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Notes:

RELEASE DATE: _____ 5-15-2024 _____

(signature / date; to be filled in only after all approvals received)

Approvals:

Operations:	Print	M. MacLaren	Signature	Approved in QT9	Date:	5/9/2024
Engineering:	Print	J. Fett	Signature	Approved in QT9	Date:	5/9/2024
Quality:	Print	L. Novak	Signature	Approved in QT9	Date:	5/7/2024
Process Owner:	Print	B. Fung	Signature	Approved in QT9	Date:	5/7/2024
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Other:	Print	N/A	Signature	N/A	Date:	N/A
FAA:	Print	N/A	Signature	N/A	Date:	N/A
Author:	Print	L. Novak	Signature		Date:	5/6/2024

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1.0 PURPOSE & SCOPE:

1.1 Purpose:

1.1.1 The purpose of this document is to provide objective evidence of production process verification and that engineering design and specification requirements are understood, accounted for, verified, and documented.

1.2 Scope:

1.2.1 This procedure applies to all levels of parts within an assembly, including castings and forgings, and to organizations that are responsible for producing the product per the design documentation.

1.2.2 This requirement applies to Breeze-Eastern and its sub-tier suppliers for products which are new, changed, either in design, manufacturing site, processes (including numerical control programs or media transfer) or supplier in such a way that it affects form, fit. or function, a natural or man-made event (which may affect manufacturing process) or a lapse in production of two years or as specified by the customer, or an implementation of a corrective action which had been required to complete a previous FAI (e.g. possibly from a nonconformance).

1.2.3 All products, for which first article inspection are needed or required by contract or regulation, must conform to the requirements of this procedure.

1.2.3.1 Procured standard catalog items (COTS), deliverable software, unique single-run production orders not intended for ongoing production (e.g. out-of-production spare), and development/ prototype parts that are not considered part of first production run, is excluded from this requirement unless contractually required.

1.2.4 The AS9102C forms are acceptable to be used to document the FAIR.

1.2.5 If B-E has any programs using MBD/MBE then DPD may be within the scope of this Procedure.

2.0 REFERENCES & REGULATIONS:

2.1 Procedures

2.1.1 OP 10.1 Inspection and Testing

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2.1.2	OP 11.1	Control of Inspection Measuring and Test Equipment
2.1.3	OP 13.1	Control of Nonconforming Materials and Processes
2.1.4	OP 14.1	Corrective and Preventive Action
2.1.5	OP 16.1	Documented Information Retention
2.1.6	OP 17.1	Compliance Evaluation Audits
2.1.7	OP 18.1	Training Program
2.1.8	QP-137	Purchase Order Quality Codes

2.2 Forms

2.2.1	QC-1351	Part Number Accountability
2.2.2	QC-1352	Product Accountability –Materials, Special Process(es) and Functional Testing
2.2.3	QC-1353	Characteristic Accountability, Verification, and Compatibility Evaluation

2.3 Other Documents

2.3.1 AS9102C:2023 – Aerospace First Article Inspection Requirements

2.4 Regulatory Requirements

2.4.1 N/A

3.0 ABBREVIATIONS & DEFINITIONS:

3.1 Abbreviations

3.1.1 FAI First Article Inspection
3.1.2 FAIR First Article Inspection Report
3.1.3 IFS B-E's ERP system
3.1.4 BOM Bill of Materials
3.1.5 COTS Commercial off-the-shelf
3.1.6 DPD Digital Product Definition
3.1.7 MBD/MBE Model Based Design / Model Based Engineering

3.2 Definitions

3.2.1 First Article Inspection (FAI) – A planned, complete, independent, and documented inspection and verification process to ensure that prescribed production processes have produced an item conforming to engineering drawings, DPD, planning, purchase order, engineering specifications, and/or other applicable design documents. Can also be referred to as production process verification.

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3.2.2 First Article Inspection Report (FAIR) – The forms and documented result of the FAI performed in accordance with this procedure (e.g. QC-1351, QC-1352, & QC-1353). Forms may be completed either electronically or in permanent ink.

