

Micron Laser Technology (MLT) shall require suppliers providing materials and services to provide and maintain a Quality Management System (QMS) in conformance with ISO 9001 or AS9100 or self-declared compliance of the standards or has been determined by MLT to be acceptable.

Scope:

This information applies to all suppliers and establishes the quality assurance requirements as a condition of procurement from our suppliers. The Supplier will be responsible for meeting other quality requirements delineated on the Purchase Order and not included within this document.

Acceptance:

Acceptance of the purchase order is considered acceptance of MLT terms and conditions, purchase order requirements, and supplier quality requirements. If conflicts between Supplier Requirements and the Purchase Order are detected, the Supplier shall notify MLT prior to acceptance.

Nonconforming Material Control:

Product or material which fails to meet the supplier requirements and/or purchase order specifications shall not be accepted or shipped without prior written approval of MLT. Supplier shall provide for control, segregation and identification of discrepant material detected at Supplier's facilities.

Change Control:

The supplier shall notify MLT of any changes to the supplier's quality system, specifications, materials, processes, vendors, and manufacturing facilities.

Supplier Flow Down:

Suppliers shall flow down to its sub-tier suppliers all applicable requirements on MLT purchasing documents and supplier quality requirements. Flow down requirements consists, but not limited to, Control and monitoring of the Supplier's performance to be applied by the organization and ensuring that persons are aware of their contributions to product safety and importance of ethical behavior.

Supplier Records:

Suppliers shall retain legible records, including inspection and test data, pertaining to purchase orders for a minimum of 7 years. Suppliers must ensure records are retrievable and safeguarded from deterioration. When required, test and inspection records shall accompany shipment of items.

Right of Access:

Suppliers shall allow MLT, customers and regulatory agencies reasonable access to the applicable areas of all facilities at any level of the supply chain involved in fulfilling the purchase order requirements and to all applicable records. MLT has the right to conduct surveys, audits, inspections and surveillance of Supplier's facilities and subcontractors with prior coordination, to determine the capability to comply and continuing compliance of procurement documents.

ITAR:

All Micron Laser Technology product is to be handled as being ITAR controlled.

The supplier will be responsible for compliance to the International Traffic Arms Regulations (ITAR) or the Export Administration Regulations (EAR). Acceptance of MLT purchase orders constitutes Supplier's compliance to the requirements of the Arms Export Control Act (22 U.S.C. 2778) including the screening of any of the Supplier's sub-tier suppliers and carriers.

First Article:

When specified on the Procurement Document, First Piece approval is required. Following final inspection and test at MLT, written approval or rejection of the first piece will be furnished by MLT. When approval is received, Supplier is authorized to proceed with the production of the order balance.

Measuring and Test Equipment:

Supplier shall be responsible for validating the accuracy and stability of tools, gauges and test equipment including documented schedules for periodic calibration traceable to the National Institute of Standards & Technology (NIST). Objective evidence of calibrations shall be recorded and made available for MLT review upon request.

Certificate of Conformance:

When required, shipment of raw material or finished or semi-finished items manufactured from raw materials must be accompanied by a Certificate of Compliance. Items delivered from a distributor must be accompanied by a statement, executed by an authorized representative, that the items furnished are part of the shipment covered by the manufacturer's documentation.

C of C Requirements:

- a) Identify the purchased material and associated procurement documents.
- b) Identify the specific procurement requirements met by the purchased material.
- c) Be signed for or otherwise authenticated by the person responsible for final QC inspection.

Shelf Life:

Unless otherwise specified, all materials with a shelf life must be marked with an expiration date, as applicable. Material must be within 75% of the material shelf life when supplied to MLT.

Hazardous Materials:

When applicable, Supplier shall package and label material in accordance with OSHA guidelines for Hazardous Material, and supply current MSDS sheets.

Test Reports:

Test reports must be available upon request.

Configuration Control:

When required, Supplier shall implement any configuration control procedures that may be required from the buyer.

Commercial Off The Shelf (COTS) and Public Domain items:

When required, methods used to accept and item or service must be a COC, testing at the source, Certificate of Analysis (COA), Certified Material Test Report (CMTR), source verification, receiving inspection, testing by the supplier or a combination of these methods. Additionally, when a COC, COA, or CMTR is used as the method of acceptance, the document must contain a certification statement, but a signature is not required if the documents does not indicate or imply a signature is required.

Supplier Competence:

MLT has no specific requirements or qualifications of personnel but expects all of its orders to be handled by competent and trained employees at the suppliers site.

Verification and Validation Activities:

At this time, MLT does not intend to perform verification or validation activities at the suppliers site. The supplier will be notified if this changes.

Material Validation:

In some cases, materials may be validated at least once a year by testing at an approved independent test house, at MLT's site or an onsite audit of the suppliers site to verify the validity of the suppliers certificate of conformance.

REVISION HISTORY

Rev	Date	Section	Paragraph	Summary of change	Authorized by
A	02/14/18	All	All	Initial Release of the AS 9100 Rev. D and ISO 9001:2015 new standards transition.	Stephen R. Pate
B	06/29/18	All	All	Changed Header – New Company Logo	Stephen R. Pate
C	11/1/19	Change Control Supplier Flow Down	Change Control Supplier Flow Down	Removed:without prior written approval of MLT. Added: Flow down requirements consists, but not limited to, Control and monitoring of the Supplier's performance to be applied by the organization and ensuring that persons are aware of their contributions to product safety and importance of ethical behavior.	Stephen R. Pate
D	8/09/21	All	All	Added a configuration control, COTS, supplier performance, supplier competence and verification and validation activities sections	Steve Veenstra
E	9/15/21	C of C	C of C	Added C of C Requirements	Steve Veenstra