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<u>QUALITY</u> Controlling Department	 BREEZE-EASTERN <small>Be Ready. Be Sure.</small>	<u>2/3/2010</u> Issue Date	<u>3/29/2016</u> Revision Date
SUPPLIER PROCESSING OF NON-CONFORMING MATERIAL - PROCESSES			
Notes:			

Approvals:

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				Release Date (initial/date):	<u></u>	<u>5/2/16</u>

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1.0 PURPOSE:

The purpose of this procedure is to establish the process for the communication and handling of non-conformance of any supplier product or process to the engineering documentation or purchase order requirements.

This procedure is in support of OP 6.1, Purchasing and Supplier Control.

2.0 SCOPE:

This procedure applies to any material purchased by Breeze-Eastern which will be used in the manufacture and support of engineering, production, and overhaul & repair products.

3.0 REFERENCES & DEFINITIONS:

3.1 Procedures

- 3.1.1 OP 06.1 – Purchasing and Supplier Control
- 3.1.2 OP 13.1 – Control of Nonconforming Materials and Processes
- 3.1.3 OP 14.1 – Corrective and Preventive Action
- 3.1.4 OP 16.1 – Control of Records
- 3.1.5 OP 17.1 – Compliance Evaluation Audits
- 3.1.6 OP 18.1 – Training Program
- 3.1.7 QP-137 – Purchase Order Quality Codes

3.2 Forms

- 3.2.1 QC-1202 – Material Review Board Form
- 3.2.2 QC-1071- Rejection Tag

3.3 Other Documents

- 3.3.1 N/A

3.4 Abbreviations and Definitions


- 3.4.1 PMR – Preliminary Material Review – a preliminary evaluation of a non-conforming product or process to determine the initial disposition decision for non-conformance. This procedure expedites the decision to proceed with a MRB request to Breeze-Eastern. The PMR may make a scrap or rework to print decision only.
- 3.4.2 MRB –Material Review Board – a formal board decision consisting of Breeze-Eastern Engineering and Quality Assurance affecting a non-conforming product or process. Suppliers are not authorized to make these decisions. The decision may be to scrap, rework, repair or “use as is”.

Breeze-Eastern Form QC-1298, Rev P, February 26, 2016

Uncontrolled Document when printed – Revision must be confirmed per OP 2.1

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- 3.4.3 B-E – Breeze-Eastern
- 3.4.4 Non-conformance – a deviation of any characteristic from the engineering drawing, specification, process or purchase order requirement.
- 3.4.5 Procurement Control Drawing – a drawing which provides criteria for performance, acceptance, and identification of purchased items by disclosing the engineering design characteristics required: (1) for control of interfaces, and (2) to ensure repeatability of performance. A procurement control drawing may be prepared in lieu of another type of control drawing to specify criteria for a purchased item, the alteration of a purchased item or an item defined by a nationally recognized standard, the selection of a purchased item or an item defined by a nationally recognized standard, the development and qualification of a new item, and item identification.
- 3.4.6 Vendor Item Control Drawing – (previously known as Specification Control Drawing, Vendor Item Drawing) – a drawing which provides an engineering description and acceptance criteria for commercial items or vendor-developed items that are procurable from a specialized segment of industry. The manufacturer’s part or identifying number is the item identification. A list of suggested sources(s) of supply, the vendor’s item identification, and sufficient engineering definition for acceptance of interchangeable items within specified limits. The Vendor Item Control Drawing is used to provide a control number for use in engineering documentation whether one or more sources exist for the item, a means of documenting engineering requirements for a purchased item, documentation to assure interchangeability of items and coverage of items developed at private expense where the design is controlled by the originating design activity. It is not intended to portray a complete design disclosure.

Note: Breeze-Eastern drawings which specify an “Approved Source(s)” vs. a “Suggested Source” requires that only the Approved Source(s)” be provided. Any “Alternate Source” not listed as “Approved” must be added to the drawing through the Engineering Change process prior to utilizing that source.

- 3.4.7 Source Control Drawing – a drawing which provides an engineering description, qualification requirements, and acceptance criteria for commercial items or vendor-developed items procurable from a specified segment of industry, that provide the performance, installation, interchangeability, or the characteristics

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required for critical applications. The drawing provides a list of **approved sources** of supply and the vendor's item identification for the item(s) that have been qualified and approved for use in the critical applications(s). A source control drawing is used to provide a means of establishing engineering requirements for the selection, qualification, and acquisition of an item from commercial sources and the identification of the items/sources qualified to meet the stated requirements for the specific critical application(s).

4.0 REGULATIONS & RESPONSIBILITIES:

4.1 Regulatory Requirements

4.1.1 N/A

4.2 Departmental Responsibilities

4.2.1 Purchasing:

4.2.1.1 is the primary interface with the supplier.

4.2.1.2 initiates any request for MRB activity for the supplier.

4.2.1.3 provides any MRB disposition information to the supplier.

4.2.2 Quality Assurance:

4.2.2.1 is responsible to support the MRB process per the requirements of OP 13.1.

4.2.2.2 provides information in support of queries from the supplier or Purchasing.

