

CEPEDA Associates, Inc.

Number: Q-2

Revision: 8/27/2013

Title: **CERTIFICATE OF CONFORMANCE (CofC)**

Clause: The supplier shall submit a legible, reproducible, certified Certificate of Conformance with each shipment on this purchase order. The certificate shall state that the material supplied conforms to the requirements of the CEPEDA Associates, Inc. purchase order and applicable specification requirements.

The certification shall contain adequate information for material lot identification (e.g. CEPEDA purchase order number, part number and revision, quantity supplied, unique lot identification number, serial numbers, type/grade/class/condition of the material, any other pertinent information required for material/lot identification).

Objective quality evidence (OQE) and other data supporting the certificate shall be maintained on file at either the supplier's facility or their sub-tier supplier's facility and shall be provided to CEPEDA upon request.

A responsible representative (manager or individual designated in writing) of the supplier shall sign all certifications. Their name and title shall be printed or typed adjacent to the signature. The certificate shall include at least the date, the purchase order number, and the item number. Material received without certification will be subject to rejection and may be returned to the supplier at their expense.

Statements on certification documents must be positive and unqualified. Words such as "to the best of our knowledge" or "we believe the information contained herein is true" are not acceptable.

The supplier may utilize CEPEDA's CofC form, F-7420-002, or their own format providing all requirements as stated above are met.

For more information refer to QCP300.2, Supplier Quality Assurance Requirements, available at <http://www.cepedaassociates.com/suppliers/>.