

# ***PCC Aerostructures – Progressive Inc.***



***1030 Commercial Blvd. North  
Arlington, TX 76001***

## ***Progressive Supplier Quality Requirements (PSQR)***

***Revision D  
01/25/21***

<b>Approvals</b>				
	<b>Name</b>	<b>Function</b>	<b>Date</b>	<b>Signature</b>
<b>Issued by</b>	Judith Hart	Quality Engineer	01/25/2021	
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<b>Table of revisions</b>			
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NC	8/13/15	S. Hubbard	New Document Release
A	2/23/16	S. Hubbard	Added LM Clause Q2A section 8.0
B	12/15/16	S. Hubbard	Revised to align with SQR-10000
C	12/14/17	R. Ramos	Revised to align with PSP-06
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## **1.0 Introduction**

PROGRESSIVE INC. believes that its partnership with our suppliers is key to our success. The minimum general, expected and mandatory requirements and expectations contained in PCC Aerostructures Supplier Requirements Manual SQR-10000 are applicable to all work performed under terms of a contract between PROGRESSIVE INC. and its suppliers and is imposed by specific reference on all Progressive Purchase Orders. The current revision of SQR-10000 as well as this PSQR are available at the following link:

<http://www.pccaero.com/Quality> by selecting Progressive Incorporated, Supplier Quality Documents.

This Progressive Supplier Quality Requirements (PSQR) document was developed to supplement the Quality Management System (QMS) requirements of SQR-10000 and contractually applies when specified by inclusion on purchase orders or contracts issued by PROGRESSIVE INC. The supplier will flow down requirements within this document to sub-tier suppliers. PROGRESSIVE INC.'s quality department must approve deviations to requirements included herein. Requests for deviation must be documented by the supplier and submitted to the PROGRESSIVE INC. buyer.

In addition to general requirements described in this document, PROGRESSIVE INC. purchase orders may contain additional specific quality requirement clauses.

### **1.1 Scope**

This document applies to manufacturers, distributors, processors, inspection service providers, and sub-tier suppliers providing parts, services, or raw materials to PROGRESSIVE INC.

### **1.2 Distribution**

It is the responsibility of the supplier to obtain and comply with the latest version of this document which can be obtained by submitting a request to the PROGRESSIVE INC buyer.



**2.0 Evaluation, Approval and Performance Monitoring Process**

**2.1 Initial and Re-evaluation of the Supplier’s Quality Management System**

For initial evaluation, suppliers must complete and return PROGRESSIVE INC. self-survey within the specified time frame identified on the survey. Suppliers whose quality system and facilities are approved and certified to ISO 9001/AS9100 may be approved without a site audit. A recognized Certification Registration Body must have granted supplier certification. Additional evaluation methods, i.e. on-site assessment may be performed by a PROGRESSIVE INC. quality representative. Supplier’s quality management system is re-evaluated annually per AQS1001/F-7.4.1/3<sup>rd</sup> party certification and approval is subject to the status of the supplier’s quality management system and/or quality performance history.

**2.2 Performance Monitoring**

PROGRESSIVE INC. tracks quality and delivery performance of its suppliers. On time delivery is determined by the due date on the purchase order line item. Performance metrics are part of the PROGRESSIVE supplier scorecard. The table below describes the performance categories for our suppliers which require improvement:

<p><b>Probationary</b></p>	<ul style="list-style-type: none"> <li>-Quality performance falls below 95% for any Quarter within a 1 year period, or undisclosed defects were delivered and inadequate/late response to corrective action request.</li> <li>- Delivery performance falls below 98% for Quarter within a 1 year period.</li> </ul>
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<b>Suspended</b>	Due to inadequate capability, quality system and procedures, and/or failure to meet Qualified status within 6 months after status was changed to probation.
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### 2.3 Rating System

PROGRESSIVE INC. also reserves the right to disapprove a supplier when there is a change in supplier's manufacturing or processing capability, unsatisfactory audit results or no business activity for an extended period of time.

### 3.0 Quality Management System Requirements

Refer to SQR-10000

#### 3.1 Requirements for Quality Records

Refer to SQR-10000, Section 11.5

For Airbus Products: Retention period of quality records has been extended from 13 years to LOP + 6years. LOP is defined as 'end of product operational life' or time when the last certified aircraft or engine of a type has been withdrawn.

