



MAS

PROCUREMENT QUALITY ASSURANCE REQUIREMENTS FOR SUPPLIERS

LEGAL NOTICE

These Procurement Quality Management Requirements for Suppliers are deemed part of any L-3 Communications MAS (Canada) Inc. (L-3 MAS) Contract or Purchase Order as if stated at length in such Contract or Purchase Order, whenever they are referred to in such Contract or Purchase Order. These Procurement Quality Management Requirements for Suppliers have been developed by L-3 MAS and are therefore proprietary to L-3 MAS and cannot be copied in whole or in part without the express written consent of L-3 MAS.

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TABLE OF CHANGES**Point of Contact:** Jean-François Labelle

Change number	Revision and Date	Description
	Rev 1 30 Nov 2004	New document
C000-00004	Rev 2 3 Jan 2006	Added the change record sheet. Changes to paragraph 1, list of accreditation, to paragraph 5, added laboratory category, to paragraph 7, added laboratory category. Added paragraphs 8.5 Drop shipment and 9.10 Calibration.
500000 006840	Rev 3 3 Feb 2008	Flow diagram added at para 7 and other minor corrections made.
Rev. 4	Rev 4 21 Oct 2014	Remove accreditation table in section 1.
Rev. 5	Rev 5 10 June 2015	Add clarification of finale condition for test report section 9.4.
Rev. 6	Rev 6 16 May 2016	Clarification of par 9.10, calibration services
Rev. 7	Rev 7 23 October 2017	General update
Rev. 8	Rev 8 1 november 2017	Adding section 8.8 SAFETY REQUIREMENT

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1. OVERVIEW

L-3 Communications MAS (Canada) Inc. (L-3 MAS), a subsidiary of L-3 Communications Canada Inc., engages in the design, development, manufacture, maintenance, overhaul and servicing of a broad range of aerospace products, including complete aircraft, components and technical publications.

2. INTRODUCTION

L-3 MAS has established a reputation for high quality products in the commercial and military aerospace fields. This excellent reputation can only be maintained with the continued support and high quality standard of our suppliers.

A successful relationship between Customer and Supplier must promote continued communication, co-operation and trust. We recognise our responsibilities in Supplier relations and endeavour to develop and maintain Supplier relationships through fair and responsible ethics and business practice.

