



# SUPPLIER QUALITY REQUIREMENTS MANUAL



## Table of Contents

1. Purpose.....	3
2. Definitions, Abbreviations and Terminology.....	3
2.1 Definitions.....	3
2.2 Abbreviations .....	4
2.3 Supplier Classifications.....	5
3. AHI's Quality Policy for Suppliers.....	6
3.1 Certification of Quality Management System.....	6
3.2 Airworthiness Regulations Compliance.....	6
3.3 Special Process Accreditation.....	6
3.4 Deployment of IAQG Standards.....	6
3.5 Sub-tier Suppliers.....	7
3.6 Supplier Approval and Products/Supplier Qualification.....	7
4. Categorization of Suppliers.....	7
4.1 Suppliers with Approval by a Civil Authority.....	7
4.1.1 Documents Delivered with Articles for Use by AHI Under 14 CFR Part 21 (Production Approval).....	8
4.1.2 Documents Delivered with Articles for Use by AHI under 14 CFR Part 145 (Repair Station).....	8
4.2 Suppliers without Approval by a Civil Authority.....	8
4.2.1 Documents Delivered with Articles for Use by AHI Under 14 CFR Part 21 (Production Approval).....	8
4.2.2 Documents Delivered with Articles for Use by AHI Under 14 CFR Part 145 (Repair Station).....	8
4.3 Suppliers without Approval by a Civil Authority, without AHI Approval and without a Certified QMS.....	8
4.4 Manufacturers of Articles with their own approval (TC/TSO/ETSO/STC and FAA PMA).....	9
4.5 Manufacturer of Standard Articles.....	9
4.6 Manufacturer of On Ground Equipment.....	9
4.7 Distributors.....	9
4.8 Service Provider.....	9
5. Right of Access.....	9
6. General Requirements.....	10

**Table of Contents (cont.)**

6.1 Management Responsibility.....	10
6.2 AHI Material Provided to the Supplier.....	10
6.3 Supplier Surveillance.....	10
6.4 Modifications and Rework.....	10
6.4.1 For Products Ordered from the AHI 14 CFR Part 21 Organization.....	10
6.4.2 For Products Ordered from the AHI 14 CFR Part 145 Organization.....	10
6.5 Tools, Gage and Test Equipment.....	10
6.6 Electrostatic Discharge (ESD) Sensitive Products.....	11
6.7 Packaging and Preservation.....	11
6.8 Foreign Object Damage (FOD).....	11
6.9 Counterfeit Articles.....	11
6.10 Identification, Traceability and Assignment of Articles to Manufacturing Plans.....	12
6.11 Delivery Documentation.....	12
6.12 Shelf Life Limited Materials.....	12
6.13 Hazardous Materials.....	13
6.14 First Article Inspection (FAI).....	13
6.15 AHI Inspection Acceptance.....	13
6.16 Direct Shipments.....	13
6.17 Off-the-Shelf Items.....	13
6.17.1 Raw Material Test Data.....	14
6.17.2 Hardware.....	14
6.18 Articles Fabricated Directly for AHI.....	14
6.18.1 Supplier Incoming Material.....	14
6.18.2 Nonconforming Material Review.....	14
6.18.3 Source Inspection.....	14
6.19 Configuration Management Plan.....	15
6.20 Risk Management Plan.....	15
6.21 Equipment Test Specification (ETS).....	15
6.22 Acceptance Test Procedure/Acceptance Test Report (ATP/ATR).....	15
6.23 Record Retention.....	15
6.24 Modification and/or Repair of Aircraft Components.....	16
6.24.1 Aircraft Completion.....	16
6.24.2 Repair or Modification of Aircraft Components.....	16
6.24.3 Painting of Aircraft.....	16
6.24.4 Used Articles.....	16
6.25 Improvement, Corrective and Preventative Measures.....	16
6.26 Notice of Escape (NoE) or Disclosure.....	16

## 1 Purpose

The purpose of this document is to define the Quality requirements for Suppliers of Airbus Helicopters, Inc. (AHI).

These requirements are applicable in their entirety to Services and Products allocated to an AHI Supplier as well as to those attributed to the Suppliers and sub-tier Suppliers.

Acceptance of products is contingent upon compliance with these requirements. Any exceptions to the requirements must be coordinated with AHI Strategic Purchasing and AHI Quality concurrence.

