

<b>GENERAL DYNAMICS</b> Ordnance and Tactical Systems	ST. PETERSBURG, FLORIDA		
	<b>SUPPLIER QUALITY CLAUSE</b>		
TITLE	QUALITY CLAUSE	REVISION	EFFECTIVE DATE
<b>PHYSICAL CONFIGURATION AUDIT</b>	<b>S12</b>	<b>0</b>	<b>June 9, 2023</b>
Material and/or services supplied to purchase orders must be in accordance with all quality clause requirements and any additional requirements outlined on the Purchase Order.			

## 1.0 REFERENCES

- MIL-STD-1168 (Revision As defined in the TDPL): Ammunition Lot Numbering and Ammunition Data Card

## 2.0 GENERAL REQUIREMENTS

When specified as a line item on the Subcontract/Purchase Order (PO); the subcontractor shall perform a Physical Configuration Audit (PCA).

The subcontractor shall assume that all USG contracts require the Defense Contract Management Agency (DCMA) Quality Assurance Representative (QAR) to witness the PCA. Other USG representatives may also witness the PCA. The subcontractor shall also assume that GD-OTS will witness all PCA's, regardless of whether it supports a USG or a commercial contract.

Three PCA samples shall be selected, that are representative of the items to be manufactured in production, using the same processes, procedures, facilities, equipment, tooling, measuring and test equipment, and sources of supply.

The PCA Plan shall verify every drawing characteristic and drawing note defined for the component under inspection. Data to be collected are to be from the same 3 components unless previously specified in the PCA Plan and approved by GD-OTS and the USG.

PCA Samples may be returned to the production lot with written approval from the GD-OTS SCR.

All costs associated with conducting a PCA shall be borne by the subcontractor, except when outlined as a line item listed in the Subcontract/PO.

If the PCA is disapproved or rejected, the subcontractor shall repeat any or all PCA test and inspections. All supplier costs related to these repeat tests and inspections are to be borne by the subcontractor.

### 2.1 CHANGE REQUIRING PHYSICAL CONFIGURATION AUDIT

A PCA may also be required if any of the following conditions apply:

Technical Data Package changes:

- A new or first-time production of a component, subassembly, or assembly by the subcontractor.
- A configuration control change, affecting fit form or function, is made to the items specification(s), Quality Assurance Provision(s) (QAP), or applicable drawings listed in the Technical Data Package List (TDPL).

### 2.2 PCA EXCEPTIONS OR WAIVER

Exception or waiver of PCA Tests requirements shall be documented in writing by the subcontractor and submitted to the SCR. For the exception or waiver to be valid, the subcontractor must have a written approval from GD-OTS. Submittal of exceptions or waivers by the subcontractor is NOT a guarantee that

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the exceptions will be approved.

Subcontractors shall request permission for PCA samples, conforming to all drawing requirements to be used as part of the production lot quantity. This request should be included in PCA Plan.

### 2.3 PCA PLAN

The contractor shall develop a PCA PLAN. The format and content of this plan shall be in accordance with Table 1 : PCA PLAN & PCA REPORT DOCUMENT REQUIREMENTS.

### 2.4 PCA REPORT

The contractor shall develop a PCA Report after completion of the test utilizing the previously approved PCA Plan. The PCA Report content shall be in accordance with Table 1 : PCA PLAN & PCA REPORT DOCUMENT REQUIREMENTS.

### 2.5 NOTIFICATION OF PCA

The contractor shall provide notification through Soft Expert when the PCA shall occur. The notification of PCA shall be as defined by contract requirements. Typically, PCA is conducted in conjunction with FAAT. If the contract requirements do not define the time required for notification of PCA shall be as follows:

- CONUS 30 calendar days prior to PCA as referenced in QCD S12-5
- OCONUS 100 calendar days Prior to PCA as referenced in QCD S12-5

**NOTE:** Verbal notification of PCA dates during an IPT meeting are not considered a formal notification.

The contractor shall provide notification through Soft Expert when there are changes to the scheduled Pre-FAAT and FAAT. Any updates shall be communicated within one working day of the change and include a tentative reschedule date.

<b>Table 1: PCA PLAN &amp; PCA REPORT DOCUMENT REQUIREMENTS</b>	
PCA Plan & PCA Report	Cover and Title Page, Supplier internal revision and date of the PCA Plan
PCA Plan & PCA Report	Scope – purpose for the PCA
PCA Plan & PCA Report	Sub-contractor’s name and address
PCA Plan & PCA Report	USG Contract number (if applicable) and line number
PCA Plan & PCA Report	Applicable approved RFV(s) or ECP(s)
PCA Plan & PCA Report	Component name(s) Part Number(s), Revisions(s), QAP Title(s), Lot Numbers or serial numbers and Manufacturer place holders
PCA Plan & PCA Report	Purchase Order
PCA Plan & PCA Report	PCA Plan Revision and Description of Change and Document Revision

