



PART INSPECTION DATA AND INSPECTION REPORT REQUIREMENTS

To assure the clear understanding of part inspection criteria and corresponding inspection data reporting, below recaps the basic requirements on all current and future shipments. The below stated requirements are considered an integral part of our purchase order policy. Compliance will facilitate both the receiving, inspection, lot traceability and invoice payment process. Adherence to these requirements does not limit the expectation and understanding that all parts supplied by supplier will conform 100% to the drawing dimensions and tolerances. Parts found out of drawing dimensions are considered non-conforming and will be rejected and returned by Burke Porter Machinery to the supplier for replacement. Exception is the formal notification and approval of Engineering Change Request (ECR) as found on the BEP supplier portal.

1. Part Inspection Criteria

- a. When indicated on the Purchase Order under the item text or header for the Purchase Order, parts are to be inspected and data submitted as follows:
 - o Critical dimensions are to be checked 100% and results recorded on the "Quality Control Inspection Report" as found on the BEP Supplier Portal.
 - Critical dimensions are defined as any dimension which has a positional or dimensional tolerance of less than 0.05mm.
- b. Non Critical dimensions are to be checked and data recored on the "Quality Control Inspection Report" for the first and last piece from the production run.
 - o Dimensions for first and last piece from production are to conform 100% to drawing dimensional tolerances. In the event that any dimensions from the first to last piece production checks have indicated a dimension outside of drawing tolerance, it will be the suppliers responsibility to isolate and identify total number of affect parts and repair or submit a request for deviation prior to shipment.

2. Inspection Reporting Format and Data Requirements

- a. A Quality Control Inspection Report is to be completed and submitted with each shipment for each part number on the Purchase Order, as per attached, with measurement data that demonstrates all parts are within drawing tolerances.



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- b. Each Quality Control Inspection Report is to be dated and signed by the representative of the supplier attesting to the accuracy and completeness of the data being submitted.
 - c. Failure to comply with the submission of the Quality Control Inspection Report or submission of dimensional data not within drawing tolerances may result in the rejection of the entire shipment and subsequent return to supplier for correction and re-submission of shipment and data.
 - d. Burke Porter Machinery reserves the right to verify accuracy of measurements and submission of data either at supplier's location or upon receipt of materials at a Burke Porter Machinery selected location.

3. Material and Process Certification of Conformance

- a. A "Certificate of Compliance" is to be completed and submitted for each part for the following:
 - i. Material certification, ie, casting physical and chemical properties, steel properties, etc.
 - ii. Any secondary processing, ie, heat treat, plating, etc.
 - iii. Certifying that all drawing dimensions are within print tolerance.
 - iv. A copy of the approved and signed ECR for any deviation from drawings tolerance or material properties and parts are to be identified with special tags to indicate approved deviation.