AHI Supplier oversight ensures purchased products conform to the specified requirements which include:

- Evaluation and authorization of the Supplier
- Specification of the requirements applied to the Supplier, introduced in contracts and/or contractually in the purchase order
- Product/Process qualification, in particular, First Article Inspection monitoring
- Monitoring of the Supplier (measurement of the level of quality, e.g. rejection rate, periodic follow up, quality product audits, etc.)

Supplier oversight is tailored in accordance with the criticality of articles/equipment ordered, results of evaluation and surveillance audits, measurement of the level of delivered quality and the possession of agreements and/or certifications. Suppliers are required to perform internal auditing to ensure product conformity. The level of auditing should be relative to the complexity of the product.

## 2 Definitions, Abbreviations and Supplier Classifications

### 2.1 Definitions

The use of SHALL, SHOULD, MUST, WILL and MAY within this document shall observe the following:

- The word **SHALL** denotes a mandatory requirement. Any departure is not permissible without a formal agreement
- The word **SHOULD** denotes a recommendation or advice and is expected to be followed unless good reasons are stated for not doing so
- The word **MUST** is used for legislative or regulatory requirements (e.g. Health and Safety) and shall be complied with
- The word **WILL** denotes a provision, service or an intention in connection with a requirement of this document
- The word **MAY** denotes a permissible practice or action. It does not express a requirement of this document

Certificate of Conformity (CofC) - A validation statement by the Supplier's management that the delivered product/service and supporting documentation, as defined by the Purchase Order, conforms to the technical and contractual requirements.

### 2.2 Abbreviations

These abbreviations are applicable in the document's entirety:

AH	Airbus Helicopters (France)
AHD	Airbus Helicopters (Deutschland)
AHI	Airbus Helicopters, Inc.
AS	Aerospace Standard
ASL	Approved Supplier List

ATP	Acceptance Test Procedure
ATR	Acceptance Test Report
CA	Corrective Action
CAA	Civil Air Authority
CAR	Corrective Action Request
CFR	Code of Federal Regulations
CofC	Certificate of Conformity / Declaration of Conformity
DO	Document (from Radio Technical Committee on Aeronautics)
ECS	Standards for Weld Geometry
EN	European Standard
ESD	Electro Static Discharge
ETR	Engineering Test Report
ETS	Equipment Test Specification
ETSO	European Technical Standard Order
FAA	Federal Aviation Administration
FAI	First Article Inspection
FAIR	First Article Inspection Report
FAR	Federal Aviation Regulation
FOD	Foreign Object Damage
IAQG	International Aerospace Quality Group
ISO	International Standardization Organization
LN	Luftfahrt Norm (German Aerospace Norm)
MOA	Maintenance Organization Approval
MS	Military Specification
NAA	National Aviation Authority
Nadcap	National Aerospace and Defense Contractors Accreditation Program
NAS	National Aerospace Standard
NDT	Non-Destructive Testing
NIST	National Institute of Standards and Technology
NoE	Notice of Escape (Disclosure)
OEM	Original Equipment Manufacturer
PAH	Production Approval Holder
PC	Production Certificate
PMA	Parts Manufacturer Approval
POA	Production Organization Approval
PO	Purchase Order
PRI	Performance Review Institute
QAP	Quality Assurance Plan
QAR	Quality Assurance Representative
QMS	Quality Management System
SOW	Statement of Work
SP	Special Process
STC	Supplemental Type Certificate
TC	Type Certificate
TRS	Technical Requirements Sheet
TSO	Technical Standard Order

### 2.3 Supplier Classifications

Manufacturer

Responsible, in accordance with a contractor specification, in-house specification for development and/or production, overhaul / repair of equipment items or sub-systems, assemblies, sub-assemblies or blank articles (Design and manufacturing tasks).

Manufacturer of Standards	Responsible, in accordance with European standards (e.g. ASN, NAS, LN, EN, MS, ECS, Suppliers standards approved by the TC (AH/AHD) or STC (AHI) holder for the manufacture of articles and raw materials.
Manufacturer of On Ground Equipment	Responsible for manufacturing non-airborne products (test benches, tooling...simulators, etc.).
Systems Integrator	Responsible, in accordance with a contractor specification or with an in-house specification for development and/or production, in addition, possibly overhaul/repair of aircraft systems and to integrate these into the aircraft by possible coordination of different Suppliers.
Subcontractor	Responsible, in accordance with a TC (AH/AHD) or STC (AHI) holder definition file for the manufacture and/or overhaul/repair of articles or assemblies (Manufacturing tasks).
Repair and Overhaul	Responsible for only overhaul/repair of articles/products in accordance with a contractor definition file, Original Equipment Manufacturer (OEM) or an in-house file or data approved by the authorities.
Service Provider	Responsible in accordance with a service definition for providing a service ordered by AHI.
Distributor	Responsible for purchase, storage, splitting and sale of products without affecting product conformance ordered by AHI.
Broker	Responsible for purchase, possible storage but <u>not</u> the splitting, sale of products without affecting product conformance, ordered by AHI. A specific kind of Distributor which doesn't have a fixed or recurring business with entities where the products are bought.

