



## **SUPPLIER QUALITY CLAUSE LIST**

**SQCL-001**

**Revision C**

Prepared for:  
Internal Distribution

Prepared by:

Space Credibility Canada Inc.


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## CERTIFICATION & COMMITMENT PAGE

We certify, SCCI senior management is committed to the pursuit of the company mission, quality policy and quality objectives and will ensure the availability of resources needed for the effective implementation of the Quality Management System (QMS) defined by this Quality Management Manual (QMM).

### Approvals

  
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### Revision History

Issue	Date	Description of Change	Author
-	2025	Initial Release	Jeff Shoots
A	MAR 2025	Addition of "Conflict Material" clause QC103	Jeff Shoots
B	APR 2025	Add "Freshness Clause options QC371.1 - QC371 .5	Jeff Shoots
C	MAY 2025	Add "Cloud-based system supplier clause options QC361.1	Jeff Shoots

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## Purpose

The purpose of this document is to identify common quality clauses used on Purchase Orders (POs) by Space Credibility Canada Inc.

## Introduction

This procedure applies to SCCI and its suppliers. It is intended to establish common language for supplier quality requirements related to SCCI generated POs.

## Process Owner(s)

QA Lead/Engineering Manager

## Responsibility

QA Lead/Engineering Manager is responsible for the development and control of common supplier quality clauses.

It is the responsibility of the supplier to review all identified quality clauses and ensure compliance to the specified requirements (most current revision). When there is any confusion or conflict between identified clauses or other SCCI documentation, then it is the supplier's responsibility to contact the SCCI site buyer to resolve those issues prior to initiating work.

## Stakeholders

The stakeholders are the Quality and Supply Chain personnel at SCCI who use these clauses.

## Referenced Documents

No specific revision numbers of documentation are called out in this document. The latest revision of the referenced document should be used.

## Acronyms and Definitions

ABL	As Built List
CCA	Circuit Card Assembly
C of A	Certificate of Analysis
C of C	Certificate of Conformance (or Compliance)
C of T	Certificate of Test
COTS	Commercially available Off-The-Shelf (as defined in FAR 2.101)
DSR	Designated Supplier Representative

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ESD	Electrostatic Discharge
M&TE	Measuring and Test Equipment
MHP	Mandatory Hold Point
MRB	Material Review Board
PC	Printed Circuit Board
PO	Purchase Order
PWB	Printed Wiring Board
QA	Quality Assurance
QMS	Quality Management System
QPL	Qualified Products List
RAB	Registrar Accreditation Board
SCAR	Supplier Corrective Action Request
UID	Unique Identification

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## **SCCI QUALITY CLAUSES**

### **QC100 – Quality Management System:**

The seller shall maintain a Quality Management System that complies with the requirements of AS9100, ISO 9001 or a SCCI approved Quality Management System (formal certification by an accredited registrar is preferred).

The Seller shall notify the Buyer of any changes to the QMS, i.e. certification status, facility relocation, Quality Manager.

### **QC101 – Identification, Preservation, Packaging, and Packing:**

Unless otherwise noted on the PO, packaging and packing of all products shall be in accordance with Standard Commercial Packaging Practice. Reference ASTM D3951-10 for guidance. Each packing list shall include, as a minimum, the following information:

- Part number and revision;
- PO number;
- PO Line item;
- Quantity;
- Supplier/Manufacturer's identification.

### **QC102 – Source of Supply:**

Suppliers are responsible for ensuring compliance of materials used to manufacture parts supplied to SCCI.

Suppliers shall only purchase materials from Original Equipment Manufacturers (OEMs), Original Component Manufacturers (OCMs) or the OEM/OCM Authorized Distributors (i.e. all electrical, electronic, and electromechanical (EEE) parts that are currently in production or available in stock at an Authorized Source, shall be procured from an Authorized Source). Purchasing from Independent Distributors (i.e. Brokers) or other sources is not authorized unless the part is no longer in production and is not available in stock at an Authorized Source. In this case, the Supplier shall submit a Supplier Variation Request (SVR) to document that a non-Authorized Source is being considered, and to determine the required course of action.

### **QC103 – Conflict Materials:**

Supplier to certify no conflict materials have been incorporated into product.

