

**Polskie Zakłady Lotnicze**  
**Spółka z ograniczoną odpowiedzialnością**  
**ul. Wojska Polskiego 3**  
**39-300 Mielec**  
***www.pzlmielec.pl***

**QUALITY REQUIREMENTS**  
**FOR SUPPLIERS**  
**TO POLSKIE ZAKŁADY LOTNICZE**  
**Sp. z o. o.**

**KJ-06**

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**Responsible for the process:**

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**REVISION HISTORY**

<b>Revision No.</b>	<b>Date</b>	<b>Reason for change</b>
16	August 2023	Updating superior and related documents and the "Documents for Suppliers" hyperlinks. Updated the Appendix no. 4 after the Order no. 03 of the President of the Management Board (change of logo). Clarification of the provision in point 8.4.2.
17	June 2024	Updated superior and related documents. Included requirements for ESD materials. Changed numbering of annexes according to new standards. Clarified the provision concerning suppliers' responsibility. Updated address for reporting NOPE.
18	February 2025	Updated superior documents. Incorporated EMAR. Changed the provisions in the document resulting from the launch of the new iSeries Supplier WebUI system, for external users, which replaced the SSQS system - Sikorsky Supplier Quality System (upgrade of the SSQS system to iSeries). Incorporated iSeries system definitions. Updated Annex Z0703 and added Annex Z0238.

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## INTRODUCTION

This document defines the quality requirements for suppliers to Polskie Zakłady Lotnicze Sp. z o.o.

This document applies to Suppliers who receive purchase orders / schedule agreements and deliver finished products, materials or services to Polskie Zakłady Lotnicze Sp. z o.o.

Polskie Zakłady Lotnicze Sp. z o.o., its representatives, clients and government agencies as well as supervisory authorities of its clients have the right to enter the supplier's premises and premises of supplier's subcontractors. This right includes access to quality system documentation, quality records, as well as the ability to conduct product and process audits and verification. If nonconformity is detected, the supplier is obliged to take corrective action within a specified deadline.

**The basic requirements for the suppliers to Polskie Zakłady Lotnicze Sp. z o.o. are the requirements of PN-EN ISO 9001: 2015 "Quality Management Systems - Requirements". This document is supplemented by additional quality requirements for suppliers.**

In order to facilitate the understanding, use and application of these additional requirements, the numbering scheme in accordance with ISO 9001:2015 has been used.

## 1. SCOPE

### 1.1. General provisions

This document establishes the basic requirements for suppliers to Polskie Zakłady Lotnicze Sp. z o.o., compliance with which is a part of the supplier qualification and approval process and is a part of the Quality Management System of Polskie Zakłady Lotnicze Sp. z o.o.

### 1.2. Applicability

The requirements contained herein apply to all suppliers and should be met by them to the extent required by the relevant agreement/contract/purchase order. It is a prerequisite to obtain the status of an approved supplier of Polskie Zakłady Lotnicze Sp. z o.o. In the event of any conflict between the requirements of the relevant purchase order/agreement/contract and the provisions of this document, the requirements set out in the purchase order/agreement/contract shall prevail.

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## 2. SUPERIOR AND RELATED DOCUMENTS

### 2.1. Superior documents

PN-EN ISO 9001:2015	Quality Management Systems – Requirements
PN-EN ISO 9000:2015	Quality Management Systems – Fundamentals and Vocabulary
AS/EN 9100:2016 rev. D	Quality Management Systems - Requirements for Aviation, Space and Defense Organizations
AS9102 rev. C	Aerospace First Article Inspection Requirements
AS13100	AESQ Quality Management System Requirements for Aero Engine Design and Production Organizations
AS 5553 rev. D	Counterfeit Electrical, Electronic and Electrotechnical Parts (EEE); Avoidance, Detection, Mitigation and Disposition
AS 6174 rev. A	Counterfeit Materiel; Assuring Acquisition of Authentic and Conforming Materiel
ACT of June 13, 2019	On conducting business activities in the field of manufacturing and trading of explosives, weapons, ammunition, as well as products and technology for military or police use.
PART 21G	PART 21 Subpart G EASA Requirements (EU Regulation for Production Organization Approval)
EMAR 21 Edition 2.0	CERTIFICATION OF MILITARY AIRCRAFT AND RELATED PRODUCTS, PARTS AND APPLIANCES AND DESIGN AND PRODUCTION ORGANIZATIONS. ANNEX 1 TO THE DECISION NO. 296/WLW OF THE MINISTER OF NATIONAL DEFENSE OF SEPTEMBER 11, 2023.
EMAR 145 Edition 1.2	EUROPEAN MILITARY AIRWORTHINESS REQUIREMENTS EMAR 145 REQUIREMENTS FOR MAINTENANCE ORGANIZATIONS. ANNEX 4 TO THE DECISION NO. 296/WLW OF THE MINISTER OF NATIONAL DEFENSE OF SEPTEMBER 11, 2023.

