

QUALITY MANUAL INTRODUCTION

The Metalcraft Technology, Inc. (MTI) Quality Manual, by definition, is comprised of MTI's Quality Policies. The Quality Policies can be easily identified in the following table of contents as the un-indented bold listings. The Quality Procedures, Quality Instructions, forms, etc. that are subordinate to the Quality Policies are listed in the table of contents, and indented to show their subordinate status. While they are not part of the Quality Manual as defined, they are listed to allow the user to more readily navigate the on line system on which the quality manual is maintained. The documents in the on line system are of the latest revision. The numbers following rev after the document number indicate the revision level. The revision history for each Policy, Procedure, and Instruction is documented in section 4 of the document.

MTI Quality Policy

Metalcraft Technologies, Inc. pursues customer satisfaction through continuous and permanent improvement with respect to Product Quality and On Time Delivery. It is our commitment to comply with requirements, reduce waste, prevent defects and improve product quality as we strive towards sustained growth and profitability.

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Measurement and Test Equipment Calibration	MQ-04-36-00-00	rev07	08/12/09
Previous Calibration Assessment Form	MQ-04-36-00-01	rev00	09/13/02
Measurement and Test Equipment Calibration Audit Checklist	MQ-04-36-00-02	rev03	10/16/08
Outside Equipment Calibration	MQ-04-36-01-00	rev03	06/04/09
Caliper Calibration	MQ-04-36-02-00	rev01	09/17/07
Dial Indicator Calibration	MQ-04-36-03-00	rev00	09/13/02
Radius Gage Calibration	MQ-04-36-04-00	rev00	09/13/02
Depth Micrometer Calibration	MQ-04-36-05-00	rev00	09/13/02
Height Gage Calibration	MQ-04-36-06-00	rev00	09/13/02
Joggle Checker Calibration	MQ-04-36-07-00	rev00	09/13/02
Outside Micrometer Calibration	MQ-04-36-08-00	rev00	09/13/02
Protractor Calibration	MQ-04-36-09-00	rev01	01/12/05
Thickness Gage Calibration	MQ-04-36-10-00	rev00	09/13/02
Timing Device Calibration	MQ-04-36-11-00	rev02	06/04/09
Autosigma 2000 Calibration	MQ-04-36-12-00	rev03	01/21/09
Conductivity Meter Instrument Certification Report	MQ-04-36-12-01	rev05	02/02/10
Secondary Conductivity Standard Certification Report	MQ-04-36-12-02	rev07	02/02/10
Calibration Database	MQ-04-36-13-00	rev01	06/04/09
Stem Thermometer Calibration	MQ-04-36-14-00	rev00	09/13/02
Stem Thermometer Calibration Report	MQ-04-36-14-01	rev00	09/13/02
Plunger-Style Dial/Digital Indicator Calibration	MQ-04-36-15-00	rev00	09/13/02
Scissors Gage Calibration	MQ-04-36-16-00	rev00	09/13/02
Lathe-Centering Gage Calibration	MQ-04-36-17-00	rev00	09/13/02
Angle Block Calibration	MQ-04-36-18-00	rev00	09/13/02
Plotter (HP 600) Calibration	MQ-04-36-19-00	rev01	10/16/08
Wall Thickness Gage Calibration	MQ-04-36-20-00	rev01	12/11/02
Bevel Protractor Calibration	MQ-04-36-21-00	rev00	09/13/02

