

GENERAL QUALITY ASSURANCE REQUIREMENTS

These requirements shall be communicated to ALL appropriate personnel within the Seller's organization, upon receipt of the Purchase Order.

1. Purpose

This document establishes requirements applicable to items ordered under the Request for quote or Purchase Order of which this document is a part. It contains General Requirements for quality assurance that are applicable, unless expressly excluded in the Purchase Order. Any Supplemental Quality Assurance Requirements (SQARs) specified on the Purchase Order shall also apply and if in conflict, shall supersede these requirements. Any other conflict of requirements shall be resolved in writing through the General Dynamics OTS, Inc. Buyer.

2. Definitions

- The term **"Purchase Order"** refers to the Purchase Order, Sub-Contract, or other written agreement between the Buyer and the Seller (Supplier), in which this document is incorporated by reference.
- The term **"Buyer"** refers to the General Dynamics OTS, Inc. Niceville Procurement Agent issuing the Purchase Order.
- The term **"Seller"** refers to the legal entity that is the contracting party with the Buyer with respect to the Purchase Order. The Seller is the supplier to the Buyer.

3. Requirements for the Systematic Control of Quality

- A. **Systematic Assurance of Conformance to Requirements:** The Seller shall establish a system of internal quality controls sufficient to assure that all items, materials, and services submitted to the Buyer conform to contract and Purchase Order requirements, whether manufactured or processed by the Seller or procured from subcontractors or sub-tier suppliers. The Seller shall perform any inspections and/or tests necessary to substantiate product conformance to drawing, specification, or Purchase Order requirements. General Dynamics OTS, Inc. encourages its suppliers to become compliant with the requirements of AS9100 (current revision) and to utilize those guidelines as the basis for their internal Quality Management System.
- B. **Records:** The Seller shall maintain adequate records of all required certificates, inspections and tests, including such records or certifications provided to the Seller by its suppliers, for at least 7 years after final payment, unless otherwise specified, and shall provide or make available for review all such documentation.
- C. **Drawing and Specification Control:** The Seller's system shall assure that only correct, current drawings and specifications as detailed in the contract and/or Purchase Order are used for fabrication, processing, and inspection and testing.

For military and other standards and specifications, the latest revision at the time of purchase order shall be used unless otherwise directed by the purchase order, drawing, or Buyer.

- D. **Measuring and Test Equipment:** The Seller shall provide and maintain any measuring and test equipment necessary to assure that items and materials conform to requirements. To assure continued accuracy, such equipment shall be regularly checked for accuracy, and precision equipment shall be calibrated at established intervals against certified standards traceable to the National Institute of Standards and Technology (NIST). General Dynamics OTS, Inc. encourages its suppliers to utilize the guidelines of ISO 10012 (current revision) as a model for maintaining inspection equipment and tools.
- E. **Control of Nonconforming Material:** The Seller shall establish and maintain an effective and positive system for identifying, segregating, and controlling material found not to conform to requirements. An initial report to the Buyer of material considered for MRB action is required within 2 business days of rejection. The notification shall include a description of the nonconformance or noncompliance, potential risk or product impact, General Dynamics OTS, Inc. purchase order number, part number, lot number, affected serial numbers, and quantity of nonconforming or noncompliant parts. The Seller is advised that the authority of Material Review Board (MRB) dispositions for assemblies, sub-assemblies, or components that comprise items listed on the Purchase Order is NOT granted. The Seller does not have the authority to perform any repairs, rework, or make substitutions to include use-as-is dispositions.

The Seller does, however, have the authority to scrap product that doesn't use or contain General Dynamics OTS, Inc., Inc supplied material. Any decisions to scrap any items made from General Dynamics OTS, Inc. supplied material must have the written consent of the Buyer.

Rework to drawing/specification/print requirements is NOT permitted **unless** the rework is performed in accordance with a General Dynamics OTS, Inc. (or Government entity) approved rework procedure. If the Seller does not have an approved rework procedure, then the Seller must notify the Buyer and provide the procedure for review.

"Use-As-Is" and "Repair" dispositions require approval from General Dynamics OTS, Inc. prior to implementation. Seller is not authorized to retest material without prior General Dynamics OTS, Inc. approval.