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### 2.2. Related documents:

ASQR-01	Quality Requirements for Aerospace Supplier. Requirements for Supplier Quality Systems (PWC Program)
Procure-2-011	Supplier Quality Requirements (SAC Program)
SQOP 01-01	Supplementary Requirements for P&WC Supplier
CAG9000	Quality Requirements for BTP and BTS Suppliers (IAI-BAG Program)
Appendix QX	Lockheed Martin Aeronautics Company Supplier Requirements
Manual 03/ESCO	Quality Requirements for P&WR Suppliers for Domestic Aviation Production
DFARS 252.246-7003	Notification of Potential Safety Issues
ANSI/ESD S20.20	Protection of Electrical and Electronic Parts, Assemblies and Equipment (Excluding Electrically Initiated Explosive Devices)
ESD TR20.20	Protection of Objects Susceptible to ESD
MIL-PRF-81705E	Barrier Materials, Electrostatic Protective
SS7501	Electrostatic Discharge (ESD), Control of Electrical and Electronic Parts, Assemblies and Equipment

### 2.3. Normative references

Purchasing specialist of Polskie Zakłady Lotnicze Sp. z o.o. is responsible for providing the supplier with the necessary instructions, internal and customers' standards which are required by the purchase order (agreement, contract). The supplier is responsible for sourcing commercially available standards such as PN, BN, EN, AMS, AS etc.

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The supplier shall be responsible for ensuring that he has the current revision of KJ-06 and for complying with other requirements contained in the purchase order /agreement/contract. The current revision of KJ-06 is available at <https://pzmielec.pl/en/company/documents-for-suppliers>.

The supplier is obliged to apply the current revisions of the standards and instructions referred to in the purchase order and drawings or other related documents (e.g. ZWD, ITT).

### 3. TERMS AND DEFINITIONS

The terms and definitions set out in ISO 9001:2015 are used herein:

**Nadcap** - (National Aerospace and Defense Contractors Accreditation Program) - a global cooperative program of companies for the purposes of management and continuous improvement of special processes and products within the aerospace and defense industry, based on mutual recognition of approval of the suppliers of such processes and products in order to reduce costs.

**Supplier** – an organization or person that provides product or service to Polskie Zakłady Lotnicze Sp. z o.o. by accomplishing the purchase order.

**FAI** - (First Article Inspection) – an inspection of the first item according to AS9102.

**Special process** - a process that affects the physical and chemical properties that cannot be verified through the follow-up monitoring or measurement without destruction (NDT-non-destructive testing). Validation of these processes must demonstrate the ability to achieve the planned results.

**Critical part** – a part of an aircraft a critical damage of which during aircraft operation results in a catastrophic effect (direct threat to the lives of people on board or destruction of the aircraft), whose critical characteristics have been identified and must be controlled to ensure the required level of durability.

**Repair** - removal of nonconformities involving the use of a different technological process to bring the product into conformity with technical requirements with deviations from the requirements specified in the drawing/standards (approved by Polskie Zakłady Lotnicze Sp. z o.o. and/or Polskie Zakłady Lotnicze Sp. z o.o. customers).

**Rework** - removal of nonconformity in such a way that the product conforms to the drawing/standards.

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**Counterfeit material** – illegal or unauthorized copy, substitute, deliberately marked, identified and presented as original, unmodified material from an authorized source.

**Suspect counterfeit material** – material, the review of which (including not only visual inspection or tests) provides doubts as to its authenticity.

**Scrapping** - destruction / damage of parts / products to be scrapped that will ensure that these parts are not used in the process.

**Concession** - a document issued by the minister in charge of internal affairs constituting the basis for conducting business activity in the aforementioned scope.

**Product safety** - a condition in which the product is able to operate in accordance with its designed or intended purpose without causing an unacceptable risk of injury to persons or damage to property.

