

GENERAL QUALITY REQUIREMENTS FOR SUPPLIERS



**General Quality Requirements
for Suppliers**

Document No. : S-SC-09
Rev : 01
Issue Date : March 13, 2019

PURPOSE

The purpose of this document is to inform suppliers of the Safran Cabin Lamphun Ltd. of quality requirements which are a part of purchase orders.

IMPORTANT

THIS DOCUMENT DESCRIBES QUALITY REQUIREMENTS WHICH ARE IMPOSED ON A PURCHASE ORDER WITH YOUR COMPANY.

THESE REQUIRMENTS STAND ALONE AND ARE NOT DESCRIBED IN ANY OTHER DOCUMENT. THEREFORE IT IS IMPORTANT THAT THIS DOCUMENT IS THOROUGHLY REVIEWED BY THE COGNIZANT PERSONNEL WITHIN YOUR COMPANY TO ASSURE THAT THESE REQUIREMENTS ARE UNDERSTOOD AND ADDRESSED.

These requirements apply to purchase orders received from the following Safran Cabin Lamphun Ltd. facilities:

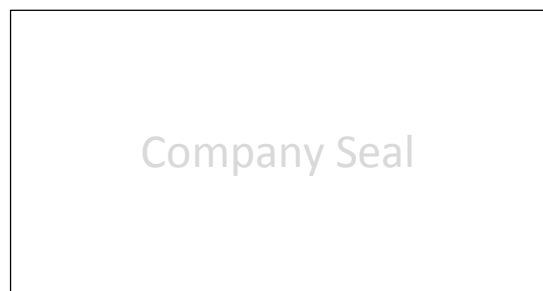
Safran Cabin Lamphun Ltd.
Lamphun,
Thailand

Supplier Acknowledgement "GENERAL QUALITY REQUIREMENTS FOR SUPPLIERS"

Signature:

Name: (in letter)
(Supplier' s Authorized Representative)

Date:



INFORMATION SECTION

PURCHASE ORDER

In this document the term "purchase order" includes subcontracts.

POINT-OF-CONTACT

Your point-of-contact at Safran Cabin Lamphun Ltd. will always be the buyer.

Any questions, problems, or information should always be directed to the buyer.

Do not accept changes to the technical and quality requirements, unless authorised by the buyer.

VENDOR RATING SYSTEM

Safran Cabin Lamphun Ltd. maintains a Vendor Rating System to track suppliers' compliance to the requirements of a purchase order.

Any non-compliance with purchase order requirements will affect your rating and possibly your approval status. It is important that you respond in a timely manner to any Non Conformance Report.

Failure to do so may also affect your approval status.

DISTRIBUTORS

The applicable technical, quality and customer requirements of the purchase order apply to your organization and the suppliers of the material. As the direct supplier to Safran Cabin Lamphun Ltd. and the representative of the manufacturer, it is your responsibility to assure that all these requirements are satisfied your suppliers.

MATERIALS

This includes: Raw materials, Consumables, Parts, Standard parts (NAS, MS, MIL, etc.)

GENERAL QUALITY REQUIREMENTS

IMPORTANT

The General Quality Requirements are applicable to all Safran Cabin Lamphun Ltd. verbal or written purchase orders.

These requirements are in addition to and do not replace any other purchase order requirement, condition or arrangement. When conflicts arise between the requirements stated in this document, and the requirements of the purchase order, the buyer shall be contacted.

QUALITY MANAGEMENT SYSTEM

The supplier shall plan and implement some level of compliance to Quality Management System including the use of statistical techniques for product acceptance criteria to ensure the quality of the products provided to Safran Cabin Lamphun Ltd.

PERSONEL AWARENESS

The supplier shall ensure their personnel are aware of their contribution to product or service conformity, their contribution to product safety and the importance of ethical behavior which will effect to quality of products provided to Safran Cabin Lamphun Ltd.

CONTRACT/PURCHASE ORDER REVIEW

The supplier shall perform a contract/purchase order review on each received contract/purchase order, which includes specification/drawing revision. Requirements differing from those in the request for quotation shall be resolved prior manufacturing of the products.

All contract / purchase order requirements will be flown down to the applicable departments and suppliers. The supplier shall implement adequate controls to ensure that applicable engineering drawings, notices and specifications are in use by production and inspection.

The supplier shall not sub-contract any work under any contract/ purchase order to other lower level sub-tiers, without approval of Safran Cabin Lamphun Ltd.

FIRST ARTICLE AND FINAL INSPECTION

The supplier shall operate a documented inspection system which includes First Article Inspections and Final Inspections, to confirm compliance to the requirements as mentioned in the contract/ purchase order, drawing and/or other specifications.

The inspections shall be performed with calibrated measuring equipment and performed by qualified personnel able to perform the inspections.

Depending on the agreement with Safran Cabin Lamphun Ltd. purchaser, the supplier shall either use its own inspection forms or use Safran Cabin Lamphun Ltd. inspection forms to record the inspection results.

NON CONFORMING MATERIALS

The supplier shall provide written notification to Safran Cabin Lamphun Ltd. when a non conformance is determined to exist, or is suspected to exist, on product already delivered to Safran Cabin Lamphun Ltd. Written notification shall include ;

A : Affected process(es) or Product Number(s) and Name(s)

B : Description of the Nonconforming condition and the affected Engineering Requirement (i.e., What it is and what it should be)

C : Quantities, Dates

D : Suspect / Affected Product Number(s)

Notification must occur within three (3) business days. However, if the condition is possible safety of flight, submit all available information immediately.

