

## **Standards Terms and Conditions for Quality**

### **-Requirements for Personnel**

Suppliers shall have personnel certifications/qualifications when the processes being used to produce the product require it or KPA has flowed that requirement to the Suppliers as well when the approval of equipment and qualification of personnel as applicable when the KPA or KPA's customer has to approve personnel.

Seller shall provide the products and services in accordance with all requirements of this purchase document and/or contract including descriptions, identification and revision status of specifications, drawings, process requirements, inspection /verification instructions and other relevant technical data and schedules, requirements for qualification of personnel, approval of product, process, procedure and equipment, quality management system requirements, requirements for design, test, inspection, verification (including production process verification), use of statistical techniques for product acceptance, and related instructions for acceptance by the Seller, and as applicable critical items including key characteristics where applicable, other specifications identified within the technical requirements documentation or other attachments which are part of this purchase document. The Seller shall ensure that all articles are of new manufacture and free of Foreign Object Debris/Damage (FOD)

### **-Requirements for Acceptance**

Suppliers shall perform product acceptance in accordance with the defined requirements by KPA in the contracts and/or purchase orders.

Suppliers shall perform test, inspection, verification (including production process verification) requirements, use of statistical techniques and as applicable critical items including key characteristics for product acceptance, and related instructions for acceptance by KPA, shall be documented, records maintained and copies will be provided when specified in the purchase orders and/or contracts.

The test requirements ensure the final product operates in accordance with the end user's needs. In order to ensure the product complies with the design requirements, the Supplier develops an inspection plan and means of product/process verification like FAI, process certification, etc. The inspection plan can be based on sampling inspection if and when the Buyer agrees with the Supplier sampling plan. The Supplier is expected to comply with the requirements applicable to critical items as defined through design or contract; the Key Characteristics process is documented in AS9103.

The requirements of this specific clause are typically contained in contractual documents and specifications. The understanding of all requirements are extremely important before contract acceptance.

### **- Records Retention Requirements**

Seller and the Seller's subcontractors shall maintain verifiable objective evidence of all inspections and tests performed, results obtained and dispositions of non-conforming articles. These records shall be identified to associated articles, including heat and lot number of materials, unit or lot serialization. These records shall be made available to customer and/or government representatives upon request

and shall be retained in a safe, accessible location for a period of 10 years after date of delivery or as defined in the contract.

The Seller's records associated with the manufacture of serialized or lot controlled articles will provide for continued traceability of serial numbers or lot number identification through all phases of manufacture, commencing with the raw material and continuing through final acceptance of the end item.

Records must be held for the required retention period shall not be destroyed without Buyer's written concurrence.

**MINIMUM RETENTION BY PROJECT SITES MUST BE AS FOLLOWS:**

For BOEING Parts 10 years: 10 years from the date of shipment. All FAI parts numbers will be kept for 10 years as of the deadline for the last product within the FAI parts.

For AGUSTA Projects from 10 years to life of product. Records will be held during min. 10 years. All records related to critical or traceable parts, nonconformity records and corrective activity records should be maintained for quality data production time +5 years.

BOMBARDIER projects should be reachable at minimum 10 years to complete the purchase order not been detected with the agreement. (According to QD 4.6-40E)

5 years for SKORSKY projects / industrial standard parts 10 years for parts having material from ready shelf / industrial standards for 40 years for flight safety / critical parts

For EUROCOPTER Projects from 3 years to life of product

FOR AIRBUS A400M, A350, PAG, AIRBUS SEC. 18 AND AIRBUS A330 VTP RUDDER and AIRBUS SEC. 19 projects 6 year product life + 6 years (A1001.0)

FOR AIRBUS DEFENCE VE SPACE(EADS-CASA) projects 10 years.

FOR LMAERO projects from 3 years to 7 years

FOR OZGUR projects final product shipment + 5 years

FOR ATAK projects final product shipment + 5 years

FOR ANKA projects final product shipment + 5 years

For PAG Projects from 6 years to indefinite duration

For BELL Projects minimum of 5 years for non-controlled items and 10 years for controlled items

For DAHER Projects LOP (Operational Life of the Product) +6 years (According to A1001.0)

**-Control of Documents:**

Acceptance of this contract/purchase order, will require any changes that are made to the Seller's quality system documentation shall be reviewed and approved by the Buyer and or government prior

to being enacted. The exact document(s) that must be approved is subject to agreement between the Buyer and the Seller.

#### **-Notification of Changes**

Seller shall provide in writing advance notification to the Buyer of any change(s) to tooling, facilities, materials or processes of the delivered item including sub-tier supplier changes. This includes, but is not limited to, fabrication, assembly, handling, testing, facility location or introduction of a new sub-tier supplier.

Seller shall notify the Buyer of the proposed changes in process definition and, will obtain approval from the Buyer and Buyer's customer prior to implementing the change for the product that is designated as 'critical' or contains 'critical processes'. Changes affecting processes, production equipment, tools and programs shall be documented. Procedures shall be available to control their implementation. This requirement for notification and approval extends to any sub-contracted operations performed on the defined 'critical product and/or processes', by or for the Seller. Record Retention

Seller and the Seller's subcontractors shall maintain verifiable objective evidence of all inspections and tests performed, results obtained and dispositions of non-conforming articles. These records shall be identified to associated articles, including heat and lot number of materials, unit or lot serialization. These records shall be made available to customer and/or government representatives upon request and shall be retained in a safe, accessible location for a period of 10 years after date of delivery or as defined in the contract. Seller shall retain such records for a period of not less than (10) ten years from the date of shipment under each applicable Purchase Order. Seller shall maintain all records related to the current first article inspection (FAI) for (10) ten years past final delivery of the last Product covered by the FAI.