**ESD** – Electrostatic Discharge - the flow of charge between objects with different electrostatic potentials.

**iSeries System** - a quality system for, among other things, communicating requirements and enforcing requirements for source control (at a supplier).

#### 4. QUALITY MANAGEMENT SYSTEM

The supplier receiving a purchase order/schedule agreement from Polskie Zakłady Lotnicze Sp. z o.o. shall comply with the quality management requirements according to ISO 9001 or AS9100 or AS9120.

Suppliers of parts manufactured for civil aviation according to customer's technical documentation or Polskie Zakłady Lotnicze Sp. z o.o. manufacturing process should hold a Part 21G or equivalent certification in the required scope. For the military customer, a quality system in compliance with EMAR is required if so stipulated in the contract/purchase order. EMAR (European Military Airworthiness Requirements) apply to European suppliers.

The supplier is fully responsible for the quality of products /services. The supplier should be aware of his contribution to product and service safety by ensuring that information on product safety is communicated to internal employees and external suppliers. The supplier shall ensure that all individuals understand their contribution to product and service safety and the importance of ethical behavior. The supplier shall ensure that each product manufactured by the organization or by its partners complies with the applicable design data and is capable of safe operation.



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The supplier in its quality organization should designate a contact person with whom representatives of the Supplier Quality Assurance of Polskie Zakłady Lotnicze Sp. z o.o. will maintain contact in matters related to the quality of supplied products/ services.

The supplier shall:

- have the technical capacity to manufacture and/or deliver products that meet the requirements of Polskie Zakłady Lotnicze Sp. z o.o.
- inform the purchasing specialist and/or the Supplier Quality Assurance (SQA) in the event of:
  - re-certification and send a copy of the valid quality certificate after its renewal
  - loss of quality certificates
  - finding a major non-compliance by external auditors (*offices, certification bodies*)
  - a major change in the Supplier's QMS (*e.g. change in quality area, change in the company's management board*)
  - planned change concerning introduction of new equipment, change of conditions of use, manuals, personnel (*applies to special processes for M28 product*)
  - planned change affecting safety, quality (*concerns, among others, design, stages of a manufacturing process, sources of supply, change of QMS approval conditions, change of production facilities location, transfer of production to sub-supplier*)
- Inform Polskie Zakłady Lotnicze Sp. z o.o. in case of:
  - the occurrence of hazards related to product safety in functioning processes (*applies to suppliers of parts manufactured per drawings for civil aviation*) through the form [Z0238](#) to the e-mail box of [pzl.aviation.gr-sac@global.lmco.com](mailto:pzl.aviation.gr-sac@global.lmco.com), no later than 24 hours after its detection.

### 5. LEADERSHIP

No additional requirements.

### 6. QUALITY MANAGEMENT SYSTEM PLANNING

No additional requirements.

### 7. SUPPORT

**7.1. Resources:** No additional requirements.

#### 7.1.5. Monitoring and measuring resources

Any control equipment used must be identifiable and contain calibration/validation data; this also applies to the equipment owned by Polskie Zakłady Lotnicze Sp. z o.o.

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In case when measurement equipment is considered unserviceable for its intended purpose, the supplier should take appropriate steps in order to prevent using the measurement equipment which does not meet the requirements.

**7.2. Competence:** No additional requirements.

**7.3. Awareness:** No additional requirements.

### 7.4. Communication

As part of communication with the supplier, the Supplier's Quality Assurance section may publish a quality bulletin available at

<https://pzmielec.pl/en/company/documents-for-suppliers>.

The quality bulletin is valid from the date of issue, unless otherwise stated therein.

### 7.5. Documented information:

#### 7.5.1. General provisions:

The supplier should have appropriate procedures, so as to ensure proper and effective control of all the documents and records, including software used for the execution of purchase orders placed by Polskie Zakłady Lotnicze Sp. z o.o.