(See paragraph F for handling of requests for variances (deviations or waivers) of requirements for proposed Rework (not previously approved), Repair or Use-As-Is dispositions.)

"Rework to drawing/specification/print" and "Repair" are defined as follows:

- **Rework to drawing/specification/print:** The reprocessing of nonconforming items, in the same manner as originally performed, to bring them completely into conformance with drawings, specifications, and/or Purchase Order requirements.
- **Repair:** The subjection of nonconforming material to an approved process designed to reduce but not eliminate the nonconformance. The purpose of repair is to bring nonconforming material into an acceptable condition. Repair is distinguished from rework in that the item after repair still does not completely conform to the applicable drawings, specifications, or contract requirements. Only the General Dynamics OTS, Inc. Buyer can approve any repair activity.

- F. **Request for Changes/Variations:** The Seller shall not incorporate any change or variance (deviation or waiver) which affects the Buyer's, Seller's, Customer's, or Government's specifications or drawings prior to receipt of written authorization from the Buyer. This will also include any Acceptance Test Procedure or process specification changes or other requirements imposed for the acceptance of the item as described in the Purchase Order.

Additionally, the Seller is not authorized to process any items "at their risk" by incorporating the proposed change into deliverable items prior to:

- Submitting to the Buyer a Request for Change form (PAL 126)
- Informing the Buyer in writing that the Seller intends to proceed with the change described "at their risk" prior to receiving the Buyer's full acceptance of the change,
- Receiving in writing from the Buyer permission to proceed "at their risk".

Unrelated changes / variances shall not be submitted on the same Request for Change form. Each change must be submitted separately to the Buyer.

Each Request for Change from the Seller shall be accompanied by supporting evidence to justify and adequately describe the change / variance.

- G. **Rounding and the Reporting of Inspection Data:** Unless otherwise specified, the Seller shall, during the course of inspection of items under the Purchase Order, utilize the standard practice of ASTM E29 (latest revision) with respect to rounding of digits. The accuracy of acceptance is a ratio of 10:1 greater than the tolerance of the feature being inspected. It shall be this last digit that is employed to determine the rounding of the other significant digits. In the case of MAX callout for a feature, rounding shall not be utilized and the absolute method shall be employed. In the case of geometric tolerances, rounding shall not be utilized and the absolute method shall be employed. (see ASME Y 14.5 para. 2.4)

Additionally, the Seller shall report all inspection data, whether in their format or that of General Dynamics OTS, Inc., to the same number of decimal places as shown on the drawing or within the specification.

- H. **Use of Controlled of Shelf Life Materials:** The Seller shall have and maintain an effective system for controlling items that have limited acceptability due to shelf life constraints. The system must include a method for identifying the age of such items and provide for the rotation of stock (FIFO) as well as provisions for any special storage and handling conditions required by the manufacturer of the controlled shelf life item. The Seller shall not under any circumstances use or incorporate into any item materials that have lapsed beyond the shelf life expiration date.

- I. **Tooling and Tool Proofing:** Tooling required for items produced under the Purchase Order are subject to acceptance by the Buyer. The Seller shall notify the Buyer when tooling is ready for inspection. Acceptance will be contingent upon a quantity of resultant dimensional samples inspected under surveillance of the Buyer's delegated representative. In the case of multiple cavity tooling, the resultant samples must be from each cavity. Samples used for dimensional verification shall be identified with the tool number (and cavity number if applicable) used to produce them.

The Seller shall notify the Buyer prior to any rework, refurbishment, or replacement of any portion of the tooling used to produce items on the Purchase Order. Upon notification, the

Buyer shall advise the Seller if there is a need for an updated (delta) First Article Data Package, or to perform a new mold, die, or tooling analysis.

- J. **Formation and Identification of Lot or Batches:** The product shall be assembled into identifiable lots, sub-lots, or batches. Each lot or batch shall consist of units or product of a single type, grade, class, size, and composition, manufactured under essentially the same conditions and at essentially the same time (MIL-STD-1916) unless stated otherwise in the PO, drawing, or QAD (Quality Assurance Document).

Numbers assigned shall be at the Supplier's option unless otherwise specified on the Purchase Order, but must be unique and non-repeating. Materials/items shall be packed in final shipping containers such that only one lot of material/items is in each container, and the containers shall be marked with the lot number of their contents. The Supplier shall also comply with any additional marking requirements dictated on the Purchase Order.

