Vendor Documentation Requirements

Documentation required must be received along with parts or shipment.

D1. NACE – A Certificate of Conformance in accordance to EN10204 -2.1 must be provided and must show traceability to:
   a. Spectra Sensors Purchase Order Number and Spectra Sensors Part Number
   b. Part description, Lot #, Heat Number as referenced on test reports
   c. Reference Compliance to requirements (Purchase Order/Drawing)

D2. MTR’s – A Certificate of Conformance in accordance to EN10204 -3.1 must be provided with each shipment and must show traceability to:
   a. Spectra Sensors Purchase Order Number and Spectra Sensors Part Number
   b. Part description and Lot #
   c. Test Reports to show traceability to Spectra Sensors PO
   d. Heat Number as referenced on test reports (for each component of part)

D3. EX Components - Applicable to Ex items that carry certificates individually. Each series/class/module shipped must contain a DECLARATION OF CONFORMITY. The Declaration of Conformity shall have the following information:
   a. Parts to be in compliance to the latest ATEX/IECEEx standards
   b. Manufacturer Name and identification mark
   c. Address of the manufacturer or his authorized representative
   d. Spectra Sensors Purchase Order Number and Part Number
   e. Manufacturer Part Number
   f. Quantity Shipped
   g. List of serial numbers contained in the shipment (when/if the item is serialized)
   h. Reference to the harmonized standards/technical specifications and/or any other EU Directives which have been applied, when harmonized standards are superseded manufacturer shall provide a “declaration statement” stating that the item has been assessed against the standards used for certification purposes and/or none of the Major technical changes are applicable to this part
   i. A Certificate of Conformance must be provided with every shipment.
   j. Parts to be wrapped individually to prevent damage (i.e. bubble wrap on threaded parts)

D4. Design Critical Part / Special Process or specific material of special interest to Spectra Sensors – A Certificate of Conformance must be provided with each shipment and must include:
   a. Spectra Sensors Purchase Order Number and Spectra Sensors Part Number
   b. Part description
   c. Reference to drawing requirements and/or special material

D5. Limited Shelf Life Material – An SDS and Certificate of conformance or Analysis must be provided with every shipment and must include the following information:
   a. Spectra Sensors Purchase Order Number and Spectra Sensors Part Number
   b. Material Name, Manufacture date, Expiration date or shelf life,
   c. Lot or batch number and, special storage requirements and handling procedures to be followed.

D6. Other - Electronic Components, Cables, PCBA's, Optics, machined parts and other applicable parts – A Certificate of Conformance must be provided with every shipment and must include the following information:
   a. Spectra Sensors Purchase Order Number and Part Number
   b. Part description
   c. Lot # or Date Code (when applicable or noted on drawing or requested by buyer)
   d. Data sheet showing test results (when required per Purchase Order and/or drawing)

D7. WVSS Parts – A Certificate of Conformance must be provided with every shipment and must include the following information:
   a. Spectra Sensors Purchase Order Number
   b. Spectra Sensors Part Number, part description and lot#