Each shipment made against a purchase order shall include a statement that the supplier has taken responsible steps to ensure that the goods being provided does not contain "Conflict Materials"

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**QC104 – Control of Manufacturing, Testing, and Inspection Records:**

All records related to the manufacturing, testing and inspection of parts supplied to a SCCI PO shall be maintained for a minimum of seven (7) years (20 years for Space contracts) from delivery and final payment, unless otherwise specified SCCI. These records shall be accessible, upon request, to SCCI, SCCI customers, or to regulatory and statutory authorities. All records submitted are subject to SCCI review and approval prior to acceptance.

The Supplier must notify the Buyer before the destruction of quality records.

**QC105 – Supplier Material Review Board (MRB) Authority:**

The Supplier does not have MRB authority to accept or repair nonconforming products relating to Buyer controlled drawings or specifications. Any nonconformance on such final deliverable product to the purchase order, buyer drawings, buyer specifications or applicable documents must be submitted to SCCI for approval prior to usage or shipment, unless otherwise documented on the Buyer’s Purchase Order.

**QC106 – Shelf Life:**

No materials will be shipped to SCCI with less than 80% of the full shelf-life as determined by the original manufacturer unless previously approved in writing by SCCI. The expiration dates shall be clearly recorded on the packaging and shipping documents.

As a minimum, the material or documentation shall contain the following information:

Part Number \_\_\_\_\_ Part Name \_\_\_\_\_  
 Manufacturer Name \_\_\_\_\_ Unit of Measure \_\_\_\_\_  
 Lot/Batch Number \_\_\_\_\_ Shelf Life Exp. Date \_\_\_\_\_  
 Manufacture Date \_\_\_\_\_

**QC110 – Non-conformances Responsibility:**

The Supplier shall inform SCCI immediately when there is a reason to suspect that products previously supplied to SCCI may not be in accordance with the SCCI drawing(s), specification, or purchase order requirements. The Supplier shall promptly inform SCCI of any circumstance related to materials, manufacturing, processing, methods, design, etc. which may make a product susceptible to premature failure or otherwise place the safe operation of that product at risk. The notification shall describe the nature of the discovered anomaly, its applicability to part number(s), quantities affected and the probable impact to the proper function/performance of the item supplied.

**QC113 – Certificate of Compliance, or Conformance (C of C):**

Supplier shall submit with each shipment either on their packing list, or attachments, a certificate of conformance or certificate of compliance, which shall be dated and bear the signature and title of an

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authorized Suppliers Quality Representative, stating that the materials and services furnished to SCCI are in conformance with the applicable requirements of the contract, drawings, and specifications.

Certification must include the following:

- The supplier's full name and address; (Distributors should list OEM)
  - SCCI purchase order number;
  - SCCI part number, revision, and as applicable, serial numbers;
  - PO quantity;
  - Quantity shipped; Lot / Date Code;
  - Name of lower-tier supplier and description of service provided (if applicable) ref QC 111; ✓
- Authorized signature and date;
- Certificate or C of C by the supplier declaring the product or service has met all the requirements of the purchase order, including drawings and specifications at the prescribed revision level.

### **QC114 – Parts Substitution:**

The Seller shall not deliver substitute parts for the part specified on the purchase order line unless SCCI and/or SCCI customers have approved the substitution in writing as evidenced by a formally released SCCI alternate parts document, other document or instruction. For Buyer specified and controlled drawings and specifications, the Seller shall not use substitute or alternate component parts or subassemblies without receiving approval in writing. The supplier shall notify SCCI of any End of Life, Obsolescence or Form, Fit, or Function issues for ten (10) years beyond the award date of the purchase order.

### **QC120 – Foreign Object Debris (FOD) Prevention and Part Cleanliness:**

The Supplier shall conduct production processes appropriate to prevent, detect, and remove all FOD from product(s) during manufacture and provide parts clean and free of all FOD prior to shipment to SCCI. FOD contamination will be cause for rejection of material.

### **QC123 – Rejection of product using Sample Inspections:**

SCCI reserves the right to reject an entire lot if any defects are detected at SCCI.

## **QC2XX Series Quality Clauses**

These quality clauses pertain to commodity groups and may be assigned to an item based upon its commodity.

