

***SUPPLIER
QUALITY ASSURANCE
SPECIFICATION***



SSI-Sintered Specialties

A Division of SSI Technologies, Inc.

**Revision 03
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PURPOSE

This specification establishes minimum quality assurance requirements for suppliers of raw materials parts and outside processing that affect SSI-Sintered Specialties' customer's product, whether the products and services being furnished are provided by the supplier directly or indirectly through the supplier's subcontractors. Additional quality assurance requirements for part specific services are further defined by SSI-Sintered Specialties Standard Process Instructions (SPI) provided with each shipment. SSI-Sintered Specialties quality department personnel may answer any questions regarding this specification.

Established quality control systems are required to assure that the products and services furnished by the supplier conform fully to the specifications and requirements established by the purchase documents.

The requirements covered by this specification are provided as a supplement to, and do not replace or alter, other terms and conditions covered by the purchase documents or included as requirements of engineering drawings or specifications.

This specification is subject to change at any time by SSI-Sintered Specialties.

INTRODUCTION

SSI-Sintered Specialties produces powdered metal components supplied to the global automotive industry as well as industrial markets. We are committed to delivering defect free product to our customers and we depend on our suppliers to furnish defect free products and services that conform to requirements. We encourage a prevention strategy, in lieu of inspection, to ensure conformance to requirements. As a major supplier to the automotive industry, we utilize a quality system that meets the minimum requirements of the ISO 9001:2000 and TS 16949:2002 standards. We encourage our suppliers to develop their quality systems to meet the ISO 9001:2000 requirements as well. Quality planning must be oriented toward defect prevention rather than defect detection. Thus, the supplier must exercise sufficient control over their manufacturing processes to:

- (a) ensure that their products meet all requirements**
- (b) strive to continually improve the capability of each process involved.**

Suppliers are also encouraged to participate in design reviews and visit our facility to correlate inspection techniques and review statistical process control methods. We emphasize that our personnel are available to assist in resolving manufacturing problems concerning purchased products where practical. We recognize that only through the continued efforts and cooperation of our suppliers can we meet or exceed the expectations of our customers.

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Sample Layout Report – Form 17084

SSI-Sintered Specialties Deviation Form – Form 17096

Supplier Corrective Action Report (SCAR) – Form 17114

Supplier Request For Change Approval (SRFCA) – Form 17162

Quality System Questionnaire – Form 17411

1.0

QUALITY CONTROL SYSTEM REQUIREMENTS

1.1 DRAWINGS AND SPECIFICATIONS:

The supplier is responsible for ensuring that all copies of all-applicable drawings and specifications are available to, and understood by, those persons in the supplier's organization directly responsible for assuring compliance with the stated requirements. If copies are not in the supplier's possession, or when clarification and interpretation is required, it is the supplier's responsibility to obtain the necessary information from the SSI-Sintered Specialties Buyer named on the purchase document.

1.2 DESIGN AND PROCESS CHANGE CONTROL:

The supplier must have written authorization from SSI-Sintered Specialties prior to incorporating any changes into production that affect the form, fit, function, durability, appearance, manufacturing process or interchangeability of any component or service furnished to SSI-Sintered Specialties. Shipments incorporating such changes shall not be made until authorized in writing by SSI-Sintered Specialties. The supplier is expected to maintain control records documenting the effective dates and serial numbers of all engineering and process changes. The control system must ensure removal of obsolete information from all points of use and provide for proper identification and disposition of the affected product. The supplier's change control records are to be available for review by SSI-Sintered Specialties personnel.

1.3 PRODUCT IDENTIFICATION AND TRACEABILITY

All suppliers must establish a system for positive identification and record keeping for each production lot throughout manufacturing, inspection and testing. The method of lot control and identification must be developed by the supplier consistent with the supplier's manufacturing facilities and operations, but must include the following elements:

(a) Lot Identification

The supplier must assign only one (1) SSI Sintered Specialties' lot code to a supplier lot. When successive subdivisions of the lot are necessary, the main code must be supplemented by additional subordinate codes to identify each of the sub-lots. Each shipping container must be identified with lot identifications. Parts with different lot numbers may not be mixed within a shipping container.