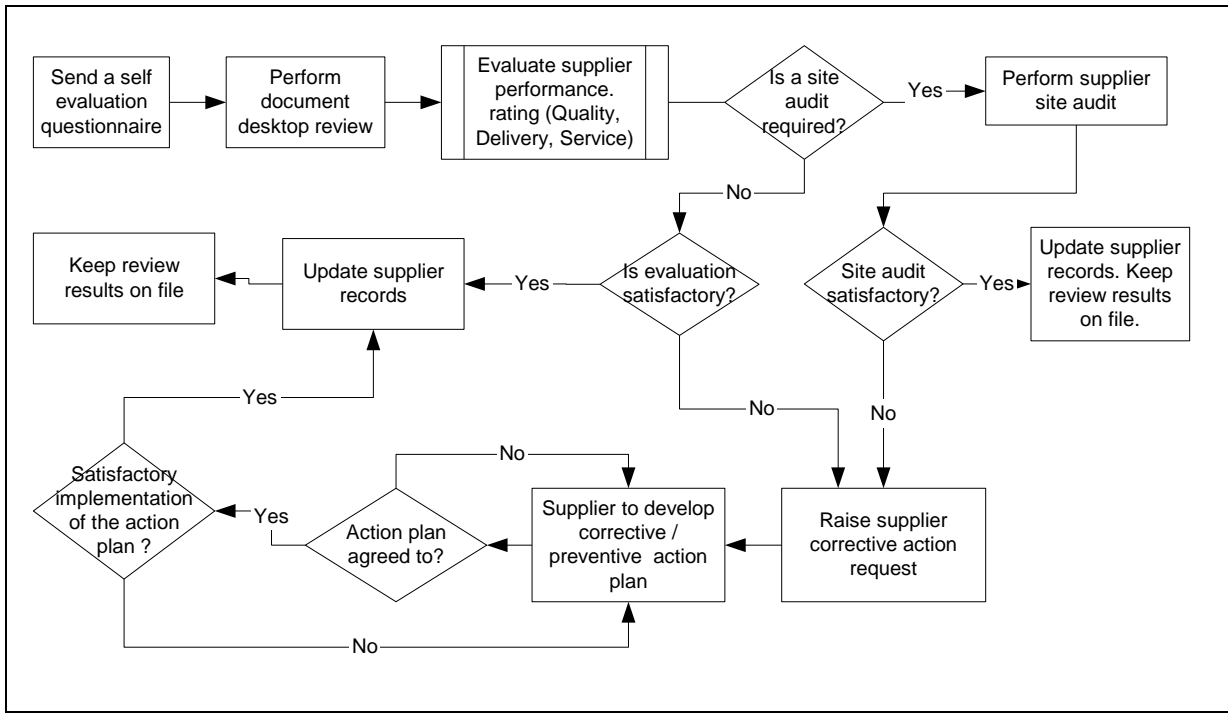
3. PURPOSE

The purpose of this document is to guide our Suppliers by describing the aspects of quality that are essential for a continued business relationship as well as to provide general insight into our quality system.

This document describes the supplier's approval process, sets forth the *L-3 MAS Procurement Quality Requirements for Suppliers*, and defines responsibilities. This document shall apply to all sub-contracted work by the supplier.

4. SUPPLIER APPROVAL PROCESS SUMMARY

Suppliers of aeronautical products and services shall be approved by L-3 MAS. The following diagram briefly describes how L-3 MAS qualifies suppliers. The qualification requirements differ depending on the supplier category.



5. SUPPLIER CATEGORIES

5.1. DEFINITIONS OF SUPPLIERS' CATEGORIES

SUBCONTRACTOR.

A supplier who designs, fabricates, processes, assembles or tests products using L-3 MAS or L-3 MAS customer's engineering specifications or drawings. Includes machine shops, and design firms.

EQUIPMENT SUPPLIER

A supplier who designs, fabricates, processes, assembles or tests products using its own engineering specifications and drawings to comply with L-3 MAS technical requirements. Includes suppliers of airborne software and avionics.

SERVICE PROVIDER OR REPAIR SHOP.

A supplier who repairs, overhauls and maintains or completes a product in accordance with the OEM, L-3 MAS, customer or military requirements and under a specific approval granted by the applicable regulatory agency or the OEM.

MANUFACTURER.

A supplier who produces catalogue items, raw materials, hardware, castings, forging, chemicals and consumable materials which meets L-3 MAS or industry standards and specifications.

DISTRIBUTOR and VALUE ADDED DISTRIBUTOR.

A distributor is a supplier who resells as is new materials or product.

A value-added distributor is a supplier who prior to distribution performs alterations to an existing product in order to conform to the purchasing requirement.

LABORATORY

A supplier who performs testing of material, product, processes or equipment/metrology using L-3 MAS or L-3 MAS customer's engineering specifications or industry standards and specifications as authorised by L-3 MAS.

5.2. QUALITY SURVEYS, AUDITS and SURVEILLANCE PLAN

The following table defines the review plan as applicable by supplier category.

QUALITY SURVEYS, AUDITS AND SURVEILLANCE PLAN FOR SUPPLIERS	SUPPLIERS CATEGORIES					
	SUBCONTRACTORS	EQUIPMENT SUPPLIERS	SERVICE PROVIDERS OR REPAIR SHOPS	MANUFACTURERS	DISTRIBUTORS	LABORATORIES
	1	2	3	4	5	6
Supplier self evaluation questionnaire review	X	X	X	X	X	X
Supplier history / performance evaluation review	X	X	X	X	X	X