### **QC201 – Solderability:**

All parts that require soldering shall meet industry standards for hand and machine soldering. The supplier shall ensure compliance to IPC/EIA J-STD-002 Solderability Tests for Component Leads, Terminations, Lugs, Terminals and wires. Components that require tinning shall be tested and certified to

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IPC/EIA J-STD-002 Section 4.3.1 Test "E" Wetting Balance Test (Leaded Components); Section 4.3.2 Test "F" Wetting Balance Test (Leadless Components); and, IPC/EIA J-STD-013 Implementation of Ball Grid Array and Other High Density Technology Outlines for Ball Grid Arrays.

### **QC202 – Electrostatic Discharge (ESD) Control:**

All electrostatic sensitive devices shall be packaged, marked and handled in compliance with ANSI/ESD S20.20 Protection of Electrical and Electronic Parts, Assemblies and Equipment (Excluding Electrically Initiated Explosive Devices), or equivalent.

### **QC203 – Printed Wiring Boards (PWBs):**

PWBs will comply with IPC-A-600 Acceptability of Printed Boards unless otherwise specified. Unless otherwise specified on the PO or drawing must meet J-STD-003 Solderability Test for PCBs.

Note: The supplier will default to IPC Class 3 requirements if the class is not otherwise specified on the PO or other SCCI supplied documentation.

Note: This clause does not apply to COTS Items.

PWBs shall be rejected if not all of the following are provided:

- One coupon per panel is to be maintained by the supplier. (Reference QC104.)
- Individual PWBs, and its associated coupon, shall be marked or not marked with a serial number traceable to the production panel which shall be marked with its own serial or production lot number as defined in the individual PWB drawing.
- A copy of the lot inspection and acceptance data.
- A micro section report with the plated through hole copper thickness recorded for each inspection lot.
- A serial number list showing the final disposition of all PWBs/panels in the production lot.
- PWBs shipped to SCCI must be packaged with desiccant and a moisture indicator in Moisture Barrier Bags.
- Date codes on PWBs must not exceed 365 days before the date of shipment to SCCI.

*Note: PWBs with date codes exceeding 365 days may be shipped to SCCI with prior written approval. If the PWBs pass Solderability testing, the boards will be accepted.*

*Note: This clause does not apply to COTS Items.*

### **QC203.1 – Printed Wiring Boards (PWBs): Rigid & Flex PWBs:**

The Seller shall furnish with each shipment of Rigid and Flexible Type 2 and 3 printed wiring, a certification that the applicable specifications as stated on the drawing or in the Purchase Order are met. Seller shall furnish (1) each of the following:

- coupon for each panel processed per part number,

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- cross-sectioned mount per part number showing the plated through hole
- cross-sectioned mount after the Thermal Stress Test. The cross section shall represent “x” and “y” directions of the panel, i.e., one cut in the “x” direction and one in the “y” direction.

All deliverables shall include traceability to date code/lot/serial number of the PWB manufactured. Boards to be individually bagged, but NOT HEAT SEALED.

**Deliverable:** *Seller's written certification to applicable specification as stated on the drawing or Purchase Order, and applicable coupons.*

#### **QC204 – Circuit Card Assemblies (CCAs):**

CCAs will comply with IPC-A-610 Acceptability of Electronic Assemblies unless otherwise specified. CCAs will comply with IPC-J-STD-001 or IPC-J-STD-001 Space Addendum requirements for Soldered Electrical and Electronic assemblies unless otherwise specified.

Note: The supplier will default to Class 3 requirements if the class is not otherwise specified on the PO or other SCCI supplied documents.

*Note: This clause does not apply to COTS Items.*

#### **QC205 – Wiring Harnesses:**

Cables and wiring harnesses will comply with IPC/WHMA-A-620 Requirements and Acceptance for cable/Wire Harness Assemblies unless otherwise specified. Cables and wiring harnesses must be 100% electrically tested per IPC/WHMA-A-620.

*Note: The supplier will default to Class 3 requirements if the class is not otherwise specified on the PO or other SCCI supplied documents.*

*Note: This clause does not apply to COTS Items.*

#### **QC206 – Rework/Repair Authorization of Circuit Card Assemblies:**

Rework shall be in accordance with IPC-7711/7721 Rework, Modification and Repair of Electronic Assemblies. Repair shall be in accordance with IPC-7711/7721 Rework, Modification and Repair of Electronic Assemblies, only after approval by SCCI.