(b) Lot Traceability Control

The supplier must establish a system for identifying production lots so that:

- (I) The records of inspection or test results contain the main and subordinate lot codes.**
- (ii) The final inspection records are cross-referenced to supporting inspection and test documents and the raw material code (e.g. material heat numbers or lot numbers) are cross-referenced to the lot numbers of the items shipped to SSI-Sintered Specialties.**

Suppliers of outside processing must use the SSI-Sintered Specialties lot identification system and retain lot identity as received from SSI-Sintered Specialties.

1.4 CERTIFICATION TO FEDERAL AND STATE REGULATIONS:

If the supplier or its product or service is covered by, or subject to, any federal or state laws or regulations, or from country of origin which require compliance certification, the supplier shall provide the required certifications, if any, prior to initial production shipments and as required thereafter. Such certification shall be provided to the appropriate quality personnel at SSI-Sintered Specialties in addition to any original compliance documentation required.

1.5 QUALIFICATION OF PERSONNEL:

The supplier's system shall provide for the satisfactory qualification and competence of personnel performing critical inspection and production operations. The qualification or training must be in accordance with defined requirements for the job function.

1.6 MEASUREMENT AND TEST EQUIPMENT:

The supplier shall provide inspection and test facilities and equipment adequate for effective measurement of their products' conformance to specifications. All measuring and test equipment, including production tools and fixtures used as a means of inspection, shall be checked prior to use, and at established intervals to assure continued accuracy. Calibration shall be in accordance with recognized national or international measurement standards. Control records are to be maintained which list location, date, and results of last inspection and date of next scheduled inspection. These records shall be available for review by SSI-Sintered Specialties personnel.

1.7 INSPECTION AND TEST CONTROL PROCEDURES:

During the course of procurement and production, the supplier's inspection and testing, including periodic layout and laboratory testing must be documented. The frequency must be adequate to assure control of product that conforms to specifications.

The supplier and the supplier's subcontractors shall maintain records of their inspection and test results. These records are to be available for review by SSI-Sintered Specialties personnel.

The supplier's system shall provide for proper material identification sufficient to control and prevent the use or shipment of materials that do not conform to specifications. Non-conforming material must be identified and removed promptly from normal production channels.

Suppliers of outside processing must reference SSI-Sintered Specialties SPI for minimum inspection levels. Tooling suppliers must submit a complete inspection sheet with each tool. See 1.9 TOOLING REQUIREMENTS.

1.8 SAMPLING INSPECTION:

All sampling plans will be included in the control plan and will be mutually agreed upon prior to initial shipment of production parts. The capability of a process must be proved before in process or lot sampling is used in lieu of 100% inspection as the basis for final acceptance of a product.

ACCEPTANCE OF PRODUCTS BY ANY SAMPLING PLAN, INCLUDING PLANS THAT MIGHT BE INCLUDED HEREUNDER, DOES NOT RELIEVE THE SUPPLIER OF THE RESPONSIBILITY THAT EACH AND EVERY PART MEET SPECIFICATIONS.

1.9 TOOLING AND GAUGE REQUIREMENTS:

Tooling and gauge suppliers are subject to the following requirements:

- (a) A complete tooling / gauge inspection sheet must accompany each tool / gauge.**
- (b) Suppliers must notify the SSI-Sintered Specialties Buyer of any non-conformances(s) by means of the SSI Request for Deviation Form.**
- (c) Nonconforming tooling / gauge cannot be shipped to SSI-Sintered Specialties without written approval by the SSI-Sintered Specialties Buyer.**
- (d) A copy of the completed SSI Request for Deviation Form must accompany the shipment where non-conformances have been identified.**

1.10 SUBCONTRACTED SERVICES:

All suppliers and subcontractors are encouraged to develop a quality system that meets the requirements of ISO 9000:2000 standards. SSI-Sintered Specialties suppliers are responsible for requiring subcontractors to maintain an acceptable quality system to assure conformance to all SSI-Sintered Specialties specifications and requirements. The quality system used to assure that subcontracted material meets SSI-Sintered Specialties requirements shall include one or more of the following:

- (a) Verification to specifications using appropriate process monitoring methods including, but not limited to, statistical techniques**
- (b) Receiving inspection and tests of material**
- (c) Subcontractor certification**

1.11 PRODUCT PROTECTION AND PRESERVATION:

The supplier's system is expected to provide controls that will assure SSI-Sintered Specialties products satisfactory protection against damage, contamination, and corrosion during manufacturing, subsequent storage, and shipment. When applicable, the system shall also include storage control provisions for products subject to limited shelf life.