#### 7.5.2. Creating and updating: No additional requirements.

#### 7.5.3. Control of documented information:

The supplier is obliged to keep (properly identify and control) and archive technical and quality documentation associated with the execution of purchase orders/contracts/agreements for Polskie Zakłady Lotnicze Sp. z o.o. (in particular drawings, technologies, purchase orders, process planning sheets, decisions, attestations, certificates, quality metrics, etc.) after completion of the purchase orders/contracts/agreements for the period of:

- for critical parts - 40 years (unless agreed otherwise)
- for other parts - 10 years (unless agreed otherwise)

Records produced by the supplier in connection with the execution of the purchase order/agreement/contract, including records related to the personnel, must be available to representatives of Polskie Zakłady Lotnicze Sp. z o.o., its customers or the relevant supervisory authority and must not be destroyed after a specified time without Polskie Zakłady Lotnicze Sp. z o.o. consent.

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## 8. OPERATIONS

### 8.1. Operational planning and control

Before commencing the execution of the purchase order / agreement / contract, supplier should review the documentation in possession, in particular the drawings, standards, specifications and should analyze the technical documentation in terms of execution capacities, taking into account the requirements for the prevention, detection and removal of foreign objects. Supplier is obliged to plan and develop in writing (paper or electronic form is allowed) the processes necessary to execute the product / service.

### 8.2. Requirements for products and services

#### 8.2.1. Customer communication:

All correspondence and documentation for the executed contract/agreement/purchase order should be available in the language agreed with Polskie Zakłady Lotnicze Sp. z o.o.

#### 8.2.2. Determining the requirements for products and services:

Supplier is obliged to prevent and minimize the possibility of using counterfeit /expired materials (finished products, assemblies or subassemblies, materials or parts, including electrical, electronic and electromechanical parts) to fulfill the customer's purchase order.

Supplier should plan, implement and control processes, as appropriate for the organization and the product, to prevent counterfeit or suspect counterfeit parts and prevent their use in the product (s) supplied to the customer by:

- training people involved in the execution of purchase orders for Polskie Zakłady Lotnicze Sp. z o.o. in the field of awareness and preventing the use of counterfeit parts;
- supervising external suppliers;
- inspection of products supplied from original or authorized manufacturers or authorized distributors or other approved sources;
- inclusion of requirements to ensure traceability of parts and components back to their original or authorized manufacturers;
- including additional provisions in internal processes concerning verification and testing activities to detect counterfeit parts.

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The performance of business activities in trading of explosives, weapons, ammunition and products and technology for military or police use is allowed only with an entity holding a license within a certain scope, in accordance with the Act of June 13, 2019 on the performance of business activities in the manufacture and trading of explosives, weapons, ammunition, and products and technology for military or police use.

### 8.2.3. Review of the requirements for products and services:

No additional requirements.

### 8.2.4. Changes to requirements for products and services:

Introducing changes to the design and manufacturing process documentation should be carried out in accordance with the applicable procedures in force in the company. The supplier is obliged to supervise the release levels of technologies / process sheets / process planning sheets / CNC and CMM programs using a change (revision) system, which provides for documenting the history of all changes.

## 8.3. Design and development of products and services

Supplier is not allowed to make any changes to the design documentation furnished by Polskie Zakłady Lotnicze Sp. z o.o.

## 8.4. Control of externally provided processes, products and services

Supplier is fully responsible for the quality of processes, services and products delivered to Polskie Zakłady Lotnicze Sp. z o.o.

### 8.4.1. General provisions:

For purchases made for Polskie Zakłady Lotnicze Sp. z o.o., the purchase order must include information on the right of entry of representatives of Polskie Zakłady Lotnicze Sp. z o.o., its customers and supervisory authorities to the premises of the supplier of the ordered product.

Each purchase order must include a requirement for the supplier to ensure full traceability of the material supplied, i.e. to provide documents certifying each step of the supply chain back to the original manufacturer.

The supplier is required to pack, label and protect electrostatic discharge (ESD) sensitive materials/equipment in accordance with ANSI/ESD S20.20, ESD TR20.20, MIL-PRF-81705E. For Sikorsky program, SS7501 additionally applies.

The supplier shall properly label packages containing ESD materials in accordance with MIL-STD-129 and additionally SS7501 for the Sikorsky program.

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### 8.4.2. Type and extent of control

If the performance of the purchase order /contract /agreement requires a special process, its performance is only allowed at the contractor approved by the customer for a given program under which the purchase order is placed by Polskie Zakłady Lotnicze Sp. z o.o. A reference to the list of approved suppliers of special processes can be found in the quality clause attached to the purchase order.

For purchase orders for own product (M28) of Polskie Zakłady Lotnicze, suppliers of special processes should be listed in the special processes approved suppliers list available at: <https://pzlmielec.pl/en/company/documents-for-suppliers> or have current Nadcap approval for a given special process for which the purchase order is being processed.