6. QUALITY MANAGEMENT SYSTEM REQUIREMENTS

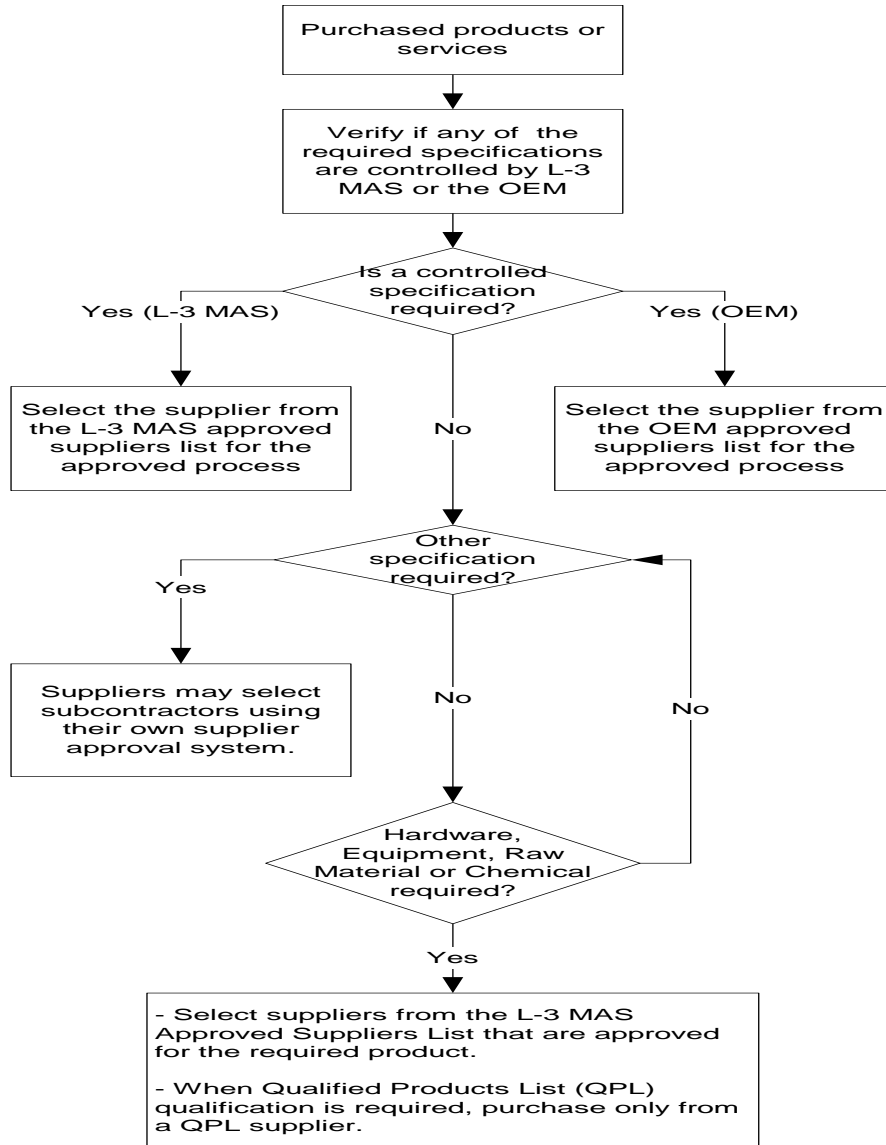
L-3 MAS will only select suppliers whose management ensures that their organisation adheres to a quality system in the performance of its activities and provides confidence that the requirements for quality will be fulfilled.

Acceptable quality management systems are:

- AS 9100 (or equivalent) registered;
- ISO 9001 (or equivalent) compliant;
- As evaluated and approved by L-3 MAS.

Suppliers shall advise L-3 MAS of any significant changes to their quality management system.

7. REQUIREMENTS FOR THE SELECTION OF SUPPLIERS



7.1. APPROVED SUPPLIERS LIST

The L-3 MAS Approved Suppliers List and Controlled Processes and Specifications list are available on the L-3 MAS web site at <http://www.mas.l-3com.com/suppliers.asp>), document # # GAZ-000-0016.

Raw material shall come from controlled approved source as per specification called on the purchase order.

All consumable's and all products as per Customer approved sources list (specified in the Purchase Order) needs to have all the same lot/batch number.

For other OEM or L-3 MAS' Customers Approved Suppliers List contact your L-3 MAS Procurement Representative for assistance when required.

Non-metallic and metallic material shall be manufactured only from approved sources specified in the L-3 MAS Material Control List (MCL) (GAZ-000-0017, available on <http://www.mas.l-3com.com/suppliers.asp> or the customer list if specified on Purchase order. This document covers all engineering aspect of control. Supplier shall provide required test reports in final condition as per applicable specification.

Supplier shall be approved by L-3 MAS for the appropriate scope of work.

8. QUALITY REQUIREMENTS

8.1. CONTRACT / PURCHASE ORDER REVIEW

Suppliers shall perform a review of the Contract's or the Purchase Order's requirements. The review shall include acknowledgement to L-3 MAS that appropriate specification documents have been received and are understood.

When sub-tier suppliers are involved, they shall perform a review as applicable to them.

