

Gutter- Bolt Inc.
22 Second Avenue, Fort Washington, NY11050
516-944-3582

QUALITY ASSURANCE MANUAL

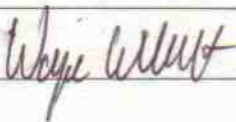
Table of Contents

Section 1	General
Section 2	Incoming Materials/Inspection Procedures
Section 3	Measuring & Test Equipment
Section 4	Inspection & Test Records
Section 5	Statements Required by ICBO

Forms

Appendix 1	Drawing Part #010557
Appendix 2	Receiving/Inspection Report
Appendix 3	List of Approved Suppliers

Approved By:
President



Originator: President
Date: July 11, 2002

Section 1 General

1.1 Management Controls

At the present time the company organization consists of the following positions:

President/General Manager –Wayne Willert
Office Manager – Andrea Willert
Shop Supervisor - Joe Burkhart

1.2 Responsibilities

- 1.2.1 President/General Manager- Controls and exercises general supervision of all activities and policies of Gutter Bolt Inc. including quality assurance and manufacturing functions. Duties also include being the contact person at this manufacturing location and the review/updating of this manual at least annually.
- 1.2.2 Office Manager- Supports the clerical efforts of the President/General Manager in such areas as issuing invoices to clients, etc.
- 1.2.3 Shop Supervisor- Part time employee who will assist the President/General Manager in the production/quality assurance activities when conditions dictate.

1.3 Product Identification

The Gutter Bolts are packaged in containers or cartons bearing labels that indicate:

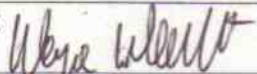
- a) Manufacturer's Name (Gutter-Bolt Inc.)
- b) Evaluation Report Number (ICBO ES ER_____)
- c) Bolt Brand Name & Description (type, length, diameter)

1.4 Traceability of Finished Product

The Quality Control Records (Receiving/Inspection Report) will include the Lot Number & Certified Material Report Number furnished by the Aluminum Wire (Primary) Supplier. They will also include Invoice Number (which will tie in the above information from primary supplier) from the secondary supplier who cuts and heads the Gutter-Bolts. Finally the threading machine will be identified in the records.

1.5 Description of Production Methods

References: Appendix 2-Receiving/Inspection Form
Appendix 3-List of Approved Suppliers

Approved By: President		Originator: President
		Date: July 11, 2002

The primary supplier furnishes the .250" dia. aluminum alloy wire to the secondary supplier who cuts and heads the material. It is then sent to Gutter-Bolt Inc., which inspects the incoming material (see appendix 2) and threads the end opposite the hex head. The material is then placed into perforated 16 gauge steel sheets with 3/8" round holes spaced 9/16" apart in a 60° staggered pattern.

Also utilized is an aluminum square template exposing 200 openings maximum number per racking tray (400 openings with template in place).

A product fork is utilized for removal of gutter bolts from tray for packaging.

Two different size boxes are used for shipping depending on the quantity:

- 200 pieces-use 7-1/2" length x 5" width x 4" high box.
(Box Certificate is required) – 200 psi rating
- 1000 pieces-use 9" length x 9" width x 9" high box
average test- 200 psi

1.6 **Product Description**

Please refer to Appendix #1-Drawing Part #010557

Section 2. **Incoming Material/Inspection Procedure**

Please refer to:

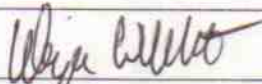
- Appendix #2 - Receiving/Inspection Report
- Appendix #3 - List of Approved Suppliers

2.1 **Incoming Materials**

Incoming materials are inspected by utilizing the Receiving/Inspection Report. A mill test report or certificate of analysis must be furnished by the supplier, if not the incoming material must be segregated until disposition is determined. All five samples must pass test for lots to be accepted.

2.2 **In-Process / Final Quality Control**

- 2.2.1 Each lot is assigned to its own threader machine (#1 or #2) and one piece is retested to same criteria as incoming materials every 4 hours of manufacturing time.
- 2.2.2 A check of Gutter-Bolt dimensions are made for each lot #/machine for threader configuration to print (1 piece per every 50,000 pieces made). This is done by measuring the thread depth with two steel rulers. One is used as a straight edge and the other is used to measure the depth.

Approved By: President		Originator: President Date: July 11,2002
---------------------------	---	---

2.3 **Non-Conforming Material**

If incoming material is non-compliant it is placed in a labeled, separate area to await disposition.

Section 3. **Measuring & Test Equipment**

Two steel rulers which do not require calibration.

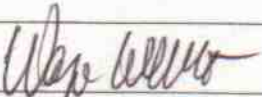
Section 4 **Inspection & Test Records**

- 4.1 All forms, checklists & reports are approved and controlled by the President/General Manager.
- 4.2 All documents noted above will be retained for a minimum of 2 years. In addition, all third party inspection reports will be retained for the same time period.