### **3 AHI's Quality Policy for Suppliers**

The Supplier shall comply with the following requirements:

#### **3.1 Certification of the Quality Management System**

The Supplier's Quality Management System (QMS) must comply with the requirements of PRI Nadcap accreditation, ISO 9001:2008, AS/EN9100, AS/EN9110 or AS/EN9120 depending on the activity. Also, Advisory Circular 00-56 is an acceptable accreditation for distributors/brokers. To demonstrate compliance, the Supplier shall have a QMS certified by a certification registration body accredited by IAQG or equivalent. AS9100 series certifications which are registered in OASIS shall be valid (see [www.sae.org/iaqg](http://www.sae.org/iaqg) and [www.iaqg.org/oasis](http://www.iaqg.org/oasis)).

The Supplier's QMS must also comply with AHI's requirements which mirror the details noted in ISO 9001:2008, AS/EN9100, AS/EN9110 or AS/EN9120.

A Quality Plan will be implemented for the manufacturing, repair and overhaul of products and accepted by AHI and the Supplier, if necessary and requested by AHI.

### 3.2 Airworthiness Regulations Compliance

Suppliers of safety critical, important parts and equipment or “major assemblies” (structural elements that affect safety-of-flight) shall have a Quality System complying with one of the following:

- Federal Aviation Administration (FAA) standard i.e. 14 CFR Part 21 (PC, PMA, or TSO), or
- European Aviation Safety Agency (EASA) standard i.e. PART 21 G, (POA with PO/DO, ETSO), or
- Recognized equivalent by the FAA (e.g. bi-lateral agreement with NAA), or equivalent

**Note: Parts produced by Suppliers that are PAH approved under the CAA / NAA of country of manufacture are considered accepted under this document without further showing.**

Original Equipment Manufacturers (OEM) and other Suppliers providing maintenance activities shall have either a Maintenance Organization Approval (MOA) complaint with NAA or a certificated Repair Station approval compliant with Federal Aviation Administration (FAA) standard 14 CFR Part 145.

### 3.3 Special Process Accreditation

Special Processes called out in the TC/STC Holder’s approved design data will be compliant to PRI Nadcap accreditation requirements or shall be validated per TC/STC holder requirements and procedures. Additional requirements may be requested by the TC/STC Holders.

### 3.4 Deployment of IAQG Standards

AHI may impose the following IAQG standards depending on the scope of activity:

- 9102 First Article Inspection – (request will be made at the time of RFQ, so enough time is given to perform/acquire the document)
- 9103 Variation Management of Key Characteristics
- 9131 Non Conformance Documentation
- 9134 Supply Chain Risk Management Guideline

### 3.5 Sub-Tier Suppliers

Suppliers with an approved or AHI accepted QMS shall evaluate and select their sub-tier Suppliers based on their ability to supply products or services in accordance with AHI’s requirements. The Supplier is responsible for evaluating, selecting and monitoring its sub-tier Suppliers, including Special Processes (SP’s) and provide AHI with an Approved Supplier List (ASL) upon request. The Supplier is limited to one level of subcontracting for the contracted item.

**Note: Suppliers that perform safety sensitive functions (defined in 14 CFR Part 120, Sec 120.105 and Sec 120.215) for AHI are required to participate in an FAA Approved Drug and Alcohol Testing program. This requirement includes any subcontractors utilized by Suppliers and their subcontractors.**

### 3.6 Supplier Approval and Products/Supplier Qualification

Certified Quality Management Systems, PRI Nadcap special process accreditation or CAA / NAA Production or Maintenance approval are prerequisites for any contract award and execution. In addition, the Supplier shall comply with customer requirements depending on the program.

#### **4 Categorization of Suppliers**

##### **4.1 Suppliers with Approval by a Civil Authority**

These are Suppliers that manufacture, overhaul or repair devices, components or subassemblies according to specifications from the TC or STC holder and have their own approval by a civil authority as an aviation organization (14 CFR Part 21, PMA, EASA Part 21G, 14 CFR Part 145, etc.).