#### **QC207 – Moisture Sensitive Components:**

The supplier shall ensure packaging and handling of all moisture sensitive components, as classified by, and in accordance with IPC/JEDEC J-STD-033 Standard for Handling, Packing, Shipping, and Use of Moisture/Re-flow Sensitive Surface Mount Devices and IPC/JEDC J-STD-020 Moisture/Reflow Sensitivity Classification for Non-hermetic Solid State Surface Mount Devices, or other documented procedure.

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### **QC221 – First Article Inspection – AS9102 and Balloon print requirement:**

The Seller shall perform a First Article Inspection (Full or Delta FAI) on SCCI and/or Customer revision controlled drawings such as Buyer controlled drawings, Source Controlled Drawings, Vendor Developed Item Drawings and specifications in accordance with AS9102 latest revision for this purchase order if one of the following apply:

- First time submission (part or new supplier);
- Revision change affecting form, fit, or function;
- A process change used to manufacture the part
- Change in manufacturing location (facility)
- 24 months or longer have passed since the supplier has last produced part;
- As requested by SCCI.

Each FAIR package must include all the following items:

- Completed AS9102 Forms 1, 2 and 3
- Completed balloon print
- Certificate of Conformance for delivered assembly
- Certificates of conformance for all parts and materials used in the assembly
- Full AS9102 for any sub-assemblies, including the PCB, custom hardware, cables, etc.
  - These may be flowed down to the sub-tier supplier or performed by the prime supplier
  - All C of C's for sub-components
- All test records

Delta FAIR's only require the documents related to the change to be sent.

Subassemblies and/or detail parts where the seller has design authority shall have FAI requirements as defined on the statement of work or purchase order.

*Note: This clause does not apply to purchase order lines that specify COTS Items.*

## **QC3XX Series Quality Clauses**

### **QC309 – As-Built List (ABL):**

The Supplier shall track and record the as-built configuration by serial number including serialized lower level subassemblies. An ABL including the part number, serial number (when applicable), lot control numbers (when applicable), quantities, completion date and ship-to location shall be provided with the shipment.

### **QC311 – Circuit Card Assembly (CCA) Test:**

The Supplier shall perform 100% electrical testing on the CCAs as required by purchase order to identify any manufacturing defects prior to delivery. Tests such as In-circuit Test (ICT), Bed-of-Nails, Flying Probe or other Manufacturing Defect Analyzer (MDA) may be used. CCA Test Reports including the CCA Test

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procedures conducted, pass/fail results by serial number, and authorization by a representative of the Supplier's Quality function shall accompany each shipment.

### **QC312 – Data Deliverables:**

The Supplier shall provide a copy of any data deliverable for each item in the supplier's format or as authorized by a representative by the supplier's Quality function with each shipment.

The Supplier shall ensure that all personnel performing special processes, inspections and testing are certified to perform the function in accordance with the requirements of the referenced PO, and any specifications referenced directly or indirectly therein. The Supplier shall ensure the associated equipment and laboratory used for these processes is certified, as appropriate.

### **QC312.1 – Certificate of Analysis (C of A):**

C of A is required to accompany all materials supplied to an individual purchase order. Material, Chemical and Mechanical Reports.

The C of A will include:

- Customer Name
- Manufacturer's name
- Country of origin/melting/smelting
- Specification number
- Material grade
- Material marking
- Material condition
- Size
- Heat lot, number
- Heat Condition
- Date Code
- Chemical analysis (Specification requirements and results)
- Physical properties applicable to the procured material (Specification requirements and results)

### **QC319 – Source Inspection at Seller's Facility:**

Parts and materials supplied to this PO require source inspection by SCCI or representative prior to shipment. This requirement must not be bypassed without written authorization from the SCCI buyer. The Supplier shall notify SCCI at least ten (10) days in advance of the date material is expected to be ready for inspection. Mandatory Hold Points (MHP) may be required. SCCI may designate MHP defining operations in the Supplier's manufacturing and/or inspection sequence that are required to be witnessed by SCCI or its Customer prior to completion by the Supplier. This activity shall be performed in such a manner to not disrupt normal processing and shall be conducted on a non- interference basis.

