract Order number and PO/SO item number; Part Number; Part Revision; Quantity and statement saying that parts supplied on this procurement meet applicable drawings, specifications and purchase/subcontract order requirements. Seller must ensure that all items on this procurement are traceable to source of origin by lot/batch number or date code. Source of origin traceability must be reflected on release documentation.

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QD-003	Certified Inspection Data	Seller shall provide "Certified Inspection Data" that includes Certificate of Compliance, dimensional inspection results prepared according to ballooned drawing to document all drawing dimensions, drawing notes, materials and processing, and/or test results, process certifications, material certifications etc. for verification by Buyer QA. Dimensional inspection to be performed according to QI clause as stated in purchase /subcontract order.
QD-004	End Item Data Package	Seller shall provide "End Item Data Package" that includes minimum: Certificate of Compliance; Log Book; Operating Time Record; List of Open Work; Connector Mate/Demate Record; List of Serialized Components; As-Built Configuration List; Drawings; List of Non-conformances/Failure Analysis Reports; List of Non-Flight or Temporary Installed Hardware; List of Test Procedures/Results.
QDS-001	Drop shipment	Seller shall forward the items to destination as instructed by Purchase Order upon Buyer's approval of documentation for performed services.
QEEE-001	ESD sensitive EEE parts	The Seller shall take the necessary precautions during manufacturing, handling and packaging the deliverable product to prevent damage in accordance with MIL-STD-1686, ANSI/ESD S20.20 and Handbook MIL-HDBK-263A. The device leads shall be electrically shorted together by non-corrosive conductive foam or other suitable methods. The deliverable devices shall be encased in electrically conductive/static dissipative packages, tubes, carriers or conductive bags for shipment. The packaging must be labeled to indicate that it contains electrostatic sensitive parts.
QEEE-002	EEE parts that are subject to screening	Seller shall provide a "Certificate of Compliance" with each shipment of parts under this procurement, signed by a legally authorized representative of the Seller's organization, which specifically states that each microcircuit has passed testing per MIL-PRF-38535, for Class B/Q or S/V. Complete screening test data for each microcircuit is acceptable in lieu of the Certification of Compliance.
QEEE-003	Data code requirements	Seller must ensure all pieces for each item are from the same inspection lot and the same data code of manufacture. Partial shipments will not be accepted. Seller must ensure the date of manufacture (lot) code is not older than 36 months at the time of delivery without permission from the Buyer.
QEEE-004	Date code not older than 36 months	Seller must ensure the date of manufacture (lot) code is not older than 36 months at the time of delivery without permission from the Buyer.
QEEE-004 A	Date code not older than 60 months	Seller must ensure the date of manufacture (lot) code is not older than 60 months at the time of delivery without permission from the Buyer.
QF-001	Standard mechanical fasteners	Seller shall provide with each lot or batch of parts under this procurement authenticated original test reports, showing the degree of compliance with applicable physical, chemical, metallurgical and mechanical requirements. The reports shall accompany the parts, and shall not be shipped separately. Associated certification data shall be traceable to the original manufacturer by lot or batch number. The original manufacturer's name and lot or batch number must be identified on the packaged parts and all documents provided with the parts.
QF-002	Fasteners for space when 3rd party pull test data is required	Seller shall provide with each lot or batch of parts under this procurement authenticated original pull test reports. Associated certification data shall be traceable to the original manufacturer by lot or batch number. The original manufacturer's name and lot or batch number must be identified on the packaged parts and all documents provided with the parts.

Clause Number	Title	Clause text
QG-001	General Requirements	<p>PROHIBITED PRACTICES</p> <p>Unauthorized Repairs and Reworks: Unless specifically approved by MDA Material Review Board (MRB), Seller shall not repair or rework any item to meet MDA specification and drawing requirements, without Buyer's prior written approval.</p> <p>Change in Approval, Drawing, Processes, Materials or Procedures: Seller shall not change any drawing, process, material, or procedure without prior MDA written approval, if such drawing, process, material, or procedure was previously approved as provided for in the procurement document.</p> <p>Notification of Facility Change: Seller shall not use nor relocate any production, manufacturing, processing or test facilities to differ from previous approval by MDA, during performance of work specified in the procurement document, without MDA approval.</p> <p>Change of Management/Owner: Seller shall notify Buyer when a significant change in management, ownership or location has occurred.</p> <p>Change to Third-Party Registration/Accreditation during active Buyer's Purchase Order: Seller shall notify Buyer when any change has occurred to Seller's Third-Party AS9100, ISO9001 and/or Nadcap registration. Seller shall provide Buyer with a copy of Seller's Certificate of Accreditation. Upon expiration and/or change in Seller's accreditation status (including name and/or ownership change), the Seller shall provide Buyer with a current certificate.</p> <p>BUYER SURVEY, SURVEILLANCE, AUDITS AND INSPECTION</p> <p>MDA, MDA representative and MDA Customer have the right to conduct surveys, audits and surveillance of Seller facilities and Seller sub-tier suppliers with prior coordination with Seller, to determine capability to comply, and to verify continuing compliance, with the requirements of the procurement document. Final inspection and acceptance, shall be performed at the Buyer facility, unless otherwise specified in the procurement document. Part of the contract When QBI-003 is annotated on the purchase order, Seller conformance to Buyer requirements shall be verified by Buyer and shall be performed at Seller's facilities prior to shipment of items being procured. Seller shall provide reasonable facilities and a copy of Buyer's specification/drawing and the procurement document for Buyer verification of Seller conformance to the procurement document and specification/drawing requirements.</p> <p>DOCUMENTATION</p> <p>MDA may refuse to accept item if Seller fails to submit certifications, documentation, test data or reports specified by the procurement document. Reserves the right, check the rest of presentation.</p> <p>DOCUMENTATION RETENTION</p> <p>The Seller shall maintain and make available to MDA for review all Quality Records associated with inspection, test and reviews associated with the Seller's Quality Management System (QMS).</p>

