



Q645 Internal and External Quality Audits Alternate (Rev 01/08/18)

Seller shall conduct internal and external audits. Quality auditing shall apply to all operations and processes, including activities ranging from purchasing to materials processing at component vendors, through end item assembly, packaging, and testing.

GD-OTS and/or its Customer shall be allowed to attend and provide input at external audits conducted by Seller. Seller shall notify GD-OTS by email at least thirty (30) calendar days in advance of each quality audit planned to be conducted by the Seller.

Seller shall document the conducting and results of all audits on an internal report which shall be maintained on file. Records of audits shall be provided to GD-OTS or its Customer for review on an as requested basis.

The Seller shall accommodate up to two GD-OTS audits per year. One of these audits, at GD-OTS election may be at any of Seller's subcontractors at any tier. Additional audits shall be deemed a "change". These audits may include system, process, and/or product audit at the subcontractor's facility. These audits may include Government representatives depending on the complexity of the product, the size of the facility, and the content of the audit. The activity may require as many as three (3) days to complete. A minimum of twenty (20) calendar days advance notification will be given to the Seller and GD-OTS and Seller will negotiate a mutually agreeable schedule. Audit follow-up visits will be scheduled and conducted if required. Spontaneous audits resulting from cause and corrective action type activity shall not be counted towards the two audits per yearly criteria.