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**QC330 – Returned Supplier Material (RMA):**

Supplier material delivered on the PO that is rejected and returned to the Supplier on a supplier Return Material Authorization (RMA) for evaluation and rework/repair, shall be shipped by the Supplier with a rework/repair report that documents the failure description, detailed failure causes, and repair actions taken to restore the material to the PO requirements. The Supplier shall reference the RMA number on the shipping documents. If the material is subject to GSI, it shall be resubmitted to the Government for acceptance prior to shipment to SCCI.

Materials shall not be returned to SCCI as “no fault found” without a written consent from the SCCI Buyer.

**QC342 – Lot Control:**

Products supplied under this Contract shall be identified by the manufacturing lot, or batch number. If it is not practical to stamp individual products due to size or shape, the lot or batch number shall be stamped on identifying tags. All accompanying documents, such as packing list or certifications, shall include lot control number.

**QC347 – Obsolescence:**

Suppliers of Circuit Card Assemblies are required to inform SCCI of component availability risk discovered at any time during the performance of this contract. Notice, Impact, and recommendations are expected to be communicated no more than 10 days from discovery through the SCCI Buyer or equivalent method. The supplier shall notify SCCI of any End of Life, Obsolescence or Form, Fit, or Function issues for ten (10) years beyond the award date of the purchase order.

**QC360 – Counterfeit Material:**

The Seller must represent and warrant that only new and authentic components, subcomponents, parts, material and supplies are procured, used, incorporated into, and/or delivered in performance of this purchase order. No other material, part, or component other than a new and authentic part is to be used unless approved in advanced by the Buyer.

**QC361 – Data Retention Requirements for Space Programs – 20 Years:**

The supplier and their sub-tier suppliers shall maintain and store records pertaining to design, quality, procurement, test, fabrication, assembly, storage and acceptance for a minimum period of 20 years and shall be made available to SCCI upon request.

If this requirement cannot be met, the supplier shall send the records as part of the shipment in electronic form on a readable storage media.

**QC361.1 – Cloud Based Systems supplier:**

The Supplier shall meet the requirements of ISO/IEC 27001 - Information security, cybersecurity and privacy protection — Information security management systems - Requirements, or the Cloud Based System supplier requirements of SCCI Procedure PRC 9162.

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### **QC362 – XRF Testing**

The supplier shall perform an analysis of one representative sample of each unique lot of each delivered part of the items being supplied to this purchase order to evaluate the elemental breakdown of the supplied product. The supplier shall confirm that no substances have been used that would violate any material restrictions identified on this PO and/or any controlling documents for the supplied product.

- 1) XRF testing of the material. The XRF will be done on a piece sample per part number per box. The XRF results shall include the:
  - a. data and time of the test
  - b. the test profile/program used
  - c. SCCI part number and it's revision
  - d. SCCI PO number and applicable PO line
  - e. Identification of the person doing the test (stamp or signature)
- 2) Supplying the MSDS of all the constituent materials used

The C of C should state that the supplier has complied with the material requirements as covered by this clause, as well as a copy of the analysis report(s) shall be supplied with the shipment of the product.

### **QC363 – Single Lot Date Code:**

Product supplied under this purchase order shall be of a single lot date code only. Multiple date codes must be preauthorized by the SCCI buyer.

### **QC364 – Product Traceability:**

All supplied product must be traceable back to the source of origin by lot/date code/batch number. This information shall be shown on the release documentation and package label(s).

### **QC367 – Electronic, Electrical, Electromechanical (EEE) Part Lot Conformance Testing:**

#### **QC367.1 – Constructional Analysis – 5 Piece:**

Product supplied to this Purchase Order shall have a five (5) piece random sample subjected Constructional Analysis (CA) completed in accordance with ECSS-Q-ST-60-013. The CA shall be performed on product that has successfully completed all additional screening and conformance testing and be performed by an independent third party test lab.

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Significant quality issues surfaced during the Constructional Analysis process can cause the purchased item on the Purchase Order to be rejected.

**QC367.2 – Destructive Physical Analysis (DPA) - 1 Piece:**

Product supplied to this PO shall have a one (1) piece sample DPA completed on each production lot in accordance with MIL-STD-1580. DPA testing shall be done on product that has successfully completed all additional screening. DPA testing shall be performed by an independent third party test lab.

