

Supplier: \_\_\_\_\_

PO No.: \_\_\_\_\_ Line No.: \_\_\_\_\_

Please check the box for each applicable POQR only **after you're certain it has been satisfied and all documentation is attached.** Enclose this form with shipment.

Comp.	N/A	POQR #	Description
<input type="checkbox"/>	<input type="checkbox"/>	<b>01</b>	Certification of Compliance must Accompany Shipment – This statement must include, as a minimum, purchase order number, part identification, revision, serial number (if applicable), lot number or batch number (if applicable), and quantity. This document must exhibit the signature or equivalent approval (stamp, etc.) of an authorized individual.
<input type="checkbox"/>	<input type="checkbox"/>	<b>02</b>	All material shall be supplied with certifications containing purchase order number, part number, actual chemical and physical data in accordance with the applicable specification(s) and standard(s). The vendor shall review all their supplier certification(s) for accuracy and compliance to the specifications and/or standards.
<input type="checkbox"/>	<input type="checkbox"/>	<b>2A. Composite Material:</b>	The supplier shall provide material properties in accordance with the drawings, specifications and standards for each lot of material.
<input type="checkbox"/>	<input type="checkbox"/>	<b>2B. Cast or Forged Parts:</b>	The vendor shall provide certified data in the form of coupons, chemical composition, elongation, yield, tensile properties and any other mechanical attributes required by the drawing or material specifications and/or standards.
		<b>2C. Hardware Needing Chemical &amp; Physical Analysis:</b>	Hardware shall be supplied with certifications containing part number, actual chemical and physical data in accordance with the applicable specification(s) and standard(s).
<input type="checkbox"/>	<input type="checkbox"/>	<b>2D. DFAR 252-225-7014 Alt. 1: Specialty Metals</b>	Certification must state the materials supplied meet the requirements of DFAR 252-225-7014 Alt. 1.
<input type="checkbox"/>	<input type="checkbox"/>	<b>2E. DFAR 252-225-7016: Restriction of Acquisition of Roller and Ball Bearing:</b>	Certification must state the materials supplied meet the requirements of DFAR 252-225-7016.
<input type="checkbox"/>	<input type="checkbox"/>	<b>2F. Hardware Needing Only a Certification of Conformance:</b>	Hardware shall be supplied with certifications of conformance containing part number.
<input type="checkbox"/>	<input type="checkbox"/>	<b>2G. Hardware Needing Only a Certification of Conformance:</b>	Material shall be supplied with certifications of conformance identifying material type.
<input type="checkbox"/>	<input type="checkbox"/>	<b>03</b>	Mercury free certification must be provided verifying that all materials delivered against this order do not contain and have not come in contact with the element Mercury (Hg) or Mercury compounds.