    3.2.2.1 An alternate supplier form providing the equivalent data is acceptable as are forms per AS9102.

3.2.3 Delta First Article - For revised product first article inspections, only those characteristics that have been revised or changed, since the previous revision, are required to be documented on the new First Article (FAIR).

    3.2.3.1 Would be indicated on form as 'Partial'.

3.2.4 Attribute Data – A result from a characteristic or property that is appraised only as to whether it does or does not conform to a given requirement (for example, go/no-go, accept/reject, pass/fail, etc.). Attribute data may be used if no inspection technique using variable data is feasible. Attribute data is also allowed when specific numerical limits are not specified (e.g., break all sharp edges, etc).

3.2.5 Variable Data – Quantitative measurements taken on a continuous scale. For example, the diameter of a cylinder or the gap between mating parts. Variable data is used unless no other inspection technique is feasible.

3.2.6 Drawing Requirement – Requirements of the drawing and associated parts lists, specifications, or purchasing document to which the product is to be made from, including any notes, specifications, and lower-level drawings invoked.

3.2.7 First Production Run Parts – The initial group of one or more parts that are the result of a planned process designed to be used for production of these same parts. Prototype parts, or parts built using methods different from that intended for the normal production process, are not considered as part of the first production run.

3.2.8 Inspection – Examination of an object to determine whether it conforms to standards, applicable engineering specifications, etc. Inspection applies to attributes, measurement produces variable data, and testing can produce variable or attribute data. "First Article Inspection" is used for all of these measurements.

3.2.9 Characteristic Designator – The identification of type of characteristic being measures (e.g., key, critical, major, etc.).

3.2.10 Design Characteristics – Those dimensional, visual, functional, mechanical, and material features or properties, which describe and constitute the design of the product. These characteristics can be measured, inspected, tested, or verified to determine conformance to the

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design requirement as specified on the parts list, purchasing document, drawing, or DPD, to which the product is produced to.

3.2.10.1 Dimensional design characteristics include in-process locating features (such as additive manufacturing, target-machined or forged/cast dimensions or forgings and casting, weld/braze joint preparation necessary for acceptance or finished joint, etc.).

3.2.10.2 Material design characteristics may include processing output variables (e.g., plating / coating thickness, material hardness, heat treat temperature, fluorescent penetrant class, ultrasonic scans, and sequence of welding and heat-treat, etc.). These provide assurance of intended characteristics that could not be otherwise defined.

3.2.11 Inaccessible Characteristic – A characteristic that cannot be evaluated at any time after it is generated without destroying the part. Inaccessible dimensions may include internal dimensions of castings, internal dimensions of a welded or brazed assembly which are called out for the assembly. Inaccessible non-dimensional characteristics include material strength, certain metallurgical features and manufacturing processes, including nondestructive testing.

3.2.12 Multiple Characteristics – Identical characteristics that occur at more than one location (e.g., "4 Places") but are identified by a single set of drawing or DPD requirements (e.g., rivet hole size, dovetail slot, corner radii, chemical milling pocket thickness).

3.2.13 Reference Characteristics – Characteristic (including reference and basic dimensions) that are used for "information only" or to show relationship. These are dimensions without tolerances and refer to other dimensions on the drawing or in the DPD. Reference characteristics may be omitted from the FAI.

3.2.14 COTS – Commercially available items intended by design to be procured and utilized without modification. Any item or assembly meeting all of the following requirements:

3.2.14.1 Defined by industry, manufacturer, military, or recognized specifications or standards.

3.2.14.2 Without design modification, specifically for a customer.

3.2.14.3 Customarily used by the public of industries.

3.2.14.4 Offered for sale to the public, through catalogs, price list, brochures, stores, or website.

3.2.15 Standard Catalog Items – A part or material that conforms to an established industry or national authority published specification, having

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all characteristics identified by written description or an industry/national/military standard drawing.

3.2.16 Deliverable Software – Embedded or loadable airborne, spaceborne, or ground support software / firmware components that are part of an aircraft Type Design, weapon system, missile, or spacecraft.

3.2.17 Prototype Parts – Parts manufactured using methods different from those intended for the normal production process. Prototype parts are not to be used for FAI purposes.