The following processes are considered special processes in Polskie Zakłady Lotnicze Sp. z o.o.:

1. All types of heat treatments
2. All types of thermo-chemical treatments
3. Surface treatment:
  - spraying, e.g. zinc spraying,
  - chemical treatment,
  - electrochemical treatment,
  - galvanic treatment,
  - surface strengthening: beading, vibration grinding,
  - etching.
4. Bonding processes:
  - soldering,
  - welding,
  - pressure welding.
5. NDT:
  - penetrant flaw detection,
  - magnetic flaw detection,
  - X-ray,
  - ultrasonic flaw detection.
6. Upsetting of push rods tubes.

Supplier is required to provide test specimens for design and process approval, inspection / verification, investigation or auditing as required.

### 8.4.3. Information for sub-suppliers:

If it is necessary to transfer some of the tasks under the order to sub-suppliers, the supplier is also obliged to forward to the sub-suppliers all the requirements of Polskie Zakłady Lotnicze Sp. z o.o., in particular those related to special processes - see par. 8.4.2.

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## 8.5. Production and delivery of services

### 8.5.1. Control of production and delivery of services

Manufacturing process documentation of the entire process or sequence of operations for critical parts for the M28 product must be approved by Polskie Zakłady Lotnicze Sp. z o.o.

The supplier should ensure that:

- the requirements set out in the process documentation of Polskie Zakłady Lotnicze Sp. z o.o. will be reviewed and implemented
- all employees involved in the planning and implementation of the manufacturing process for critical parts are trained and aware of the importance of their tasks.

Before introducing any changes to the manufacturing process of critical parts, the supplier is obliged to report to Polskie Zakłady Lotnicze Sp. z o.o. in writing or by email the proposed change and obtain approval thereof. The supplier is obliged (if applicable) to notify its sub-suppliers of such changes.

Supplier is obliged to send to Polskie Zakłady Lotnicze Sp. z o.o. information in writing or by email about the intention to make any change in the special process or production process, which would affect the process course. The supplier will be able to carry out the process as per proposed changes after receiving approval from Polskie Zakłady Lotnicze Sp. z o.o.

First Article Inspection documentation.

- Supplier is required to perform a first article inspection (FAI) on a new part representative of the first batch of production parts. The supplier is fully responsible for the compliance of the first piece with the requirements of the purchase order.
- All requirements for the first article inspection are described and will be implemented in accordance with the provisions of AS 9102 - Aerospace First Article Inspection Requirements, and the report shall be made on the forms listed in this standard.
- The supplier, 30 days before commencement of FAI, is obliged to provide Polskie Zakłady Lotnicze Sp. z o.o. with notification of the time and location of FAI. A representative of Polskie Zakłady Lotnicze Sp. z o.o. has the right to participate in FAI.
- Upon completion of FAI, the supplier will provide FAI report according to the delivery schedule specified in the purchase order. Polskie Zakłady Lotnicze Sp. z o.o. will notify supplier of FAI approval or rejection.

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Important: Until approved by the representative of Polskie Zakłady Lotnicze Sp. z o.o., the supplier shall suspend the shipment of parts and await the document verification outcome. Approved AS9102 Form 1 constitutes authorization of the first shipment.

- If FAI is rejected, the supplier, at the request of Polskie Zakłady Lotnicze Sp. z o.o. and at its own expense, shall re-conduct FAI and make any necessary changes. All costs related to additional tests or re-tests carried out by Polskie Zakłady Lotnicze Sp. z o.o. or the supplier, will be covered by the supplier.
- Approval or conditional approval does not release supplier from meeting all the requirements set out in the specifications and all terms of the purchase order. If FAI is not approved, the justification of non-approval will be sent to the supplier.
- For the purchase orders for products manufactured according to the drawings of Polskie Zakłady Lotnicze Sp. z o.o. or its Customer, supplier is obliged to document the results of the inspection and testing of released products, in accordance with the Customer's requirements.

### 8.5.2. Identification and traceability

Lot numbers, serial numbers and all other identification marks placed on the materials / articles purchased and supplied by Polskie Zakłady Lotnicze Sp. z o.o. must be maintained through all stages of production and delivery and must be traceable to applicable documentation.