The Supplier shall manufacture/maintain the supplied item under the supervision of its responsible civil aviation authority. They must ensure these activities are authorized by their Production Limitations Record, Capabilities Lists or Operations Specifications, as applicable.

The Supplier will have approved design data and authorization from the design holder to manufacture the product. Each time the Supplier is involved with a deviation from a certified but undelivered product, the Supplier must re-certify the product under its approval.

##### **4.1.1 Documents Delivered with Articles for Use by AHI Under 14 CFR Part 21 (Production Approval)**

Articles will always be delivered with an Authorized Release Certificate, "approved design data" (EASA Form 1 / FAA 8130-3 / TCCA Form 1) or equivalent according to bilateral agreements. FAA/PMA articles may be received with a CofC only if clearly marked "FAA/PMA".

A First Article Inspection (FAI) is to be performed on the initial configuration or when subsequent changes in design or processes affect the product. The First Article Inspection Report (FAIR) will be available for review by AHI Quality personnel but retained at the Supplier's facility.

##### **4.1.2 Documents Delivered with Articles for Use by AHI under 14 CFR Part 145 (Repair Station)**

When maintaining parts that are already in service, an Authorized Release Certificate (FAA 8130-3, EASA Form 1, or TCCA Form 1) is to be provided. The Supplier must have the related maintenance documentation and respective approval according to 14 CFR Part 145, AMO-145 or EASA Part 145. Articles returned to service by an EASA approved organization must include an FAA Part 145 approval (dual release).

##### **4.2 Suppliers without Approval by a Civil Authority**

These are Suppliers that have documentation approved by the TC or STC holder, that may manufacture, overhaul or repair devices, components, sub-assemblies or parts not approved by a civil authority.

The Supplier works under the responsibility of AHI. AHI may approve the Supplier's technical documents, production plans and inspection instructions as necessary.

The manufactured products or the tests/services performed (with provided production plans) can only receive airworthiness approval from AHI. If features can be inspected after delivery to AHI, the inspections can take place at AHI's site upon successful completion of the First Article Inspection (FAI).

For articles produced for use under AHI's Production Approval (PC/PMA), the Supplier is responsible for maintaining the same standard in serial production that was frozen at the FAI. AHI must be informed if the approved process is changed and an approval for the new process must be obtained. AHI must approve sub-contracting.



AHI will monitor serial production by means of routine audits. The audit frequency depends on the following:

- Type of product
- Production process
- Third-party monitoring results
- Quality of delivery

#### **4.2.1 Documents Delivered with Articles for Use by AHI Under 14 CFR Part 21 (Production Approval)**

Articles from these Suppliers shall always be delivered with a CofC and an ATR (if applicable).

A First Article Inspection (FAI) is to be performed on the initial configuration or when subsequent changes in design or processes that affect the product's form, fit or function.

The First Article Inspection Report (FAIR) will be available for review by AHI Quality personnel but retained at the Supplier's facility.

#### **4.2.2 Documents Delivered with Articles for Use by AHI Under 14 CFR Part 145 (Repair Station)**

Articles from these Suppliers shall always be delivered with a CofC and an ATR (if applicable). Commercial off the shelf (COTS) items received for use in the Repair Station may be accepted with packing list/invoice only.

#### **4.3 Suppliers without Approval by a Civil Authority, AHI Approval or a Certified QMS**

As a general rule, it is not possible to deliver articles to AHI under these circumstances, but Suppliers can be approved on a case-by-case basis for limited deliveries. In this case, AHI Quality will conduct a Quality Systems audit and will approve based on the results.

#### **4.4 Manufacturers of Articles with their Own Approval (TC/PC/TSO/ETSO/STC and FAA PMA)**

For articles that the Supplier owns the design responsibility and is the holder of the approval through the Civil Air Authority (CAA) of country of manufacture, the Supplier is obligated to manufacture the item under the supervision of its CAA and the regulations of its organizational approval. AHI is to be informed immediately if this approval is surrendered, suspended or revoked. Articles are to be marked or delivered with an authorized release certificate which indicates the approval number.

**Note: Articles produced by Suppliers that are PAH approved under the CAA / NAA of the country of manufacture are considered accepted under this document without further showing.**

#### **4.5 Manufacturer of Standard Articles**

The Manufacturer/Supplier is obligated to comply with ISO 9001:2008 requirements or an equivalent. Articles will be delivered with a CofC unless otherwise noted. Furthermore, the documentation shall be delivered according to the standard for the component.