It is the Safran Cabin Lamphun Ltd. general policy to reject non conforming materials, unless permitted by the buyer.

The supplier will have a non conforming item control procedure implemented which includes a root cause analyses of the NC related to product, process and quality system, and establishes corrective actions to prevent re-occurrence of the NC.

The corrective action program will extend to all areas of activity within the suppliers organization (e.g. design, purchasing, manufacturing)

NC material needs to be identified to the applicable rejection document.

RECORDS COMPLETION AND RETENTION

Records shall be developed and kept to provide traceability to processes and materials used, and to record inspection and testing results. The records shall be sent to Safran Cabin Lamphun Ltd. for review and approval.

Traceability of materials shall be maintained through all process operations, including any subcontracted operations, to the finished components.

All records of - **used materials, inspections, processes, and tests** - performed on materials/ parts destined for Safran Cabin Lamphun Ltd. should be retained complete and accurate for a minimum period of **10 years**, or as otherwise specified in the purchase order.

The records can be either on paper or computer system or any combination of both.

Paper systems should use robust materials which can withstand normal handling and filing, and remains legible throughout the required retention period.

The records should be stored in a safe way with regard to fire flood and theft.

Computer back-up discs, tapes, etc. should be stored in a different location from that containing the working discs, tapes etc. in an environment that ensures they remain in good condition.

These records shall be available for review by Safran Cabin Lamphun Ltd. and copies shall be furnished upon request.

When the supplier cannot meet the requirements for retention, the records shall be supplied with the materials upon delivery to Safran Cabin Lamphun (Thailand) Ltd.

MATERIALS SUBJECT TO AGING

Materials, having definite characteristics of quality degradation or drift with age and/ or environment, shall be marked with the useful life remaining and with storage environmental requirements.

MATERIAL CERTIFICATION

All shipments have to be accompanied with one of the following material quality/certification documents

- EASA form1
- FAA 8130-3
- TC 24-0078
- Certificate of Conformity/ Statement of Conformity
- Certificate stating the chemical composition and physical properties of the materials

MATERIALS USED BY SUBCONTRACTORS

Suppliers acting as sub-contractors shall either use materials as supplied by Safran Cabin Lamphun Ltd. or materials that demonstrable comply to the material specifications as mentioned on drawing, bill of material or purchase order.

The supplier shall have receipt inspection procedures implemented to verify that specified requirements for the materials are met.

Traceability shall be maintained from the material to the material certification rest report and other required objective quality evidence.

CHANGES IN THE MANUFACTURING PROCESESS AFFECTING MATERIALS

With repeat orders, the supplier shall inform Safran Cabin Lamphun Ltd. in writing about any major changes in the manufacturing process, location or material composition, that affects the

- physical properties
- chemical properties
- flammability properties
- form, fit and function

of the new supplied materials compared with previous shipments.

IDENTIFICATION OF MATERIALS

The supplier shall mark all stored raw materials with a unique number to allow traceability to the source.

All materials must be identified by the part number as stated on the p/o, that is permanently and legibly affixed direct to the surface of each article. In the event this is not possible, due to physical size or nature of the material, an identification tag shall be securely affixed to each article, or if materials are packed in individual or multi-unit boxes, the boxes must be identified with the part number.

PACKING OF MATERIALS

The supplier shall incorporate commercial standard practices for the preservation and packing of all materials, and shall identify each package permanently and legibly with the purchase order number, manufacturers name, date shipped, and packing sheet number.

The supplier shall assure prior to shipment that all contract requirements have been met, and required inspections have been performed.

Materials which are volatile or toxic shall be properly contained in accordance with applicable international regulations. The packing will be plainly marked as to contents with appropriate warnings, precautions, instructions, and storage conditions.

Electrostatic Sensitive Devices shall be packed in a way that the materials are effectively protected against electrostatic discharge.

RIGHT OF ENTRANCE

Safran Cabin Lamphun Ltd. reserves the right to perform source inspections on materials at the suppliers facilities or any sub-contractor thereto prior to shipment.

Safran Cabin Lamphun Ltd. reserves the right to audit the suppliers quality system.
The supplier shall be notified well before such an audit will take place.

On request of the supervising aviation authorities of Safran Cabin Lamphun Ltd., the suppliers, or any sub-contractor thereto, might be subjected to an audit, of the facility, quality system and products, performed by those authorities.

Such activities at the supplier's facility will be performed jointly with, and arranged by Safran Cabin Lamphun Ltd. QA representatives.

The supplier shall be notified well before such an audit will take place.

PRODUCT SAFETY

When the product is perform to its designed or intended purpose of use without causing unacceptable risk of harm persons or damage to property. The supplier shall have a plan, implement and control the process needed to assure product safety during the entire product life cycle including their personnel awareness of their contribution.

PRODUCT SAFETY (IAQG 9100) DEFINITION

The state in which a product is able to perform to its designed or intended purpose without causing unacceptable risk of harm to persons or damage to property.

PREVENTION OF COUNTERFEIT PARTS

The supplier shall plan, implement and control process for the prevention of counterfeit or suspect of counterfeit part in product(s) delivered to Safran Cabin Lamphun Ltd. A documented of manufacturer either directly or indirectly must be able to trace back to original source.