



ISO9001/2015 & IATF 16949/2016

QUALITY MANAGEMENT SYSTEM

MANUAL

REVISION 4 – 2020

The contents of this on-line Quality Management System Manual are controlled documents, maintained on the Iowa Aluminum Inc. server and backed up daily. Any printed, faxed, scanned, or otherwise replicated documents are for historical and informational purposes only. Prior to utilizing any replicated document, please reference the on-line manual or contact Iowa Aluminum, Inc. Quality for the most recent revision.

COMPANY OVERVIEW IOWA ALUMINUM, INC.

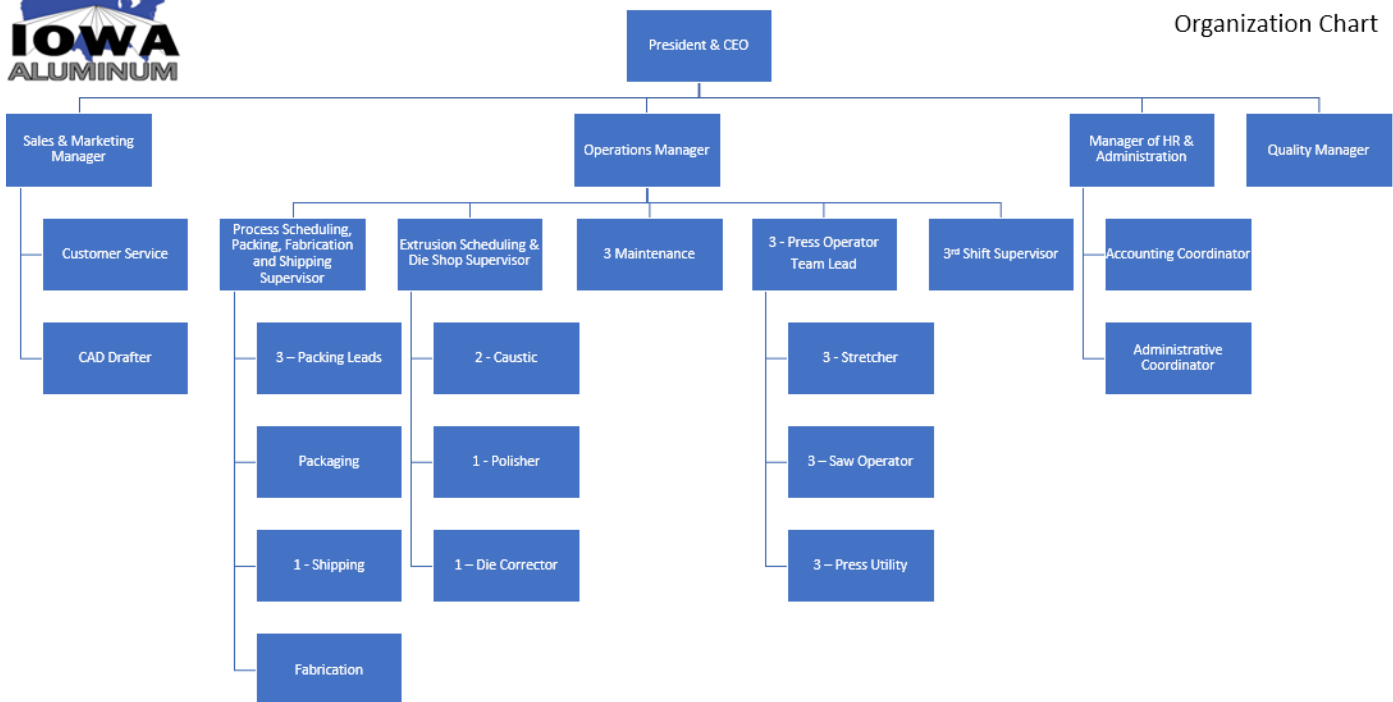
Iowa Aluminum, Inc. (organization) operates from one facility, encompassing approximately 80,000 square feet, which is located at:
10 – 27th Avenue East – Albia, IA 52531

The facility houses administration and sales offices, AutoCAD technicians, quality testing laboratory, aluminum extrusion, heat treating and packaging operations, secondary operations such as precision saw cutting, hole punching, die shop and maintenance areas, raw material and finished goods storage areas.

The organizational chart below defines the responsibilities for quality within the company. All Iowa Aluminum, Inc. employees are responsible for the quality of our products.



Iowa Aluminum Inc
Organization Chart



QUALITY POLICY STATEMENT

Iowa Aluminum is committed to providing high quality products which meet or exceed our customer's expectations.

Top Management is committed to maintaining and monitoring a Quality Management System that involves employees at all levels of the organization in continual improvement of quality processes.

QUALITY OBJECTIVE

Iowa Aluminum's objective is to continue meeting world class standards for the mutual benefit of our customers and employees.

SCOPE

Manufacturer of customer engineered prototype and production part aluminum extrusions.

The objective of the QMS is to support processes which prevent non-conformances throughout the sales cycle and to provide for prompt detection of non-conformances and the provision of timely and effective corrective action.