- K. **Calibration System:** The Supplier shall maintain a calibration system using the guidelines of ISO-10012 (latest version) or equivalent. Equivalent systems must be approved by General Dynamics OTS, Inc.. Reports shall identify NIST traceable standards and show actual values measured. Upon request the Supplier shall provide a certified calibration report for each instrument utilized in the acceptance/rejection of parts. The Seller and all subcontractors shall maintain and ensure all production and manufacturing related equipment, including inspection and test equipment; tools; fixtures; jigs are appropriate and capable of the required accuracy and precision for determining conformance to all technical and contractual requirements, design, performance, and process characteristics.

This provision shall be applicable to all inspection, test and measuring equipment supplied by the buyer for the use of the Seller, as well as the Seller's own equipment.

- L. **Inspection Equipment (Supplier Furnished):** The Supplier shall provide all acceptance inspection equipment necessary to assure conformance of items to the requirements of the Purchase Order (except for any equipment provided by the Buyer or U.S. Government). All such equipment shall be subject to review by the Buyer (and possibly the Government) and shall be available for use at the time of First Article submission, or on-site Source Inspections. The Supplier shall maintain the acceptance inspection equipment within a controlled calibration system that requires established intervals for calibration against certified standards traceable to the National Institute of Standards and Technology (NIST). The accuracy of acceptance equipment shall be of a ratio of at least 10 to 1 greater than the tolerance of the characteristic or feature to be measured unless directed by the PO.

Any special inspection equipment designed and procured must be validated prior to use. This is typically completed by performing a modified Gage Repeatability & Reproducibility Study (GR&R) or some other validation plan that meets the usage.

- M. **Control of 3rd Party Independent Inspection/Testing:** The Supplier shall use only accredited laboratories with a scope of accreditation allowing the performance of such testing / inspection. Prior to the performance of any testing (or inspection) to be performed by an outside laboratory the Supplier shall submit to the Buyer the name of the laboratory, the laboratory's certificate of accreditation, and the laboratory's scope of accreditation for approval. Accredited Certification Bodies recognized by General Dynamics OTS, Inc. are, but may not be limited to, A2LA (American Association of Laboratory Accreditation), ANAB (ANSI National Accreditation Board), PJLA (Perry Johnson Laboratory Accreditation), and NADCAP

(National Aerospace and Defense Contractors Accreditation Program). Use of a laboratory not accredited by any of these entities shall require approval of the Buyer prior to use.

Copies of the test / inspection report shall be provided to the Buyer, test / inspection reports shall include the specification (Drawing with Revision for items receiving dimensional inspection) that was applied, the individual requirements, actual measured results, and a Pass/Fail conclusion. The report must be signed by the testing/inspection facility. If the required NDT is for radiography, an adequate method of identifying and cross-referencing each x-ray film exposure shall be provided in report form. When parts are serialized, the serial numbers must appear on the report (and film if for x-ray) with the control number. NDT records shall be submitted with each shipment to the Buyer and shall include x-ray film when required by the Purchase Order.

- N. **Industry Standard Revisions:** Revisions or replacements to Government/Industry Standards referenced in the Technical Data Package (TDP) or referenced within these Standards, including those for raw materials, shall be considered process changes. (Examples of Government Standards are documents controlled by the Government and typically begin with MIL-STD, MIL-DTL, MIL-PRF, etc. Industry Standards are those controlled by organizations such as ASTM, ANSI, SAE, etc.) Should there be a need to move to a new revision after completion of the Baseline Qualification, Seller shall request and must receive written General Dynamics OTS, Inc. approval prior to implementing any revision or replacement to a referenced Government/Industry Standard in order to determine the revised standard's impact on product. Seller's request for such a change shall be formally submitted to General Dynamics OTS, Inc. using the same process for Request for Change/Variance.