This requirement shall be flowed down to sub-tier suppliers.

#### 3.2 Engineering Documents (Drawings, Specifications, and other Technical Data)

Supplier shall control engineering documents to ensure documents are approved before use, reviewed and updated as changes are released. When it is deemed necessary to request changes to supplied documents, the request for change is forwarded in writing to PROGRESSIVE INC.



Procurement department. No implementation of the requested change will be executed until authorized by PROGRESSIVE INC.

### **3.3 Digital Product Definition (DPD) Data**

Refer to SQR-10000, Section 11.3 and SR-700.

## **4.0 Management Responsibilities**

### **4.1 Right of Access**

Refer to SQR-10000, Section 6.0

## **5.0 Resource Management**

### **5.1 Training**

Refer to SQR-10000, Section 6.4.

### **5.2 Facility and Work Environment**

Refer to SQR-10000, Section 6.5.

## **6.0 Product Realization**

### **6.1 Classified Parts or Controlled Parts**

Refer to SQR-10000, Section 7.3

### **6.2 Production Planning**

Refer to SQR-10000, Section 7.2

### **6.3 Configuration Management**

Refer to SQR-10000, Section 7.1

### **6.4 Special Process Approval**

Refer to SQR-10000, Section 7.6

### **6.5 Machined Parts**





Refer to SQR-10000, Section 7.8

## **6.6 Contract Review**

Refer to SQR-10000, Section 6.1

## **6.7 Sub-Tier Control**

Refer to SQR-10000, Section 5.8

## **6.8 Purchasing Information**

Refer to SQR-10000, Section 5.1.

## **6.9 Verification of Purchased Product**

Refer to SQR-10000, Section 7.12

## **6.10 Delegated Inspection Authority (DIA)**

Refer to SQR-10000, Section 7.13

## **6.11 First Article Inspection**

Refer to SQR-10000, Section 7.14

## **6.12 Product Identification and Traceability – (Build-To-Print Suppliers)**

Refer to SQR-10000, Section 7.4

## **6.13 Packaging**

Refer to SQR-10000, Section 7.17

## **6.14 Calibration Program**

Refer to SQR-10000, Section 7.18

## **7.0 Measurement and Analysis**

### **7.1 Inspection Program**

Refer to SQR-10000, Section 8.1

**7.2 Certificate of Conformance and Packing List**

Refer to SQR-10000, Section 8.5

**7.3 Raw Materials**

Refer to SQR-10000, Section 8.3

**7.4 Standard Hardware**

Refer to SQR-10000, Section 7.10

**7.5 Processors**

Refer to SQR-10000, Section 8.4

**7.6 Shipping Paperwork/Requirements**

Refer to SQR-10000, Section 8.7

**7.7 Control of Nonconforming Product**

Refer to SQR-10000, Section 9.0

**7.8 Material Review Board (MRB) Authority**

Refer to SQR-10000, Section 9.6

**7.9 Notification of Escape**

Refer to SQR-10000, Section 9.7

**7.10 Corrective Action**

Refer to SQR-10000, Section 10.0

**7.11 Supplier Chargeback**

Refer to SQR-10000, Section 9.5.

**8.0 Awareness Requirements**



## **8.1 Awareness Requirements**

Suppliers shall ensure that persons are aware of:

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

## **9.0 Purchase Order Quality Clauses / Terms and Conditions**

### **9.1 LOCKHEED MARTIN REQUIREMENTS:**

Progressive LM Aero Vendor Code 721807

Processing to be accomplished in performance of this purchase order is directly related to a LM Aero purchase order and must be accomplished in accordance with process specification(s) on this purchase order and the revision in effect as of the date of this PO of LM Aero Appendix QJ. All requirements of such Appendix QJ paragraph 12. a. - f. shall be accomplished, along with Q4R "FOD Requirements" and Q2A "FAI Requirements". Appendix QJ, and clauses Q4R and Q2A are located at <https://www.lockheedmartin.com/us/aeronautics/materialmanagement/scm-quality.html>.

**WARNING: EXPORT CONTROLLED**

The use of Technical Data contain in this document, as well as any Defense Article which may be produced or manufactured from such Technical Data, is restricted by the U.S.