Section 5 **Statements Required by ICBO**

Gutter Bolt Inc. will insure that:

- 5.1 The ICBO ES name, logo or ICBO ES evaluation report number will only be used on product(s) that are in compliance with the published evaluation report and the approved quality control documentation.
- 5.2 Gutter-Bolt Inc. will promptly investigate and respond to ICO ES or a building official when apprised by ICBO ES or building official of field complaints concerning product performance.
- 5.3 Gutter-Bolt agrees to permit ICBO ES to examine at distribution points and the manufacturing plant(s) any product labeled as being in

Approved By: President		Originator: President Date: July 11, 2002
---------------------------	---	--

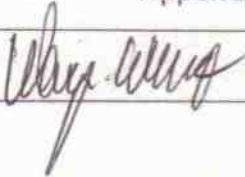
conformance with the evaluation report. Such examination shall be by individuals employed by or retained by ICBO ES to audit performance under an evaluation report.

- 5.4 ICBO ES will be notified in writing if the product has changed from what was originally recognized.
- 5.5 ICBO ES will be notified in writing prior to cancellation of the inspection agreement with the quality control agency.
- 5.6 Copies of inspection reports conducted by the quality control agency that indicate quality control deficiencies are to be forwarded to ICBO ES within 10 days of the noted major deficiency.
- 5.7 ICBO ES will be notified in writing if unannounced follow-up inspections have not been conducted in accordance with the approved manual.

APPENDIX

Appendix 1-Drawing Part # 010557

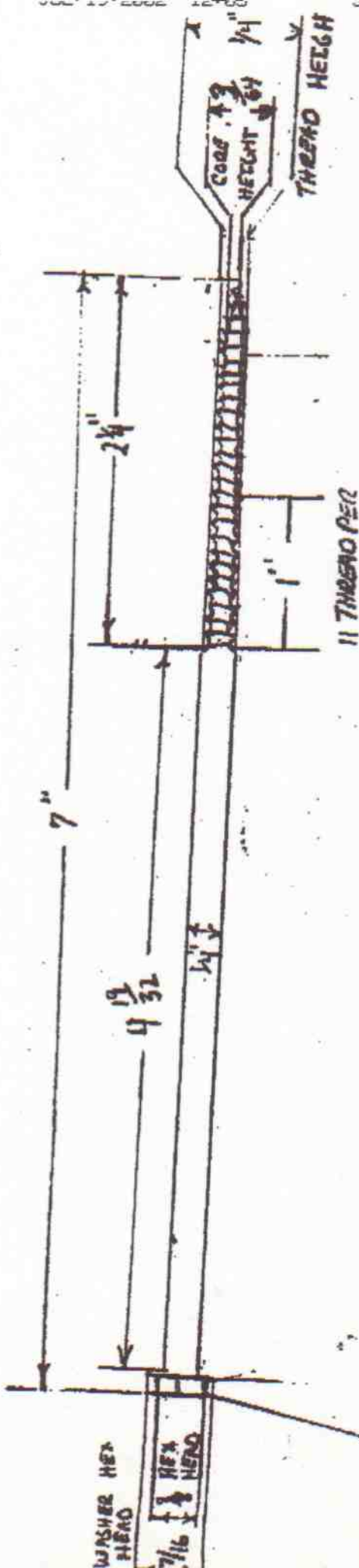
Appendix 2-Receiving/Inspection Form

Approved By: President		Originator: President
		Date: July 11, 2002

CROSS-REFERENCE MATRIX

Please tell us in the matrix below where in your quality system manual we can find the information requested in the referenced section of the Acceptance Criteria for Quality Control Manuals (AC10).

AC10 SECTION NUMBER	CORRESPONDING MANUAL SECTION/PAGE NUMBER	COMMENTS (if needed)
General:		
2.1.1	all pages	
2.1.2	Page 1 + Sec 1.2.1	
2.1.3	Sec 1.2.1	
2.1.4	Sec 1.3	
2.1.5	Sec 1.4	
2.1.8	Sec 1.5	
2.1.7	Sec 1.6 + App #1	
2.2.1	Appendix #3	
Incoming Materials:		
2.2.1	Appendix #3	
2.2.2	Sec 2.1	
In-process Quality Control:		
2.3.1	Sec 2.2	
Final Inspection:		
2.4.1	Sec 2.2	
Nonconforming Material:		
2.5.1	Sec 2.3	
Measuring and Test Equipment:		
2.6.1	Section 3.0	
2.6.2	Section 3.0	
Inspection and Test Records:		
2.7.1	Sec 4.0 + App #2	
2.7.2	Sec 4.0	
2.7.3	Sec 4.0	
Statements Required of All Manufacturers:		
2.8.1	Section 5	
2.8.2	↓	
2.8.3		
2.8.4	↓	
Additional Statements Required of Manufacturers of Products that Require Third-party Follow-up Inspections:		
2.9.1	Section 5	
2.9.2	↓	
2.9.3	↓	

