**Quality Requirements**

Quality requirements are flowed down on every purchase order line item and may vary depending on the nature of the part, special processes, part complexity, and unique program requirements.

The following quality requirements, or Text-Keys, apply automatically to every purchase order line item:

ADDITIVEMFG – Additive manufacturing notification

CFTAVOID – Counterfeit Parts Avoidance

CTFIRST – First Article Inspection

DEFECTNOT – Material Review Board Authority

EA-Q-UPLD – Electronic documentation upload

FOD – Foreign Object Damage prevention

MERCEXLN – Mercury Exclusion

MSTBARCODE – Creation of shipping barcode

SUPPRESP – Code of Conduct

TCR137 – Identification of the Manufacturer

UPQ4619 – Parts Substitution

UTCC – Quality Records Retention

UTCLMISTA – Packaging

Examples of the most common quality requirements that may be applied in addition to the ones above depending on the part ordered:

* Homogeneous and identical lots
* Sub-tier supplier requirements flow-down
* Special Process approval
* Lockheed Martin Source Inspection / Government Source Inspection
* Quality management system requirements
* Certificate of Conformance
* Test data/test procedure review and approval
* Raw Material Certifications

**AUTO-FLOWED QUALITY TEXT KEYS**

ADDITIVEMF – Additive Manufacturing Notification

The supplier is responsible to notify the Lockheed Martin buyer when additive manufacturing as defined in ISO/ASTM 52900 will be used to manufacture the product or any part of the product being supplied to this purchase order. Notification is not required when the Lockheed Martin design drawing specifies additive manufacturing as the production method. This requirement does not apply to COTS material (COTS - as defined in FAR 2.101)

CFTAVOID – Counterfeit Avoidance

All material, including material incorporated into the final product must be procured from the original equipment or component manufacturer (OEM/OCM), or the OEM/OCM's authorized distributor. Independent distributors or brokers are not acceptable suppliers and shall not be used to provide product delivered under this purchase order unless approved in advance, in writing, by Lockheed Martin sourcing.

Traceability documentation to the manufacturer of record must be available and must be supplied to Lockheed Martin upon request.

Suppliers shall maintain a counterfeit risk mitigation process in accordance with industry recognized standards.

Additionally, suppliers of electronic components shall maintain a counterfeit electronic part detection and avoidance process addressing the system criteria in DFARS 252-246-7007 when required in the terms and conditions of this contract.

CTFIRST - AS9102 FIRST ARTICLE INSPECTION

The supplier shall perform a first article inspection for this Part Number if any of the following conditions occur:

1) First time product is manufactured for production.

2) A change in the design affecting fit, form, function and/or interchangeability of the part.

3) A change in manufacturing source(s), process(es), inspection method(s), acceptance criteria, location of manufacture, tooling or materials.

4) A change in numerical control program or translation to another media that is utilized to produce end item parts.

5) A natural or man-made event, which may adversely affect the manufacturing process.

6) A lapse in production for two years, or as specified by the customer.

7) For MOTS (Modified Off-the-Shelf) or AID (Altered Item Drawing) items, FAI of the modified portion at a minimum is required.

NOTE: A first article inspection report is not required for rework/repair purchase orders or for parts or material conforming to an established industry or national authority published specification, which has all characteristics identified by text description (i.e., COTS and Mil-Spec parts).

The inspection shall include, but not be limited to a complete documented verification of all dimensions, features, notes, and specifications identified in the contract.

For all product changes, a delta FAI of the changes is acceptable. Additionally, the supplier shall be responsible for confirmation that all operations not performed in the supplier's facility meet applicable requirements.

The supplier may utilize the most current version of AS9102 for their first article inspection report, utilizing AS9102 Forms 1, 2, and 3 or equivalent forms containing all Required and Conditionally Required information as outlined in AS9102.

The supplier shall submit the FAI report and copies of the supporting documentation\* as evidence of conformance to this requirement with the first shipment on the purchase order as required above. When requested, the supplier shall also provide a copy of inspection performed to verify conformance of subsequent build lots/shipments. The supplier shall retain the First Article Inspection Report for a minimum of 5 years.

\*Supporting documentation may include certificates of conformance for raw materials and special processes (as defined in the AS9100 specification and identified on the engineering drawing), drawings, and test reports.

DEFECTNOT – Material Review Board Authority

Supplier is not granted Material Review Board (MRB) authority unless authorized directly by the purchase order. MRB authority is not required for COTS parts (COTS, as defined in FAR 2.101). Supplier agrees to notify the buyer of any nonconforming product that will be delivered on this PO and obtain written approval prior to shipment. Additionally, the supplier shall notify the LM buyer of any findings surfaced through internal or independent process audits and inspections that impact product identified on the PO.

EA-Q-UPLD – Electronic Documentation Upload

Supplier should upload documentation electronically. Support documentation may include packing slip, certificate of conformance, FAI, as-built records, test records, failure analysis, and objective evidence of government source inspection. It must include materials required by the LM sourcing or SQA representative, or contractually required. Do not upload proprietary, sensitive, export controlled or confidential documents. SDRLs should be sent through channels designated by LM sourcing.

Attach the documents in P2P Ship to tab during the creation of the barcode label unless otherwise directed using the following steps:

1. Click on the Supporting Documentation Button

2. In the next screen Click on browse

3. Find the item you want to upload - Double click on the item

4. Click the upload document button

5. You will see the document(s) it show in the list of uploaded documents

6. Click the Back To Ship To button

FOD – Foreign object damage (FOD) prevention

The seller shall implement methods to control Foreign Object Debris (FOD) during each of the various phases of an item’s lifetime.