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<input type="checkbox"/>	<input type="checkbox"/>	<b>04</b>	Certifications are to be provided, which identify all processes performed (i.e. paint, plating, braze, etc.). The certification must include purchase order number, part number, revision, serial number (if applicable), quantity, reference to applicable specifications and standards, and include an authorized individual signature.
<input type="checkbox"/>	<input type="checkbox"/>	<b>5A.</b>	<p>First Article Inspection and a detailed inspection report is required for this order. The report shall include:</p> <ul style="list-style-type: none"> <li>• All characteristic and note requirements shown on the drawing.</li> <li>• When repetitive characteristics are inspected (i.e. holes the same size) a min. / max. range can be recorded as one entry for all.</li> <li>• Actual results and method of inspection must be recorded.</li> <li>• A list of all equipment including calibration due date, by type (i.e. calipers, micrometer, cmm) used to conduct the inspection.</li> <li>• Part number, revision, part description, serial number and date.</li> <li>• Inspector identification.</li> <li>• The first article piece is to be segregated and tagged as 1<sup>st</sup> Article.</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>5B.</b>	<p>Dimensional inspection reports required. As a minimum, these reports must contain:</p> <ul style="list-style-type: none"> <li>• 100% dimensional characteristics and actual results of the sampled lot, unless otherwise specified.</li> <li>• All measured dimensions shall have the min / max range recorded. The min / max range shall reflect the actuals taken from the quantity sampled.</li> <li>• Sampling plans must meet ANSI 1.4-2008, single sampling plan, general inspection level I, AQL 2.5 or equivalent requirements, as a minimum.</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<b>6A.</b>	Test data must be furnished with shipment and must be traceable by purchase order, part number, lot or batch.
<input type="checkbox"/>	<input type="checkbox"/>	<b>6B.</b>	<p><b>Electronic Components, Wiring Harnesses and Cables:</b></p> <p>The vendor shall provide test reports, RF plots, voltage or resistance verification, insertion loss, VSWR, gain or other requirements specified in or on the specification or drawing. Actual values must be provided. The term "O.K.", "PASS", "ACCEPTED" or "√" will not be acceptable. The data shall have the serial number of the component test. Lot test is not acceptable.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<b>07</b>	<p>The operations, records and work of the supplier are subject to evaluation, review, audit, survey, and inspection by Millitech, Inc., its customers, and the government to determine that the supplier meets contractual requirements and that materials, articles, and related services are of satisfactory quality and meet the intended design.</p> <p>The Supplier shall provide and maintain an inspection system covering supplies under this contract and shall tender to Millitech, Inc. for acceptance only supplies that have been inspected in accordance with the inspection system and have been found by the Supplier to be in conformity with contract requirements. As part of the system, the Supplier shall prepare records evidencing all inspections made under the system and the outcome. These records shall be kept complete and protected against loss and deterioration and made available to Millitech, Inc. for a minimum of seven years or for as long as the contract requires.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<b>08</b>	Each individual container must be marked with the material's useful shelf life and the date of manufacture or the date of expiration. A minimum of 75% of the product's shelf life must be remaining upon receipt at Millitech. MSDS Required.
<input type="checkbox"/>	<input type="checkbox"/>	<b>09</b>	All ESD sensitive materials must be processed in accordance with MIL-STD-1686, JESD-625A and/or S20.20, packaged in ESD black foil conductive static-shielding bags or boxes and labeled as ESD sensitive.
<input type="checkbox"/>	<input type="checkbox"/>	<b>10</b>	Government source inspection is required prior to shipment from your plant.