The Seller's records associated with the manufacture of serialized or lot controlled articles will provide for continued traceability of serial numbers or lot number identification through all phases of manufacture, commencing with the raw material and continuing through final acceptance of the end item.

Records held for the required retention period shall not be destroyed without Buyer's written concurrence. Seller will notify Buyer of records to be disposed of and Buyer reserves the right to request delivery of such records. In the event Buyer chooses to exercise this right, Seller shall promptly deliver such records to Boeing at no additional cost on media agreed to by both parties

#### **-Right of Access/Entry**

Work under this purchase order/contract is subject to government or Buyer surveillance/inspection at the Seller's facilities and sub-tier supplier's facility. If a surveillance/inspection is to be conducted by the government or customer the organization will be notified prior to this event.

Seller shall ensure right of entry and provide all reasonable facilities to Buyer, Buyer's Customer, and Regulatory Agency personnel to inspect and evaluate Seller's facilities, systems, data, equipment, personnel and any articles that will be incorporated into Buyer's products. While Buyer reserves the right to conduct inspection on a surveillance basis or to the extent of 100 percent inspection, no

shipments are to be held for Buyer unless Buyer Source Acceptance is invoked on the purchase document.

#### **-Packaging, Handling and Labeling Requirements**

The Seller shall be responsible for ensuring that items provided under this Contract/Purchase Order are packaged in such a manner that the dimensional integrity is preserved, contamination and corrosion are prevented, and no physical damage occurs. Packaging when specified shall be in accordance with the drawing, appropriate ASTM, MIL, or other applicable customer specified requirement and prevents damage, deterioration, substitution or loss in transit. The Seller shall label the exterior of the package to ensure adequate identification of precautions needed to ensure the integrity of the product being shipped. The Seller must specify the handling and shipping methods that ensure proper and on-time delivery without damage to the product. The Seller shall ensure that special labeling requirements shall also be listed in the appropriate shipping documents and on each package. Attention to ESD, foreign object damage (FOD) and physical integrity must also be noted for all products where applicable.

#### **-Foreign Object Damage**

The Seller shall ensure articles are free from foreign objects and foreign object damage resulting from processing or assembly and packaging operations for articles, particularly components and assemblies susceptible to foreign object damage. Use of NAS 410 standard for guidance is recommended.

#### **-Sampling Plans**

Acceptance of this contract/purchase order requires the Seller to submit any sampling plans used for product acceptance to the Buyer and/or Buyer's customer for approval prior to use. This requirement is applicable to the Seller and to the Seller's sub-tier contractors. Sampling is not permitted until the sampling plans have been approved.

#### **-Requirements for Nonconforming Product and Reporting**

Sellers shall have a documented procedure that defines the controls and related responsibilities for dealing with nonconforming products. The Seller's documented procedure shall also define the responsibility for review and authority for the disposition of nonconforming product and the process for approving personnel making these decisions.

When a nonconformance is discovered, a review process shall be initiated with the identification and documentation of the nonconformance. This review shall be the initial step performed by the Seller to determine if the nonconformance needs to be reported to the customer (see below), and to determine if the nonconformance is minor and can be re-worked to a condition that completely conforms to the drawing or specification requirements.

This review does not negate the requirement to identify, segregate, document, and report and disposition nonconformances.

Nonconformances shall be reported to the Buyer as soon as it is detected and determined not to be re-workable and may be salvageable. When notification is required, notification shall be within 3 working days after the nonconformance is discovered. This requirement applies to all procurements. However, if the condition is possible safety of flight, Seller shall submit all available information immediately.

Any nonconformance discovered by the Seller, on products in their control, shall be documented by the Seller approved method of nonconformance reporting. Additionally, the Seller shall notify the Buyer using a timely "Notification of Escape" for any product that is considered non-conforming that has been delivered to any and all Buyers. AS9131 is an acceptable means of reporting. This shall include a detailed description of the nonconformance; location (by drawing reference point, hardware reference point, clock location, etc.); and exact callout of the violation by drawing or specification requirement (including sub-paragraph or illustration number). It shall also list what type of inspection revealed the discrepant condition, and what, if any, subsequent actions were taken prior to disclosure. Dimensional violations shall include "should be" and "is" dimensions, and tool(s) calibration traceability numbers.

Seller shall ensure that product, which does not conform to product requirements, is identified and controlled to prevent its unintended use or delivery until dispositioned or scrapped after review.

The Seller will need to obtain the Buyer's disposition of the products' non-conformance or the Buyer will need to provide an approval for the supplier to disposition the product(s).

Seller or its sub-tier suppliers has no authority to disposition product or process nonconformances. Repair and Use As Is dispositions are not allowed under this clause.

Seller or its sub-tier suppliers has also no authority to disposition product or process nonconformances for Scrap disposition when the Buyer furnished material is used on the products unless otherwise stated. Seller shall inform the Buyer and return the material to be scrapped.

#### **-Counterfeit Parts Requirements:**

When counterfeit parts are detected;

- The parts are not returned
  - Product fee is not paid to external provider
  - All costs, including penalties incurred by the client to the company, are procured from the external provider
- Persons Awareness

The organisation shall ensure that all employees, involved in any stage, within the organisation, effecting the final product(s)/service(s) subject to this PO (Purchase Order) have adequate training ensuring awareness of;

- a) their contributions to product and service conformity
- b) their contributions to product safety
- c) the importance of ethical behavior

Additionally, as a proof, the organisation shall be ready to present the documented information both during the “Audit” that will be held by Küçükpazarlı and at any time and by any way that Küçükpazarlı will decide.

**-CNF and TNF**

CNF and TNF documents are delivered together with the first PO