



OPERATING PROCEDURE	OP 06.2	Revision: E Page 1 of 7
 <small>BREEZE • EASTERN</small> <small>Be Ready. Be Sure.</small>	<u>QUALITY</u> Controlling Department	<u>9/15/2021</u> Release Date
SUPPLIER PROCESSING OF NON-CONFORMING MATERIAL-PROCESSES		
Notes:		

RELEASE DATE: Justin Conner 9/15/21
(signature / date; to be filled in only after all approvals received)

Approvals:

Operations:	Print	<u> </u> Matt Burg	Signature	<u> </u> Approved in QT9	Date:	<u> </u> 9/15/21
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SUPPLIER PROCESSING OF NON-CONFORMING MATERIAL-PROCESSES		
Notes:		

1. PURPOSE & SCOPE:

1.1. Purpose:

1.1.1. 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.

1.2. Scope:

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

1.2.2. This procedure is in support of OP 06.1, Purchasing and Supplier Control.

2. REFERENCES & REGULATIONS:

2.1. Procedures

2.1.1. OP 06.1	Purchasing and Supplier Control
2.1.2. OP 13.1	Control of Nonconforming Materials and Processes
2.1.3. OP 14.1	Corrective and Preventive Action
2.1.4. OP 16.1	Documented Information Retention
2.1.5. OP 17.1	Compliance Evaluation Audits
2.1.6. OP 18.1	Training Program
2.1.7. QP-137	Purchase Order Quality Codes

2.2. Forms

2.2.1. QC-1202	Material Review Board Form
2.2.2. QC-1071	Rejection Tag

2.3. Other Documents


2.3.1. N/A

2.4. Regulatory Requirements

2.4.1. N/A

3. ABBREVIATIONS & DEFINITIONS:


3.1. Abbreviations

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<p>SUPPLIER PROCESSING OF NON-CONFORMING MATERIAL-PROCESSES</p>		
<p>Notes:</p>		

- 3.1.1. 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 B-E. The PMR may make a scrap or rework to print decision only.
- 3.1.2. MRB - Material Review Board – a formal board decision consisting of B-E 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”.
- 3.1.3. B-E – Breeze-Eastern

3.2. Definitions

- 3.2.1. Non-Conformance - A deviation if any characteristic from the engineering drawing, specification, process or purchase order requirement.
- 3.2.2. 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.
 - 3.2.2.1. 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.
- 3.2.3. 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.
 - 3.2.3.1. 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.
 - 3.2.3.2. 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

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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.

3.2.4. 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 required for critical applications.

3.2.4.1. 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).

3.2.4.2. 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. RESPONSIBILITIES:

4.1. Departmental Responsibilities

4.1.1. B-E Purchasing:

- 4.1.1.1. is the primary interface with the supplier.
- 4.1.1.2. initiates any request for MRB activity for the supplier.
- 4.1.1.3. provides any MRB disposition information to the supplier.

4.1.2. B-E Quality Assurance:

- 4.1.2.1. is responsible to support the MRB process per the requirements of OP 13.1.
- 4.1.2.2. provides information in support of queries from the supplier or Purchasing.

4.1.3. Supplier:

- 4.1.3.1. is responsible to identify and segregate 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.
- 4.1.3.2. is not authorized to disposition B-E owned materials.



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- 4.1.3.3. may make an initial PMR decision to scrap the non-conforming product, rework the product to the print or contact B-E Purchasing for assistance.
- 4.1.3.4. In the case of a request for MRB, the supplier is to provide the required information to support the MRB investigation.
- 4.1.3.5. will provide the Root Cause and Corrective Action taken to prevent the recurrence of the non-conformance per B-E's OP 14.1. This may include utilization of B-E's QMS software tool (e.g. QT9 portal).
- 4.1.3.6. will not implement any internal MRB action that results in the acceptance of non-conforming material without an approved MRB Authorization from B-E.
- 4.1.3.7. 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.
- 4.1.3.8. For distributors, if non-conforming item(s) are returned, they should be returned to original manufacturer, unless alternate arrangements have been made to prevent non-conforming items from ending back into the supply chain. VCAR response(s) may be required.

5. 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 B-E Purchasing of the non-conformance and request assistance in determining the next step in the

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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 that is acceptable to the print for shipment to B-E, unless otherwise directed by B-E Purchasing.