4. Prohibited Practices

- A. **Unauthorized Repairs:** The Seller may not repair parts damaged or found to be faulty during fabrication by means of welding, brazing, soldering, adhesives, or other means of adding material without the written consent of the General Dynamics OTS, Inc. Buyer. Defects in castings or forgings shall not be repaired by any method unless authorized in writing by the General Dynamics OTS, Inc. Buyer.
- B. **Changes in Approved Systems, Processes, Materials, or Procedures:** The Seller shall not change any process to include manufacturing methods or equipment, inspection methods or equipment, material, or procedure without prior written consent of General Dynamics OTS, Inc. (see Table 1 for examples). This specifically includes the Quality Management System. As to any product which has been subjected to Buyer, Customer or Government specified qualification procedures qualifying the Seller's product or to permit the Seller to become a qualified source for the product, the Seller shall not change product design, composition, configuration (including form, fit, function, or interchangeability), materials, fabrication processes, Seller's subcontractors, facility of manufacture, or outside processing sources without prior notification and subsequent written approval by the Buyer. All requests for change shall be submitted in writing utilizing Request for Change form (PAL 126). Plan of verification of the proposed change must be documented in the change form (FAI/T, GR&R, capability study, etc.). Unless otherwise specified in the TDP or PO, first article sample quantities shall be 25 for safety, special, critical, and major, 10 for minor characteristics, 2 for unlisted, and 1 for reference dimensions.

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The Seller shall flow down this requirement to subcontractors as applicable.

Table 1
Process Change Examples

REF#	Description of Changes
100	Design Changes
101	Design changes or changes resulting in change to system MOD designation
102	Any change impacting safety or system performance requirements
103	Changes that affect items requiring outside agency involvement (i.e. Navy Weapon System Explosive Safety Review Board (WSESRB), Army Fuze Board, etc.)
104	Changes that impact either system or component level interface requirements
105	Changes resulting from unexpected events such as part obsolescence
106	Use of a lower reliability part
107	Performance data for the new or redesigned item not sufficient to demonstrate that it will perform to the same extent as the item it is replacing
200	Changes to Manufacturing Facility
201	Manufacturing plant location change for explosives or an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
202	Manufacturing plant location change for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
203	Out of production over twelve months for explosives or an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
204	Out of production over twelve months for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
205	Addition of a production line for explosives or an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
206	Addition of a production line for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
207	Dismantling and restarting the production line for explosives or an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
208	Dismantling and restarting the production line for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
209	Machine Control Upgrades for an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
210	Machine Control Upgrades for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
211	Replacing an existing piece of machinery or test equipment for an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
212	Replacing an existing piece of machinery or test equipment for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
213	Adding a new machine for an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
214	Adding a new machine for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
215	Machine Modification for an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
216	Machine Modification for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
217	Changing the sequence of the manufacturing process that affects explosives or for an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
218	Changing the sequence of the manufacturing process for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
219	Moving test equipment/machines within a facility for an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
220	Moving test equipment/machines within a facility for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.

300	Changes to Manufacturing Processes
301	Major change in manufacturing process (i.e. Casting instead of forging or hog-out)
302	Minor change in manufacturing process (i.e. Heating/Cooling durations, new rework processes, new lubricant material, in-process dimensional range) that affects explosives or for an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
303	Minor change in manufacturing process (i.e. Heating/Cooling durations, new rework processes, new lubricant material, in-process dimensional range) for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
304	Replacement or major repairs to a casting and press molds for an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
305	Replacement or major repairs to a casting and press molds for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
306	Minor changes to casting and press molds to maintain parting lines and reduce flashing for an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
307	Minor changes to casting and press molds to maintain parting lines and reduce flashing for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
308	Preventative Maintenance or replacement of normal machining wear items (i.e. saw blades, cutting tools, etc.)
309	Performing normal machine offsets due to tool wear
310	Minor changes to work instructions that have no effect on the process (i.e. clarification)
400	Changes to Material or Supply of Material
401	Change in supplier of explosives or end item part for an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
402	Change in supplier of end item part for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
403	Change in supplier of the material for an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
404	Change in supplier of the material for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
405	Change in supplier for component within an end item part with a characteristic classified as Safety, Special, Critical, Major or Minor.
406	Change in supplier for component within an end item part without a characteristic classified as Safety, Special, Critical, Major or Minor.
407	Change from one qualified test laboratory to another qualified test laboratory for an item with a characteristic classified as Safety, Special, Critical, Major or Minor.
408	Change from one qualified test laboratory to another qualified test laboratory for an item without a characteristic classified as Safety, Special, Critical, Major or Minor.
500	Plating and Coating
501	New Supplier or Change in Supplier for Plating or Coating
502	Changes in the supply of chemicals used for cleaning or processing during Plating or Coating
503	Changes in cleaning, process times, temperatures, chemical concentrations, etc. used during Plating or Coating