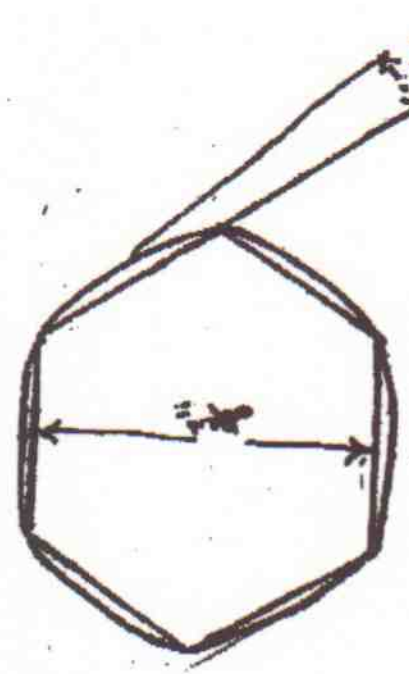


THREAD DEPT. 5/64

MATERIAL

ALUMINUM ALLOY

5356-H11 .250" DIA



Gutter Bolt Inc.

22 Second Avenue, Fort Washington, NY 11
516-844-3382

PART # 010557

DRAWN - 7/11/02 BY W.A.W

REVISION - INITIAL

TOLERANCES - + .001

(W)

Appendix 3- List of Approved Suppliers

Receiving/Inspection Report

Receiving Report

Date: _____

Threading Machine Utilized: _____

Information from Primary Supplier:

Name:

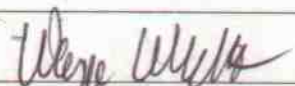
Material Furnished:

Address:

Lot #:

Certified Material Report:

Information from Secondary Supplier:

Approved By: 	Originator: President
President	Date: July 11, 2002

Name:

Material Furnished:

Address:

Inspection Report

Incoming Inspection

- a) Remove 5 pieces from each box received from secondary supplier.
Note: Each box is considered a separate lot.
- b) Place threads on each of above pieces using above production threading machine.
- c) Screw in each sample into lumber fascia board consisting of #2 Sterling Idaho Pine, 3/4" thick. Fascia board shall not split.
- d) Unscrew the above 5 pieces and screw them all the way into one end of a Douglas Fir 2x4 board. Gutter-Bolt shall not snap or break.
- e) Record results below:

Inspection Report (cont'd.)

Incoming Inspection (cont'd)

Inspection Results

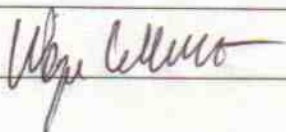
- Results of para c) above
-All Gutter-Bolts pass test
 Yes No

- Results of para. D) above
-All Gutter-Bolts pass test.
 Yes No

In-Process Inspection

- a) One production piece per lot per threader machine is retested to above criteria every 4 hours of manufacturing time.

Approved By:
President



Originator: President
Date: July 11, 2002

Time

_____ pass fail
 _____ pass fail
 _____ pass fail

Time

_____ pass fail
 _____ pass fail
 _____ pass fail

b) A check of Gutter-Bolt dimensions made for lot #/machine for threader configuration utilizing 2 steel rulers (1 piece/50,000 pieces made)

Quantity

_____ pieces pass fail
 _____ pieces pass fail

List of Approved Suppliers

- A) Raw Material (Primary)
 AlcoTec Wire Company
 2750 Aero Park Drive
 Traverse City, MI 49686
 Phone #(231) 941-4111

Furnishes:

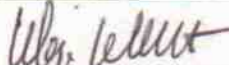
.250" diameter aluminum alloy 5356-H11 wire which meets the requirements of ANSI/AWS-A5.10-98
 (Their part #5356742501386)

- B) Cutting/Heading (Secondary)
 Talma Fastener Corp.
 6768 North Talma Road
 PO Box 70
 Rochester, Indiana 46975
 Phone #(574) 223-3195

Their function:

Cuts aluminum wire to 7 inch length and forms 7/16" hex head on one end. (their part #5131)

- C) SGS U.S. Testing Company, Inc.

Approved By: President 	Originator: President Date: July 11, 2002
---	--

291 Fairfield Avenue
Fairfield, NJ 07004
Phone #(973) 575-5252

Their function:

ICBO ES Accredited QC Agency, which will perform a minimum of 4 unannounced inspections/year.