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.

5.2.3.1. For distributors, if non-conforming item(s) are returned, they should be returned to original manufacturer, unless alternate arrangements are made to prevent non-conforming items from ending up back into the supply chain. A VCAR (reference OP 14.1) may be utilized to provide additional information and record actions taken.

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.

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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.

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 B-E’s 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 B-E’s OP 17.1.

5.3.4. Training for this procedure is in accordance with B-E’s OP 18.1.

6. REVISION HISTORY:

<i>REV</i>	<i>Release Date</i>	<i>AUTHOR</i>	<i>DESCRIPTION OF CHANGE(S)</i>
-	9/1/10	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.
D	8/28/19	L. Novak	DCN 19-12QA added to 4.2.3.8 and 5.2.3.1 to ensure non-conforming article(s) provided by a distributor, is/ are returned to the original manufacturer to prevent non-conforming material from returning into the supply chain.
E	9/15/21	L. Novak	Inclusion of DCN 19-12QA and updated format to comply with current procedural template, QC 1298 Rev. R. Changed 4.1.3.5 to “will provide the Root Cause and Corrective Action taken to prevent the recurrence of the non-conformance per B-E’s OP 14.1. This may include utilization of B-E’s QMS software tool (e.g. QT9 portal).”

* 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: SUPPLIER PROCESSING OF NON-CONFORMING MATERIAL-PROCESSES
 Doc. #: 10
 Doc. Code: 02-Q-Level II-10
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B-E LLC

Document Info

Doc. #: 10 Doc. Code: 02-Q-Level II-10 Doc. Ref: OP 06.2

Document Name: SUPPLIER PROCESSING OF NON-CONFORMING MATERIAL-PROCESSES

Doc Description: 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 applies to any material purchased by Breeze-Eastern that will be used in the manufacture and support of engineering, production, and overhaul & repair products.

Document Type: Operating Procedure Department: Quality

Document Owner: Lars Novak Document Category:

Revision Info

Requestor: Lars Novak Resp. Party: Lars Novak Status: Active

Previous Revision: N/A Current Revision: E Document Location: QT9

Document Author: Physical Location: B-E Intranet.
 Also within B-E Quality Dept. files / archives.

Description of change to document

Training Required

Inclusion of DCN 19-12QA and updated format to comply with current procedural template, QC 1298 Rev. R. Changed 4.1.3.5 to "will provide the Root Cause and Corrective Action taken to prevent the recurrence of the non-conformance per B-E's OP 14.1. This may include utilization of B-E's QMS software tool (e.g. QT9 portal)."

Comments

Entry Date	Author	Entry
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Collaboration

Collab User	Status	Date Completed	Notes
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Affected Departments

Dept Code	Department	Inactive
E	Engineering	<input type="checkbox"/>
I	Inspection	<input type="checkbox"/>
M	Materials	<input type="checkbox"/>
O	Operations	<input type="checkbox"/>
P	Purchasing	<input type="checkbox"/>
Q	Quality	<input type="checkbox"/>

Approvals

Request For Document Action

Doc. Name: SUPPLIER PROCESSING OF NON-CONFORMING MATERIAL-PROCESSES
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B-E LLC

Approvers

Approver	Approved	Date Approved
Alan Moss	<input checked="" type="checkbox"/>	9/1/2021
Ben Fung	<input checked="" type="checkbox"/>	9/15/2021
Mike Brandel	<input checked="" type="checkbox"/>	9/1/2021
Lisa Ardino	<input checked="" type="checkbox"/>	8/31/2021
John McKinley	<input checked="" type="checkbox"/>	8/31/2021
Matt Burg	<input checked="" type="checkbox"/>	9/15/2021

Approval Notes

Entry Date	Author	Entry
September 15, 2021 02:53:36 PM -04:00	Lars Novak	Approved from new document queue
September 15, 2021 10:46:46 AM -04:00	Matt Burg	Document Approved With the following notes:
September 15, 2021 08:57:38 AM -04:00	Ben Fung	Document Approved With the following notes:
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September 01, 2021 08:49:43 AM -04:00	Mike Brandel	Document Approved With the following notes:
August 31, 2021 04:06:30 PM -04:00	Lisa Ardino	Document Approved With the following notes:
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