- C. **Improper Resubmittal:** Items rejected by General Dynamics OTS, Inc. and subsequently resubmitted to the Buyer shall be clearly and properly identified as resubmitted. The Seller's shipping documents shall state that the items are replacements or reworked items and shall also reference, by number, the Buyer's rejection document.
- D. **Unauthorized Subcontracting:** The Seller shall not subcontract work, or processing (including that required by drawing or specification), or procure materials to be supplied to the Buyer (other than raw materials or catalog items), or release technical information included with the Request for Quotation or Purchase Order, to other subcontractors or sub-tier suppliers without specific written approval of the General Dynamics OTS, Inc. Buyer. (General Dynamics OTS, Inc. may have Customer requirements to control special process sources.)
- E. **Unauthorized Facility Change:** The Seller shall not relocate any production, manufacturing, and/or processing facilities that are not already approved or qualified for the current process(es) during performance of the Purchase Order without prior notification of such relocation to the General Dynamics OTS, Inc. Buyer, and affording the Buyer an opportunity to examine such facilities for compliance with Quality Assurance requirements, including any necessary approvals.
- F. **Counterfeit Parts:** Purchased parts must be obtained by the Original Component Manufacturer (OCM)/Original Equipment Manufacturer (OEM), or through an OCM/OEM authorized distributor chain. "Counterfeit Work" means Work that is or contains items misrepresented as having been designed and/or produced under an approved system or other acceptable method. Supplier must immediately notify General Dynamics OTS, Inc. with the pertinent facts, when the supplier becomes aware or suspects that it has furnished Counterfeit Work. When requested by General Dynamics OTS, Inc., the supplier shall provide OCM/OEM documentation that authenticates traceability of the affected items to the applicable OCM/OEM.
- Seller shall implement systems that assure traceability of all material from the original manufacturer to product acceptance by General Dynamics OTS, Inc.. For electronic parts, Seller shall have processes that enable tracking from the OCM, OEM or the OCM/OEM authorized suppliers, whether the electronic part is supplied as a discrete electronic part or is contained in an assembly. This requirement applies to all work delivered to General Dynamics OTS, Inc. either directly or indirectly as components or included in assemblies.
- G. **Contacting the Customer:** The Seller shall not under any circumstances contact the customer of General Dynamics OTS, Inc. General Dynamics OTS, Inc. is the point of contact for all verbal and written correspondence to our customer.

5. Responsibility for Conformance

Neither surveillance inspection and/or tests performed by the Buyer, or their representative, at either the Seller's or Buyer's facility, or the Seller's compliance with all applicable Quality Assurance Requirements shall relieve the Seller of the responsibility to furnish items that fully conform to the provisions of the Purchase Order in its entirety.

Product found to be nonconforming after source inspection or source surveillance does not relieve the Supplier's responsibility of their product. Product will have to be replaced or reworked as appropriate.

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6. Drop Shipments of CFM

Knowingly utilizing defective product received as Customer Furnished Material (CFM) that has been drop shipped for additional preparation or assembly is prohibited. It is the supplier's responsibility to ensure that the product they receive as CFM is not visibly damaged, regardless of the accompanying approved PAL 128.

7. Documentation

The Buyer may refuse to accept items delivered under the Purchase Order if the Seller fails to submit the certification documentation, test data, inspection documentation, or reports specified in the Purchase Order. Documentation includes source inspection records when such source inspection is performed.

8. Lot Sampling

The Buyer reserves the right to use statistically valid sampling plans, including Zero Defect plans, for the acceptance or rejection of items, and to return items rejected by such means to the Seller for correction or replacement. Final acceptance shall be at General Dynamics OTS, Inc., or if drop shipped, at the final destination.

9. Corrective Action Requests

When the Buyer determines that an issue exists, the Seller shall provide a formal response to any Supplier Corrective Action Request (SCAR) issued by the Buyer or Quality Engineer. The Seller shall follow the instructions provided on the Corrective Action Form, PAL 294, and submit the final response within the due date noted on the form.

