



DEFENSE CONTRACT MANAGEMENT AGENCY
DEFENSE CONTRACT MANAGEMENT AGENCY LATHROP
DEFENSE CONTRACT MANAGEMENT AGENCY SEATTLE
188 106th AVE NE STE 660, Bellevue, WA 98004

IN REPLY

REFER TO: **DCMAW-WLSTR**

January 22, 2016

Mr. Andrew Koch
Aviatrix, Inc.
22831 Forest Creek Dr.
Suite A
Sherwood, OR 97140

Dear Mr. Koch,

The Defense Contract Management Agency (DCMA) recognizes contractors who have demonstrated the capability to maintain a satisfactory quality system. ARP allows you to release shipments before obtaining a government representative's signature in Block 21A of the DD Form 250, Material Inspection and Receiving Report (MIRR), or for a WAWF Receiving Report that has been submitted to the government, before the government representative processes the report in the WAWF application. However, the ARP will not be used as the sole basis for government acceptance, or in lieu of performing surveillance on the supplies involved.

ARP will provide mutual benefits and permit a more uniform flow of shipments. The government will continue to review your quality system and perform or witness those inspections and tests deemed necessary to assure the continued satisfactory performance of your system. This authority does not relieve you of the responsibility of notifying the government representative when shipments are ready for inspection/testing. Notification shall be made in sufficient time to allow sampling and inspection if the government so requests.

The ARP is not authorized for First Article or qualification units. Also, ARP is not authorized for product designated as Critical Safety Items, NASA contracts, Hazardous Material Shipments, Life Support, Level I/Subsafe, Naval Special Emphasis Programs or product/programs which are controlled by Public Law.

This procedure does not authorize Aviatrix to ship supplies beyond their contractual ship date. Whenever this condition exists, contact the government representative for resolution, prior to the shipment.

You are hereby authorized to use ARP as provided for in DoD DFARS 246.471 on all contracts until notified otherwise. When your company has met all the contractual requirements, the preparation and distribution of the MIRR shall be accomplished in accordance with DFARS, Appendix F requirements. Per Appendix F, please enter in Block 21 A, an "X" in the appropriate

CQA and/or acceptance box (es) to show origin CQA and/or acceptance. On the next line following the printed CQA acceptance statement enter in capital letters "ALTERNATIVE RELEASE PROCEDURES". Also, enter the typed, stamped, or printed government representative's name, title, mailing address and commercial telephone number.

Per DFARS 246.471 type or stamp, and sign, the following statement on the required copy or copies of shipping paper(s), or on an attachment:

"The supplies in this shipment have been subjected to and have passed all examinations and tests required by the contract; were shipped in accordance with authorized shipping instructions, conform to the quality, identity, and condition called for by the contract; and are of the quantity shown on this document. The shipment was released in accordance with section 246.471 of the Defense FAR Supplement; and authorized by Craig Galloway, DCMA QAS, Portland, Oregon in a letter dated October 31, 2014."

NA
Signature and Title of Contractor's
Designated Representative

In accordance with DFARS App F, when acceptance is at origin and contract administration is performed by DCMA furnish the contract administration copy of the MIRR to the authorized government representative for dating, signing and forwarding to the contract administration office.

In lieu of the above requirements for submitting a hard copy MIRR, you may also create and submit a MIRR in WAWF using DCMA authorized ARP. When the WAWF Receiving Report indicates ARP applies, you are not required to include, nor attach, the ARP statement required by DFARS 246.471(b)(3) on the shipping papers. The use of WAWF requires that you mark the ARP check box at the top of the WAWF receiving report.

Please provide the names and signatures of the company representatives that you will authorize Alternate Release signature. Please have these representatives complete the enclosure and return it to me as soon as possible. You are required to advise of any changes to the enclosure.

I am sure that you recognize the significance of the reliance we are placing on your organization, and as such you will continue to assure that a satisfactory quality system is maintained.

This letter expires one year after its date of issuance. Upon that time a determination will be made whether a continuation of the use of ARP will be granted. Additionally, a revalidation may be considered any time there is a change in your quality system. In the event of a significant change in your quality system, this procedure can be rescinded in full.

IMPORTANT: This authorization is not complete until I receive the completed enclosure signed by you and your designated representatives.

If you have any questions regarding this subject, please call me at (503)326-6340 or email me at Craig.Galloway@dema.mil.

Sincerely,

Craig S. Galloway

Craig Galloway
DCMA QAS
Portland, Oregon

The following representatives of Aviatrix are authorized to sign for Alternative Release Procedures-contractor release of shipment:

SIGNATURE: *Falina Bennett-Moore*
Falina Bennett-Moore, Senior Accountant

SIGNATURE: *Erica Voss*
Erica Voss, Controller

SIGNATURE: *Trisha James*
Trisha James, Shipping Manager

Mr. Andrew Koch
Mr. Andrew Koch
Quality Assurance Director

(Signature required)