_REUSE OF PARTS AND MATERIALS

Parts and materials that have been permanently installed in an assembly and are removed from the assembly for any reason shall not be reused without prior approval of Northrop Grumman. Components designated to be removed and reused, such as connectors, reusable fasteners, removable covers, cables, and similar items do not require Northrop Grumman approval for reuse.

INCOMING INSPECTION REQUIREMENTS

The subcontractor shall establish and maintain requirements for incoming inspections and associated documentation. The subcontractor shall perform, or be responsible for the performance of incoming tests and inspections including developing and maintaining a database that captures all relevant data. Relevant data includes, lot date code, purchase order requirements, and certificate of conformance data. Incoming inspection shall address the following tests and inspections:

- Part identification
- Evidence of damage
- Inspection, verification, and data requirements
- Certificate of Conformance
- External Visual

PROCESSES AND CONTROLS

Manufacturing processes and controls shall be accomplished in accordance with fully documented procedures. This documentation shall be in sufficient detail to provide a controlled manufacturing baseline for the manufacturer, which ensures that subsequent production items can be manufactured that are equivalent in performance, quality, dimensions, and reliability to initial production items.

SHELF LIFE

The subcontractor shall have a documented process that identifies shelf life of materials and components to include criteria for storage and control. The documented process shall prevent issuance or usage of expired items. Shelf life controlled materials shall be maintained by a process that identifies the manufacture date, storage conditions associated with the specified shelf life, and expiration date. Materials that are past their shelf life shall not be used.

ADHESIVE BONDING

Proven engineering practice shall be applied in the cleaning and preparation of substrate surfaces to avoid surface contamination before bonding.
Supplier/Vendor Selection & Surveillance

Supplier/vendor selection methodology shall provide for the identification of candidate suppliers, review and evaluation of prior supplier performance, and criteria and procedures for supplier pre-award surveys. The subcontractor shall perform searches of available sources to ensure their suppliers are not under Government-wide Nonprocurement Suspension and Debarment Common Rule [68 FR 66533] or other statutory authority. Sources shall include Dun and Bradstreet (DUNS) and System for Award Management (SAM) or equivalent. Any derogatory information will be immediately reported to Northrop Grumman. The subcontractor shall select suppliers based on risk factors (e.g. foreign influence or ownership). The subcontractor shall only use suppliers headquartered in the United States. Selection methodology for the supplier shall verify at a minimum:

a. Certification to ISO 9001, AS9120 or applicable Quality Management System, or justification why certification was not obtained.

b. No prior significant problems with quality or authenticity, as indicated by searches of available sources (e.g., GIDEP, ERAI, etc.)

c. Documented supplier selection criterion to identify sources most likely to supply compliant parts, and to block or remove identified high-risk sources.

d. Procurement practices that ensure purchase from the OCM or a manufacturer’s authorized source.

e. Procedures that address the containment of suspect and confirmed counterfeit parts, and notification of affected customers.

f. The supplier shall have a documented process to ensure compliance to the above requirements.

Preventing Containing and Reporting Counterfeit Parts and Materials

The contractor shall take steps as defined below to minimize the risk of receiving counterfeit parts and materials. The contractor:

a. Shall assess potential sources of supply to minimize the risk of receiving counterfeit parts or materials.

b. Shall maintain a listing of approved suppliers with documented criteria for approval and removal of suppliers from the list.

c. Shall have purchasing procedures that require the selection of parts and materials from original component manufacturers (OCM) or manufacturer’s authorized sources.

d. Shall have purchasing procedures that confirm whether a selected supplier is authorized for each purchase.

e. Shall use government or industry services such as GIDEP and other commercially available services to identify part or supplier quality or authenticity problems.

f. Shall flow the requirements above to affected subcontractors.

g. Shall train personnel in these counterfeit avoidance and detection practices.

Parts and materials shall not be purchased from unauthorized suppliers without prior Northrop Grumman approval.

Suspect counterfeit parts and materials shall be impounded with all other items from the same lot. The supplier shall immediately notify Northrop Grumman and shall not disposition any hardware without Northrop Grumman approval.

The subcontractor shall notify Northrop Grumman of the occurrence of the confirmed counterfeit part or material, and the actions taken to identify, contain, and impound all product from the lot. The subcontractor shall also assist Northrop Grumman in contacting the original manufacturer, and/or
supplier as required.

Handling Requirements
The subcontractor shall establish and maintain procedures for handling parts and materials including receipt of parts and materials, inspections, interim storage, cleaning, kitting, assembly, and test. The procedures used shall be identified on the "build" documentation. The following criteria shall be used as a minimum for establishing handling and storage procedures:

a. Control of environment to prevent contamination or degradation shall be part of the criteria for establishing receiving inspection, packaging, handling and storage procedures for parts and materials.

b. Measures and facilities to segregate and protect parts and materials routed to different locations such as to a materials review crib, to a laboratory for inspection, or returned to the manufacturer for unacceptable shipments.

c. Measures to control and limit personnel access to parts and materials during receiving inspection and storage.

d. Measures for protection against shock and/or vibration during transportation and storage.

e. Measures to provide protection during transit to prevent packages from being dropped or dislodged.

f. Protective work surfaces on which sensitive parts and materials are handled during operations such as test, assembly, inspection, and kit organizing.

g. Measures to handle unique parts and materials, especially materials or parts for which the manufacturer has specified special storage, shipping, or handling requirements.

Abrasives
Metal abrasives shall not be used in the processing of hardware.