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<b>Table 1: PCA PLAN &amp; PCA REPORT DOCUMENT REQUIREMENTS</b>	
PCA Plan & PCA Report	QAP Characteristic, Description, and numbering by Component Number- Critical, Major, Minor
PCA Plan & PCA Report	Data to be provided Attribute or Variable
PCA Plan & PCA Report	Shall have 3 data recording placeholders for each characteristic to be measured
PCA Plan & PCA Report	MSE/AIE Gage by characteristic
PCA Plan & PCA Report	QAP Description of characteristic- defined as per QAP
PCA Plan & PCA Report	Dimensional or Specification feature and tolerance
PCA Plan & PCA Report	Witness Record – defining attendees Company or Organization Name, Title, Signature and Date of PCA
PCA Plan	Ballooned drawing – Using QAP numbered characteristics for Critical (CD1), Major (100 Series), Minor (200 Series) and unlisted (300 Series). The supplier shall use the QAP characteristic numbering and all other unlisted drawing characteristics and drawing notes shall use the unlisted 300 Series.
PCA Plan	PCA Plan Change Record defining purpose and date of plan revision changes
PCA Plan	<p>The USG Approved PCA Plan shall be the data collection document used during the PCA and for the PCA Report. <i>Using QAP numbered characteristics for Critical (CD1), Major (100 Series), Minor (200 Series) and unlisted (300 Series).</i> The supplier shall use the QAP characteristic numbering and all other unlisted drawing characteristics and drawing notes shall use the unlisted 300 Series.</p> <p><i>It is highly recommended the PCA Plan document has the ability to set conditional formatting for dimension(s) that will have variable data recorded. The conditional formatting setting can be used to set characteristics with min. and max. tolerances to flag out of tolerance conditions when measured in the plan, by turning the dimension red. This prevents manual data entry error (decimal point in the wrong position) or to identify truly discrepant conditions.</i></p>
PCA Report	Lot number or Serial numbers under test
PCA Report	The subcontractor shall define the summary of the PCA and acceptance or rejection. Contents of the PCA Report shall provide objective quality evidence (OQE) of achieving the requirements defined. The OQE shall consist of using tables, graphs, charts, Test data, all CMTRs, COC, COA , raw material certification mechanical or chemical analysis, prior certifications of compliance, RFV's ,and Test reports that comprise of the component or assemblies. The defined documentation plus the completed PCA Plan shall compromise of the PCA Report.

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Table 1: PCA PLAN & PCA REPORT DOCUMENT REQUIREMENTS	
PCA Report	A statement defining the final results of the PCA as acceptable or defining issues found during the PCA and follow-up actions to be conducted.
PCA Report	Witness record signed by all who witnessed the PCA

## 2.6 PCA READINESS REVIEW

A PCA Readiness Review shall be conducted 21 calendar days prior to PCA, this meeting shall be organized and led by the supplier. Prior to the PCA, the subcontractor shall ensure the following have occurred:

- PCA Plan approved by USG as referenced in QCD S12-2
- Pre-PCA Dates defined as referenced in QCD S12-5
- PCA Dates defined as referenced in QCD S12-5
- AAIE/AIE or MSE Plan has been approved by USG as referenced in QCD S8-1 or S9-1
- Sample ADC Approved by USG (as applicable) as referenced in QCD S13-1
- All available Material Certifications and Test Reports submitted to GD-OTS for review as referenced in QCD S11-4
- PCA Lot numbering ("A" Lots) -MIL-STD-1168

## 2.7 CONDUCTING THE PCA

The Contractor shall have available the USG approved PCA Plan, USG approved MSE or AAIE/AIE Plan, drawings, specifications, QAP, and Process Work Instructions available for review at the time of PCA.

The contractor shall provide all Certified Material Test Reports, Lab Test Reports, ballistic or static fire test results, and RFV's shall be made available during PCA.

The subcontractor shall record all variable data from the PCA Components and define Pass or Fail for attribute data recorded on the PCA Report.

Upon Completion of PCA, all representatives are to sign the Witness Record.

PCA Report shall be submitted in accordance with S12-3 listed below.

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### 3.0 QUALITY CLAUSE DELIVERABLES (QCD)

Microsoft Office or PDF formats are preferred. All subcontractor data submittals shall be in English. These data items shall be submitted to GD-OTS in accordance with the QCDs as indicated below. The method of submission to GD-OTS St. Petersburg is specified in the General Supplier Quality Clause "S1" located on GD-OTS's Supplier Portal <https://www.gd-ots.com/suppliers/quality-clauses/> under GD-OTS St. Petersburg, FL.

NO.	TITLE	GD-OTS APPROVAL REQUIRED	SUBMITTAL TIMING/FREQUENCY
S12-1	PCA Exception or Waiver	Yes	Unless otherwise directed in the Subcontract/PO or Special Instructions document provided by GD-OTS; QCD is due 90 (CONUS) or 180 (OCONUS) calendar days prior to production or PCA, whichever comes first.
S12-2	PCA Plan	Yes	Unless otherwise directed in the Subcontract/PO or Special Instructions document provided by GD-OTS; QCD is due 60 (CONUS) or 150 (OCONUS) calendar days prior to production, PCA, or Physical Configuration Audit (PCA), whichever comes first.
S12-3	PCA Report	Yes	Unless otherwise directed in the Subcontract/PO or Special Instructions document provided by GD-OTS; QCD is due 7 calendar days after completion of PCA.
S12-4	PCA Readiness Review	Yes	Unless otherwise directed in the Subcontract/PO or Special Instructions document provided by GD-OTS; QCD is due 21 calendar days prior to PCA.
S12-5	Notification of PCA Date	Yes	Unless otherwise directed in the Subcontract/PO or Special Instructions document provided by GD-OTS; QCD is due 30 (CONUS) or 100 (OCONUS) calendar days prior PCA.

### 4.0 REVISION HISTORY

REV	DATE	CHANGE
0	06/09/2023	ECN23315-Initial Release