



FLEXIAL QUALITY PROCEDURE

QP321

Change History: See DCN for Details	Change Date	DCN Number
Initial Release	A - 11/12/98	DCN00000
	B - 11/14/98	DCN00000
	C - 01/15/01	DCN01775
	D - 07/30/01	DCN01991
▶ Current Revision	E - 04/04/09	DCN06401

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[form F4-06E](#)

SUPPLIER INSPECTION REQUIREMENT

1. PURPOSE

1.1. This procedure provides specific instructions to suppliers who are required to provide complete inspections of each part provided to Flexial Corporation.

2. SCOPE

2.1. This procedure applies to to suppliers who are required to provide complete inspections of each part provided to Flexial Corporation. If the supplier is required to adhere to this requirement, the number of this procedure (QP321) will be referenced on the purchase order.

3. DEPARTMENTS RESPONSIBLE FOR IMPLEMENTATION

- 3.1. Quality Assurance
- 3.2. Purchasing
- 3.3. Supplier

4. PROCEDURE

- 4.2. Quality Assurance and Purchasing will determine for each purchased part whether this procedure will apply.
 - 4.3. Once it has been determined that this procedure applies, purchasing will:
 - 4.3.1. Include the reference "QP321" on the purchase order.
 - 4.3.2. Provide the supplier with an uncontrolled copy of this procedure and Form F4-06E.
 - 4.3.3. Maintain a list of part numbers for which this procedure applies. ([LIST](#))
 - 4.4. When the supplier produces the applicable part or product he will:
 - 4.4.1. Perform a complete dimensional \ metrological inspection of the part \ product.
 - 4.4.1.1. A copy of the Flexial engineering drawing should be marked up by numbering each dimension, specification, and requirement (including notes).
 - 4.4.1.1.1. Results of inspection should be recorded on Flexial Form F4-06E or supplier equivalent form.
 - 4.4.1.1.2. If any dimensions are out of specification, the supplier must obtain a deviation from Flexial Corporation before shipping the nonconforming product.
 - 4.4.1.2.1. The deviation must be written by Flexial corporation personnel.
 - 4.4.1.2.1.1. Deviations requests will be in the form of a written description of the problem by the supplier. Description must include the following information:
 - 4.4.1.2.1.1.1. Description of the problem (Specification that is out of tolerance).
 - 4.4.1.2.1.1.2. Quantity and Date
 - 4.4.1.2.1.1.3. Purchase Order affected
 - 4.4.1.2.1.1.4. Reason for nonconformance
 - 4.4.1.2.1.1.5. Corrective Action Plan
 - 4.4.1.2.2. A copy of the deviation must be attached to the inspection report (Form F4-06E) which identifies the nonconformance.
- 4.5. FAI – First Article Inspection
 - 4.5.1. When the Purchase Order requires QP321-FAI (First Article Inspection), the supplier will provide a completed FAI packet based on the AS9102 FAI requirements (Current Revision). Ref.: SAE \ IAQG AS9102
 - 4.5.2. The packet shall include:
 - 4.5.3. AS9102 First Article Inspection: Form 1: Part Number Accountability
 - 4.5.4. AS9102 First Article Inspection: Form 2: Product Accountability – Raw Material, Special Process, Functional Testing
 - 4.5.5. AS9102 First Article Inspection: Form 3: Characteristic Accountability, Verification and Compatibility Evaluation
- 4.6. The part, its inspection report (F4-06E or supplier equivalent, or FAI if required), and any applicable deviations should be individually bagged as part of packaging for shipment.

4.7. Flexial Quality Assurance shall sample inspect one part against one inspection report from a minimum of the first lot received from a supplier.

5. **PROCESS FLOW DIAGRAM**