3.2.18 Designed Tooling – Product specific tooling (e.g. check fixtures, CMM program, etc.) specifically made to validate the design characteristics of a product.

3.2.19 Qualified Tooling – Universal, not part specific, calibrated monitoring & measuring equipment (e.g. go/no-go gages, thread gages, etc.) used to validate product design characteristics using attribute data.

3.2.20 DPD – Digital data file(s) that disclose, directly or by reference, the physical or functional requirements, including data files that disclose the design or acceptance criteria of a product. When design requirements are in a DPD format and traditional 2D drawing information is not available for applicable design requirements, the required DPD design characteristics are extracted, verified, & included in the FAIR.

   3.2.20.1 Examples of DPD include digital data file(s) & fully dimensioned 2D drawing sheets, 3D data model & simplified or reduced content 2D drawing sheets, 3D data model with design characteristics displayed as text, any other data files containing design characteristics that define a product in its entirety.

3.2.21 Product – Any intended output resulting from the product realization process, which in the context of AS9102 includes finished detail parts, sub-assemblies, assemblies, forgings, & castings.

3.2.22 Assembly – A product that is produced by joining 2 or more details parts, COTS, standard catalog item(s), or sub-assemblies into one item.

3.2.23 Detail Part – article / part produced to engineering definition that does not include assembly processes (e.g., processes that join 2 or more parts together. Detail parts may include processing, finishes, and/or special processes.

3.2.24 Ballooned Document – An aid used in FAI to identify all the design characteristics, including all documents (e.g., drawings, purchase order, DPD, etc.) typically sequentially numbering the design characteristics

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and putting a circle around or highlighting the numbered design characteristics.

3.2.25 Ballooned Design Characteristic – Clear & uniquely identified design characteristic indicated on a ballooned document; the unique identifier maybe circled or highlighted for easy visual identification.

4.0 RESPONSIBILITIES:

4.1 Departmental Responsibilities

4.1.1 Engineering is responsible for providing design documentation that fully defines the product, including all the required design characteristics.

4.1.2 Purchasing is responsible to indicate that a FAIR is required on production purchase orders, as applicable

4.1.3 Operations is responsible to indicate that a FAIR is required on production shop orders, as applicable.

4.1.4 Inspection is responsible to perform, approve, and maintain all FAIR requirements for B-E in-house manufactured products. This includes processing of the items into IFS.

4.1.5 Quality Engineering is responsible to review, approve, and maintain items that have been completed and submitted by the supplier at the part-number level specified on the applicable purchase order. This includes processing of the items into IFS.

4.1.6 Suppliers are responsible:
4.1.6.1 for performing, reviewing, transmittal to B-E and storage of all FAIR(s) per QP-137, Quality Code 59 or 80 as specified on the Purchase Order, for all supplied parts/assemblies.
4.1.6.2 to maintain a FAIR for all parts/assemblies used in the end item.
4.1.6.3 to flow-down of the FAIR requirement to sub-tier contractors.

4.2 Additional Information

4.2.1 All first article inspection reports, including hand-written data, taken during the inspection are maintained on file by B-E Inspection/ Quality and/ or the supplier (where applicable), in accordance with the requirements of OP 16.1. These records may be stored electronically in a controlled and secure environment or in another media form other than

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paper. Where required by contract or regulatory authority, these reports will be made available for review.

4.2.2 Where contract or regulatory requirements are specified for first article inspections which differ from those set forth herein, those requirements take precedence over this procedure. The format of the report is in agreement with the requirements of AS9102 or this procedure and remain as described unless specified by contract. Additional regulations may be added as necessary to meet B-E or customer / regulatory requirements.

4.2.3 All design and drawing characteristics, notes, or special requirements noted on the FAIR form must be accepted without exception.

4.2.3.1 Any out-of-tolerance or out-of-specification condition is considered a non-conformance and documented per OP 13.1.

4.2.3.2 The non-conformance(s) are resolved and corrective action established per OP 14.1 before acceptance of the FAIR can occur.