### 8.5.3. Customer property

Materials and products supplied by Polskie Zakłady Lotnicze Sp. z o.o. or being its property, must be separated, marked in a visible manner and may only be used to perform the contract / agreement / purchase order for Polskie Zakłady Lotnicze Sp. z o.o. Supplier is obliged to notify Polskie Zakłady Lotnicze Sp. z o.o., of each product being its property that is lost, damaged or otherwise useless. Upon written notice or upon expiration of the cooperation agreement, unless otherwise agreed, all delivered documents, equipment, products and materials shall be returned to Polskie Zakłady Lotnicze Sp. z o.o.

### 8.5.4. Product protection

Supplier should protect the product during internal processing and delivery to the specified destination so as to eliminate the possibility of damage during production and transport. The protection should also apply to transport of the product to Polskie Zakłady Lotnicze Sp. z o.o. in accordance with the customer's requirements.

### 8.5.5 Post-delivery activities: No additional requirements.

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8.5.6 Control of changes: No additional requirements.

**8.6. Release of products and services**

All products delivered to Polskie Zakłady Lotnicze Sp. z o.o. must have a quality document specified in the purchase order/contract/agreement signed by the responsible person on the supplier's side, which confirms compliance of products delivered with all the requirements of the purchase order/contract/agreement. The data in the documents must include the levels of issues/revisions of the documents according to which the products have been released.

Such a document must contain as a minimum the following data:

- supplier's name and address (according to the purchase order)
- part number, description, change/revision no., quantity, serial/lot number (if applicable)/ heat/ lot number
- purchase order/agreement/contract number
- any information on deviations, nonconformity, permits, etc.
- information on the part life limitation (if applicable)
- statement of compliance with the purchase order/contract/agreement requirements
- all other data set out in the technical requirements and/or purchase order/contract/ agreement
- signature of supplier's authorized representative
- certificate numbers of special processes performed (if applicable)

**8.7. Control of non-conforming outputs**

Products that do not conform to the purchase order/contract/agreement may not be delivered, unless Polskie Zakłady Lotnicze Sp. z o.o. agrees in writing to such delivery. If agreed for delivery of a non-conforming product, the non-conforming characteristics of the products and their serial numbers must be clearly marked and included in the supplier's quality document delivered with the product. The consent for delivery of a non-conforming product is the basis for price negotiations and does not release the supplier from liability for the delivered product.

8.7.1. Procedure in the event of nonconformities found during production at the supplier:

If in the course of production any nonconformities requiring repair are found by the supplier, the supplier is obliged to ask the customer for instructions for the detected nonconformity.

- For products where quality acceptance process is conducted through the iSeries system, the supplier is obliged to create a VR (Variance Request) report in the iSeries system.



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- For products where quality acceptance process is conducted at Polskie Zakłady Lotnicze Sp. z o.o. the supplier is obliged to send electronically to the Supplier's Quality Assurance, the nonconformity sheet (*AN – Polish: Arkusz Niezgodności*) (form no. [Z0702](#)) with a description of the non-compliance, the reasons for the occurrence and corrective actions taken. Polskie Zakłady Lotnicze Sp. z o.o. shall return the completed form [Z0702](#) with the instruction for the corresponding request to the supplier.

Supplier shall prepare and submit a request for acceptance of discrepancies no later than 30 business days from the date of finding the discrepancy. In the event of failure to comply with this obligation, Polskie Zakłady Lotnicze Sp. z o.o. has the right to reject the request. The supplier is responsible for all costs incurred by Polskie Zakłady Lotnicze Sp. z o.o. for the performed repair, rework or scrapping of parts.

Products classified as non-conforming or with a deviation must be identified with a tag, sticker or marked and delivered to Polskie Zakłady Lotnicze Sp. z o.o. along with quality documents where the AN/VR number is referenced to ensure traceability. Supplier is not allowed to ship non-conforming products without the instructions from Polskie Zakłady Lotnicze Sp. z o.o. and / or the client of Polskie Zakłady Lotnicze Sp. z o.o.

If the non-compliance is correctable (within the scope of possibility of bringing it back to full compliance with the design documentation and standards, which does not exceed the requirements of the technical documentation), the supplier may perform it without the need to obtain the consent of Polskie Zakłady Lotnicze Sp. z o.o. (this procedure does not apply to critical parts).