Trimos Height Gage Calibration	MQ-04-36-22-00	rev00	09/13/02
Inside Micrometer Calibration	MQ-04-36-23-00	rev00	09/13/02
Conductivity Meter Calibration	MQ-04-36-24-00	rev00	06/05/03
Isoscope Calibration	MQ-04-36-25-00	rev01	07/10/03
Calibration Instruction for Viscosity Cups	MQ-04-36-26-00	rev03	01/22/09
Viscosity Cup Calibration Worksheet	MQ-04-36-26-01	rev04	01/22/09
Detecto Gram Scale Calibration	MQ-04-36-27-00	rev00	09/18/03
MTI 297-248 Detecto Gram Scale Certification Report	MQ-04-36-27-01	rev04	06/21/06
Anodize Rectifier Calibration	MQ-04-36-28-00	rev00	12/18/03
Rectifier Calibration Report	MQ-04-36-28-01	rev00	12/18/03
CMM Probe Calibration	MQ-04-36-29-00	rev00	03/24/04
Rivet Gage Calibration	MQ-04-36-30-00	rev00	02/21/06
Surface Roughness Gage Calibration	MQ-04-36-31-00	rev00	08/29/06
ACCULAB Gram Scale Calibration	MQ-04-36-32-00	rev00	10/24/06
MTI 562-248 ACCULAB Gram Scale Certification Report	MQ-04-36-32-01	rev02	09/22/08
Graduated Magnifier Loop Calibration	MQ-04-36-33-00	rev00	03/26/08
Laser Tracker Calibration	MQ-04-36-34-00	rev01	11/09/09
MFG 10149 Chemical Gram Scale Calibration	MQ-04-36-37-00	rev00	09/22/08
MTI MFG 10149 Chemical Scale Certification Report	MQ-04-36-37-01	rev00	09/22/08
Internal Ring Gage Calibration	MQ-04-36-38-00	rev00	06/18/09
Countersink Gage Calibration	MQ-04-36-39-00	rev00	06/26/09
Chamfer Check Gage Calibration	MQ-04-36-40-00	rev00	08/24/09
Cardinal Bench Scale Calibration	MQ-04-36-41-00	rev00	01/06/10
Cardinal Bench Scale Certification Report	MQ-04-36-41-01	rev00	01/06/10
Optical Comparator Calibration	MQ-04-36-42-00	rev00	02/02/10
Product Handling and Delivery	MQ-04-37-00-00	rev02	02/16/09
Product Packaging and Shipping	MQ-04-37-01-00	rev01	07/02/09
Customer Paperwork Requirements	MQ-04-37-01-01	rev00	09/13/02
Packing Instructions for P/N 284U2177-130	MQ-04-37-02-00	rev00	09/13/02
Drop Shipments	MQ-04-37-03-00	rev01	02/16/09
Drop Shipment Instruction Sheet	MQ-04-37-03-01	rev00	09/13/02
Issuing Parts From Inventory for			
Customer Source Inspector Presentation	MQ-04-37-04-00	rev00	09/13/02
Generation and Assembly of Kits	MQ-04-37-05-00	rev01	10/29/09
Annealing Copper 11000 (Alternate Process – Air Oven)	MQ-04-38-01-00	rev00	10/31/02
Training and Approval of Heat Treat Personnel	MQ-04-39-00-00	rev00	02/19/03
Review of Test Records for Chemical Processing	MQ-04-40-00-00	rev00	04/09/03
Abrasive Blasting of Titanium and Aluminum Alloys	MQ-04-41-01-00	rev03	04/01/09
Abrasive Blasting Requirements	MQ-04-41-01-01	rev00	11/11/05
Abrasive Blast Maintenance Log	MQ-04-41-01-02	rev00	04/01/09
Aerospace Welding	MQ-04-42-00-00	rev01	12/09/06
Weld Symbols	MQ-04-42-00-01	rev00	12/04/06
Qualification and Certification for Welding Personnel	MQ-04-42-01-00	rev01	12/09/06
Test Weld Document Form	MQ-04-42-01-01	rev01	12/21/06
Weld Inspection Requirements	MQ-04-42-02-00	rev00	12/09/06
Major Assembly Process Flow	MQ-04-43-00-00	rev03	02/16/09
Measurement Analysis and Improvement	MQ-05-00-00-00	rev03	02/21/08
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Auditing	MQ-05-02-00-00	rev04	12/14/09
Product Audit Checklist	MQ-05-02-00-01	rev04	04/21/09
Audit Schedule 2010	MQ-05-02-00-02	rev03	02/23/10
Auditing Audit Checklist	MQ-05-02-00-03	rev02	10/25/06
Auditing Instruction	MQ-05-02-01-00	rev01	04/18/08
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Acceptance Sampling Decision Worksheet	MQ-05-04-01-01	rev00	09/13/02
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First Article Inspection Instruction.....	MQ-05-04-02-00	rev03	11/10/05
Form 1 Part Number Accountability	MQ-05-04-02-01	rev00	04/15/04
Form 2 Product Accountability	MQ-05-04-02-02	rev00	04/15/04
Form 3 Characteristic Accountability	MQ-05-04-02-03	rev00	04/15/04
In-Process Inspection Instruction	MQ-05-04-03-00	rev00	09/13/02
In-Process Inspection Checklist.....	MQ-05-04-03-01	rev01	02/06/09
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Final Inspection Instruction.....	MQ-05-04-04-00	rev03	02/16/09
Final Inspection Checklist	MQ-05-04-04-01	rev01	04/27/05
Joggle Measuring Instruction.....	MQ-05-04-05-00	rev01	04/15/04
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Inspection Tooling Generation and Control.....	MQ-05-04-10-00	rev00	12/12/07
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Nonconforming Material Control	MQ-05-05-00-00	rev10	02/16/09
Nonconforming Material Tag.....	MQ-05-05-00-01	rev02	04/28/08
Nonconforming Material Process & Reason Codes	MQ-05-05-00-02	rev04	03/07/08
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Material Review Report Instruction.....	MQ-05-05-01-00	rev03	05/15/08
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Assembly Nonconforming Material Instruction	MQ-05-05-04-00	rev00	09/13/02
Assembly SQUAWK Instruction	MQ-05-05-05-00	rev02	02/12/06
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Inventory Scrap Record Instruction	MQ-05-05-09-00	rev01	06/19/08
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Next Order Corrective Action Verification Instructions	MQ-05-07-02-00	rev01	06/19/08
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Handling and Processing of Customer Returns	MQ-05-07-03-00	rev02	11/12/04
Quality Alert Instruction	MQ-05-07-04-00	rev00	04/08/04
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Major Assembly Position Release Instruction	MQ-05-09-02-00	rev04	03/24/08
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