Significant quality issues surfaced during the Destructive Physical Analysis process can cause the purchased item on the Purchase Order to be rejected.

**QC367.3 – Destructive Physical Analysis (DPA) - 2 Piece:**

Product supplied to this PO shall have a two (2) piece sample DPA completed on each production lot in accordance with MIL-STD-1580. DPA testing shall be done on product that has successfully completed all additional screening. DPA testing shall be performed by an independent third party test lab.

Significant quality issues surfaced during the Destructive Physical Analysis process can cause the purchased item on the Purchase Order to be rejected.

**QC367.4 – Destructive Physical Analysis (DPA) - 3 Piece:**

Product supplied to this PO shall have a three (3) piece sample DPA completed on each production lot in accordance with MIL-STD-1580. DPA testing shall be done on product that has successfully completed all additional screening. An independent third party test lab shall perform DPA testing.

Significant quality issues surfaced during the Destructive Physical Analysis process can cause the purchased item on the Purchase Order to be rejected.

**QC367.5 – Destructive Physical Analysis (DPA) - 5 Piece:**

Product supplied to this PO shall have a five (5) piece sample DPA completed on each production lot in accordance with MIL-STD-1580. DPA testing shall be done on product that has successfully completed all additional screening. An independent third party test lab shall perform DPA testing.

Significant quality issues surfaced during the Destructive Physical Analysis process can cause the purchased item on the Purchase Order to be rejected.

**QC367.6 – Simple Destructive Physical Analysis (DPA) - 1 Piece:**

Product supplied to this PO shall have a 1 piece sample simple DPA completed on each production lot in accordance with AS6171/4. The photos and results will be sent to SCCI. DPA testing shall be done on product that has successfully completed all additional screening. An independent third party test lab shall perform DPA testing.

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Significant quality issues surfaced during the Destructive Physical Analysis process can cause the purchased item on the Purchase Order to be rejected.

**QC367.9 – Radiographic Inspection (XRAY):**

Product supplied to this PO shall have 100% radiographic inspection performed in accordance with MIL-STD-883, method 2012, in horizontal and vertical axes.

Parts failing radiographic inspection shall be removed from the purchased part lot. Significant fallout of parts can cause the lot to be rejected.

**QC367.10 – Residual Gas Analysis (RGA) – 1 or 3 Piece(s):**

Product supplied to this Purchase Order shall have a 3 piece sample RGA completed on each production lot in accordance with MIL-STD-1580B. If the product being procured is a MIL-PRF-19500 or MIL-38535 JANS or QMLV (space level product), it will only be necessary to do a 1 piece sample RGA test.

RGA testing shall be done on product that has successfully completed all additional screening. An independent third party test lab shall perform RGA testing. RGA samples are not to be used for DPA testing.

**QC371 – Product Freshness for Space Programs:**

Materials furnished for fulfillment of this Purchase Order shall have been manufactured in the period stipulated.

**QC371.1 – Product Freshness for Space Programs – 18 Months:**

Product supplied under this Purchase Order shall have Date or Lot Codes no older than 18 months at the time of shipment to SCCI. The SCCI buyer may only approve waivers to this requirement in advance.

**QC371.2 – Product Freshness for Space Programs – 3 Years:**

Product supplied under this Purchase Order shall have Date or Lot Codes no older than 3 years at the time of shipment to SCCI. The SCCI buyer may only approve waivers to this requirement in advance.

**QC371.3 – Product Freshness for Space Programs – 4 Years:**

Product supplied under this Purchase Order shall have Date or Lot Codes no older than 4 years at the time of shipment to SCCI. The SCCI buyer may only approve waivers to this requirement in advance.

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**QC371.4 – Product Freshness for Space Programs – 5 Years:**

Product supplied under this Purchase Order shall have Date or Lot Codes no older than 5 years at the time of shipment to SCCI. The SCCI buyer may only approve waivers to this requirement in advance.

**QC371.5 – Product Freshness for Space Programs – 7 Years:**

Product supplied under this Purchase Order shall have Date or Lot Codes no older than 10 years at the time of shipment to SCCI. The SCCI buyer may only approve waivers to this requirement in advance.

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