It is Iowa Aluminum's policy to provide full compliance with the QMS requirements throughout all phases of the sales cycle and thus ensure that only acceptable products are delivered to the customer.

The manual is written to comply with ISO 9001/2015 and IATF 19646:2016. This QMS manual also serves to direct users from the policy statements to the procedures required to support and implement the policy.

Customer specific requirements are reviewed by Sales and routed to other departments as applicable.

Context and Interested Parties

Iowa Aluminum, Inc. considers and reviews external and internal situations impacting the QMS and interested parties throughout daily operations and in Management Review.

Iowa Aluminum, Inc. has established interested parties to include; employees, customers, owners, subcontractors, insurers, regulators, and the community.

EXCLUSIONS

This QMS Manual, as written, addresses the requirements of ISO9001:2015 and IATF 19646:2016, except for the exclusion indicated, with justification, below.

Exclusion: (ISO9001:2015 & IATF 19646:2016) Section 8.3, Product Design and/or Development, including all subsections not specifically related to process design and development. All parts are produced to customer approved drawings and specification

requirements. The requirements of ISO 9001 and IATF 19646 Section 8.3 required for process design and development will focus on error prevention rather than detection.

Justification: Iowa Aluminum, Inc. does not design, nor develop products. All principle product design and characteristics are specified by our customers, or their specific customers and consultants. AutoCAD activities are limited to determining capability and developing methods and means for meeting production requirements, improving efficiencies, and defining inspection criteria required to meet customer specified requirements.

GENERAL REQUIREMENTS

Iowa Aluminum, Inc has established, documented, implemented, and currently maintains a QMS. The organization seeks to continually improve its effectiveness in accordance with the requirements of ISO 9001:2015 and IATF 16949:2016.

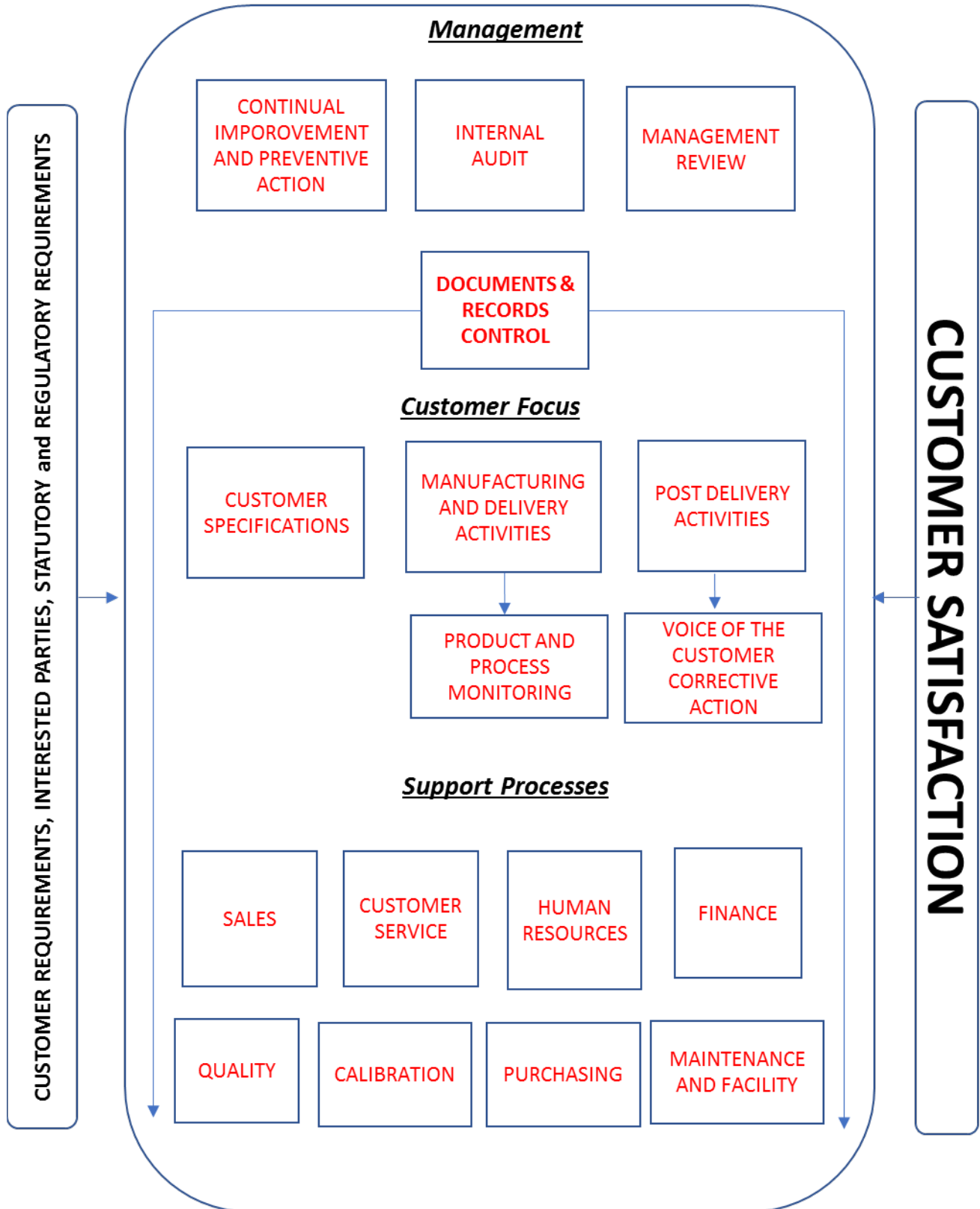
The organization:

