

GENERAL DYNAMICS

Ordnance and Tactical Systems

Healdsburg Supplier Quality Requirements

QR-0057

| Revision | Date |
|----------|------------|
| B | 05/28/2025 |

Record Retention

Revision History

| REV. | CN # | DATE INCORP. | NOTES |
|------|--------|--------------|--------------------------------|
| - | 40764 | 02/27/2019 | Initial Release |
| A | 77897 | 07/28/2021 | Addition of QR 57B |
| B | 107461 | 05/28/2025 | Added Disposition Requirements |

Record Retention Requirements:

The Seller shall maintain adequate records of all required manufacture, inspections, testing, and certification of products or services delivered under this contract including such records or certifications provided to the Seller by its suppliers for at least the duration required below unless otherwise specified.

These records include, but are not limited to:

- Certificates of Conformance
- First Article Inspection Reports (FAIRs)
- Raw material certifications
- Special process records
- Traceability and Lot Control Data
- Test and inspection Results

These records shall be available for review by Buyer or its customers. Buyer reserves the right to periodically audit the seller's historical records, retention policies and practices.

QR 57 – 10 years

QR 57A – 15 years

QR 57B – 20 Years

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Disposition Requirements: Upon expiration of the required record retention period and completion of items 1 & 2 below, records shall be disposed of in accordance with the Seller's record retention policies.

1. Assess for Legal or Contractual Holds:
 - Confirm there are no ongoing audits, litigation, investigations, or customer holds that require continued retention.
2. Notify GD-OTS prior to destruction of any records containing:
 - Proprietary, export-controlled, or government-furnished data
 - Product safety, airworthiness, or traceability information

Failure to retain or properly dispose of records in accordance with these requirements may result in corrective action, supplier disqualification, or contractual remedies.