

**SUPPLIER QUALITY ASSURANCE REQUIREMENTS - 100**

1. **SCOPE**- This document is provided to inform you, the Supplier, of the basic quality requirements and procedures that must be met before material or product will be accepted at CIRCOR Instrumentation Technologies (CIT).
2. **INSPECTION SYSTEM** - You are responsible for maintaining a quality management system that will assure the production and delivery of a quality product and to require the same performance from your supplier. Your quality management system shall satisfy the requirements of ISO 9001 or a similar standard as applicable to the products and/or services you provide to CIT.
3. **DISCREPANT MATERIAL** – It is CIT’s policy that all purchased materials or items meet all requirements. If there are any questions related to the conformance of procured materials or items you should contact the buyer in CIT’s purchasing department who placed the order with you.

Do not ship any nonconforming parts to CIT without express authorization to do so. If you receive such authorization, segregate the discrepant material from the conforming portion and mark it clearly.

4. **PACKAGING** - You are responsible for packaging parts for shipment to Hoke Incorporated so that they are clean, free from debris, protected against shipping damage, surface deterioration and corrosion during shipment and/or storage.
5. **IDENTIFICATION** – Please clearly label all parts, lots, etc. in accordance with our documentation and good practice.
6. **SPECIAL PROCESS AND MATERIAL CERTIFICATION** - When our documentation calls for special processes such as cleaning, joining (welding, braze, adhesive, etc.) non-destructive testing (magnetic particle, X-ray, penetrant, etc.), chemical coatings, acid etching, impregnating, heat treating etc. - you are responsible for submitting evidence of certification of your own or your sub-contractor’s special processes, before starting production. Certification is defined as a review and evaluation by CIT to determine whether the equipment and controls used in a process can produce results in compliance with CIT and/or ISO requirements. Raw material not furnished to you by CIT will require objective evidence that material used meets all specified criteria of the Purchase Order.