Arms Export Control Act. This data has been provided in accordance with, and is subject to export control under the International Traffic in Arms Regulations (Title 22, Code of Federal Regulations, Part 120-130). Such technical data may not be exported, re-exported, transferor retransfer to a person in a foreign country or to a national of a foreign country unless the



prior written approval of the Department of State has been obtained. By accepting this data, the consignee agrees to honor the requirements of the ITAR. Violations of these export laws are subject to severe criminal and civil penalties.

**ACQUISITION AND USE OF NON-DOMESTIC SPECIALTY METALS:**

The seller agrees not to incorporate into any articles to be delivered under this purchase order, specialty metals not melted in the United States, its possessions, Puerto Rico, or a qualifying country. Specialty metals are defined in Defense Federal Acquisition Regulation Supplement (DFARS 252.225-7014 and its Alternate 1). Qualifying countries are listed in DFARS 225.872-1(a).

**DPAS RATINGS:**

This is a rated order certified for national defense use, and you are required to follow all the provisions of the Defense Priorities and Allocations System Regulation (15 CFR 700). DPAS Regulation requirements can be found at: <http://www.bxa.doc.gov/defenseindustrialbaseprograms/osies/dpas/pdfdocs/dpasreg.pdf>.

The applicable customer contracts and DPAS ratings for this order are:

Program Government Contract DPAS Rating Description

F-35 N00019-11-C-0083 DO-A1 LRIP 5 Production

F-16 FA8615-07-C-6034 DO-A1 Production

F-2 FSM-5450

F-15 CF-08-0526 Production

F-18 N00019-04-C-014 DO-A1 Production

C-17 FA8614-04-C-2004 DX-A1 Production

CF09-0165

Unless otherwise indicated, use the first production contract for each program.

**QUALITY MANAGEMENT SYSTEM:**

Seller shall maintain a documented Quality Management Program. Seller compliance and/or certification to AS9100, ISO9001 or equivalent recognized quality management system is preferred but not required. Seller must implement process controls adequate to ensure the seller can meet



all requirements contained in this purchase order. Unless otherwise authorized by Progressive Incorporated, the seller's Quality Program shall at a minimum address controls relative to Receiving and Final Inspection; Calibration of Measuring Equipment, Control of Nonconforming Product, Control of Documents and Records, Material Lot/Part Traceability and Packaging/Shipping.

**END ITEM CONFIGURATION:**

The seller shall manufacture complete to current engineering revision levels unless otherwise specified.

**CERTIFICATE OF COMPLIANCE (C of C):**

The seller shall furnish certification that product shipped in fulfillment of this purchase order complies with all requirements of the Purchase order, relevant drawings and engineering specifications.

**RAW MATERIAL CERTIFICATIONS:**

The seller must include with each shipment the raw material manufacturer's test report that states that the lot of material furnished or utilized in the end item has been tested, inspected and found to be in compliance with the applicable material specifications.

**FOREIGN OBJECT CONTROL:**

Seller shall maintain a FOD prevention program appropriate to the parts being produced / provided. Seller shall maintain work areas and control tools, parts and materials in a manner sufficient to preclude the risk of FOD incidents.

**NONCONFORMING MATERIAL:**

Material and/or product that fail to meet the requirements of applicable drawings, specifications, etc. referenced on this purchase order shall not be shipped without prior approval of PROGRESSIVE INC. Seller's disposition authority is limited to REWORK only. Dispositions of SCRAP, REPAIR or USE-AS-IS are issued only by Progressive Incorporated and/or its customer Engineering material review authority. Seller must return defective parts when manufactured from material furnished by PROGRESSIVE INC.



**SELLER REPORTING:**

All nonconformances to the prescribed engineering configuration must be promptly reported to PROGRESSIVE INC.

The seller shall provide for timely reporting on nonconformities that may affect product already delivered. Notification shall include a clear description of the discrepancy, identification of suspect parts (to include manufacturing dates, serial numbers, quantities, etc.) and material affected by the deficiency, dates delivered and any information to the root cause/corrective action steps initiated to address the defective condition and to prevent recurrence.

**FIRST ARTICLE INSPECTION:**

First Article Inspection (FAI) shall be performed in accordance with SAE AS9102 Aerospace standard. FAI shall be performed on a new product representative of the first production run. Partial or re-accomplishment of the FAI is required as prescribed by the SAE AS9102 standard. At a minimum, Suppliers shall use forms located in the SAE AS9102 or equivalent.

