



**Nota Técnica de Compras
Supplier Quality Requirements (SQR)
NT-COM -02**

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TICO SUPPLIER QUALITY CLAUSES				
Quality Clause #	Name	Quality Requirement	APPLICABILITY	
			AEROSPACE	NOT AEROSPACE
01	Quality System	The Supplier should comply to AS9100. Supplier must notify changes in their Quality System Status. The Supplier must comply to ISO9001. Supplier must notify changes in their Quality System Status.	X	
02	Special Processing	Supplier must be NADCAP Certified. Supplier must notify changes in their Quality System Status. Please review the L3 Harris Special Process Supplier List Supplier must request authorization from Tico Electronics to sub-contract any additional process.	X	
03	Flow Down of Requirements	The supplier must flowdown this requirements within the Supply Chain	X	X
04	Right of Entry	Tico Electronics, its customers, and government officials reserve the right to verify the quality and delivery of all materials and services included in this procurement manual at Supplier's facility at any time. Right of entry shall be flowdown to all sub-tier suppliers.	X	X
05	Record Retention	Supplier shall retain records for a period of 15 years Electronically. Before dispositioning and Tico Electronics document, Tico Electronics Quality Department should be notified. Records shall be available upon request by Tico Electronics within 48 hours.	X	X
06	Key Characteristics / Inspection Personnel	If key Characteristics are identified, the supplier must confirm statistical controls to apply to Tico Electronics. If Gauge R&R is a requirement, supplier must notify any change in inspector.	X	X
07	Delegation of Inspection Activities	When Specified in the PO, Tico Electronics verification activities performed at the supplier premises should not be used by the supplier as evidence of effective control.	X	X
08	First Article Inspection	Supplier must provide FAI in accordance with AS9102	X	X
09	Non-conforming product	Disposition "use as is" or "repair" can only be applied if approved in writing by Design Authority. Tico Electronics reserved the right to request nonconfirming data as part of a Risk-Mitigation Plan.	X	X
10	Counterfeit Part Program	The supplier must have an active counterfeit part program that contains controls in the purchasing, incoming and nonconforming product.	X	
11	Product Conformity and Product Safety	Supplier must have an awareness program to improve and control product conformity and product safety.	X	
12	Ethical Behavior	Supplier must have ethical policies that protect intellectual property of the Design Authorities and to provide precise information about the quality system and it's performance Supplier must comply with Costa Rica & National Labour Law	X	X
13	FOD	Supplier must have an FOD Prevention Program in place that includes training to all applicable personnel.	X	
14	Certificate of Conformance	Minimum information is: - Tico Electronics PO. - Supplier Name and Address. It is mandatory to specify exact address from where the material has been acquired. - Quantity (quantity in the C of C must match with the quantity shipped to Tico Electronics). - Tico Electronics Part Number specified in the PO. - Manufacturer Part Number and Drawing Revision (when applicable). - Material description as show the PO. - Batch number or lot number is mandatory for the articles that require it. - All chemicals and shelf life items have this need. - Serial number (when applicable). - Manufacture date (when applicable). - Shelf life or expiration date (when applicable). The format of this date must be DD-MM-AAAA (month written) example: 14-JUL-2016. - If a specific standard is required by PO or the engineering drawing, the standard and its revision should be reflected in the C of C. - The person who sign the C of C must indicate the name along with the signature.	X	X
15	Traceability to Material Manufacturer	If a material distributor is used within the supply chain, full traceability to the manufacturer is required. If a chain of distributors is used for a product, full traceability is required until original manufacturer.	X	X
16	Shelf Life Items	Tico Electronics reserves the right to accept only products with over 75% of shelf life on receipt of material consider minimum 15 days in transit to destination. This requirement can be bypassed only with the written authorization of Tico Electronics Incoming/receiving department.	X	X
17	Special Handling	For ESD sensitive items and for etched materials handling precautions should be maintained to assure product conformity	X	X
18	Fluxes and Solder bars, strands or solder paste requirements	When purchasing fluxes, compliance to J-STD-004 must be explicit in the C of C. For strand and/or solder bars, reference to J-STD-006 is required in the C of C. If solder paste is required, reference to J-STD-008 is required.	X	X
19	Chemicals	MSDS for chemical must be provided in each shipment	X	X
20	Compliance to Trinity / Bombardier requirements	End user for this product is Trinity Aerospace and they require that all suppliers and manufacturers for their products are approved in the Bombardier List. Find the list in the link detail: https://bombardierquality.service-now.com/sp?id=vendors	X	
21	Compliance to Moog Requirements	For Moog Aircraft, compliance to SQR-1 must be confirmed. If PCBs of CCAs are produced compliance to S310 and S510 must be confirmed.	X	
22	Compliance to RoHS & REACH	Supplier shall be in compliance with the Restriction of Hazardous substances and REACH this requirement applies when the end-user is <u>Celera</u> , or if it is specified in the PO or engineering drawings.	X	X
23	Traceability of DFARS required	The Seller must ensure that all items on this procurement are traceable to source of origin by, as applicable: lot, date code(s) and batch number(s) A traceability number must be recorded on all release documentation submitted to Tico Electronics. DFAR approved countries. (Per latest revision, these countries are: Australia, Belgium, Canada, United States of America, Denmark, Egypt, Federal Republic of Germany, France, Greece, Israel, Italy, Luxembourg, Netherlands, Norway, Portugal, Russia, Spain, Sweden, Switzerland, Turkey, United Kingdom of Britain, Northern Ireland, Austria and Finland).	X	
24	Compliance to Celera (end-user) requirements	All Celera Motion materials (including packaging materials) must be RoHS and REACH Additionally, the Supplier must ensure for shelf-life material requires at a minimum: Lot #, Expiration date, Date of manufacture, and UL as required and CoC. The COTs/ Stock parts require at a minimum: CoC or Material test report and UL It is not a mandatory requirement to send FAI report for materials or parts if the specified end-user is Celera		X
25	Compliance to Parker (end-user) requirements	All Parker materials must be RoHS and REACH Additionally, the Supplier must ensure for shelf-life material requires at a minimum: Lot #, Expiration date, Date of manufacture, and CoC. If UL is required will be specified in the PO.		X
Additional Comments				
For fixtures and tooling NT -COM -05 section 7.7 must be compiled				
Tico Electronics Customer	Tico Electronics Customer Special Requirements (Please review carefully and advise Tico Electronics if unable to meet as required)			
Moog Components Group	N/A			
Moog Aircraft	Supplier shall meet the Moog Clauses and Conditions listed in SQR-1, S310 (Apply for PCB's), S510 (Apply for PCB's) y S384 https://www.moog.com/content/dam/moog/literature/Corporate/Suppliers/SQR_1.pdf https://www.moog.com/suppliers/ssq.html			
Moog Space and Defense	Supplier shall meet the Moog Clauses and Conditions listed the following link https://www.moog.com/suppliers/clauses.html			
Moog Industrial	Supplier shall meet the Moog Clauses and Conditions listed in SQR-1 and S377 http://www.moog.com/content/dam/moog/literature/Corporate/Suppliers/SQR_1.pdf			
L3 Harris	Special Process Suppliers List https://ww2.l3.com/csw/suppliers/quality/special-process-suppliers.htm			

Note: All the points added in this version are in blue. If a point is eliminated needs to be specified in the following box

Point(s) eliminated

N/A