



Palomar Products

Rancho Santa Margarita, CA 92688

“Q” Clause

Purchase Order Attachment

NUMBER: <b>Q1</b>	REV: <b>B</b>	TITLE: <b>Quality Surveillance / Inspection / Test by Buyer at Seller's Plant</b>
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DOCUMENT OWNER: QUALITY MANAGER

PREPARED BY: Stephen Fong	SIGNATURE: Stephen Fong	DATE: 01/30/2009	DEPT: Quality
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APPROVED BY: Bruce Martin	SIGNATURE: Bruce Martin	DATE: 01/30/2009	DEPT: Quality
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- 1. REQUIREMENTS:** Supplies and services ordered by this Purchase Order are subject to surveillance / inspection / test by Palomar Products, Inc. (PPI) Quality Representative at Seller’s facility. Specific surveillance / inspection / test activities performed by the PPI QAR may include review of the production and inspection systems, witnessing of special processing and testing, and in-process inspection / test as required to verify conformance to the requirements of this PO. The PPI QAR may perform, witness or verify any of the inspections or tests.

Review of the associated Quality Inspection System documentation may be performed covering any element affecting conformance, e.g. calibration of test and measurement equipment, inspection reports, inspection instructions, procedures and configuration control, skills certification and packaging methods.

Seller shall not ship items without evidence of surveillance / inspection / test by PPI QAR unless authorized in writing by the PPI Buyer. All such items shipped without PPI source inspection shall be identified with the applicable PPI Buyer authorization.

- 2. PROCUREMENT PACKAGE REQUIREMENT.** Upon acceptance of the purchase order, the Seller shall establish and maintain a procurement package for each purchase order segregated by PPI’s specific part number. The package shall contain, as a minimum, the following listed items and in addition, all changes to the listed items; e.g. original PO and subsequent changes, original and revised drawings, engineering orders and change notices, etc.
  - Purchase order
  - Engineering drawing(s)
  - Supplier planning documents (travelers, shop orders, etc.)
  - Specifications
  - Engineering change orders to drawings or specifications
  - Data items, subcontracted for by PPI, e.g. Quality Test Plans, Qualification Test Reports, Conformance Test Reports, Qualification Inspection Procedures, Acceptance Test Procedures.
  - Data Items Letter of Approval
  - PPI’s inspection procedure, if applicable

Typed signatures constitute approval. Actual signatures on file at Palomar Products, Inc., Rancho Santa Margarita, CA



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- I. PPI’s Source Inspection Report (Quality Assurance Supplier Record - QASR), when required for each submitted lot.
- J. PPI’s Letter(s) of Approval for other applicable “Q” Purchase Order Attachments.

Seller shall make the procurement package available to PPI’s Quality Assurance Representative upon request. The procurement package shall be maintained in active status until all purchase order requirements have been completed. Upon completion, the procurement package shall be retained in an inactive status for three (3) years.

- 3. MANDATORY PPI INSPECTION POINTS. In addition to surveillance, the PPI Buyer may designate mandatory points of inspection in the purchase order. These may include in-process, final, pre and post burn-in, etc. The PPI Buyer may also indicate mandatory source inspection points to be performed by the PPI QAR. In the absence of identified mandatory inspection points, the inspection point shall be after final assembly.
- 4. NOTIFICATION. Seller shall notify PPI’s QAR and Buyer at least five (5) working days prior to the anticipated availability of the subject items requiring source activity. After such notification, the Seller is responsible for additional notification of events that may affect the requested schedule. In addition scheduling of Source Inspection shall be at the sole discretion of the Source Inspector.
- 5. DOCUMENTATION. Each shipment made against this purchase order shall include, as a minimum, at least one copy of the PPI QASR, furnished by the PPI QAR. When a QASR is not furnished, Seller shall include at least one copy of Sellers inspection report with each shipment.
- 6. OTHER SELLER OBLIGATIONS. The surveillance / inspection / test provided for herein shall not constitute final acceptance of the items, and shall not modify or limit any representations, warranties, or commitments made elsewhere or in any way affect the obligations of the Seller to perform in strict compliance with the provisions of the purchase order.

*Typed signatures constitute approval. Actual signatures on file at Palomar Products, Inc., Rancho Santa Margarita, CA*