4.2.4 A FAIR is required and maintained for all tooling, fixtures, gages, or jigs built to support B-E products and are on file at the supplier for supplier built items or at B-E for B-E built items per the requirements of OP 16.1.

4.2.5 Where complete or higher-level sub-assemblies are purchased from a supplier, the First Article Inspection is performed to the top level drawing of the supplied part/assembly. All subassembly, piece part levels, and purchased parts provided by the supplier as a part of the delivered part/assembly, have a FAIR generated and on file at the supplier. The Quality Clause 59 of QP-137 identifies this requirement.

4.2.6 Parts that have been identified on the Purchase Order as requiring a FAI, are shipped with a copy of the FAI to B-E without benefit of the Certified Supplier or Source Inspection Process. This is to assure that the items are sent to Receiving Inspection for review.

4.2.7 Upon successful completion of the FAI and at the time of shipment, a supplier is required to email the FAI and all associated documentation to the following: **FAI_Submittal@breeze-eastern.com**. The FAI should be a PDF file and named in the following format: PO Part Number _Rev (Rev. of P/N) _Supplier Code.pdf, i.e., BL-9149-1_Rev T_CB00469.pdf.

4.2.8 Samples of the FAIR forms are shown in Appendix A-C. Blank forms are also available on the B-E website.

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5.0 PROCEDURE:

5.1 Upon release of a new (First Production Run) or revised (revision change) product, change of manufacturing location, processes, materials, and when required by B-E, a first article inspection report is generated. The format of this report complies with the requirements of AS9102; or utilizes the applicable B-E documents:

    5.1.1 For the part being inspected, identify the parts and any sub-assemblies on Form QC-1351, Part Number Accountability, (see Appendix A for an example), or the AS9102 equivalent.

    5.1.2 The identification of raw material specifications, special process(es), and functional testing is recorded on Form QC-1352, Raw Material Specifications, Special Process(es), and Functional Testing, (see Appendix B for an example), or the AS9102 equivalent.

    5.1.3 All characteristics listed on the released final drawing for the product are identified on the Form QC-1353, Characteristic Accountability, Verification, and Compatibility Evaluation, (see Appendix C for an example), or the AS9102 equivalent.

5.2 Part(s) being submitted for FAI should be randomly selected from the lot of products under inspection. At B-E, inspections are in accordance with OP 10.1.

5.3 All characteristics are to be numbered and uniquely identified to the final drawing by marking the drawing with the character number.

    5.3.1 For Delta First Articles the changes may be accounted for and identified by the use of the marked up ECO being used in place of a marked up drawing.

5.4 Inaccessible characteristics are validated through lower level FAIRs conducted during the manufacturing process. These lower level FAIRs should be listed on Form QC-1351.

5.5 Product Acceptance Test Procedures and the data sheets are identified on Form QC-1352 and retained as part of the FAIR documentation package.

5.6 Special requirements listed on the drawing specification are included on Form QC-1352.

    5.6.1 Process certifications and material certification utilized as evidence of conformance are verified against the applicable standard(s) to additionally determine conformance.

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5.7 Manufacturing travelers, routing sheets and work instructions (routings) supporting operations performed during the manufacturing process are retained as part of the FAIR documentation package.

    5.7.1 Inspections and tests performed as part of a Quality or Manufacturing Procedure/ Work Instruction are retained as part of the FAIR documentation package as well.

    5.7.2 FAIR documentation retention as per OP 16.1.

5.8 The Design Characteristic are defined on the Form QC-1353, including the dimensional characteristics with nominal and tolerances included, drawing notes, specification requirements, notes, etc.

5.9 Suppliers performing an FAIR that is required to be forwarded to B-E, are to include copies of all associated process and material certifications.

    5.9.1 Any additional purchase order requirements are listed on the FAIR form.

5.10 Following the completion of the inspection/evaluation, the inspector will approve/disapprove the FAIR based upon the inspection results. This approval takes the form of a signature, and the inspector's stamp being applied to the completed forms. Suppliers may utilize a signature and date only.

5.11 A FAIR with a non-conformance is not approved until all non-conformances have been documented per OP 13.1 and resolved in accordance with the requirements of OP 14.1.