Any queries related to your Contract or your Purchase Order shall be directed to the appropriate L-3 MAS Procurement or Contract Representative.

If the related applicable documents (PVA, Drawings, 3D model, etc.) are not already in vendor's possession, they will be sent by courier or by the Secure File Exchange system or by a secured File-Transfer-Protocole (FTP) site.

8.2. PARTS IDENTIFICATION

Unless otherwise specified in the purchase order or in the engineering drawing or in the scope-of-work (SOW), Manufacturer's name, part number, lot and/or serial number (if applicable) should be marked on the parts as per L-3 specified marking standard or on the individual package if parts are too small to be marked.

8.3. SOURCE INSPECTION

L-3 MAS and its customers reserve the right to perform source inspection at the supplier's facility and/or at the facility of sub-tier suppliers. A resident or delegated quality representation may be assigned at the supplier's facility during the life of the contract/purchase order.

When inspection or test is required prior to shipment, the supplier shall have performed all evaluations necessary to verify that the product meets the purchase order requirements prior to notifying L-3 MAS. The supplier shall notify L-3 MAS a minimum of five working days in advance of source inspection readiness.

The supplier shall make available such area, facilities, equipment, inspection records, or assistance requested during the course of verifying product conformance to requirements.

Government agencies reserve the right to inspect products and/or services at such times and places as may be deemed necessary to determine contract compliance, whether using their own inspection personnel, or those of other government agencies subject to reciprocal delegating authority.

Note: The acceptance of an item by L-3 MAS, its customers or government agencies at source inspection does not indicate final acceptance nor does it relieve the supplier from its contractual responsibilities.

8.4. FIRST ARTICLE INSPECTION

A first article inspection (FAI) shall be performed for a new part representative of the first production run. This includes all details and sub-assemblies, which constitute the end item ordered. Supplier needs to receive FAI approval prior the shipment.

When a FAI is required, the supplier shall perform and document the results of the inspection based on the guidelines of SAE AS9102, Aerospace First Article Inspection Requirement.

PRIOR to shipment, please contact buyer to request a Secure File Exchange hyperlink to submit your FAI documents through our SFX platform, not by email.

After validation of your documentation, you'll receive a copy of "First Article Inspection Report Check" (form DSD 4023) that will indicate all non-conformance detected if there is, or acceptance of your FAI. This form, when your FAI is accepted, is to be inserted in the part shipment.

8.5. FURNISHED MATERIAL AND EQUIPMENT

L-3 MAS may provide tools and/or material for certain contracts or purchase orders. It is the Supplier's responsibility to address any incongruities that will affect the quality of the end product.

Unless otherwise specified on the contract or purchase order, furnished material and equipment, including drawings, specifications and computerised data supplied by L-3 MAS shall be handled in accordance with the approved supplier's quality management system.

Furnished material and equipment that necessitates alterations or modifications shall be formally addressed.

8.6. DROP SHIPMENT

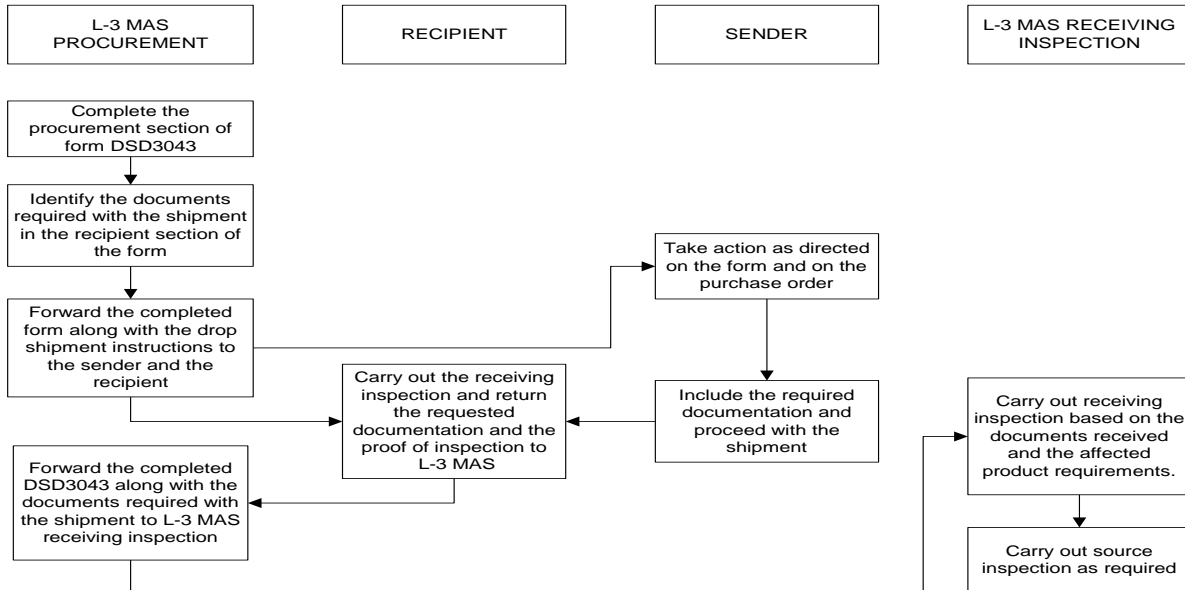
L-3 MAS Procurement may decide to have purchased material delivered direct to a supplier. On such occasions, Procurement will initiate a drop shipment form (DSD3043).