#### **4.6 Manufacturer of On-Ground Equipment**

The Supplier's Quality System shall comply with the ISO 9001:2008 requirements or an equivalent.

#### **4.7 Distributors**

The Supplier's Quality System must comply with the AS/EN9120 (Aerospace series – Quality Management Systems – Requirements for Stockist Distributors – based on ISO 9001:2008) requirements or equivalent.

#### **4.8 Service Provider**

For Suppliers providing a service (logistic support, design sub-contracts, documentation, procurement etc.) that could have an effect on the quality of the product, the requirements of AS/EN9100 (or ISO 9001 as a minimum) shall be fulfilled and the Supplier shall be certified.

When maintaining articles that are already in operation, an authorized release certificate is delivered according to CFR14 Part 43. The Supplier must have the related maintenance documentation and CFR14 Part 145 approval or equivalent.

### **5 Right of Access**

The Supplier shall grant AHI, Civil and/or Military regulatory authorities and/or Customer representatives access to his facilities and documentation and provide them with the necessary means, in accordance with the confidentiality rules, for performing the supervisory actions, including checking for conformity to a contract and/or to a product, and surveys on the functioning of the Quality Management System. In cooperation with the Supplier, this right of access is extended to sub-tier Suppliers. Access is limited to US persons (if required) and confined to areas that are not proprietary or export controlled. The Supplier must comply with the rules for safety and confidentiality in accordance with AHI's General Purchasing Conditions.

### **6 General Requirements**

#### **6.1 Management Responsibility**

The Supplier must notify AHI of any major change in the following:

- Production location
- General organization or significant QA organization changes
- Distribution of production among their plants
- Distribution of production among their Suppliers
- Organization of their quality control
- Procedures for ensuring product conformity
- Changes to QMS that affect ability to comply with AS/EN9100

#### **6.2 AHI Material Provided to the Supplier**

Upon receiving the delivery, the Supplier must visually inspect the material and review the accompanying documents against AHI purchase order and design data requirements.

#### **6.3 Supplier Surveillance**

A Self-Assessment form will be sent to the Supplier for completion and serve as a basis for evaluation of their QMS.

AHI may conduct surveillance of the Supplier's QMS at their facility to evaluate and assure product integrity against the design data. The surveillance does not relieve the Supplier of his contractual responsibilities. The Supplier shall provide such facilities and assistance as may be reasonably required by AHI under the purchase order requirements.

## **6.4 Modifications and Rework**

### **6.4.1 For Products Ordered from the AHI 14 CFR Part 21 Organizations**

Prior to returning modified or reworked products to AHI, the Supplier shall ensure that products have required tests and established standards of quality and workmanship. Rework must be accomplished in accordance with approved design data such as TC/TSO/PMA holder standards.

### **6.4.2 For Products Ordered from the AHI 14 CFR Part 145 Organizations**

Prior to returning modified or reworked products to AHI, the Supplier shall ensure that products have required tests and established standards of quality and workmanship. Rework/repairs must be accomplished in accordance with approved technical data such as Maintenance / Overhaul Manuals or drawings from the Original Equipment Manufacturer (OEM) or Air Carrier as appropriate.

## **6.5 Tools, Gage and Test Equipment**

The Supplier shall be responsible for providing and ascertaining the accuracy and stability of inspection, measuring and test equipment to ensure supplies conform to contractual requirements. MTE shall be calibrated and traceable to NIST or other recognized standards.

AHI owned tooling should be protected and periodically re-inspected. Objective evidence indicating accomplishment shall be available for review by AHI. A listing of AHI owned tooling should be available and furnished upon request.

## **6.6 Electrostatic Discharge (ESD) Sensitive Products**

ESD sensitive delivered products, including replacement assemblies, shall be physically identified by label or permanent marking. The delivered items shall be packaged for ESD protection and appropriately marked. Individual packages and shipping containers shall be identified as containing ESD sensitive material.

## **6.7 Packaging and Preservation**

The Supplier shall maintain controls to assure accomplishment of preservation, packaging and shipping requirements. The Supplier is responsible for packaging in a manner that will ensure receipt of supplies at AHI in an acceptable condition. Unless otherwise specified, bulk packaging of common screws, bolts, nuts, washers, and standard fasteners is limited to quantities of no greater than 100 per package and bulk packaging of rivets is limited to 500 per package unless otherwise specified by AHI. Unless otherwise specified, raw aluminum sheet metal shall be protected on both sides with protective covering.