Prior to closing inaccessible or obscured areas and compartments during assembly, Seller’s planning/work instructions shall provide objective evidence of inspection for foreign objects/materials. Seller shall ensure tooling, jigs, fixtures, and test or handling equipment are maintained in a state of cleanliness and repair sufficient to prevent FOD.

When the potential for FOD entrapment or migration can occur during manufacturing or processing by Seller’s subcontractor(s), Seller shall ensure flow down of applicable FOD requirements to the subcontractor(s).

MERCEXLN – Mercury Exclusion Clause

The material supplied under this contract shall contain no functional mercury and shall not be contaminated by mercury or mercury compounds. The Contractor agrees to notify the Lockheed Martin Buyer before shipment, for review and disposition, if functional mercury is present, mercury contamination

MSTBARCODE – Creation of Shipping Barcode

Creating the inbound delivery document and generating barcode labels are critical to processing the receipt which accelerates the payment process.

If this purchase order line item is for material that will be shipped to Lockheed Martin (LMC) or a facility designated by LMC, please logon to you Exostar account at https://portal.exostar.com and access the Lockheed Martin Procure To Pay service. Use the P2P “Ship TO LMC” process to create the inbound delivery record and barcode labels.

You are required to print and supply two barcode labels before shipping your product to Lockheed Martin. One label is to be attached to the outside of the container and the second label is to be attached to the packing slip.

Simple Steps to Create a Barcode label via P2P's "Ship To"

1. Highlight the PO that needs to be shipped, Click on the "Ship To" tab at the bottom of the screen

2. If inspection lots are used you will be taken to a screen to select which lot - Highlight the inspection lot being shipped click submit

3. At the next screen fill in the required information (identified with an \*). When a special process text key is listed on the PO, identify which approved vendor was used to perform the special process by entering the vendor’s LM ID number, where requested.

4. After all the required information is populated click on "Create Delivery/Barcode" button; you will receive an inbound delivery number (e.g., # 180123123"), which will also printout on the barcode label

A PDF document will pop up – save or print as needed

THIS TEXT KEY DOES NOT APPLY TO ORDERS PLACED WITH LOCKHEED MARTIN BUSINESSES.

AN ADDITIONAL SUPPORT GUIDE ON HOW TO IMPLEMENT THIS PROCESS IS AVAILABLE VIA THE EXOSTAR WEB SITE AT http://www.myexostar.com/myexostarAll.aspx?id=1362.

SUPPRESP – Code of Conduct

Supplier shall ensure employees involved with fulfillment of LM service or product deliverables understand how their work contributes to meeting the needs and safety requirements of the customer. Additionally, it is expected that all suppliers and their employees perform ethically in the course of conducting LM business and Do What’s Right, Respect Others and Perform With Excellence.

Additional information can be found in the Lockheed Martin Supplier Code of Conduct linked below.

<http://www.lockheedmartin.com/content/dam/lockheed/data/corporate/documents/suppliers/LM_Supplier_Code_of_Conduct.pdf>

TCR137 – Identification of the Manufacturer

The cage code of the manufacturer of the product supplied shall be recorded on the packing list and/or on the smallest unit container and/or the outer shipping container; the cage code of the headquarters or main plant for the original equipment manufacturer/original component manufacturer is acceptable for commercial product. If the cage code is not available then the name and address of the manufacturer shall be provided. The purchase order supplier of record is responsible for meeting this requirement and shall flow this requirement to its sources of supply.

The commercial and government entity (cage) code of manufacturers are assigned and maintained by the defense logistics agency and can be found at: <https://cage.dla.mil>

UPQ4619 – Parts Substitution

Commercially available parts (COTS) supplied to this order must be an EXACT MATCH to the part number ordered. For upgraded, alternate, or equivalent parts considered, the SELLER must request and receive approval by purchase order amendment prior to shipment and acceptance by Lockheed Martin Corporation.

Parts procured to specifications such as MIL, MS, SAE, etc. may be substituted as allowed by the subject specification. If a QPL/QML exists for the product, the supplier must procure from an approved source. If no QPL exists, the supplier must verify that the material meets the standard in full.

Parts supplied to LMC drawings shall be supplied exactly as ordered. Internal parts used on assemblies built to LM drawings shall only be those specified on the LM parts list or an associated LM engineering approved databases for approved parts and materials. No changes are allowed without Lockheed Martin Approval.

UTCC – Quality Records Retention

Quality records, such as first article inspection, test reports and certifications, including checmical and/or physical reports identifiable to the raw materials used in the performance of this PO, shall be maintained by the seller in a controlled condition for a minimum of (5) years from completion of purchase order. A certificate of conformance for this PO shall be maintained by this seller. These records shall be maintained in protected condition, remain legible, retrievable by PO number, and made available to Lockheed Martin, its customers and/or regulatory authorities. Lockheed Martin may request delivery and/or additional requirements of these records as specified within the PO (including supporting documentation such as statement of work or PO text note). Additional record requirements as stated within the PO will take precedence. This requirement shall be imposed on sub-tier suppliers as well.

UTCLMISTA - Packaging

If packaging requirements are not covered by specific instructions or drawing requirements, the supplier shall be responsible to determine the methods and materials (for example – ASTM D3951) used to protect parts against corrosion, contamination, or deterioration, and physical damage within the shipping container during transit to the delivery address specified in the PO. Parts shall be individually wrapped, bagged, or otherwise protected to prevent twisted and entangle leads and part-to-part contact when packaged within a large pack.