The recipient of the material, as agreed to on the purchase order, shall ensure that the documentation required with the shipment, as identified on the drop shipment form, is provided by

the sender of the material, and that the material is acceptable following an inspection upon receipt. Supplier shall have received the proper inspection delegation from L-3 MAS.

Questions regarding drop shipment shall be addressed to L-3 MAS Procurement. Refer to the Drop Shipment process diagram.

L-3 MAS DROP SHIPMENT PROCESS.



8.7. COUNTERFEIT PARTS

No counterfeit or suspect counterfeit parts are to be contained within the delivered product. Parts shall be purchased directly from the OCMs/OEMs, or through the OCM/OEMs Franchised Distributor.

Documentation must be available that authenticates traceability to the applicable OCM/OEM. Independent Distributors (Brokers) shall not be used without written consent from L-3.

Note that all parts purchased from Independent Distributors are subject to additional test requirement as enumerated in L-3 Technologies Policy 602, appendix A, B, C or D. L-3 MAS Procurement Agent will communicate these specific test requirements in the Purchase Order specific terms and conditions when they applies.

If suspect/counterfeit parts are furnished under this purchase order and are found in any of the goods delivered hereunder, such items will be impounded by Buyer.

The Seller shall promptly replace such suspect/counterfeit parts with parts acceptable to the Buyer and the Seller shall be liable for all costs relating to the removal and replacement of said parts as specified in the purchase order requirements or Distributor's insurance policies.

All occurrences of Suspect Counterfeit and/or Counterfeit parts will be immediately reported to the Buyer.

8.8 SAFETY REQUIREMENT

Supplier shall ensure that their personnel are aware of their contribution to product safety.

8.9 DOCUMENTATION TRACEABILITY REQUIREMENT

The supplier shall establish and maintain a traceability system that allows for backtracking to the specific quality records pertaining to any material used that are controlled by a referenced specification.

8.10 DOCUMENTS REQUIRED WITH THE SHIPMENT

The supplier shall provide appropriate documentation certifying that the product or service provided and materials included within meet all the requirements of the applicable contract, specification, engineering design and regulatory agencies.

8.11 ARCHIVING OF RECORDS

Records shall be legible, identifiable and traceable to the activity, product or service involved. Records shall be stored and maintained in such a way that they are readily retrievable and protected against damage, deterioration or loss.

A retention schedule shall be established for records, based on contractual, regulatory requirements or approved procedures.

Unless otherwise specified by the contract, suppliers shall retain records in archive for a period of seven (7) years following completion of Contract or Purchase Order. At the end of the established retention period, records shall be offered to L-3 MAS before being destroyed.

8.12 NON CONFORMING MATERIAL AT SUPPLIER

Material review is not authorised for repair and use as-is decisions unless delegated in writing by L-3 MAS.

Unless otherwise specified on the contract or purchase order, product non-conformances shall be submitted via a discrepancy report, in accordance with the supplier's procedures, to the L-3 MAS procurement authority.

The supplier's discrepancy report will be referenced on an L-3 MAS Defect Report bearing the approved repair disposition and returned back to the supplier.

A copy of the L-3 MAS Defect Report shall be included with the related product at delivery.

