

NOTE: prior to completing this certification, the Supplier shall review and comply with the attached form instructions.

A. Purchase Order Data			
1. PO No.:		2. Revision/Amendment No.:	
3. PO Line Item Information:			
Line Item Number:		Quantity:	
Skolnik Part Number:		Item Identification:	
Serial Number:		Lot/Batch Number:	
Limited-Life Item:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date of Expiration:	
Heat/Cast Number:			
B. Supplier Information			
4. Supplier:		5. Supplier Address (Street/City/State):	
C. Applicable Requirements			
6. Code/Standard No.:		Revision/Issue/ Edition/Addendum:	
7. Specification No.:		Revision/Issue/ Edition/Addendum:	
8. Technical Drawings/Diagrams:		Revision/Issue/ Edition/Addendum:	
9. Manufacturer Published Description/Product Description: <input type="checkbox"/>		Manufacturer Specification: <input type="checkbox"/>	
10. Other:		Revision/Issue/ Edition/Addendum:	
D. Approved Changes/Deviations/Waivers/Substitutions/Nonconformances:			
E. Nonconformance(s): Unless otherwise directed in writing by the Procurement Specialist, Do NOT deliver/ship materials/items/equipment if there are any changes, deviations, substitutions and/or nonconforming conditions that have not been previously submitted and approved.			
F. Certification Statement			
_____ (Supplier), hereby certifies that the materials/items/equipment identified in Section A above, and all required documentations, conforms in all respects to the stated Purchase Order/Contract requirements and that all exceptions, waivers, deviations, substitutions and/or nonconforming conditions are identified in Section D. Furthermore, information provided is accurate, complete, and true pursuant to 10 CFR 820.11 (see definition).			
Authorized Certifying Official (See Definitions/Instructions):			
Printed Name		Signature	
Title (<i>Executive Manager or any Quality Personnel</i>)		Date	
Comments:			

Instructions

Prepare a Certificate of Conformance (C of C) addressing each Purchase Order line item, Contract Deliverable, and/or each partial shipment. Unless otherwise specified, the C of C shall accompany each shipment. All applicable form entries must be completed.

A Supplier system-generated C of C may be attached and referenced. All applicable information required on this form shall be accounted for. Section A through Section C and Section F shall be completed in their entirety, regardless of any attachments used.

Definitions

Authorized Certifying Official. The certification shall be authenticated by an Executive Manager or any Quality Personnel authorized by the supplier; and their certification system. The procedures for completing, reviewing, and approving the certificate shall be described in the Supplier's Quality Management System.

Certification. The act of determining, verifying, and attesting in writing to the qualifications of personnel, processes, procedures, or items in accordance with specified requirements.

Certificate of Conformance. A document signed or otherwise authenticated by an authorized individual certifying the degree to which items or services meet specified requirements.

Limited-Life Item. An item having a limited calendar life, limited operating life, or limited cycle life. An item that would become unfit for use and would need to be removed from service after a specified date or specified number of cycles. Not shelf life. Not supplier warranty period.

10 CFR 820.11. Procedural Rules for DOE Nuclear Activities, Subpart "A", Information requirements. The regulation states: Any information pertaining to a nuclear activity provided to DOE by any person or maintained by any person for inspection by DOE shall be complete and accurate in all material respects. No person involved in a DOE nuclear activity shall conceal or destroy any information concerning a violation of a DOE Nuclear Safety Requirement, a Nuclear Statute, or the Act.

Section A, Purchase Order (PO)/Contract Data

Entry 1 Enter the complete Skolnik Purchase Order (PO) Number.
Entry 2 Enter PO Revision or Amendment Number (if applicable).
Entry 3 Enter as applicable, the PO Line Item Number (i.e., 1, 2, 3), quantity, Skolnik Part Number, Supplier Item Identification, serial number, lot/batch number, limited-life item identification, date of expiration, and the heat/cast number (including all items in an assembly).

Section B, Supplier/Source Information

Entry 4 Enter the legal Supplier company name, as stated on the PO or Contract.
Entry 5 Enter the Supplier business address, as stated on the PO or Contract.

Section C, Applicable Requirements

Entry 6 Enter the applicable design code/standard number and applicable revision, issue, edition, or addendum.
Entry 7 Enter the applicable specification number and applicable revision, issue, edition, or addendum.
Entry 8 Enter the applicable technical drawing/diagram and applicable revision, issue, edition, or addendum.
Entry 9 Mark the applicable box manufacturer published description/product description or manufacturers specification.
Entry 10 Enter other applicable requirements documents and applicable revision, issue, edition, or addendum.

Section D, Approved Changes/Deviations/Waivers/Substitutions/Nonconformances

Enter any approved changes. Reference change documentation control numbers as applicable. (Attach additional pages if necessary).

Section E, Nonconformance(s)

Self-Explanatory.

Section F, Certification Statement (see definitions)

Enter the Company name (or commonly used acronym).
Print or type the authorized company certifying officials name, title, and date.
Sign or otherwise authenticate by company certifying official.

Transmittal:

Email a PDF file to quality@skolnik.com Subject: PO Number
Or Fax: 773.735.7257 Attn: SUPPLIER QUALITY

Or Place a copy with the shipment.