### 8.7.2. Procedure in the case of non-compliance or potential non-compliance on products delivered to the customer (NOPE):

In the event of a potential non-compliance of the product delivered to Polskie Zakłady Lotnicze Sp. z o.o. is found, the supplier should immediately notify Polskie Zakłady Lotnicze Sp. z o.o. (the relevant buyer and the Supplier Quality Assurance) by sending a "Notification of potential non-compliance" [annex Z0703](#) to the address [sga.fc-pzl@global.lmco.com](mailto:sga.fc-pzl@global.lmco.com), no later than 24 hours from detection. Other form of reporting is allowed, taking into account the required data contained in the [annex Z0703](#).

#### **Notice:**

In case of problems with the availability of the form, contact the responsible buyer as soon as possible. When completing the form, it is the responsibility of the person filling out the form to provide in each chapter all the useful data currently available during the preparation of the notification.

## QUALITY REQUIREMENTS FOR SUPPLIERS

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Supplier shall provide:

- Information necessary to determine the magnitude of the problem
- Identification of potentially affected parts (subassemblies), if known at the time of notification
- Immediate corrective action to contain the problem,
- Root cause and corrective action plan. If a nonconformity investigation is ongoing, provide a preliminary root cause with initial notification,
- Review of root cause and corrective action. As part of corrective action, a record is required of the analysis of the impact of the recorded nonconformity on other areas in the organization by confirming the verification and containment of identical nonconformities in other or similar products/processes/areas of the organization. If the analysis shows that the nonconformity is a single/obviously isolated case that has no impact on creating a risk of nonconformity on identical or similar processes in the organization, it should be noted.

### 8.7.3. Procedure in the event of nonconformity detected at Polskie Zakłady Lotnicze Sp. z o.o.:

In case of nonconformity detected by Polskie Zakłady Lotnicze Sp. z o.o. on delivered products, Polskie Zakłady Lotnicze Sp. z o.o. will send a Complaint Protocol to the supplier.

The supplier has 3 working days to process the complaint. The complaint may include instructions such as:

- return of non-conforming products to the supplier,
- repair,
- rework,
- scrapping.

The supplier is responsible for all costs incurred by Polskie Zakłady Lotnicze Sp. z o.o. resulting from the complaint processing.

### 8.7.4. Procedure in the case of detection of suspect or counterfeit material:

If supplier suspects that a suspect or counterfeit material may have penetrated into the supply chain, the supplier shall notify Polskie Zakłady Lotnicze Sp. z o.o. of this fact as soon as possible (the relevant buyer and the Supplier Quality Assurance).

## QUALITY REQUIREMENTS FOR SUPPLIERS

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The supplier shall provide the information necessary to determine the extent of the problem by:

- identification of potentially affected materials (parts, components),
- monitoring of counterfeit parts,
- separation of suspect or detected counterfeit parts.

If counterfeit material is detected at Polskie Zakłady Lotnicze Sp. z o.o., the supplier shall bear full legal liability for damages related to the detection and/or removal of counterfeit material at Polskie Zakłady Lotnicze Sp. z o.o.

### 9. EVALUATION OF THE EFFECTS OF ACTIONS

#### 9.1. Monitoring, measurement, analysis and evaluation:

The supplier is obliged to plan and implement the processes for monitoring, measurement, analyses and improvement needed to demonstrate the product compliance, among others. The supplier is obliged to monitor and measure at the proper stages of the product realization process its properties in order to check whether the requirements for the product are met - according to the requirements of the purchase order/contract/agreement.

**9.2. Internal audit:** No additional requirements.

**9.3. Management review:** No additional requirements.

### 10. IMPROVEMENT

**10.1. General provisions:** No additional requirements.

**10.2. Nonconformity and corrective action:** No additional requirements.

**10.3. Continuous improvement:** No additional requirements.

### 11. ADDITIONAL REQUIREMENTS FOR SUPPLIERS

The quality requirements for an individual customer are communicated to the supplier together with the purchase order.

### 12. ANNEXES

Annex [Z0702](#) - Notification of Nonconformity from Supplier (AN).

Annex KJ-06\_02\_rev.12 - Sulfuric Acid Anodizing-cancelled.

Annex KJ-06\_03\_rev.12 - Hard Anodizing-cancelled.

Annex [Z0703](#) - Notification of a potential nonconformity.

Annex [Z0238](#) – Aviation safety hazard notification.