8.13 CONTROLLED PROCESSES AND SPECIFICATIONS NON-CONFORMANCE AND/OR DELAYS

L3 suppliers shall inform L3 when nonconformities or unexpected delays are originating from our approved sub-contractors at the following email address:

ApprovisionnementProcurement.L-3MAS@L3T.com.

8.14 CORRECTIVE AND PREVENTIVE ACTION OR SUPPLIER PERFORMANCE

L-3 MAS will evaluate and monitor supplier performance based on quality, reliability, delivery performance and cost. Suppliers are responsible for complying with the quality procurement requirements as detailed in this document.

In some cases, following audits, supplier evaluation or a specific event or incident, L-3 MAS may request from the vendor a corrective or preventive action plan.

Corrective action:

To document root cause analysis of non-conformity and to determine an appropriate corrective action in order to prevent recurrence, L-3 MAS will send a corrective action form to concerned suppliers.

A reply will be expected within a set timeframe. Following review and acceptance of the corrective action, normal business will continue. A recurrence or a non-reply will trigger further investigation from L-3 MAS and a possible re-evaluation of the supplier.

9 QUALITY CLAUSES

9.1 GOVERNMENT QUALITY ASSURANCE

When government quality assurance is a requirement of this order, arrangements must be made promptly with the quality assurance representative (QAR) for your area or facility so that appropriate Government Quality Assurance can be accomplished prior to release authorisation.

9.2 CERTIFICATE OF COMPLIANCE (C OF C)

In addition to their own C of C, product distributors (a supplier who resells, as is, new material or products) shall provide a copy of the manufacturer C of C.

Value-added distributors (suppliers who, prior to distribution, perform alterations to an existing product in order to conform to the purchasing requirement) that are not QPL listed shall provide a copy of the letter of authorization from the product manufacturer.

The information required on a C of C is as follows (as applicable and to demonstrate product conformity):

- The Suppliers' name and address,
- The Purchasing document reference number,
- The part number and quantity delivered,
- The batch/lot and serial number,
- The manufacturing and the cure date/shelf life.
- The drawings and / or specifications number and issue,
- Applicable discrepancy / deviation report number.

Supplier is to contact Buyer as soon as possible prior to shipment in the event that the original OEM/OCM C of C and traceability documentation is not available.

9.3 AUTHORIZED RELEASE CERTIFICATE

When a civil authority certificate of compliance for airworthiness is a requirement, the applicable Release Certificate, form 24-0078, FAA 8130-3 or EASA form One, completed and signed by an authorized signatory shall be included inside each shipment.

9.4 TEST REPORTS

Test reports shall record measured values, required values and indicate compliance to requirements.

Manufacturer chemical/physical/electrical test reports shall accompany raw material and identify, as applicable, melt, heat or batch number or any other traceability number necessary to relate the test report to the material as evidence of conformance to the material specification in the final condition requested on the purchase order.

9.5 SUPPLIER'S CATALOGUE / DRAWING / SPECIFICATION

On initial material shipment, the supplier's catalogue, drawing or specification shall be included for L-3 MAS incoming inspection purposes.

9.6 PACKAGING REQUIREMENTS

Goods covered by the purchase order shall be properly packaged by Vendor in accordance with applicable freight classifications standards for shipment to L-3 MAS at destination and unless otherwise specifically provided on the purchase order, price or prices of the Goods therein specified include all costs of packaging.

9.6.1 O-RINGS AND PACKINGS

O-rings and packings covered by this purchase order must be individually packed as per AMS 2817 (latest issue), type 1.

9.6.2 ESD SENSITIVE DEVICES

All products containing electrostatic sensitive devices (ESD) must be packaged and identified in accordance with MIL HDBK 263A.

9.7 PERISHABLE MATERIALS REQUIREMENTS

Upon receipt at L-3 MAS, material must not be older than 1/3 of its shelf life from the date of manufacturing. Vendor shall request L-3 MAS Procurement Representative pre-approval prior to ship any material that has less than 2/3 remaining shelf life.

9.8 HAZARDOUS MATERIAL REQUIREMENTS

Hazardous material covered by this purchase order shall meet the requirements of the Workplace Hazardous Material Information System (WHMIS), or foreign equivalent. The applicable Material Safety Data Sheet (MSDS) shall be included with the shipment.

9.9 CALIBRATION services for L-3 MAS

Calibration services shall be subcontracted only to the equipment manufacturer, a source approved by the equipment manufacturer or a source that comply to ISO 17025.