1.12 HAZARDOUS MATERIALS:

SSI-Sintered Specialties has proactive environmental policies that prohibit certain materials from being used in our manufacturing process. The following materials are unacceptable for use:

- (a) Materials identified as being ozone depleting.**
- (b) Materials identified by the U.S. Environmental Protection Agency as being “extremely hazardous substances” under 40 CFR 355 or other applicable laws.**

1.13 FORD, CHRYSLER AND GENERAL MOTORS RESTRICTED OR REGULATED SUBSTANCE STANDARDS / SPECIFICATIONS:

All components, substances, chemicals, materials, processes, etc., which are currently supplied, or will be supplied in the future, to SSI-Sintered Specialties must be in full compliance with the following Standards/Specifications:

- (a) Ford Engineering Material Specification “Substance Use Restrictions” (WSS-M99P9999-A1)**
- (b) Chrysler Engineering Standards “Environmental, Health, and Occupational Safety Requirements for Regulated Substances or Processes and Vehicle Recycling Reporting Requirements” (CS-9003)**
- (c) General Motors Engineering Standard “Restricted and Reportable Chemicals” (GM1000M)**

Copies of these Standards/Specifications may be obtained from the SSI-Sintered Specialties Quality Department or by contacting the automaker directly. These standards will be verified through initial PPAP submittals and any required follow up approvals thereafter.

1.14 RECORDS RETENTION:

Unless otherwise specified, the supplier and supplier’s subcontractors shall retain records of their inspection and test results including control records and any and all certifications for material and subcontracted processes or services for a minimum of three (3) years from the last date of shipment to SSI-Sintered Specialties. These records are to be available for review by SSI-Sintered Specialties personnel.

2.0

QUALITY PLANNING

2.1 ADVANCE QUALITY PLANNING

The best quality performance occurs when a unified effort is made to plan quality into the manufacturing process rather than inspect quality into parts that are already manufactured. The supplier is expected to participate in advanced quality planning with SSI-Sintered Specialties.

2.2 SUPPLIER REQUEST FOR CHANGE APPROVAL (SRFCA):

To encourage and standardize requests from the supplier as part of the quality process, the SUPPLIER REQUEST FOR CHANGE APPROVAL (SRFCA) form is provided by SSI-Sintered Specialties as part of this specification in the APPENDIX: FORMS. The supplier may reproduce the SRFCA form as necessary and is the sole means of communicating process changes requested by the supplier.

2.3 CLASSIFICATION OF CHARACTERISTICS:

During the advanced quality planning stage SSI-Sintered Specialties will communicate characteristics which need to be especially controlled or monitored by the supplier.

2.4 PROCESS FAILURE MODES AND EFFECTS ANALYSIS (PFMEA):

The PFMEA is an analysis of the potential failure modes of the process. The PFMEA should be initiated before or at the feasibility stage prior to tooling for production. The PFMEA should take into account all process operations from individual components to assemblies where applicable. The PFMEA can be described as a systematized group of activities intended to recognize and evaluate the potential failures of a process and its affect on the product and to identify actions that could eliminate or reduce the chance of the potential failure occurring.

Updates to the PFMEA must be done during production operations and submitted to SSI-Sintered Specialties for approval when additional information about potential process failures becomes available. A PFMEA is required by SSI-Sintered Specialties as part of Section 3.4 REQUIRED DOCUMENTATION.

2.5 PROCESS FLOW CHART:

A process flow chart is a written description, usually in the form of a chart, of all operations or steps used to manufacture the product from the receipt of raw material through final audit and testing. A separate process flow chart for each item purchased is required by SSI-Sintered Specialties as part of Section 3.4 REQUIRED DOCUMENTATION.

2.6 PROCESS CONTROL PLAN:

A process control plan is required by SSI-Sintered Specialties as part of Section 3.4 REQUIRED DOCUMENTATION and must include all inspection points and methods used to ensure conformance to specifications.

3.0 SAMPLE REQUIREMENTS

3.1 SAMPLE REQUIREMENTS:

Samples produced for production tooling using normal production practices shall be submitted with inspection and test reports by the supplier to SSI-Sintered Specialties when any of the following events occur:

- (a) Initial production of part
- (b) Change in process
- (c) Change in material
- (d) Change in design
- (e) Change in tooling
- (f) Change in subcontractor
- (g) Change in manufacturing location
- (h) Change in the systems or requirements used to evaluate, accept, or approve the item(s) being furnished.
- (I) Annual resubmission as required by SSI-Sintered Specialties.