## **6.8 Foreign Object Damage (FOD)**

The Supplier shall maintain a system enabling FOD prevention and detection according to the industry standard and applicable to the scope of products supplied. Delivered products shall be free of foreign material (i.e., loose fasteners, wire clippings, metal shavings, loose solder, etc.).

## **6.9 Counterfeit Articles**

The Supplier shall implement an appropriate strategy to ensure that articles delivered to AHI are not counterfeit. The Supplier's strategy shall include, but is not limited to, the direct procurement of articles from OEMs or authorized Suppliers, conducting approved testing or inspection to ensure their authenticity, and, when articles are to be procured from non-authorized Suppliers,

obtaining from such non-authorized Suppliers appropriate certificates of conformance that provide one or more of the following:

- the OEM's original certificate of conformance for the article;
- sufficient records providing unbroken supply chain traceability to the OEM; or
- tests and inspection records demonstrating the article's authenticity.

Counterfeit articles delivered or furnished to AHI are deemed nonconforming. If the Supplier becomes aware or suspects that it has furnished counterfeit articles to AHI, the Supplier shall promptly notify AHI and replace, at Supplier's expense, such counterfeit articles with OEM or buyer-approved conforming articles. The Supplier shall be liable for costs related to the replacement of counterfeit articles and any testing or validation necessitated by the installation of authentic articles after counterfeit articles have been replaced. The remedies contained in this section are in addition to any remedies AHI may have at law, equity, or under other provisions.

The Supplier bears responsibility for procuring authentic articles or items from its subcontractors and shall ensure that such subcontractors comply with these requirements.

#### **6.10 Identification, Traceability and Assignment of Articles**

The Supplier shall set up a system capable of tracing products that includes at least the following:

- Identification of products according to the applicable design data documents or drawings (e.g. product article number, serial number if required and additional requirements as noted on the AHI Purchase Order).
- Identification of articles shipped to AHI against the Purchase Order shall be recorded on the shipping documents and CofC / Authorized Release Certificate.
- Maintain continuous record keeping, which allows uniform cross-referencing of manufacturing documentation and articles.
- Articles not approved for bulk packaging or too small or impractical to mark shall be individually tagged or bagged with the identification markings applied to the tag or bag.
- Standard hardware shall be identified with the manufacturer's lot number. Additional identification requirements will be as specified on the Purchase Order if required.

#### **6.11 Delivery Documentation**

Delivery documentation shall be provided for each product/component delivered according to the following list:

- Certificate of Conformity (minimum requirement) including reference to PO number, part number and quantity
- Certificate of Airworthiness (8130-3 or equivalent)
- Log Card, if applicable
- Concession(s), non conformances, if applicable and accepted by AHI in writing.
- Acceptance Test Report, as specified
- Component Maintenance Manual, if applicable
- Flight Manual Supplement, if applicable
- Master Drawing Data Package, if applicable
- One (1) hard copy and/or one (1) CD-ROM of Equipment Product's Manual, if applicable

For manufactured articles and/or raw material, test data (e.g. per DIN EN10204 3.1 or 3.2) or Process Data Sheets (e.g. for Heat Treatment Cycles) are to be included with the shipment. References to special processes can be included on the CofC.

**6.12 Shelf Life Limited Materials**

Materials that are shelf life limited such as adhesives, sealants, o-rings, paints, certain avionics equipment, etc. shall have an expiration date identified either on the individual container and/or in the certificates.

**6.13 Hazardous Materials**

Hazardous material must be supplied with a Material Safety Data Sheet (MSDS) for each shipment.

**6.14 First Article Inspection (FAI)**

If required by PO or contract, the Supplier shall perform a FAI in accordance with AHI design data or AS9102 or equivalent to verify the manufacturing process of an item is established and under control by means of:

- procedures
- tools and any equipment
- processes / special processes
- environment conditions
- qualified operators

The First Article Inspection Report shall include at a minimum the following data:

- identification parameters, i.e. Supplier name, manufacturing unit, reference order, reference product specification and its revision, article number, serial number (if required), software version and release (if required)
- evidence of any special process approvals, as required
- identification of the used manufacturing resources
- validation status of specific tools/means
- identification of flight critical articles
- tests and inspections results (including Acceptance Test Report)
- nonconformities reported

The First Article Inspection Report (FAIR) will be available for review by AHI Quality personnel and retained at the Supplier's facility.