Suppliers may obtain copies of AS9102 forms at [www.sae.org](http://www.sae.org). FAI report shall include the identification of each characteristic and feature required by design data, allowable tolerances, actual measured results, and a drawing or graphical aid with features numbered to correspond with the numbered features of the FAI report. FAI records shall contain objective evidence of inspection/acceptance that characteristics, material and processing have been verified to PROGRESSIVE INC. purchase order requirements. First Article Inspection Reports (FAIR) must be made available to Progressive Incorporated upon request. In the event the supplier has not manufactured this part within two (2) years of the date on this purchase order, a new First Article must be performed and appropriately documented.



**CALIBRATION SERVICES:**

Calibration service providers shall maintain a Quality System in accordance with one of the following: ISO 10012, ISO 17025, or ANSI Z540-1

**MATERIAL TESTING LABORATORIES:**

Material testing service providers shall maintain a Quality System in accordance with the applicable requirements of ISO/IEC 17025 and be A2LA accredited with NADCAP accreditation to AS7101 for Material Testing.

**RECORDS RETENTION:**

Quality records generated in fulfillment of this purchase order shall be maintained by the seller for a minimum of eight (8) years from the date of delivery of product to Progressive Incorporated.

**RIGHTS OF ACCESS:**

Work performed under this purchase order is subject to Government or Customer surveillance/inspection at the seller's facility or sub-tier supplier's facility. Progressive Incorporated, its customers and regulatory agencies reserve the right of access to the seller's facility at any reasonable time during the performance of work under this purchase order.

**SPECIAL PROCESS CERTIFICATION:**

Certificates shall be submitted with each shipment to specify that all special processes or inspection methods, e.g. plating, anodizing, chemical conversion, heat treating, non-destructive and destructive testing, demonstrate compliance with the requirements of applicable drawings, specifications, or purchase order and are accomplished by an approved source using approved equipment and personnel.

**FOR LOCKHEED MARTIN AERONAUTICS PROGRAM PARTS:**

Progressive LM Aero Vendor Code is 721807

Processing to be accomplished in performance of this purchase order is directly related to an LM Aero purchase order and must be accomplished in accordance with process specification(s) on this purchase order and the revision in effect as of the date of this PO of LM Aero Appendix QJ. All requirements of such Appendix QJ paragraph 12.a - f shall be accomplished along with Q4R Section C.



**LOCKHEED MARTIN COUNTERFEIT PARTS PREVENTION:**

Providers of items destined for delivery to LOCKHEED MARTIN shall comply in all respects with LM Aero Counterfeit Parts Prevention requirements as defined in Appendix QX paragraph 1.4.

Specifically:

- a) For purposes of this clause, Work consists of those parts delivered under this contract that are the lowest level of separately identifiable items (e.g., articles, components, goods, and assemblies). "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. The term also includes approved work that has reached a design life limit or has been damaged beyond possible repair, but is altered and misrepresented as acceptable.
- b) Sellers of items provided in fulfillment of this contract agree and shall ensure that Counterfeit Work is not delivered to Progressive.
- c) Sellers of items provided in fulfillment of this contract shall only purchase products to be delivered or incorporated as Work to Progressive directly from the Original Component Manufacturer (OCM)/Original Equipment Manufacturer (OEM, or through and OCM/OEM authorized distributor chain. Work shall not be acquired from independent distributors or brokers unless approved in advance in writing by Progressive and/or LOCKHEED MARTIN.
- d) Sellers of items provided in fulfillment of this contract shall immediately notify Progressive with the pertinent facts if the seller becomes aware or suspects that it has furnished Counterfeit Work. When requested by Progressive, the seller shall provide OCM/OEM documentation that authenticates traceability of the affected items to the applicable OCM/OEM. LOCKHEED MARTIN Appendix QJ and QX are located at <https://www.lockheedmartin.com/us/aeronautics/materialmanagement/scm-quality.html>.

