



**AN AS9100 REGISTERED COMPANY**

## Electroimpact Supplier Inspection Acceptance Certification

### 1. Requirements

Suppliers will be invited to participate.

### 2. Certification Process

- 2.1 Electroimpact will invite suppliers to apply. Electroimpact's long term goal is to primarily use suppliers certified by this program.
- 2.2 Supplier and Electroimpact sign Supplier Inspection Acceptance agreement.
- 2.3 Electroimpact will notify the supplier of certification status.
- 2.4 All purchases after signing the agreement will be inspected and documented according to the agreement.
- 2.5 Electroimpact will audit inspect selected lots processed by the supplier.
- 2.6 Excess inspection errors (either incorrect or missing measurements) or documentation errors (either incorrect or missing documentation) may cause de-certification.
- 2.7 Evidence of falsified documentation will cause de-certification.

### 3. Process Workflow

- 3.1 Electroimpact makes purchase taking Supplier Inspection Certification into account.
- 3.2 Purchase Order defines
  - a. Any special inspection requirements.
  - b. Engineer contact details.
- 3.3 Supplier completes order per purchase documentation.
- 3.4 Supplier contacts project engineer with any questions or comments during production.
- 3.5 Supplier inspects and documents product per agreed plan.
- 3.6 Supplier notifies Electroimpact Project Engineer of any in-process or inspection identified non-conformances. Telephone or verbal contact is acceptable, however written documentation is required for disposition. Supplier should note date, time and EI engineer name.
- 3.7 Electroimpact Project Engineer dispositions all non-conformances. Written documentation of dispositions is required. Supplier may document the conversation with EI engineer and include it in the inspection record. Email is preferred.
- 3.8 Supplier delivers product per purchase documentation. Supplier sends inspection documentation and any non-conformance disposition documentation with product.
- 3.9 Electroimpact accepts lot with provided documentation. Electroimpact will re-inspect selected lots.
- 3.10 Electroimpact pays invoice.

## 4. Documentation Required

### 4.1 Application Process

- a. Signed Supplier Inspection Acceptance Agreement
- b. Certificate granted by Electroimpact.

### 4.2 Production/Inspection Process – e.g. notes on drawing or from engineer (may vary considerably from engineer to engineer, project to project and customer to customer)

### 4.3 Purchase Documentation

### 4.4 Project Inspection requirements (may vary considerably from project to project)

### 4.5 Inspection documentation

- 4.5.1 Preferred format – See “Electroimpact Supplier Inspection Acceptance Documentation”.
- 4.5.2 Other formats may be accepted on a case by case basis.
- 4.5.3 Sampling is permissible except in defined cases.

### 4.6 Non-conformance documentation.

- 4.6.1 Written (email is acceptable)
- 4.6.2 Must clearly identify the specification, non-conformance and affected product.
- 4.6.3 Must be dispositioned by Electroimpact Project Engineer prior to delivery.

## 5. Exceptions

5.1 Some customers or some groups within a customer have special inspection requirements (i.e. Boeing Tooling). In addition, some projects may have special inspection requirements. In these cases, Electroimpact will notify the supplier of the special inspection requirements. The supplier may choose to opt out of Supplier Inspection. If the supplier opts out of special inspection requirements, Electroimpact will perform the required inspection, but payment will be delayed due to time spent in the inspection queue.

5.2 Non-conformances – In general, Electroimpact has sole authority to disposition non-conforming product. However, for certain customers or for certain projects, our customer retains the right to disposition non-conforming product. The Electroimpact Project Engineer will notify the supplier if the customer is to be included in the disposition process.

### Document Changes

Rev	Date	Section	Old	New
A	13Jun2016	All	N/A	All
B	4Jan2017	Requirements	Third party QMS required	Track record of acceptable production at Electroimpact

B	4Jan2017	Certification Process		Added 7 & 8, reasons for de-certification
C	22Feb2017	1. Requirements	Track record of acceptable production at Electroimpact	By invitation
D	23Mar2017	4.1.a 4.1.b	Completed Supplier Capability Survey	Removed
D	23Mar2017	4.1.b		Added notes on drawing and from engineer
E	11May2017	All		Corrected typos.