

Quality Requirements

Commitment to Quality. Harley & Son is committed to supplying its customers with high-quality parts. The company's suppliers play a pivotal role in ensuring its customers receive the highest-quality parts when needed at a reasonable price.

Applicability. These quality requirements apply to all suppliers providing materials, parts, assemblies, processes, or services to Harley & Son.

1. Quality Management System Requirements

1.1 Quality System Compliance. Supplier shall maintain a Quality System in compliance with ISO 9001 or AS9100. Records established by the supplier that provide evidence of conformity to requirements shall be controlled and maintained at the supplier's facility and be available to Harley & Son or its customers for a minimum of 10 years.

1.2 Ethical Business Conduct. Supplier must be committed to the highest standards of ethics and business conduct and ensure that all employees within its organization are aware of the importance of ethical behavior.

1.3 Right of Access. Harley & Son, its customers, and regulatory authorities, shall have access to the applicable areas of all facilities, at any level of the supply chain, involved in the order and to all applicable records.

1.4 Employee Awareness. Supplier will ensure that employees and people working on its behalf are aware of their contribution to product conformity and product safety, and the importance of ethical behavior.

1.5 Business Change Notification. Supplier shall notify Harley & Son in advance of any business changes including: change in ownership, facility location, senior management, quality leadership, QMS certification status, or design authority holder. Advance notification of 90 days is required for facility relocations.

1.6 Sub-Tier Supplier Management. Supplier is responsible for flowing down all applicable requirements from the purchase order, drawings, specifications, and these quality requirements to sub-tier suppliers. Supplier shall maintain oversight of sub-tier supplier quality and performance. Supplier shall verify that purchased product from sub-tier suppliers meets specified requirements before use or incorporation into product delivered to Harley & Son. Verification methods may include receipt inspection, certificate of conformance review, or source inspection at sub-tier.

2. Documentation Requirements

2.1 Certificate of Conformance and Inspection Reports. Each shipment must be accompanied by a Certificate of Conformance and, when specified, an Inspection Report. The Certificate of Conformance must state the supplier has available for examination specific data or other objective evidence of conformance to applicable specifications and requirements. The Certificate shall include: supplier name and address, purchase order and line item numbers, part number and revision, quantity shipped, serial numbers (when applicable), country of origin (manufacturing location), and signature and title of an authorized representative. When supplier is not the manufacturer, original manufacturer's name

and part number must be included. The Inspection Report, when required, shall identify engineering requirements and actual results. The Harley & Son purchase order number and job numbers shall be referenced on all documentation.

When products are specified as RoHS compliant on engineering drawings or specifications, Certificate of Conformance shall indicate RoHS compliance per EU Directive 2011/65/EU as amended by 2015/863.

2.2 Revision Certification. Supplier shall certify all documents, specifications, and processes to the latest revision unless a specific revision is indicated on the purchase order, engineering drawings, or other controlling documentation. When a specific revision is called out, the supplier shall certify to that revision. Sub-tier suppliers and outside processors shall certify to the revision specified in the purchase order or, if not specified, to the latest revision.

2.3 Safety Data Sheet. A Safety Data Sheet (SDS) is required with each shipment when applicable.

2.4 Record Retention. Supplier shall retain quality records for a minimum of 10 years from date of shipment. Records must be legible, readily identifiable, and retrievable. Supplier must notify Harley & Son prior to destruction of quality records.

3. Special Process Certifications. Supplier shall maintain current certifications for special processes when performing the following operations: non-destructive testing (NDT), chemical processing, heat treating (including brazing), welding, plating, anodizing, coating, painting, and other metallurgical or chemical processes. Nadcap accreditation is the preferred certification method. Alternatively, OEM credentials (Boeing, Pratt & Whitney, Honeywell, or equivalent) or Harley & Son audit approval may be accepted. Supplier shall provide certification documentation with shipments when special processes are performed.

4. Calibration Requirements. Supplier shall maintain a calibration system compliant with ANSI/NCSL Z540.3-2006, ISO 10012, or ISO 17025. All measurement and test equipment used for acceptance of products shall be calibrated and traceable to national standards. When Harley & Son owned measurement and test equipment is loaned to a supplier, the supplier is responsible to ensure the calibration status is maintained.

5. Compliance Programs

5.1 Foreign Object Debris (FOD) Prevention. Supplier is required to establish and maintain a Foreign Object Debris (FOD) prevention program that employs appropriate housekeeping practices to assure timely detection and removal of residue/debris generated during operations.

5.2 Counterfeit Parts Prevention. Supplier shall maintain a Counterfeit Part Prevention program or ensure they have instituted controls, appropriate to our organization and product, for the prevention of counterfeit parts or material being delivered to Harley & Son. Supplier shall only purchase products directly from the Original Component Manufacturer (OCM) / Original Equipment Manufacturer (OEM), or through an OCM/OEM authorized distributor chain. Products shall not be acquired from independent distributors or brokers unless approved in advance in writing by Harley & Son. Harley & Son reserves all contractual rights and remedies to address grievances and detrimental impacts caused by suspect/counterfeit goods.

5.3 Unauthorized Repair Prohibition. Supplier shall not perform unauthorized repairs including welding, brazing, soldering (except circuit board manufacture and repair), or use of adhesives on

damaged or faulty parts without prior written approval from Harley & Son. Reclaimed material shall not be used without prior written approval.

6. Communication and Change Management

6.1 Product Safety Communication. Supplier will support product safety by ensuring robust management of special requirements, critical items, and key characteristics. If there are concerns with respect to product safety, the Supplier will communicate them to Harley & Son immediately.

6.2 Nonconforming Product Control. Nonconforming product shall be identified, segregated, and controlled to prevent unintended use or delivery. Supplier authority for disposition is limited to: rework to meet requirements, return to sub-tier supplier, and scrap. Supplier is NOT authorized for use-as-is or repair dispositions without written approval from Harley & Son. When nonconforming product is detected after delivery, supplier shall take immediate containment action and notify Harley & Son within 24 hours. Where material is shipped to an off-site supplier, the supplier shall provide notification of producing nonconforming product to Harley & Son as soon as possible and e-mail a nonconforming inspection report to the Harley & Son Quality Manager for review.

6.3 Change Control. Supplier shall not make changes to product, process, materials, sub-tier suppliers, or manufacturing location without prior written approval from Harley & Son. Changes requiring approval include but are not limited to: design changes, process changes, source of supply changes, tooling changes, manufacturing facility changes, and changes to inspection/test methods. Configuration management shall ensure product delivered matches approved configuration. Where required, supplier shall flow down to the supply chain the applicable requirements including customer requirements.

7. Traceability. Supplier shall maintain traceability for materials and processes. Certificate of Conformance shall include raw material lot/heat numbers, manufacturing lot/batch numbers, and serial numbers when applicable. When serialized parts are specified, complete traceability shall be maintained including: raw material lot/heat numbers traceable to each serial number, manufacturing lot/batch numbers, sub-tier supplier identification, special process lot numbers, and inspection/test records. Traceability records shall be maintained per Section 2.4.

For materials with expiration dates or age-sensitive characteristics (elastomers, adhesives, sealants, coatings, lubricants), minimum 75% of usable life shall remain upon delivery. Cure date, batch date, and expiration date shall be clearly marked on packaging and documented on Certificate of Conformance.