Supplier Quality Manual

Document Name:

5.10 **Notification of Changes**

Regardless of who has design authority, Seller shall promptly notify Buyer in writing of intended changes of

This instruction includes the following changes:

Changes in plant location
Major changes in plant layout
Major changes in major information management system
New Enterprise Resource Planning (ERP) system
Relevant Business System change
Major change in Organization Management structure
Major Suppliers (including subcontractors)
Changes in key manufacturing processes

Manufacturing process changes require AP or ACSS approval depending on the product and process impacted, while all other changes only require notification. ACSS process changes need to be directed to ACSS representatives and vice versa for AP.

5.11 **Seller With Design Authority**

The Seller shall promptly notify the Buyer of any design or process changes that affect fit, form, function, quality, reliability, or saf
with manufacture and delivery of this order.

5.12 **Buyer Has Design Authority**

component used by the Buyer to qualify the component at the existing drawing revision level, written authorization must be obtained from the Buyer. NO CHANGES ARE PERMITTED WITHOUT THIS AUTHORIZATION.

5.13 **Drawing and Change Control**

t applicable drawings, specifications, technical requirements, PO or SCP information and changes thereto will be available at the time and place of

assure incorporation on the affected material and/or services at specified effectivity points. On Buyer-

Buyer.

5.14 **Procurement by the Seller**

The Seller shall maintain a system to assure that Seller-procured materials and/or services conform to

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5.19 **Sampling by the Seller**

AP / ACSS must approve any statistical sampling procedures usocedures usoc

ments, or assist in the resolution of quality

Assurance Representative.

5.31 **Buyer Quality Control Representative**

Buyer may, at its discretion, provide resident or itinerant quality assurance personnel whose function shall be to survey Seller operations, assist the Seller in the resolution of quality problems, and witness at any stage (subject to proprietary considerations) the manufacture, processing, test, and inspection of items being manufactured for Buyer. Copies of applicable specifications and documents shall be

5.32 **Seller Assistance**

In the event that requirements are not completely clear, or where special assistance is needed, Buyer will provide qualified personnel to consult with the Seller. Requests for assistance shall be made via

or services being procure

5.33 **Government Source Inspection**

responsibility of the Seller to notify the Government inspector and provide him with pertinent specifications and any necessary facilities and assistance.

5.34 **Federal Aviation Administration Surveillance**

Materials and/or components supplied under the terms of this PO may be utilized in equipment that has been or will be subject to Federal Aviation Administration (FAA) type certification or Technical Standard Order Authorization/Parts Manufacturer Approval. Your facility and quality system are subject to surveillance by authorized representatives of the FAA. The Seller shall provide all reasonable facilities and assistance to the authorized FAA representatives, upon request.

5.35 **DOT/FAA Drug and Alcohol Testing**

Any work performed for AP / ACSS Repair and Overhaul is considered safety sensitive work. The Seller is required to either maintain their own Antidrug & Alcohol Misuse Prevention Program or be a part of the AP / ACSS Repair and Overhaul program. As part of this program, certain employees of the Seller, and employees of subcontractors at any tier below you, will be tested under an FAA-regulated program. If the Seller chooses to maintain their own program, it must be in accordance with the regulations set forth in: Department of Transportation (DOT) Title 49 Part 40 and Federal Aviation Administration (FAA) Title 14 Part 120.
representatives of the DOT or FAA. The Seller shall provide all reasonable facilities and assistance to the authorized DOT/FAA representatives, upon request. You agree to hold harmless AP / ACSS and AP / ACSS Repair and Overhaul for noncompliance of DOT/FAA regulations by yourself or by a subcontractor at a lower tier. For further information, reference the DOT Office of Drug & Alcohol Policy & Compliance website at: http:www.dot.gov/ost/dapc.

NOTE: This general requirement does not apply to calibration suppliers.

5.49 **Training**

The Seller shall have established procedures for identifying training needs and provide the training of all personal performing activities affecting quality, ensuring competency. Appropriate records of training shall be maintained.

5.50 **Internal Quality Audits**

The Seller shall have established procedures and perform internal quality audits that assess compliance to their quality system.

5.51 **Management Reviews**

gement shall periodically conduct reviews of the quality system, corrective actions, internal audit results and customer feedback.

5.52 **Lot Splitting**

The Seller shall have a procedure for batch, lot or product splitting during all stages of product flow.

5.53 **Counterfeit/Suspect Parts**

products:

The Seller shall comply with Standard AS5553, Fraudulent/Counterfeit Electronic Parts; Avoidance, Detection, Mitigation, and Disposition, for all parts and materials used in products delivered to Buyer:

- The Seller shall procure parts from Original Component Manufacturers (OCM) and/or Franchised Distributors.
- The Seller shall have written procedures stating that they will only use OCM and/or Franchised Distributors.
- When the Seller is unable to source through the OCM or Franchised Distributor, the Seller may use an Independent Distributor on AP /
  gets advanced written approval from Procurement, notifies Independent Distributor that the PO is for an Avionics contract, and references the applicable PO clause found in INF-14.1-2 Appendices A, B, C and D (See References) or the SCP. In addition, all test reports received from independent distributors shall be sent to AP / ACSS
  test reports are approved.

5.54 **Prohibited Practices**

The following acts or practices are prohibited:

Unauthorized Repair: C(ng)-o B2(asa)-7(t i)(r)-2( )-1W*1 [illegible] Repairs (by welding, brazing, soldering, or the use of adhesives) of parts damaged or found faulty in the fabrication process; repairing holes in castings, forgings or other materials by plugging or bushing

Unauthorized Processing:
Addition, revision, or deletion of processes in manufacturing when those processes are subject to specification control by Buyer.

Disregard of Approvals:
Change in any process of quality control procedure that is subject to specific approval by Buyer

REVISION HISTORY

Revision 1.0	**Summary of change:** Original issue. This document supersedes, and subsequently obsoletes, PRO-14.1-6. **Date:** 20-FEB-23 **Authored by:** Chris Toth, Quality Engineering Lead

APPROVALS

Jan Davis, General Manager, Avionics: **Approved** 12/19/22, 9:01 AM ET (Signature on file in SignIt)

Wolfgang Niesing, Director of Quality: **Approved** 12/16/22, 11:37 PM ET (Signature on file in SignIt)

Jimbo Brown, Quality Lead: **Approved** 12/13/22, 12:33 PM ET (Signature on file in SignIt)

Paolo Messina, Quality Lead: **Approved** 12/15/22, 9:36 AM ET (Signature on file in SignIt)

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