SSI-Sintered Specialties SAMPLE INSPECTION REPORT forms, or a suitable equivalent, are to be used by the supplier to report their inspection and test results, listing actual measurements found versus those specified by SSI-Sintered Specialties. The report must identify any results showing non-conformance to specifications and be signed by the supplier's responsible employee. SSI-Sintered Specialties SAMPLE LAYOUT REPORT form is available for use by the supplier and is exhibited in the APPENDIX: FORMS. Additional forms may be obtained from SSI-Sintered Specialties personnel.

If temporary tooling, hand operations, or tool room operations are required to meet production schedules, the supplier shall obtain the written approval of SSI-Sintered Specialties prior to utilizing same to produce the products involved. The supplier shall furnish this information with the initial samples and shall submit a second set of samples upon completion of production tooling.

In all cases, SSI-Sintered Specialties requires complete reports with data to verify compliance with national or international standards. “Meet all specifications” or other similar words without supporting data is not acceptable. Suppliers of outside processing must reference SSI-Sintered Specialties SPI for minimum inspection levels.

3.2 SAMPLES REQUIRED - QUANTITY AND TYPE:

Unless otherwise specified, the supplier shall furnish SSI-Sintered Specialties with samples of the following quantity and type:

(a) Dimensional Samples:

Provide fifty (50) representative sample parts that have been selected from a three hundred (300) piece sample lot. A complete dimensional layout must be performed on at least six (6) of the fifty (50) pieces. **Where a tool produces more than one (1) part at a time (such as with multi-cavity tools, dies, fixtures, etc.) the complete dimensional layout must be done on one (1) piece from each area of the tool so producing a single part and shall be performed on not less than six (6) parts equally divided, to the extent possible, among the different areas.** The actual data found during the complete dimensional layout must be recorded for and referenced to each and every dimension or requirement appearing on the applicable engineering drawing. When the supplier’s proprietary assemblies are involved, reported dimensional inspection results shall, at minimum, include boundary and mounting dimensions and be supplemented with the supplier’s functional or performance test results.

(b) Laboratory Samples:

The supplier should be able to provide a representative material sample and prepared sections of heat-treated parts, plated parts, etc., that could be used to prove product integrity and compliance with specifications. For non-component items, such as powder, a sampling plan will be agreed upon between the supplier and SSI-Sintered Specialties.

Each of the samples is to be individually labeled or marked by the supplier to identify them with associated reports.

3.3 PROCESS CAPABILITY STUDY (Ppk & Cpk):

A process capability study using variables control charts must be performed by the supplier on all critical classified characteristics as referenced in the AIAG SPC manual or as required by SSI-Sintered Specialties.

3.4 REQUIRED DOCUMENTATION:

The supplier is required to supply SSI-Sintered Specialties the following:

(a) Sample Inspection Report

Reference the Sample Inspection Report described in Section 3.1 SAMPLE REQUIREMENTS.

(b) Material Certification

The supplier must submit a material laboratory analysis for every material requirement listed on the applicable SSI-Sintered Specialties specification. A copy of the material laboratory analysis from the supplier's raw material supplier together with an original Certificate of Compliance from the supplier is acceptable. The material laboratory analysis must be traceable to all components in the applicable sample or production shipment made to SSI-Sintered Specialties.

(c) Process Flow Chart

Reference the PROCESS FLOW CHART described in Section 2.5.

(d) Process Control Plan

Reference the PROCESS CONTROL PLAN described in Section 2.6

(e) Process Failure Modes and Effects Analysis

Reference the PROCESS FAILURE MODES AND EFFECTS ANALYSIS (PFMEA) described in Section 2.4

(f) Process Capability Study

Reference the Process Capability Study in Section 3.3

(g) Process Capability Study

Reference the process capability study as described in Section 4.2

(h) Corrective Action Plan

The supplier is required to notify SSI Sintered Specialties of any critical characteristics that do not meet a CPK of 1.67 through the SSI REQUEST FOR DEVIATION FORM (see Appendix: Forms). Temporary containment along with a corrective action plan may be necessary.

(I) Certification to Federal Regulations

If applicable, the supplier will submit a Certificate of Compliance to Federal Motor Vehicle Safety Standards published under Public Law 89-563 as indicated in Section 1.4 CERTIFICATION TO FEDERAL REGULATIONS.