- has determined the processes required and/or necessary for the QMS and their application throughout the organization
- determined the sequence and interaction of these processes
- determined criteria and methods needed to ensure that both the operation and control of these processes are effective
- ensures the availability of resources and information necessary to support the operation and monitoring of these processes
- monitors, measures where applicable, and analyzes these processes
- implements actions necessary to achieve planned results and continual improvement of these processes

These processes are managed by the organization in accordance with the requirements of ISO 9001/2015 and IATF 16949:2016.

Where the organization chooses to outsource any process that affects product conformity to requirements, the organization ensures control over such processes. The type and extent of control to be applied to these outsourced processes are defined in supply chain procedures utilized for approval of product and service providers.

PROCESS INTERACTION MAP



DOCUMENTATION REQUIREMENTS

QUALITY MANUAL

The organization has established and currently maintains a quality manual that includes:

- the scope of the QMS, including details of and justification for any exclusions
- the documented procedures established for the QMS, or reference to them. The document control Table of Contents is available on the Iowa Aluminum, Inc. server and available upon request.
- a description of the interaction between the processes of the QMS

The Quality Department is responsible for maintaining the quality manual

DOCUMENT CONTROL

Documents required by ISO 9001 and IATF 16949 or necessary to support the effective operations of the QMS are controlled. The document control Table of Contents is available on the Iowa Aluminum, Inc. server and available upon request.

Documents are reviewed and approved, including re-approval as required, by the appropriate functional managers along with Quality.

- Human Resources maintains records of training for all documents applicable to the QMS for initial release and/or re-training of required or necessary procedures, work instructions, forms, and the Quality Manual.
- Training, cross-training, and personnel development instruction documents are detailed separately in the QMS table of contents. These documents are not managed, reviewed and approved as part of the Quality Management system.

CONTROL OF RECORDS

Records established to provide evidence of conformity to requirements and of the effective operation of the QMS shall be controlled.

A documented procedure has been established to define the controls needed for the identification, storage, protection, retrieval, retention, and disposition of records.

Records are legible, readily identifiable and retrievable.

The Document Controller is responsible to maintain the Records Control Procedure.

CUSTOMER FOCUS

Top management ensures that customer requirements are determined and are met with the aim of enhancing customer satisfaction. Customer requirements may include special processes to ensure product conformance and process repeatability. Where required, Iowa Aluminum, Inc. will utilize:

- Production Part Approval Process (PPAP)
- Potential Failure Mode and Effects Analysis (PFMEA)
- Advanced Product Quality Planning (APQP)

- Statistical Process Control (SPC)
- Measurement System Analysis (MSA)

DETERMINATION OF REQUIREMENTS RELATED TO THE PRODUCT

The organization determines:

- requirements specified by the customer, including the requirements for delivery and post-delivery activities
- requirements not stated by the customer but necessary for specified or intended use, where known
- statutory and regulatory requirements applicable to the product
- any additional requirements considered necessary by the organization

The Sales Department is generally responsible for determining all customer requirements, whether specified; not stated, but necessary; or statutory and regulatory. This determination and communication may include the involvement of subject matter experts from other departments.

REVIEW OF REQUIREMENTS RELATED TO THE PRODUCT

The organization reviews the requirements related to the product. This review is conducted prior to the organization's commitment to supply a product to the customer (e.g. submission of tenders, acceptance of contracts or orders, acceptance of changes to contracts or orders) and ensures that:

- product requirements are defined
- contract or order requirements differing from those previously expressed are resolved
- the organization has the capability to meet the defined requirements

Where the customer provides no documented statement of requirement, the customer requirements are confirmed by the organization before acceptance.

Where product requirements are changed, the organization ensures that relevant documents are amended and that relevant personnel are made aware of the changed requirements.

Records of the results of the review and actions arising from the review are maintained. The Sales Department is responsible for the review and for maintaining the records. Customer specific requirements data is stored on the Iowa Aluminum server or within the organizations operating system. Customer specific requirements are part of the customer specific part number and maintained within the organizations operating system.

Revision History

BY	DATE	REVISION	REASON
M. Marker	12/2015	2	COMPLETE REVISION
M. Marker	02/2019	3	Revision of Organizational Chart
M. Marker	6/2020	4	ISO 9001:2015 & IATF 16949:2016 Implementation