**DISTRIBUTOR QUALITY PROGRAM REQUIREMENTS:**

Seller compliance and/or certification to AS9120 or equivalent recognized quality management system is preferred but not required. The quality





program shall contain as a minimum, reference to controls for assurance of

- 1) Receiving inspection control with a sampling inspection plan which conforms to MIL-STD-105 or an equivalent industry standard such as ANSI Z1.4.
- 2) Control of nonconforming material with a corrective action system which ensures prompt response to Progressive Incorporated requests.
- 3) Completeness, accuracy and authenticity of documented lot traceability.
- 4) Inventory control to prevent co-mingling and assure age control.
- 5) Procurement from approved sources.
- 6) Records maintenance (records shall be maintained for eight (8) years from the date of product delivery to Progressive Inc.)

Parts supplied in fulfillment of Lockheed Martin Aeronautics F-35 JSF program requirements must be procured from an approved source of supply listed in F-35 Program Document 2GNA00001, Approved Manufacturer List for Standard Parts. EMAP requirements apply to all Lockheed Martin direct contracts other than F-16 and F-2 programs. Material supplied in fulfillment of Lockheed Martin Aeronautics F-16 program requirements must be procured from an approved source of supply in accordance with applicable Qualified Materials List (FQML).

#### SOFTWARE QUALITY ASSURANCE:

Nondeliverable software used in the manufacture, inspection or acceptance of product must be subject to positive configuration control.

#### FLOWDOWN - FAR 52.219-9(d) (9)

Progressive requests large businesses per FAR Clause 52.219-8, "Utilization of Small Business Concerns" in all subcontracts that offer further subcontracting opportunities, (except small business concerns) who receive subcontracts in excess of \$650,000, to adopt a plan in compliance with FAR clause 52.219-9 to ensure that Progressive Incorporated's subcontractors with subcontracting plans agree to submit the ISR and/or the SSR using eSRS.

#### EEO / AFFIRMATIVE ACTION

Progressive Incorporated has and aggressively supports an Affirmative



Action Program. Progressive expects all its suppliers to follow the same moral principles as mandated by government regulations. Progressive affirmatively supports the equal employment, development and promotional opportunity for qualified minorities, females, disabled, and veterans. During the performance of this contract (or purchase order), the contractor/vendor agrees to comply with all Federal, state and local laws respecting discrimination in employment and non-segregation of facilities including, but not limited to, requirements set out at 41 CFR 60 - 1.4, 60 - 250.4 and 60 - 741.4, which equal opportunity clauses are hereby incorporated by reference. The contractor/vendor also agrees to abide by EO13496.

Notification is hereby given that compliance with these clauses may require the contractor/vendor to annually file certain reports (e.g. the EEO-1 Report and the VETS - 100 Report) with the Federal government and may require the contractor/vendor to develop written Affirmative Action Programs for Women and Minorities, Covered Veterans and/or Persons with Disabilities. The contractor/vendor may also be required to post a notice as outlined in EO 13496.

FLOWDOWN - FAR52.223-18 Encouraging Contractor Policies to Ban Text Messaging While Driving.

As prescribed in 23.1105, insert the following clause: Encouraging Contractor Policies to Ban Text Messaging While Driving (Aug 2011) (a) Definitions. As used in this clause--

Driving: (1) Means operating a motor vehicle on an active roadway with the motor running, including while temporarily stationary because of traffic, a traffic light, stop sign, or otherwise. (2) Does not include operating a motor vehicle with or without the motor running when one has pulled over to the side of, or off, an active roadway and has halted in a location where one can safely remain stationary. Text messaging: Means reading from or entering data into any handheld or other electronic device, including for the purpose of short message service texting, e-mailing, instant messaging, obtaining navigational information, or engaging in any other form of electronic data retrieval or electronic data communication. The term does



not include glancing at or listening to a navigational device that is secured in a commercially designed holder affixed to the vehicle, provided that the destination and route are programmed into the device either before driving or while stopped in a location off the roadway where it is safe and legal to park. (b) This clause implements Executive Order 13513, Federal Leadership on Reducing Text Messaging while driving, dated October 1, 2009. (c) The Contractor is encouraged to:(1) Adopt and enforce policies that ban text messaging while driving: (i) Company-owned or rented vehicles or Government-owned vehicles; or (ii) Privately-owned vehicles when on official Government business or when performing any work for or on behalf of the Government. (2) Conduct initiatives in a manner commensurate with the size of the business, such as: (i) Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and (ii) Education, awareness, and other outreach to employees about the safety risks associated with texting while driving. (d) Subcontracts. The Contractor shall insert the substance of this clause, including this paragraph (d), in all subcontracts that exceed the micro-purchase threshold.