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<input type="checkbox"/>	<input type="checkbox"/>	11	Source inspection is required prior to delivery of materials. The supplier shall notify the Millitech purchasing agent to arrange for source inspection. The supplier shall provide Millitech with personnel and documentation adequate to ascertain compliance of the materials to the design documents and contractual requirements. Acceptance by the source inspector in no way relieves the supplier of their responsibility to provide quality materials that are 100% compliant with all technical documents and requirements relevant to the contract, nor does it relieve the supplier of responsibility for any nonconformance discovered after delivery of materials.
<input type="checkbox"/>	<input type="checkbox"/>	12	Cross section data required.
<input type="checkbox"/>	<input type="checkbox"/>	13	All articles delivered against this order shall be accompanied by a copy of the supplier's most recent plating bath analysis, used for these articles. The analysis report must be for the specific tank(s) in which the articles were plated, and shall indicate the amount and type of foreign elements present. The Millitech P.O. and part number shall be indicated on the analysis report, as well as the date the analysis was performed.
<input type="checkbox"/>	<input type="checkbox"/>	14	Solder samples required.
<input type="checkbox"/>	<input type="checkbox"/>	15	Precap inspection required – The supplier shall notify Millitech's purchasing agent prior to installation of the cover on the product to arrange for precap inspection. The supplier shall provide Millitech with facilities, equipment, personnel, and documentation adequate to ascertain the quality and compliance of the materials. Acceptance by the source inspector in no way relieves the supplier of their responsibility to provide quality materials that are 100% compliant with all technical documents and requirements relevant to the contract, nor does it relieve the supplier of responsibility for any non-conformances after delivery of materials.
<input type="checkbox"/>	<input type="checkbox"/>	16A.	Gold or Silver plating thickness data required.
<input type="checkbox"/>	<input type="checkbox"/>	16B.	Nickel plating thickness data required. A coupon is to be plated and provided to Millitech with the parts, and used to obtain the actual thickness readings. If the parts are too small to get an accurate comparison with a coupon notify Millitech, Inc. purchasing department.
<input type="checkbox"/>	<input type="checkbox"/>	16C.	Copper plating thickness data required. A coupon is to be plated and provided to Millitech with the parts, and used to obtain the actual thickness readings. If the parts are too small to get an accurate comparison with a coupon notify Millitech, Inc. purchasing department.
<input type="checkbox"/>	<input type="checkbox"/>	16D.	<b>Paint/Primer</b> Thickness data required. Application and thickness shall be in accordance with the drawing notes and actual thickness on the paint and primer shall be recorded with the paint lot/batch and expiration date on the Certificate of Conformance.
<input type="checkbox"/>	<input type="checkbox"/>	17	Part number to appear on item or package.
<input type="checkbox"/>	<input type="checkbox"/>	18	Any changes to the referenced Purchase Order drawing, specification or standard requirements must be approved in writing by submitting a Request for Clarification/Deviation form to Millitech Purchasing Dept.
<input type="checkbox"/>	<input type="checkbox"/>	19	Forward material to Millitech Receiving Inspection upon receipt at Millitech.

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<input type="checkbox"/>	<input type="checkbox"/>	20	Forward item to Millitech Calibration Dept. upon receipt at Millitech.
<input type="checkbox"/>	<input type="checkbox"/>	21	Certification must be provided that materials delivered against this order do not contain Cadmium or Zinc unless overplated with an approved metal.
<input type="checkbox"/>	<input type="checkbox"/>	22	Certification must be provided that materials delivered against this order do not contain pure unalloyed tin, parts with tin alloys containing less than 97% tin are acceptable.
<input type="checkbox"/>	<input type="checkbox"/>	23	Material Declaration must be provided that materials delivered against this order are RoHS compliant. This statement must include, as a minimum, purchase order number, part identification, revision, serial, lot or batch number (if applicable), and quantity. RoHS restricted materials include lead, mercury, cadmium, hexavalent chromium, polybrominated biphenyls (PBB) or polybrominated diphenyl ethers (PBDE).
<input type="checkbox"/>	<input type="checkbox"/>	24	Items furnished under this purchase order shall be identical to product previously accepted by Millitech. No changes in materials, processes, procedures, design, or software which may affect the form, fit, function, safety, weight, maintainability, service life, reliability, replace ability, or interchangeability (Reference. EIA-649), shall be made without prior written approval from Millitech. Lack of written approval shall not relieve the supplier of the responsibility to fully comply with all the requirements of the purchase order. In addition, Millitech shall be notified in writing prior to plant relocation.
<input type="checkbox"/>	<input type="checkbox"/>	25	All requirements of this purchase order must be flowed down to all sub-tier suppliers.
<input type="checkbox"/>	<input type="checkbox"/>	26	Material Safety Data Sheet (MSDS) Required.
<input type="checkbox"/>	<input type="checkbox"/>	27	Only new and authentic materials/parts are to be used in products required to be delivered to Millitech and the product delivered shall contain no Counterfeit Parts. Mitigate the possibility of the inadvertent use of a counterfeit part; seller shall only purchase authentic parts/components directly from the Original Equipment Manufacturer (OEM) or through the OEM's authorized distribution chain. No other material, parts, or components other than a new and authentic part is to be used unless approved in advance in writing by Millitech.

**This form can be found at [www.Millitech.com](http://www.Millitech.com) under the Resources/Supplier Information/Purchase Order Information section of our website.**