

Giga-tronics Inc.

STATEMENT OF WORK

FOR SUBCONTRACT SERVICES, TURN-KEY

Giga-tronics Inc. is an ISO 9001 certified company and highly encourages our suppliers to adopt as a minimum the ISO 9001 guidelines to ensure consistent quality & reliable products and services.

1. QUALITY REQUIREMENTS:

The following are the Supplier's responsibility:

- ◇ All components installed conform with Giga-tronics supplied documentation.
- ◇ All parts installed have the correct pin orientation and polarity.
- ◇ Revision level of assemblies/products matches the Giga-tronics supplied documentation.
- ◇ Workmanship conforms to current IPC-A-610 Class III standards.
- ◇ Assembly is visibly free of foreign material, scratches, and flux.
- ◇ Assembled to Giga-tronics Quality Assurance Clauses and Giga-tronics supplied documentation.
- ◇ Marking each completed assembly/product with an identification as specified by Giga-tronics.
- ◇ Kit Audits (supplier is to audit kits within an average of 2 days and all discrepancies are to be reported to Giga-tronics Purchasing department).
- ◇ All products that require a deviation to contract requirements must be approved in writing by Giga-tronics.
- ◇ Provide Certificate of Compliance for all shipments.

2. ACCEPTABILITY:

It is the intent that all assemblies/products are shipped error free. Supplier shall incorporate measures and controls that assures this through their Quality System. All data from inspection and testing areas which can be used to verify the level of quality of products provided by the supplier shall be made available to Giga-tronics on request. Giga-tronics shall provide product quality feedback to suppliers as required.

3. TESTING REQUIREMENTS (as specified in purchase order):

All assemblies/products that require testing using Giga-tronics test fixtures and/or test procedures shall be defined and/or approved by Giga-tronics Inc. All Pass/Fail test data shall be supplied to Giga-tronics upon request.

4. CHANGES and REVISIONS TO DOCUMENTATION:

Any changes and/or revisions to a Giga-tronics documents including purchase orders or drawings must be approved in writing by Giga-tronics Purchasing department.

Any documentation errors (i.e. picklist, bill of material, drawing) must be reported to Giga-tronics Purchasing department.

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5. ORDER OF PRECEDENCE AS FOLLOWS:

NOTE: In the event of conflict, documentation shall be in the following order of precedence:

- ◇ Purchase Order
- ◇ Approved Deviation(s) or ECO
- ◇ Bill of Material
- ◇ Drawing
- ◇ Giga-tronics Standards
- ◇ Industry Standards

6. REWORK REQUIREMENTS/ACTIONS:

(Actions that will eliminate a nonconformance and return the material to its original or better condition conforming to a Giga-tronics drawing or specification.)

Assemblies/Products that are nonconforming and require rework to drawing requirements shall meet the current IPC-A-610 Class III standards and may be documented on the operation sheet provided by Giga-tronics.

7. REPAIR REQUIREMENTS/ACTIONS:

(Actions that will eliminate a nonconformance and can be repaired to usable condition but may not conform to Giga-tronics drawings.)

Repair of Printed Circuit Assemblies is prohibited without prior written authorization by Giga-tronics.

8. ASSEMBLIES SHIPPED SHORT

Completed jobs being shipped short of part(s) to Giga-tronics shall have the component shortage(s) recorded on the supplier's packing slip, and the Buyer at Giga-tronics must be notified prior to such shipments.

9. HANDLING and PACKAGING REQUIREMENTS:

Protective measures such as ESD and Special handling as defined by Giga-tronics must be followed.

Packaging and Shipping Personnel shall ensure that all Printed Circuit Assemblies submitted for shipment to Giga-tronics Inc. are packaged in ESD protective tote boxes.

10. FIRST ARTICLE/PIECE INSPECTION:

First Article/Piece inspection shall be performed on all first article assemblies in a lot including: 1) first article/piece inspection; 2) documents; 3) bill of materials; and 4) workmanship, as reviewed by the supplier if required and/or defined by a Giga-tronics purchase order. First article/piece data will be made available to Giga-tronics upon request.

11. SOURCE INSPECTION:

Giga-tronics reserves the right to impose a lot source inspection. The source inspection does not relieve the supplier's responsibility to provide error free assemblies.