



Purchase Order Quality Assurance Terms & Conditions

Material supplied to fulfill a CAHILL Instrumentation Purchase Order (PO) must be in accordance with the quality clauses listed for each item on the face of the PO. Explanation of these clauses is provided below:

1. Quality Systems applicable to the manufacture and/or supply of materials detailed herein must meet or exceed the requirements outlined in the appropriate level of ISO 9000 (revision in effect on the date of the Order). The Suppliers Quality System may be subject to audit by CAHILL Instrumentation representatives or evidence of compliance may be requested.
2. Documentation Requirements: records of manufacturing and test/inspection/calibration demonstrating compliance with contract requirements shall be maintained and stored by the Supplier for a minimum retention period following completion/termination of the order. In the absence of specific Order instructions, the minimum retention period is five (5) years. The Supplier agrees to supply such records to CAHILL Instrumentation upon request as objective evidence of compliance with contract requirements.
3. Certificates of Conformance and/or Calibration: one (1) copy to accompany each shipment. Certificates must reference the purchase order number, release number (if applicable), part number, revision status, and unit serial number(s) as applicable.
4. Test/Calibration Data: The Supplier shall forward test documentation demonstrating that material or components referenced in the Purchase Order meet all drawing and specification requirements. The Supplier shall submit one (1) copy of record with each shipment. The record must reference the purchase order number, release number (if applicable), part number, revision status, and unit serial number(s) as applicable.
5. Corrective Action Response: when, during the term of this Purchase Order, the Buyer discovers discrepancies in the purchase material, the Buyer may elect to issue to the Supplier a Corrective Action Request (SCAR). The Supplier shall respond within the period identified in the SCAR. The response shall identify the cause, the action(s) taken for containment and to prevent recurrence, and the effective point of the corrective action by reference of the part number, serial number (or date of effectivity), where appropriate. All responses must be signed by the Supplier's authorized Quality Assurance Representative.
6. Source Inspection and/or CAHILL Instrumentation's Quality Assurance Approval are required prior to shipment from the Supplier's facility. Please notify Buyer a minimum of two (2) weeks in advance of material readiness. If source inspection is to be carried out, please have production samples, manufacturing records, test/inspection records, and material certificates available for review by CAHILL Instrumentation's Quality Assurance representatives. Acceptance by CAHILL Instrumentation's QA personnel at Supplier's facility does not preclude subsequent rejection by CAHILL Instrumentation.
7. Shelf Life: the Supplier shall clearly identify those items and/or assemblies that have a specific shelf life. The date of manufacture and expiry date must be visibly marked on the item where practical, or otherwise included in accompanying documents. The difference between date of receipt at Buyer and date of manufacture shall not exceed the time limit specified on the order, except by written permission of Buyer. In the absence of specific order instructions, this maximum interval is two (2) months. Special handling or storage requirements (e.g., storage temperature) shall be clearly marked on the item, or included in accompanying documents.
8. CSA Approval: All electrical/electronic parts on this order to be Canadian Standards Association (CSA)-approved and identified with the appropriate markings demonstrating this approval.



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9. Sample Approval Prior to Production: Samples produced using regular production tooling will be submitted to CAHILL Instrumentation Quality Assurance for approval prior to production. Samples shall be submitted with a checked drawing (or equivalent report) and supporting inspection, test and laboratory results.
10. Caution! These parts are Electrostatic Discharge Sensitive (ESDS): consult the applicable part number and specification for ESDS requirements including proper handling, packaging, and identification. Treat parts as MIL-STD-1686 Class I devices in the absence of other specific requirements. Packages containing ESDS items must be clearly marked with an appropriate warning symbol (EIA RS-471 symbol preferred).
11. Anti-static Packaging Required. Unit packaging shall be conductive, static shielding, or anti-static per EOS/ESD ADV-2.0-1994. The Buyer recognizes that parts may not be electrostatic discharge sensitive (ESDS). However, parts are to be utilized in an ESD-controlled work environment and must be packaged accordingly.
12. Attention! Workplace Hazardous Materials Information System (WHMIS) controlled Item. Current Material Safety Data Sheet (MSDS) must be supplied with each shipment.
13. Controlled Serialization Required. This item requires controlled serialization. Contact Buyer for serial number sequence.
14. Material and Finish Certification: Material and Finish certificates are required in accordance with order requirements, and must accompany each shipment. Material certificates must identify the complete material specification and/or properties and chemical composition of the material/coating supplied. Finish certificates (for paints, inks, coatings, etc.) must state the applicable specification number and revision or drawing specification, as applicable.
15. Weld Procedures / Certifications: The seller shall provide Buyer with a copy of its latest welding certifications and procedures in advance of any shipment and ensure that Buyer is kept apprised of any changes to this reference. Seller shall be certified by the Canadian Welding Bureau in accordance with W47.1-03 and W47.2-M1987. When orders contain no weld specification references, welding requirements shall be in accordance with AWS D1.1-2006 for steel and AWS D1.2-2003 for aluminum.

Revision History

Rev	Prepared	Maintained	Approval	Issued	Description of changes
01	G. Breen / K. Marsh	K. Marsh		03-Apr-09	Initial Issue.