(j) Material Safety Data Sheets (MSDS)

Note that certain materials are prohibited. See Section 1.12 HAZARDOUS MATERIALS. See also Section 4.5 HAZARDOUS MATERIAL (SHIPMENT).

(k) Sample Checklist and Status Report

The supplier is required to complete the SSI-Sintered Specialties SAMPLE CHECKLIST AND STATUS REPORT (see APPENDIX: FORMS) for each sample submission to ensure that all required documentation is included with the sample submission. SSI-Sintered Specialties uses the form for internal tracking purposes and to report disposition of samples submitted to the supplier.

3.5 RELEASE OF PRODUCTION SHIPMENTS:

Unless otherwise specified, scheduled production shipments must be held by the supplier pending written SSI-Sintered Specialties approval of submitted samples and all required documentation. In the absence of SSI-Sintered Specialties approval in the manner specified herein the supplier assumes all risk, expense, and responsibility with respect to continued production and shipment of the items involved. After SSI-Sintered Specialties approval, any subsequent production or shipments with any non-conformance must be held by the supplier and handled in accordance with Section 5.0 NON-CONFORMANCE TO SPECIFICATIONS. Additionally, the aforementioned subsequent production or shipments must exhibit the same functional characteristics for manufacturing purposes as the original approved submission in all respects.

3.6 ADDITIONAL ACCEPTANCE REQUIREMENTS:

Suppliers are expected to work with SSI Sintered Specialties to accommodate any additional requirements or modifications to existing requirements.

3.7 COMPLIANCE WITH REQUIREMENTS:

Unless otherwise specified in the purchasing document or modified by an appropriate supplement to this specification, the supplier is expected to comply fully with all sample requirements defined above. Permission to deviate may only be granted in writing by SSI-Sintered Specialties.

4.0

PROCESS / SHIPMENT CONTROL

4.1 STATISTICAL PROCESS CONTROL (SPC):

The supplier is encouraged to use statistical process control wherever possible as the primary means of process control. In doing so, the supplier may use the methods described throughout this specification to the maximum mutual advantage of the supplier, SSI-Sintered Specialties, and SSI-Sintered Specialties customers to achieve zero defects. Properly employed, SPC may eliminate final inspection and SSI-Sintered Specialties incoming inspection and provides the foundation for continual improvements in quality and productivity. Suppliers of outside processing must reference SSI-Sintered Specialties SPI for minimum inspection levels of SPC.

4.2 PROCESS CAPABILITY STUDIES:

Process capability studies are an extension of Section 3.3 PROCESS CAPABILITY STUDY (Ppk & Cpk). A process capability study using variables control charts must be performed by the supplier on all critical characteristics as referenced in the AIAG SPC manual.

4.3 FINAL INSPECTION:

Unless otherwise specified, final inspection must be performed by the supplier on all shipments to SSI-Sintered Specialties in accordance with the supplier control plan.

4.4 SHIPPING HAZARDOUS MATERIAL:

If a Material Safety Data Sheet (MSDS) exists for the product or any portion thereof or is required by law the supplier shall include the same with each shipment. Note that certain materials are prohibited; see Section 1.12 HAZARDOUS MATERIALS. In addition, materials of this nature are to be transported and labeled by the supplier in accordance with all applicable laws.

4.5 FIFO SHIPMENT REQUIREMENT:

SSI Sintered Specialties expects all products and services to be handled on a first-in-first-out basis.

4.6 LOT SHIPMENT LABELING REQUIREMENTS:

To facilitate quality control, lot control, and containment of non-conforming material, the supplier shall affix labels to all containers shipped to SSI-Sintered Specialties. Additional labeling requirements are expected as stated on the SSI- Sintered Specialties purchase document.

5.0

NON-CONFORMANCE TO SPECIFICATIONS

5.1 CORRECTIVE ACTION:

If non-conformance is detected, the supplier must immediately notify SSI-Sintered Specialties. The supplier must determine the extent of the problem and take prompt action to correct the condition and prevent shipment of all non-conforming material. If the problem cannot be corrected immediately, shipments must be held by the supplier pending specific instructions or Deviation authority from SSI-Sintered Specialties.

When correction of non-conforming material involves special salvage operations (e.g. beyond those operations included in approved control plans), the supplier must obtain prior SSI-Sintered Specialties approval submitting samples when requested.

5.2 COMMUNICATION FORMS

The SSI Request for Deviation Form is the sole means of communicating causes, containment and corrective actions taken by the supplier in response to non-conformance.