Clause Number	Title	Clause text
		<p>Seller shall have a procedure for the retention, identification, storage and retrieval of Quality Records for a minimum period of 10 years from the date of the last shipment of purchase order or as required per contract or regulatory requirements.</p> <p>DISPOSAL</p> <p>After period of 10 years, prior to disposal, seller shall notify MDA, MDA reserves a right to request transfer of records and articles.</p> <p>COUNTERFEIT PART PREVENTION</p> <p>As part of a counterfeit part prevention practice, according to AS5553, Seller shall ensure that all items being delivered per this procurement document have been procured directly from an Original Equipment Manufacturer (OEM) or a first tier OEM authorized Distributor.</p> <p>If the Seller cannot procure the part directly from the OEM or a first-tier OEM authorized distributor, MDA approval is required.</p> <p>FLOWDOWN OF REQUIREMENTS</p> <p>Seller shall control sub tier supplier procurements to ensure Quality and Customer Property Requirements specified in the procurement document are satisfied. All items procured from its sub tiers conform to all requirements of the MDA purchase order.</p> <p>ETHICAL BEHAVIOR</p> <p>The Seller shall engage in ethical behavior and not engage in any form of corruption, bribery, anti-competitive agreements or other unfair business practices. Appropriate action shall be taken for any instances of infraction of employees' compliance with these principles.</p> <p>SAFETY</p> <p>The Seller shall plan, implement, and control the processes needed to assure personnel and product safety during the entire product life cycle including, but not limited to, manufacturing, testing, storage, handling and transportation. The safety of the test equipment, fixture, and environment shall also be considered.</p>
QGI-001	Canadian Government QA source inspection in Canada	Government Quality Assurance is a requirement of this procurement. Seller shall promptly make arrangements with the Government representative who normally services his facility so that GQA can be accomplished.
QGI-002	Canadian Government QA source inspection in Europe	Government Quality Assurance is a requirement of this procurement. Seller will be notified by the Technical Services Section; Canadian Defense Liaison Staff, at 1 Grosvenor Square, London, England, W1X OAB, concerning the Government agency with whom Seller shall make arrangements for the accomplishment of Government Quality Assurance.

