Quo Vadis Aerospace, LLC

Purchase Order Flow Down Requirements

Flow Down of Quality System Requirements for Sub-Contractors/Suppliers

1.0 Purpose

The purpose of this procedure is to prescribe and document the minimum Quality System requirements to be used by a subcontractor/supplier when performing work for or supplying to Quo Vadis Aerospace. Suppliers should be aware of the importance of ethical behavior and understand their contribution to product safety and conformity.

2.0 Supplier Requirements

2.1 The supplier shall have a Quality System that is structured, documented and compliant to the requirements of:
Non-Aerospace: ISO 9001 as revised at a minimum. This does not require the supplier to be ISO 9001 certified.
Aerospace: AS9100 as revised at a minimum. This does not require the supplier to be AS9100 certified.

2.2 During performance of the order, supplier quality, inspection systems, and manufacturing process are subject to review, verification, and analysis. All product, process, and inspection records must be retained for: 40 years for flight safety parts, 30 years for manned space flight hardware and at least 10 years for all other parts. These records will be available to Quo Vadis, our customers, or regulatory agencies upon request.

2.3 External provider must be in good standing on Quo Vadis' Approved Supplier List. External providers are evaluated yearly.

2.4 Any non-conforming products must be labeled, segregated, and reported to Quo Vadis, regardless of when the non-conformance is discovered. Disposition of non-conforming product is to be determined by Quo Vadis.

2.5 When Corrective Action is issued, the supplier is expected to take immediate action to contain the problem and then provide a root cause analysis and corrective action.

2.6 External providers must notify Quo Vadis of changes to product, processes, facilities, and sub-tier suppliers.

2.7 These requirements and controls must flow down to your direct and sub-tier external providers, including product conformity and on-time delivery performance.

2.8 Right of access by the organization, their customer, and regulatory authorities to the applicable areas of all facilities, at any level of the supply chain, involved in the order and to all applicable records.

2.9 The transfer of work and conformity of work is performed and verified according to the details of the Purchase Order, all relevant drawings, referenced specifications, industry standards, and regulatory requirements. This applies to work transferred from Quo Vadis to suppliers and to transfer from suppliers to sub-tier suppliers.

2.10 All technical data and drawings transferred to Quo Vadis external providers, including their sub-tier providers shall be considered proprietary and confidential, and is to be shared with employees and affiliates on a need-to-know basis.

2.11 All Quo Vadis and supplier documentation must clearly state the requirements of the purchase order, relevant specifications, the part number, the quantity, and the revision level.

Author/Date	Approvals			Orig. Issue date
Steven Ross 5/23/20	Steven Ross – Management Rep			05/23/23

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2.12 External providers must have a process to prevent the use of counterfeit parts or materials and their including in products to be delivered to Quo Vadis. Efforts should be made to source product from OEMs when possible or show traceability to OEM if acquired through a distributor.

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