**6.15 AHI Inspection Acceptance**

Unless otherwise specified in the AHI Purchase Order, final inspection will be upon receipt at the AHI facility. Acceptable items will be subjected to continual testing, conformity and measurement during integration phases prior to delivery of the AHI end item. Any items determined to be nonconforming during integration may be returned to the Supplier. Disposition of nonconforming items by replacement, repair, modification or otherwise, shall be in accordance with the provisions of the Purchase Order as applicable.

Unless otherwise authorized in writing by AHI, the Supplier shall only furnish AHI with articles that are in complete compliance with technical and contractual requirements.

**6.16 Direct Shipments**

A Supplier may be granted direct shipment authority allowing them to ship directly to an "End Item" Customer. It is the Supplier's responsibility to notify AHI prior to shipment. This approval must be coordinated through the respective Operational Purchasing Agent and granted by the responsible AHI Quality Manager. Special Instructions for direct shipments will be contained in the PO, but at a

minimum, will require a complete documentation package sent to AHI with pertinent certifications, digital picture of the data plate information, etc. that normally accompany the article.

Email the required information to: [gasupplierevals@eurocopterususa.com](mailto:gasupplierevals@eurocopterususa.com). This will facilitate QA inspection, acceptance and closure of the product and PO through AHI's Quality System.

**Note: As an alternate due to time constraints, an email or phone call to the respective AHI department is an acceptable notification for the Direct Shipment authorization request.**

### **6.17 Off-the-Shelf Items**

The following additional requirements apply to off-the-shelf items. They can be common industry standard aircraft-articles, hardware, raw material and fabrics or any items not fabricated directly for AHI or not aircraft specific.

#### **6.17.1 Raw Material Test Data**

The Supplier shall furnish a certification with the chemical and/or physical properties test results, material type, and traceability for each lot, batch or heat number as applicable. The delivery documentation furnished shall include AHI Purchase Order number, part number and applicable specification.

#### **6.17.2 Hardware**

The Supplier shall provide documentation as proof of source of manufacture showing batch/lot number identification with each shipment (i.e. ANSI, DIN, MS, NAS, etc.)

### **6.18 Articles Fabricated Directly for AHI**

The following additional requirements apply to items produced in accordance with AHI or AH/AHD "approved" design data, Engineering instructions or specifications.

#### **6.18.1 Supplier Incoming Material**

Supplier procured articles and material to be used on AHI product/articles shall be subjected to a receiving inspection acceptance that will assure conformance to drawing and specification requirements.

#### **6.18.2 Nonconforming Material Review**

Any material failing to meet AHI contractual requirements upon receipt will be held and/or returned to the Supplier. The Supplier shall provide for control, segregation and identification of withheld or returned nonconforming supplies.

Any Corrective Action Request (CAR) issued by AHI Quality Assurance against a particular product or service shall be answered by the Supplier within the timeframe specified on the CAR.

The Supplier may request AHI Quality disposition through Procurement. When the Supplier has received Quality written approval to ship nonconforming items, reference to that approval shall be recorded on the Supplier's CofC. Copies of the approval shall be included with the product when delivered.

The Supplier may use their own nonconformance document and submit to AHI for dispositioning and approval.

**6.18.3 Source Inspection**

The Supplier's product/services may be subject to AHI's acceptance inspection at the Supplier's facility. These inspections may be invoked by AHI in the event of excessive product nonconformities or discrepancies which affect product safety. Any effort of this nature may have expenses imposed to the Supplier.

**6.19 Configuration Management Plan**

The Supplier will adhere to the Configuration Management approach defined in the contract or purchase order. The Supplier's Configuration Management Plan if required by contract or purchase order shall include and describe the obsolescence mitigation approach and ensure that configuration changes are documented and visible to AHI to ensure continual adherence to the performance requirements. The Supplier will notify and deliver product Service Bulletins and FAA Airworthiness Directives within 24 hours of development of the Service Bulletin or receipt of the FAA Airworthiness Directive.

The Supplier will notify AHI immediately of any Service Bulletins and FAA Airworthiness Directives which require aircraft grounding.

**6.20 Risk Management Plan**

The Supplier shall develop and maintain a Risk Management Plan if required by contract or PO. This effort shall include identification of program risk elements and shall be updated on a regular basis.