The SRFCA Form is used by the supplier to request permanent changes to product or process as described in Section 2.2 SUPPLIER REQUEST FOR CHANGE APPROVAL.

The SCAR Form is SSI-Sintered Specialties is the means of communicating non-conformances to suppliers. The supplier is expected to provide a containment plan, permanent corrective action, and verification of effectiveness by the specified due dates on the SCAR form.

Samples of these forms are included in the APPENDIX: FORMS and may be reproduced as necessary by the supplier or obtained from SSI-Sintered Specialties personnel.

5.3 COMMUNICATION PROCEDURES:

(a) Supplier Detected Non-Conformance:

Supplier detected non-conformances, or requests for disposition or deviation approval, must be directed to the SSI-Sintered Specialties Buyer via the Deviation Form (see Appendix: Forms). The material involved must be retained by the supplier pending receipt of an approved Deviation Form from the SSI-Sintered Specialties Buyer.

(b) SSI-Sintered Specialties Detected Non-Conformance:

If a product is rejected for use, SSI-Sintered Specialties will notify the supplier promptly and arrange for disposition. Returned items will be accompanied by a SUPPLIER CORRECTIVE ACTION REPORT (SCAR) that will identify the specification or requirement not met. The supplier is expected to take effective corrective action to prevent recurrence and communicate the action taken by completing and returning the SCAR to SSI-Sintered Specialties within the time period indicated.

5.4 COST OF NON-CONFORMING PRODUCT:

SSI-Sintered Specialties expects suppliers to provide defect free products and services that conform to our requirements. All costs involved in returning shipments to suppliers, sorting, reworking, or scrapping non-conforming material (including any assemblies that might be produced by SSI-Sintered Specialties), will be the responsibility of the supplier and will be charged back to the supplier. Additional charges may apply due to administrative or SSI customer issues.

6.0

EVALUATION OF SUPPLIERS

6.1 SUPPLIER MEASUREMENT:

SSI-Sintered Specialties utilizes a Supplier Measurement System to continuously evaluate the performance of our key suppliers. Ratings are forwarded to suppliers on a quarterly basis.

The objectives of the measurement system are to:

- (a) Recognize high performance suppliers**
- (b) Identify opportunities for continuous improvement**
- (c) Promote improved communications**
- (d) Measure supplier performance to assist in ongoing sourcing decisions**

6.2 SUPPLIER DEVELOPMENT:

Suppliers are encouraged to develop a quality system that meets the requirements of the ISO 9001:2000 standards. Additional quality systems requirements will be communicated as necessary. Supplier quality system assessments are performed on an ongoing basis utilizing various methods for determining verification of conformance to SSI-Sintered Specialties requirements.

7.0

SUPPLEMENTS

7.1 ADDITIONAL QUALITY ASSURANCE REQUIREMENTS:

Supplements to this specification for certain products and processes will be released as necessary for the optimum control of product quality or clarity of requirements.

8.0
REFERENCES:

Automotive Industry Action Group (AIAG)
26200 Lahser Road, Suite 200
Southfield, Michigan 48034
Phone (313) 358-3570
FAX (313) 358-3253

Reference Documents:

Advanced Product Quality Planning-Control Plan
Failure Mode Effect Analysis
Measurement Systems Analysis
Production Part Approval Process
QS-9000
Statistical Process Control

American Society for Quality (ASQ)
611 East Wisconsin Street
Milwaukee, Wisconsin 53201-9488
Phone (800) 248-1946
Phone (414) 272-8575
FAX (414) 272-1734

Reference Documents:

ANSI/ASQC Q90 - Q94
ANSI/ISO/ASQC Q10011-1-1994, Q-10011-2-1994 and Q1001-3-1994

APPENDIX A:

SUPPLEMENT A

OTHER DOCUMENTATION EXCEPTIONS

FORMS SUBSTITUTIONS:

Generally, where supplier forms are equivalent to SSI-Sintered Specialties forms or where Automotive Industry Action Group (AIAG) forms are utilized by the supplier, such forms may be substituted for the applicable SSI-Sintered Specialties form. No substitution may be made for the following SSI-Sintered Specialties forms:

- **SUPPLIER REQUEST FOR CHANGE APPROVAL (SRFCA)**
- **SAMPLE CHECKLIST AND STATUS REPORT**

APPENDIX: FORMS