A SCAR may not be closed until all actions have been implemented. All supplier corrective actions shall reflect on the Seller's scorecard and may affect their ability to quote future business.

Upon receipt and/or notification of a DCMA Corrective Action Request (CAR) that impacts product supplied to General Dynamics OTS, Inc., including notification for system level CARs that may not be related to a specific product, the supplier shall provide notification to the General Dynamics OTS, Inc. buyer within two (2) workdays with a copy of the CAR.

The Seller shall coordinate such actions with the Government Quality Assurance Representative assigned to their facility.

A copy of the CAR response submitted to DCMA shall also be submitted to General Dynamics OTS, Inc. upon submission to the DCMA.

General Dynamics OTS, Inc. shall be notified of any changes in due dates for the response and also when the CAR is formally closed by the issuing agency.

10. Workmanship

Products delivered to General Dynamics OTS, Inc. are representative of the supplier's quality of work and shall be free of sharp edges, burrs, dents, folds, dirt, and oil.

- A. **Surface Finish, Plated, & Surfaces:** Machined, plated, and painted surfaces shall be smooth and uniform. Free from blisters, pits with depth exceeding surface finish specifications, and other defects visible without magnification. Paint and plating shall be uniform in color. Scratches shall not expose base material.

- B. **Forgings & Castings:** Forging and castings shall be free of slivers, laps, cracks, checks, seams, cold shuts, inclusions, scale, burning, and lamination.
- C. **Welding:** All welds are to be free of slag, spatter, inclusions, and porosity. Weld beads are to be uniform and consistent.
- D. **Threaded Features:** Screws, nuts, bolts, and threaded holes shall show no evidence of cross threading, mutilation, or detrimental burrs.
- E. **Cleaning:** Machined parts and assemblies shall be cleaned free of dirt, oil, machining residues, smudges, metal chips, mold release agents, fingerprints, or any other contaminant that detracts from the appearance of the item. Care should be taken in process to avoid staining and absorption of contaminant such as cutting fluid into porous material. Lubricants containing silicone should be avoided as silicone is nearly impossible to remove. General Dynamics OTS, Inc. components are frequently assembled into items containing explosive. Chemical residues can cause a hazardous reaction.
- F. **Item Identification:** When required item identification shall be clearly legible without magnification using a color contrasting in color to the surface. Do not metal stamp, engrave, or otherwise alter surface in excess of surface finish requirements unless explicitly stated in applicable purchase order or drawing. Do not use graphite pencils to identify metal parts (corrosion).

11. Packaging and Shipment

The Seller shall package all items for shipment or transport to General Dynamics OTS, Inc., or other destinations as may be designated by the Buyer, in accordance with good commercial practices or as otherwise specified, assuring that the items are sufficiently protected so as to preclude damage such as abrasion, scratching, and denting due to contact between the items themselves and/or external damage in the course of normal commercial transport. **This requirement shall apply to and include the activity of loading the packaged products for transport, such as loading trailers for shipment. Use of Blocking and Strapping to secure and prevent movement of pallets with exposed product not otherwise protected will be utilized for commercial transport between locations.**

The Seller and subtiers shall take precautions during operations to maintain the integrity of corrosion prevention requirements and to prevent the introduction of corrosion or corrosive elements. All parts and assemblies shall be given adequate protection to prevent corrosion and physical damage during temporary or long-term storage and shipment.

Partial lot shipments are not allowed for this item without written pre-approval from General Dynamics OTS, Inc.. The full lot quantity produced must be delivered in one shipment.

12. Right of Access

General Dynamics OTS, Inc., General Dynamics OTS, Inc.'s Customer, and/or the Government shall have the right of access to the Seller's facilities and records for the purpose of inspection or verification of materials, processes, procedures, tooling, and equipment during performance of the contract or Purchase Order. In some instances, the Government will determine right of access for those suppliers actually managed by the Government; entry may be denied.

13. Contract Change Approval

The General Dynamics OTS, Inc. Procurement department has sole authority to invoke contract changes, such as engineering changes. No other General Dynamics OTS, Inc. representative, whether in the act of technical supervision, administration, or any other functional group is authorized to make any commitment to the Seller, to perform or terminate any work, or to incur obligation. Project Engineers, Technical Supervisors, Quality Engineers, and any other groups within General Dynamics OTS, Inc. (or as an agent thereof), are not authorized to make or otherwise direct changes that in any way affect the contractual relationship of the Seller and Buyer.