Clause Number	Title	Clause text
QGI-003	US Government QA source inspection in U.S.A.	Government inspection is required prior to shipment of item(s) from your facility. Seller shall upon receipt of this procurement, promptly notify the Government Representative who normally services your facility so that appropriate planning for Government inspection can be accomplished. Seller upon receipt of this procurement, shall promptly furnish a copy of the procurement contract to the Government Representative who normally services your facility, or if none, to the nearest Army, Navy, Air Force or Defense Supply Agency Inspection office. In the event the Representative or office cannot be located, Buyer procurement agent should be notified immediately.
QGI-004	US Government procurement in Canada covered by DND	4: US Government procurement in Canada covered by DND <input checked="" type="checkbox"/> All work on this order is subject to inspection and test by the Government. The Government Quality representative who has been delegated NASA quality Assurance function on this procurement shall be notified immediately upon receipt of this order. The Government representative shall also be notified forty-eight (48) hours in advance of the time articles or materials are ready for inspection or test, and supplier shall make documentation available to perform inspection or test.
QI-001	First Article Inspection	Seller shall provide Certified Inspection data, reflecting 100 percent inspection verification of all drawing characteristics for each product type delivered in case of: First production run of a new product; Design change; Materials or sources change; It has been more than 2 years since the part was produced ; Change in process, tools, or location.
QI-002	Inspection of serialized items	Seller shall provide Certified Inspection data, reflecting 100 percent inspection verification of all drawing characteristics for each product type delivered in case of: First production run of a new product; Design change; Materials or sources change; It has been more than 2 years since the part was produced ; Change in process, tools, or location.
QI-003	Inspection of non-serialized items	Seller shall provide Certified Inspection data, reflecting 100 percent inspection verification of all drawing characteristics by recording a range of the measured value.
QI-004	Sample inspection	Seller shall provide Certified Inspection data, reflecting inspection verification of all drawing characteristics by recording a value for samples determined by Buyer. Sampling plan shall be determined by MDA.
QI-005	Inspection of critical drawing features	Seller shall provide Certified Inspection data, reflecting 100 percent inspection verification of critical drawing features as determined by Buyer.
QL-001	Lot/batch	Seller shall develop a "Lot by Lot" Inspection Plan for each part number to be fabricated on this procurement and submit Plan to Buyer for approval prior to use. Seller shall use this plan to verify characteristics of the finished part to Buyer drawings and specifications. A completed "Lot by Lot" inspection report must accompany each lot of parts shipped to Buyer.
QLAS-001	Laser	Seller shall provide with each shipment of material, authenticated laser safety data indicating the class of laser and quantitative test reports, showing the degree of compliance with applicable specifications.
QM-001	Raw material with traceability	Shipment of material shall be accompanied by a Certificate of Conformance from Seller, stating at a minimum: Material identification by specification number and material conditions where applicable; the raw material manufacturer's or mill's heat lot or batch number. All material shall be procured directly from a manufacturer or shall show full traceability from the mill, through any subsequent processing steps, including chemical/physical test results and/or inspection showing full compliance to the material's specification requirements.
QM-0011	Raw material	Shipment of material shall be accompanied by a Certificate of Conformance from Seller, stating at a minimum: Material identification by specification number and material conditions where applicable.

Clause Number	Title	Clause text
QM-002	Shelf life	<p>The date of the manufacture and date of expiry shall be visibly marked on the item and included in accompanying document.</p> <p>Not more than ten percent (10%) of the shelf life shall have elapsed at the time of receipt by Buyer. Alternatively, the Seller shall provide a shelf life (or warranty period) from the date of shipment. In this case, the shelf life (or warranty period) shall be visibly marked on the item and included in accompany documentation.</p> <p>The Seller shall provide Safety/Hazard Data Sheets with the first shipment of material requiring any special handling.</p>
QM-003	Prohibited Suppliers Due to Industry Alert	<p>Seller shall provide the Buyer with the name of the raw material supplier prior to commencing work. The Buyer must approve all aluminum extrusions and titanium suppliers.</p>
QM-004	Prohibited Material	<p>Seller shall not use "Pure Tin Plating", "Zinc" or "Cadmium" processes on part(s) or assemblies supplied on this procurement. Only parts containing alloys with less than 97% tin are acceptable, and all cadmium alloys or zinc alloys (e.g. brass) must be completely over plated with an approved metal.</p>
QM-005	RoHS compliance	<p>Materials supplied under this procurement shall comply with RoHS, Restriction of Hazardous Substances, also known as Directive 2002/95/EC.</p>
QNUCL-001	Nuclear suppliers requirement	<p>Seller shall provide and maintain a Quality Assurance Program, which is in conformance with CSA N299.1 or CSA N299.2 or CSA N299.3 or CSA N299.4., as required.</p>
QO-001	Internal use, to identify Customer property (CF-E/CF-STE/CF-ST)	<p>Article procured under this control shall be subject to identification with a Program Specific Sticker or an MDA tag and CP sticker by Material Support Operator (Receiving) upon receipt at MDA. Photographs shall be taken of Items as received upon receipt and attached to receiving documentation.</p>
QO-002	Internal use, to identify procured parts / materials as Canadian Government Property	<p>Items received under this Purchase Order are to be identified as "Inventory" and marked as Canadian Government Property and received into project Flight or Non-Flight stores as applicable.</p>
QO-003	For use on all US Government Property Items, used for equipment sent for calibration/repair	<p>In accordance with Federal Acquisition Regulation Clause 52.245-1 subparagraph (vi) (A), "Loss, damage, destruction or theft", the Vendor shall investigate and furnish a written narrative of all incidents of loss, damage, destruction or theft to buyer as soon as the facts become known or when requested by the Buyer. Such reports shall, at a minimum, contain the following information: Date of the ; The name, commercial description, manufacturer, model number, and national Stock Number(if applicable); Quantity; Unique Item Identifier (if available) ; Purchase Order number ; Cause and Corrective action taken to prevent recurrence ; Copies of all supporting documentation; Last known location.</p>
QO-004	For use when U.S. Government Property requirements are in place	<p>The article(s) provided to the Seller under this purchase order are U.S. Government Property (e.g. any material and/or equipment). Seller shall have a system of internal controls to manage (control, use, preserve, protect, repair and maintain) U.S. Government property in its possession. The system shall be adequate to satisfy the requirements of Federal Acquisition Regulations (FAR) Clause 52.245-1, Government Property. In doing so, Seller shall initiate and maintain the processes, systems, procedures, records, and methodologies necessary for effective and efficient control of U.S. Government property.</p> <p>Seller's responsibility extends from the initial acquisition and receipt of property under this PO, through stewardship, custody, and use until formally relieved of responsibility by authorized means, including delivery, consumption, expending, sale (as surplus property), or other disposition, or via a completed investigation, evaluation, and final determination for lost property. This requirement applies to all U.S. Government property under Seller's accountability, stewardship, possession or control, including its sub-tier vendors.</p> <p>U.S. Government property shall be stored separately and not co-mingled or combined with property of others.</p>

