



“Q” Clause

Purchase Order Attachment

Rancho Santa Margarita, CA 92688

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NUMBER: IQ8A	REV: D	TITLE: Inspection and Test Data Documentation Requirements	
DOCUMENT OWNER: QUALITY MANAGER			
PREPARED BY: Will Distler	SIGNATURE: Will Distler	DATE: 04/11/2019	DEPT: Quality
APPROVED BY: Andrew Lawrence	SIGNATURE: Andrew Lawrence	DATE: 04/11/2019	DEPT: Quality

- 1.0 **REQUIREMENTS:** Every line item delivered against this Purchase Order shall be inspected or tested to the extent required to provide objective, documented evidence of its conformance to all Purchase Order requirements.

- 2.0 **DATA SUBMITTAL:** All inspection or tests required to verify full conformance of a line item to Purchase Order requirements shall be recorded and presented to the Buyer’s Quality Assurance Representative when the items are source inspected. The data shall be representative of the submitted lots only.
 - 2.1 **DATA RETENTION:** The required data is to be retained by the Seller for a period of three years unless otherwise specified in this Purchase Order. The data shall be made available for review by the Buyer’s representative upon request.
 - 2.2 **DATA REQUIREMENTS:** Recorded data shall include the results of all inspections and tests and any special selection test, conditioning (burn-in) tests, lot acceptance tests, sampling tests or any other test or proving action employed to determine item conformance.
 - 2.3 **DISTRIBUTOR REQUIREMENT (WHERE APPLICABLE):** If the Seller is a jobber or distributor of the item(s) provided by the Purchase Order, the Seller shall require the same performance obligations of the original manufacturer of the item(s) hereby being purchased. Additionally, the Seller shall secure from that manufacturer a right for Buyer to acquire or inspect at Buyer’s option, all pertinent data in that manufacturer’s possession showing item compliance to it(s) or Buyer’s performance specifications.
 - 2.4 **FORMAT:** The exact format of the submitted data may vary from Seller to Seller, but shall contain the following information as a minimum:
 - A. Seller’s Name
 - B. Seller’s part number and revision
 - C. Buyer’s part number and revision
 - D. Buyer’s Purchase Order number and revision
 - E. Number of items in lot
 - F. Number of items inspected

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- G. Sampling Plan Level (AQL%)
- H. Lot Number and Date Code
- I. A summary listing of all drawing dimensions, process requirements, specified performance levels (attributes) and their corresponding tolerance limits (and drawing notes where applicable).

Inspection / Test results may be recorded in either of the following formats or a combination thereof, as applicable and at Seller’s discretion.

- Attributes Results: Indicate for each attribute of each item inspected whether or not it falls within tolerance requirements.
- Variables Results: Record the exact measurement obtained for each attribute of each item inspected.

NOTE: Variables Results format is only **required** if specified on the Purchase Order.

- 3.0 QUALITY APPROVAL: Data sheets / test reports shall bear evidence of Seller’s Quality Assurance review and acceptance by impression stamp or signature, title, and date accepted.
- 4.0 ADDITIONAL REQUIREMENTS: Buyer may, at his option, impose additional requirements beyond those herein specified. These requirements may be imposed on the face of the Purchase Order or via reference to additional PO Attachments.
- 5.0 DISCLAIMER: The submission of inspection / test data as required by this Purchase Order Attachment shall not modify or limit any representations, warranties or commitments made elsewhere, or in any way affect the obligation of the Seller to perform in strict accordance with the provisions of this Purchase Order.