14. Flow Down of Requirements

The Seller's Purchase Orders must flow down all applicable Quality Assurance Requirements of General Dynamics OTS, Inc.' Purchase Order/Subcontract including, but not limited to, DFAR clauses, material certification, traceability of raw material during processing and delivery, documentation and control of processes, record retention, and a requirement for the appropriate inspection/quality system. Typically, these are flowed to General Dynamics OTS, Inc. by its customers and are required to be flowed to sub-tiers.

The Seller's system shall assure the flow down of all applicable quality and technical requirements that are part of the Purchase Order and shall verify the subcontractor's capability to produce items and methods for assuring compliance to requirements. The Seller's subcontractors shall be required to flow down and verify requirements of supplies and services to their suppliers.

15. Cybersecurity

If a supplier has a cybersecurity status of "red", then balloon drawings must NOT be submitted to General Dynamics OTS, Inc. electronically. If balloon drawings or any other documents containing technical data are created/edited on a computer, that computer must be "standalone" and cannot be connected in any way to the supplier's network, whether directly plugged in via a hardwired (RJ45/LAN) connection or over Wifi. Balloon drawings must be submitted by mail (hardcopy). Printed copies of balloon drawings may only be created from the standalone computer described above and can only be printed by a printer directly hardwired into the standalone computer. The drawings may not be sent to a networked printer connected to the supplier's network either via a hardwired (RJ45/LAN) connection or over Wifi. However, Non-Technical data is still allowed to be sent to General Dynamics OTS, Inc. electronically. If cybersecurity status is unknown by the supplier, then the supplier must contact the General Dynamics OTS, Inc. Buyer to determine their standing.

16. Quality Management System Awareness Program

The supplier is responsible for ensuring that employees are aware of the following per AS9100:

- their contribution to product or service conformity;
- their contribution to product safety;
- the importance of ethical behavior.

17. Climate Change

Per AS9100 “4.1 Understanding the Organization and Its Context” it is required for each supplier to determine whether climate change is a relevant issue.

PAR-PAC Forms > PAL164

PAR/PAC Form

GENERAL DYNAMICS Ordnance and Tactical Systems

PAR/PAC Form

ID
416

Asset Number

PAL164

New Rev

14

Title

General Quality Assurance Requirements

Prepared By



Hope, Chastity (Niceville)
chastity.hope@gd-ots.com

Date

2/23/2026

Activity

Revision

Effectivity

Clerical/Not Applicable

Reason for Change

Name change to our organization to General Dynamics OTS, Inc. Revised section 3E to clarify that an approved rework procedure is required prior to performing the rework and if there is no approved rework we must be notified. We do not have to be notified when rework is done to an approved process; seems a supplier was reading that we have to be notified regardless of an approved rework process. Added a sentence to section 12 stating that there may be instances where the US Government will determine right of access. Added last sentence to section 14 to make suppliers aware that our flow downs are typically our customer flow downs.

Quality Rep Approval

Hope, Chastity (Niceville)-Approve-2026-02-23T19:26:07Z

Asset Owner Approval

Engineering Rep Approval

Snyder, Jeremy (Niceville)-Approve-2026-03-01T23:50:42Z

Programs Rep Approval

Turner, Brian (Niceville)-Approve-2026-02-23T22:49:05Z

Management Approval

Thomas, Craig (Niceville)-Approve-2026-03-02T13:15:24Z

Initial Release Only

Asset Type

Asset Owner

Questions

Is the integrity of the Quality Management System affected?

No

Are the availability of resources affected?

No


Are allocation/reallocation of responsibilities and authorities affected?

No

Are Share Point Forms affected by this change?


No

Quality EPG Rep

 Quality EPG Group

Asset Owner (if Applicable)

Engineering EPG Rep

 Engineering EPG Group

Programs EPG Rep

 Programs EPG Group


Management (if Applicable)

 Management EPG Group

Attachments

 [General Quality Assurance Requirements.docx](#)

 Power Automate made edits
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 Hope, Chastity (Niceville) created this item
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