**6.21 Equipment Test Specification (ETS)**

If required by the Contract, the Supplier shall provide an "Equipment Test Specification" (ETS) for the electric, electronic and/or optronic equipment. The ETS shall be written in accordance with the following:

- DO-160 – "Environmental Conditions and Test Procedures for Airborne Equipment"
- QDX042UI001E08A - "Environment Qualification Requirements for Equipment Installed on Eurocopter Helicopter"
- SPX240AV001E99 – "Helicopter Electrical Networks Characteristics and Equipment Requirements"
- EP 04-01 - "Equipment Management"

The ETS shall be approved by AHI Engineering and will be part of the certification records that the future TC or STC holder has to provide to the certification authorities. The Engineering Test Report (ETR) should show the actual results of the qualification testing.

**6.22 Acceptance Test Procedure/Acceptance Test Report (ATP/ATR)**

The Supplier will perform an Acceptance Test Procedure (ATP) if required by contract or purchase order. This ATP shall contain of the functional tests conducted on each individual unit prior or during final test and acceptance by the Supplier. Based on the ATP, the Acceptance Test Report (ATR) documents the actual results of the conducted tests. A copy of the ATR shall be provided with each shipment if a test is specified by the drawing, manual, specification or PO. At a minimum, the ATR will contain the manufacturer's name and part numbers, serial numbers, AHI Purchase Order and part numbers, required test limits and actual measured values taken from inspection/test records for this material, with the original signature, date and title of the Supplier's authorized agent.

**6.23 Record Retention**

Objective evidence of records of Inspection, test, traceability and Quality Control activities shall be maintained and available for AHI review by the Supplier. If required, the Supplier will provide a complete set of manufacturing records in lieu of CofC.

For PMA articles fabricated for AHI, the Supplier shall maintain quality records, or have access to records, for a minimum period of five (5) years. Critical items require a record retention period of ten (10) years. Critical items will be defined on the Engineering drawings and identified on the Purchase Order.

**6.24 Modification and/or Repair of Aircraft Components**

The following additional requirements apply to aircraft or aircraft components:

**6.24.1 Aircraft Completion**

Aircraft completions by Suppliers shall be administered through the supplier contract referenced on the PO. Suppliers are responsible for return-to-service completed aircraft in accordance with FAA Regulation 43, as applicable. FAA Airworthiness Directives and mandatory Service Bulletins must be identified and agreed upon by AHI prior to the return-to-service of the individual aircraft.

The Supplier is responsible for compliance to the purchase order and Federal Aviation Regulations for each alteration performed.

**6.24.2 Painting of Aircraft**

The Supplier shall accomplish the aircraft painting as specified in the AHI Purchase Order. Industry standards will be utilized at the paint supplier facility. Compliance to AHI purchase order for proper paint mixture and color scheme by the Supplier is required. Supplier shall identify the paint color specification in the return to service documentation.

**6.25 Improvement, Corrective Action and Preventative Measures**

If a CAR is requested by AHI, the Supplier will be required to document a root cause and CA plan within the period specified. Extensions may be granted by AHI Quality Assurance. In the case of major defects, AHI has the right to rework the articles without returning them to the Supplier. Costs will be estimated and AHI will notify the Supplier of expected costs prior to proceeding. Expenses caused by nonconformances may be debited to the Supplier.

**6.26 Notice of Escapes (NoE) or Disclosures**

If a Supplier or sub-tier Supplier delivers a "safety-of-flight" issue on a product, they must disclose to AHI within 24 hours of detection. Suppliers must inform AHI of the result of any tests performed as well as CA measures taken and a completion date. Suppliers must routinely inform AHI with regards to any progress of CA measures requested by AHI.

When the Supplier identifies or becomes aware of a suspect product/service that has escaped from the Supplier's facility to AHI, the Supplier shall notify AHI within (5) working days. The Notification shall be in writing, addressed to AHI, on the Supplier's own letterhead.

The notification shall at a minimum contain the following information:

- (a) Supplier Name
- (b) AHI Supplier Code number (if applicable)
- (c) Description of the defect



- (d) Affected part number(s)
- (e) P.O. number(s)
- (f) Quantities and Dates delivered
- (g) Date of Manufacture
- (h) Traceability information (serial number, heat lot number, batch number, etc.)
- (i) Attachment of test/inspection data.
- (j) Information regarding rejection and containment
- (k) Root cause and corrective action or completion date for submittal. AHI may require additional detail information to support internal investigations and/or customer requests.

Notifications of escape shall be sent via e-mail to the Sr. Director, Quality Assurance:  
[John.Shurtleff@airbus.com](mailto:John.Shurtleff@airbus.com)

  
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John Shurtleff  
Sr. Director, Quality Assurance

February 1, 2014  
Date