5.12 Completed FAIR packages are reviewed and approved by Inspection for items completed by B-E. Quality Engineering reviews, approves, and stores items completed by suppliers at the part-number level specified on the applicable purchase order.

    5.12.1 Supplier will store FAIR packages, including all lower-level subassembly, piece part, and purchased parts provided within the part purchased by B-E.

    5.12.2 Storage may be by utilizing electronic copies of the signed FAIR. Records retention is in accordance with OP 16.1, Indefinite.

5.13 The reviewed FAIR packages are uploaded into B-E's IFS System and attached to the Inventory Part record for that part.

    5.13.1 FAIRs that are not for a part that is an IFS Inventory Part, are stored in the appropriate B-E sub-directory within shared drive INSP$ F:\ .

5.14 DPD Requirements

    5.14.1 If B-E has any programs using MBD/MBE then DPD may be utilized.

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5.14.2 When utilizing DPD the design characteristics required for product realization get extracted, verified, and included in the FAIR.

5.15 Informational Reports From IFS

5.15.1 Reports for a given product or assembly which identifies all approved FAIR(s) for all included parts or assemblies, may be obtained via the IFS System, Info Services/Quick Report Navigator/ Quality/ BOM/FAIR Expiration Report. This report displays levels and approved FAIR(s).

5.15.2 A report that lists all approved FAIR(s) is accessible via the IFS System, Info Services/Quick Report Navigator/ Quality/ FAIR Documents. This report displays all approved FAIR(s) in part number sequence.

5.16 Records, Audits, Training

5.16.1 Records retained per OP 16.1 and PO requirements (for suppliers).

5.16.2 The First Article Inspection process is subject to audit in accordance with the requirements of OP 17.1.

5.16.3 Applicable training as per OP 18.1.

6.0 REVISION HISTORY:

REV	Release Date	AUTHOR	DESCRIPTION OF CHANGE(S)
-	6/13/2006	C. Blanton	New Document
A	5/24/2007	C. Blanton	Complete rewrite to bring in compliance with new format. No revision bars used.
B	11/4/2009	Norman Harris	Update format, major update of content to comply with AS9102, Rev. B, added references to OP 13.1, OP 14.1, OP 16.1, OP 17.1, and OP 18.1. Rev. Bars are not used due to extend of rewrite.
C	9/1/2010	Norman Harris	Update form, instructions and supporting verbiage to comply with AS9102A:2004.
D	12/5/2011	Norman Harris	Update Sec. 3.30 to read "and/or supplier (where applicable)"; 3.35 Added reference to Quality Clause 59 of QP-137. 3.36 added to require FAI's specified on a PO to be processed without benefit of Certified Supplier or Source inspection. 4.2 and 4.3 added to identify who reviews and approves in-house and supplier FAIRs. Updated 5.13 to allow approval by signature and/or stamp. Updated 5.15 FAIR approval by B-E and items to be stored by B-E and by supplier; Appendix D – eliminated typo by removing header "Appendix C and Form QC 1353" title.
E	6/25/2013	Fred Willms	5.2 Add the following sentence: For Delta First Articles the changes may be accounted for and identified by the use of the marked up ECO being used in place of a marked up drawing. Ref: – CAR 2883.

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Notes:

F	6/11/2015	Norman Harris	Update to current format. Replaced Appendix A, B, C, D, E, F with Appendix A, B & C. 3.4.6, Added "on the face of the drawing". 3.4.8 Added "or forms per AS9102". 3.4.15, Added "or Commercial ". 4.4.24 Added new paragraph. 4.2.4 Added "per OP 137, Quality Code 59 or 80as specified on the Purchase Order". 5.1.1, 5.1.2, 5.1.3, Added References Appendix A, B & C to the appropriate paragraph. 5.11 Deleted the first sentence completely. 5.13. Added "Suppliers may utilize a signature and date only." 5.15, Added "Indefinite" at the end of the paragraph. Added 5.16, 5.17, 5.18 to define the storage requirements and the Report Generation Capability. Updated 4.2.2, 4.2.3, 4.2.4 to include maintenance of the FAI Records. Updated 4.2.5 to replace "this" with "of the FAIR".
G	11/29/2016	L. Novak	DCN 16-12QA updated references to AS9102A:2004 to AS9102B:2014 or AS9102 where needed; reworded last sentence in 2.1 and 2.2.
H	7/26/2019	L. Novak	Entire contents prepared in compliance with current Procedural Template, QC 1298 Rev. P. Incorporated updates per DCN 16-12QA, added "production process verification" in 1.1 & 3.4.7; added 2.4 under 2.0 "Scope" to indicate "DPD excluded from Scope of Procedure; updated title of Procedure OP 16.1 from "Control of Records" to "Documented Information Retention"; added acronyms & definitions from ASS9102B to sec. 3.4 "Abbreviations and Definitions"; added sec. 4.2.2 & 4.3 under "Regulations & Responsibilities"; renumbered items in sec 5.0; added "Records, Audits, Training" into 5.15; reworded, replaced the use of "shall"; reformatted, renumbered and corrected grammatical errors where appropriate. Corrected sub-directory title "TRANSFER No Part and Rev Inventory Part" for files not retained within IFS. Updated sample forms in Appendix A-C.
J ("I" not used)	5/15/2024	L. Novak	Incorporated onto current document template QC-1298, Rev R. Incorporated changes from AS9102 Rev C. Included MBD/MBE into DPD.

* *A revision's release date is to be filled in the above revision history table and document header once approved; to be the same as from top of page 1/ just under header.*

Request For Document Action

Doc. Name:	FIRST ARTICLES INSPECTIONS
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Doc. Code:	02-Q-Level II-16
Publish Date:	5/15/2024

Document Info

Doc. #: 16	Doc. Code: 02-Q-Level II-16	Doc. Ref: OP 10.3

Document Name: FIRST ARTICLES INSPECTIONS

Doc Description: The purpose of this document is to provide objective evidence of production process verification and that engineering design and specification requirements are understood, accounted for, verified, and documented.

Document Type:	Operating Procedure	**Department:**	Quality
Document Owner:	Ben Fung	**Document Category:**	

Revision Info

Requestor: Lars Novak	**Resp. Party:** Lars Novak		**Status:** Active
Previous Revision: N/A	**Current Revision:** J	**Document Location:** QT9	
Document Author:		**Physical Location:** B-E Intranet / Quality Dept. archives.	

Description of change to document ☐ Training Required

Incorporated onto current document template QC-1298, Rev R. Incorporated changes from AS9102 Rev C. Included MBD/MBE into DPD.

Comments

Entry Date	Author	Entry

Collaboration

Collab User	Status	Date Completed	Notes

Affected Departments

Dept Code	Department	Inactive
E	Engineering	☐
insp tst	Inspection / Test	☐
M	Materials	☐
O	Operations	☐
Q	Quality	☐

Approvals

Approvers

Approver	Approved	Date Approved
Michael MacLaren	☑	5/9/2024

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Doc. Name:	FIRST ARTICLES INSPECTIONS
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Approver	Approved	Date Approved
Jim Fett	✔	5/9/2024
Ben Fung	✔	5/7/2024
Lars Novak	✔	5/7/2024
Mike Brandel	✔	5/7/2024
Rich Doherty	✔	5/15/2024

Approval Notes

Entry Date	Author	Entry
May 15, 2024 09:01:46 AM -04:00	Lars Novak	Approved from new document queue
May 15, 2024 08:52:47 AM -04:00	Rich Doherty	Document Approved With the following notes:
May 09, 2024 11:45:02 AM -04:00	Jim Fett	Document Approved With the following notes:
May 09, 2024 11:06:25 AM -04:00	Michael MacLaren	Document Approved With the following notes:
May 07, 2024 11:52:17 AM -04:00	Lars Novak	Document Approved With the following notes:
May 07, 2024 07:38:10 AM -04:00	Ben Fung	Document Approved With the following notes:
May 07, 2024 05:14:30 AM -04:00	Mike Brandel	Document Approved With the following notes:

User Defined Fields

Affected Products

Product Name	Part Number	Description	Inactive