4.2.3 Supplier:


4.2.3.1 is responsible to identify and segregate any and all product containing a non-conformance and to notify B-E in the event of any non-conforming material has left their care and control.

4.2.3.2 is not authorized to disposition B-E owned materials.

4.2.3.3 may make an initial PMR decision to scrap the non-conforming product, rework the product to the print or contact Breeze-Eastern Purchasing for assistance.

4.2.3.4 In the case of a request for MRB, the supplier is to provide the required information to support the MRB investigation.

4.2.3.5 will provide the Root Cause and Corrective Action taken to prevent the recurrence of the non-conformance per the requirements of OP 14.1.


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- 4.2.3.6 will not implement any internal MRB action which results in the acceptance of non-conforming material without an approved MRB Authorization from Breeze-Eastern.
- 4.2.3.7 Known discrepant material being forwarded to B-E is to be identified by the use of a red reject tag. B-E Rejection Tag form QC-1071 may be used to comply with this requirement.

5.0 PROCEDURE:

5.1 Supplier Identification and Notification

- 5.1.1 Non-conforming material supplied by B-E is to be processed in accordance with B-E OP 13.1 Control of Nonconforming Materials and Processes.
- 5.1.2 Upon identification of a non-conformance in the product or process, the supplier segregates the non-conforming product from any conforming product.
- 5.1.3 The supplier halts any further processing of non-conforming product until a PMR decision is reached by the supplier. The PMR decision is limited to scrap or rework to print. The supplier may contact B-E to determine if a non-conformance is a candidate for an MRB action or a design change.
- 5.1.4 The supplier initiates an investigation as to the root cause and initiate immediate corrective action prior to re-initiation of the production process.
 - 5.1.4.1 If the non-conforming product delivery schedule is not jeopardized, the supplier may make the PMR decision to scrap or rework the non-conforming product without contacting B-E.
 - 5.1.4.2 If the delivery will be affected, the supplier is to notify Breeze-Eastern Purchasing of the non-conformance and request assistance in determining the next step in the process. The supplier will provide all the pertinent information, including the root cause and corrective action (if available).
- 5.1.5 The supplier, after screening of the product for the non-conformance, may process the product which is acceptable to the print for shipment to Breeze-Eastern, unless otherwise directed by B-E Purchasing.

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- 5.1.6 When a decision on the disposition of the non-conforming product is determined by B-E, the supplier will provide the appropriate support in accomplishing the decision.

Note: Under no circumstance is the supplier to determine and implement a repair method or make an internal “accept as is” decision without an approved QC-1202 MRB Form from Breeze-Eastern.

5.2 Breeze-Eastern Actions

- 5.2.1 Purchasing may determine that the product should be scrapped or that additional information and assistance is required.

- 5.2.2 Purchasing may request Engineering and/or Quality Assurance assistance in determining the next step.

5.2.2.1 Engineering and/or Quality Assurance will assist Purchasing and the supplier in determining the extent of the non-conformance and what further action is necessary.


- 5.2.3 If the decision is that the product cannot be processed through the MRB, Purchasing will notify the supplier to either replace or rework the product to the print.

- 5.2.4 If the decision is to process the non-conformance through the MRB, the supplier will be notified by Purchasing and the QC-1202 – Material Review Board Form initiated.

5.2.4.1 The QC-1202 is to be completed, including the root cause and corrective action, and processed through the MRB in accordance with OP 13.1.

5.2.4.2 If the decision is to repair the product, a written repair process is to be identified.

5.2.4.3 If the decision is to “accept as is” the non-conformance, that decision is to be provided to the supplier in writing on the completed and approved QC-1202 form.

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5.2.4.4 If the decision is not to accept a repair or to “accept as is” the product, Purchasing will notify the supplier.

Note: Material identified as a FAA component or part cannot be repaired or “accepted as is” through an MRB procedure or process. There are no deviations or waivers allowed for a part in this category.

5.3 Records, Audits, & Training

- 5.3.1 Records are processed in accordance with the requirements of OP 16.1.
- 5.3.2 For suppliers, the record retention period is as specified in QP-137, Purchasing Order Quality Code 74.
- 5.3.3 This procedure is subject to audit per the requirements of OP 17.1.
- 5.3.4 Training for this procedure is in accordance with the requirements of OP 18.1.

6.0 REVISION HISTORY:

<i>REV</i>	<i>DATE</i>	<i>OWNER</i>	<i>DESCRIPTION OF CHANGE(S)</i>
-	2/3/10	Norm Harris	Initial release of this document.
A	6/11/13	F. Willms	Added 4.4.6 (DCN 13-06QA)
B	9/11/15	F. Willms	Added 4.4.2 & 5.1.1, then renumber subsequent. Changed 3.3 PRB to PMR (Preliminary Material review). (DCN 15-12QA)
C	3/29/16	L. Novak	Summarized Records, Audits, & Training in 5.3. Added QC 1071 form in 3.3.2 and definition of B-E (Breeze-Eastern). Removed “shall” in sections 4&5. Added “to notify B-E in the event of any non-conforming material has left their care and control.” in 4.2.3.1. Eliminated reference to “ASME Y-14.24-1999 – Types and Applications of Engineering Drawings” in section 3.