Clause Number	Title	Clause text
QQ-005	For use when Canadian Government Property requirements are in place:	<p>The article(s) provided to the Seller under this purchase order are Canadian Government Property (e.g. any material and/or equipment). Seller shall have a system of internal controls to manage (control, use, preserve, protect, repair and maintain) Canadian Government Property in its possession. Seller shall initiate and maintain the processes, systems, procedures, records, and methodologies necessary for effective and efficient control of Canadian Government Property.</p> <p>Seller's responsibility extends from the initial acquisition and receipt of property under this PO, through stewardship, custody, and use until formally relieved of responsibility by authorized means, including delivery, consumption, expending, sale (as surplus property), or other disposition, or via a completed investigation, evaluation, and final determination for lost property. This requirement applies to all Canadian Government Property under Seller's accountability, stewardship, possession or control, including its sub-tier vendors.</p>
QOPN-0001	Planned open work is to be received	It is agreed that the Seller is providing item(s) to Buyer with planned open work.
QP-001	Packaging	Seller shall ensure that packaging of items on the Buyer's procurement is sufficient to prevent any corrosive damage or any physical damage caused by shipping/handling.
QP-002	Flight Packaging	Seller shall ensure that the hardware is double bagged. Desiccant and Humidity indicator shall be placed in the outer bag. The inner bag shall be zip locked. The outer bag shall be sealed. Where applicable, packaging shall follow shipping procedure provided by the Buyer.
QP-003	ESD packaging	The Seller shall take the necessary precautions during handling and packaging the deliverable product to prevent damage. The device leads shall be electrically shorted together by non-corrosive conductive foam or other suitable methods. The deliverable devices shall be encased in electrically conductive/static dissipative packages, tubes, carriers or conductive bags for shipment. Use of pink poly is not acceptable. The packaging must be labeled to indicate that it contains electrostatic sensitive parts.
QQ-001	Confidentiality	Seller agrees to hold confidential any and all information which it receives from Buyer or through its association with Buyer under this PO/quote, and shall not divulge or use such information for its own benefit or for any other person or company unless the prior written permission of Buyer is obtained. Seller acknowledges that any invention or process developed by using MDA's information, will be the property of MDA. This covenant shall survive termination of the PO. Seller also agrees to execute such further documentation as MDA may reasonably require from time to time to evidence the above undertakings.
QS-001	Software	Seller shall provide Certificate of Compliance and supporting documentation sufficient to establish that: All requirements are achieved or waivers submitted; Configuration is correct and deliverables are properly identified and marked; Planned level of acceptance is achieved and/or deviations/waivers are made part of the deliverable documentation package; Operating instructions accompanying the developed software are sufficient to enable loading, initialization, and operation by Buyer's personnel.
QSN-001	Serial Numbers	The Items shall be marked with the suppliers Serial Number, unless an MDA serial number has been provided by the Purchase Order. The supplier's serial number shall be unique to the Item Number. A suggested format is: (the first three letter of the supplier name) – (job number) – (sequential unique number). The serial number(s) shall be referenced on Seller's release documentation, i.e.(shipping documents, certificate of compliance, test reports etc.)

Clause Number	Title	Clause text
QT-001	Test clause	<p>Test data (inspection results, group data, screening data, graphs, films, coupons, tested items , etc.) reflecting the applicable requirements (drawing notes, DPA, PIND, tensile test, radiographic services, test procedures , specifications, etc.) shall be submitted to Buyer.</p> <p>Inspection and/or test data reflecting the requirements of the applicable drawings and specifications shall be recorded and included with the shipment.</p> <p>When applicable, Group test data and/or screening data in accordance with the applicable specifications must be furnished for each shipment of parts against the purchase order.</p>
QT-002	Internal, In house test clause	Mechanical parts supplied under this procurement are subject to testing by Buyer's Product Assurance Engineer.