



Main Plant – 50 Eisenhower Drive, Westbrook ME 04092
Ph: (207)854-1500 Fax: (207)854-0726

Fabrication Facility – 20 Hutcherson Drive, Gorham ME 04038
Ph: (207)854-9766 Fax: (207)854-9768

SUPPLIER PRODUCT QUALITY ASSURANCE PROVISIONS

SUPPLIERS OF PRODUCT AND/OR PRODUCT-RELATED SERVICES, I.E., CHEM FILM, PAINT, PLATING, ETC., MUST COMPLY WITH THE FOLLOWING PRODUCT QUALITY ASSURANCE PROVISIONS.

1. At the time of shipment D&G Machine Products requires the following documentation sent with shipment:
 - a. Raw Materials – Must provide Mill Material Certification/Report
 - b. Chemicals/Paint – Must provide SDS for all
 - c. All PO Line Items that indicate “Certifications Required”
2. PO and Line Numbers are required on ALL invoices. Failure to do so may delay payment.
3. If delivery is made to any address that is not D&G Machine Products’ Main plant or Fabrication facility, proof of delivery , certifications, SDS, and pack slips are required to be sent VIA email to; RECEIVING@DGMACHINE.COM. The PO and Line Number must be included in the subject line of the email. Failure to do so may delay payment.
4. Maximum weight per pallet is 6000lbs for D&G Machine Products’ Main Plant in Westbrook.
5. Maximum weight per pallet is 3500lbs for D&G Machine Products’ Fabrication Facility in Gorham.
6. Deliveries may be made up to five (5) days early.
7. For technical or certification questions, please contact the “Issued By” person indicated on the purchase order.
8. Supplier shall have and maintain a quality control system acceptable to Buyer for the goods purchased under this Purchase Order. Supplier shall permit Buyer to review procedures, practices, processes, and related documents to determine such acceptability.
9. Supplier shall promptly notify Buyer in writing in the event of discrepancies in Supplier’s processes, including deviation from Supplier’s approved inspection/quality system, or in the event non-compliant products are discovered or suspected.
10. Supplier must obtain written approval prior to shipping non-conforming products. A copy of the non-conformance approval must accompany each shipment.

11. A Certificate of Conformance must accompany each shipment and must contain the following information:
 - Name and address of Manufacturer
 - Purchase Order and Line number
 - Part number
 - Quantity
 - Manufacturer's lot, heat, batch, date code, and/or serial number (if applicable)
 - Specific processing standards as indicated in Purchase Order instructions or supplemental drawings or specifications.
12. Record retention of raw material certifications (traceable to a mechanical and chemical analysis), data related to manufacturing, inspection, testing and a Certificate of Conformance shall be maintained and stored by the Supplier for a period of ten (10) years after the completion of the purchase order. The data shall be made available when requested by the Buyer.
13. Buyer and Buyer's Customers, including the United States government, shall have the right at no additional cost, to perform inspection and surveillance, review procedures, practices, processes and documents related to Supplier's operations and those of the Supplier's sub-tier suppliers.
14. Supplier shall not assign, transfer, delegate, or subcontract any of its rights or obligations under this purchase order without the prior consent of Buyer's Authorized Representative. Any purported assignment or delegation in violation of this Section shall be null and void. No assignment of delegation shall relieve the Supplier of any of its obligations hereunder.
15. Suppliers shall ensure all relevant purchase order requirements are flowed down to their sub-tier supplier's. Supplier's sub-tier suppliers shall be responsible for compliance to the same Purchase Order Terms and Conditions, Product Quality Assurance Provisions, specifications, and requirements specified on the purchase order.
16. Materials and services required for manufacturing parts on purchase order must be supplied or performed by an Approved Supplier. D&G Machine Products Approved Supplier list will be provided or as indicated specifically on the purchase order.
17. Supplier shall comply with First Article Inspection Requirement SAE AS9102, to D&G Machine Products controlled drawings and specifications(D&G provided) unless otherwise specified by the purchase order.
18. Supplier shall furnish, at no cost to D&G Machine Products the necessary inspection facilities and equipment, documentation, and personnel to support a Source Inspection.
19. Supplier shall ensure that D&G Machine Products Source Inspection is performed at the supplier's facility prior to shipment. Supplier shall be able to provide evidence demonstrating conformance to the lot acceptance requirements as specified in the drawing or specification for the material described in the purchase order.

- 20. Supplier must obtain authorization prior to performing Plating, Surface Finish, Painting, Welding, NDT, or Heat Treat processes. All personnel must be certified to perform any Plating, Surface Finish, Painting, Welding, NDT, or Heat Treat processes.**
- 21. Supplier shall establish and maintain an effective Foreign Object Damage (FOD) Prevention Program. Supplier's FOD Prevention Program shall be available for review and audit upon request by Buyer. The material supplied on the purchase order shall be free of foreign objects and manufactured in an environment that is free of foreign objects.**
- 22. Supplier must identify all parts by lot and/or heat number. When stamping of individual parts is not practical, the lot and/or heat number will be placed on a tag and attached to individual parts or on smaller parts the package may be labeled.**
- 23. Suppliers of items with shelf life e.g., Adhesive, Sealant, Catalyst, Epoxy, Rubber, Bearings, and Paint, shall indicate either on the container or provide a document stating the date of manufacture, warranted storage at room temperature, storage life beyond warranty period as established by supporting documents/data (e.g., military specifications, stability studies, etc.) Material must be received at DGM with a least 75% of the useful shelf life remaining, unless otherwise stipulated. In cases of rubber material, a certificate must be supplied separate from Supplier's packing list but included with the material, specifying rubber cure date and if required by specification, the durometer reading.**
- 24. DFARS 252.225-7008 "Restriction on Acquisition of Specialty Metals" - Any specialty metal delivered under this purchase order shall be melted or produced in the United States or Qualifying country.**
- 25. Supplier is required to have an active ITAR Registrant Code and work will be performed per ITAR Part 122.**
- 26. Requirements for test specimens (e.g. production method, number, storage conditions) for design approval, inspection, investigation or auditing.**