



CONTROL OF PURCHASES

1.0 PURPOSE

To establish a uniform method for the control of purchases.

2.0 SCOPE

This procedure applies to the company programs when referenced in the applicable Program Quality Assurance Plan.

3.0 APPLICABLE DOCUMENTS

QCP 5.1	Selection of Qualified Suppliers
QCP 5.2	Review of Purchase Documents
QCP 5.3	Receiving Inspection Procedure
QCP 5.4	Source Inspection
QCP 5.5	Certified Supplier Program
QCP 5.6	Periodic Testing of Materials
QCP 5.7	Vendor Survey and Audit Procedure
φQCP 5.8	Quality Requirements for the Supplier Base
SOP 52-10-005.0-00-001	Sample Casting Approval
SOP 52-10-005.0-00-003	Casting Tooling Development Control Procedure
SOP 52-10-005.0-00-005	Standard Procedure For Selecting Raw Material Codes
SOP 52-10-007.0-00-004	First Article Inspection Requirements for Purchased Parts (Excluding Castings and Forgings)
SS-003	Supplier Financial Risk Mitigation
AS9102	Aerospace First Article Inspection Requirement
AS9103	Variation Management of Key Characteristics

4.0 QUALITY ELEMENTS

Quality Assurance shall assist Purchasing in assuring the quality of purchases. The quality of parts produced and operations performed outside the Eaton - Euclid plant shall be controlled. The major areas of Quality Assurance participation with Purchasing to assure the quality of purchases follow:

- Selection of Qualified Suppliers
- Review of Purchase Documents
- Verification of Product Conformance
- Feedback of Inspection Results to the Supplier
- Certified Supplier Program
- Consignment Inventory Program
- First Article Production Approval
- Advanced Product Quality Planning (APQP)

Date of Issue	Revisions	
3/6/87	- T 07/13/17 Revisions indicated by φ	
Prepared By	Approved	
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4.1 Selection of Qualified Suppliers

Quality Assurance and the Engineering Department shall assist Purchasing in the selection of qualified suppliers. The Engineering Department shall assess Supplier's Engineering and Design areas for its capability to produce source designed products and assemblies procured for use in Eaton fuel Systems. The Quality Assurance Department shall have the responsibility for approving supplier quality systems and has the authority to disapprove the use of sources. The prime consideration in the selection of qualified suppliers will be the supplier's ability to meet design, performance and quality requirements of the Purchase order. Evaluation of the supplier's ability to meet these requirements shall include:

- Past performance
- Supplier Quality Assurance surveys/audits
- Supplier quality ratings
- Potential New Suppliers Quality Management and/or Process accreditations.
- Supplier Financial Risk Mitigation
- AS9100 accreditation or ISO9000 accreditation and an approved plan for obtaining AS9100 accreditation.
- NADCAP accreditation or an approved plan for obtaining NADCAP accreditation for special processes.

Reference QCP 5.1 Selection of Qualified Suppliers.

4.2 Review of Purchase Documents

Product buys are parts and assemblies purchased to Eaton six digit production part numbers. For first time product buys, the Quality Assurance Department shall review the purchase request package. The purpose of this review shall be to ascertain that all characteristics affecting the quality of the purchased items are complete and are adequately defined in the procurement document. In addition, the Quality Assurance Department shall stipulate Vendor Quality Requirements (VQR), i.e., certification, inspection documents, test samples, procedure requirements, etc., deemed necessary for proper control. Reference QCP 5.2 - Review of Purchase Documents.

φ Supplier quality requirements are defined per QCP 5.8 – Quality Requirements for the Supplier Base.

4.3 Verification of Product Conformance

Verification that the supplier's parts, assemblies and/or operations comply with requirements shall be part of the overall responsibility of the Quality Assurance Department.

Supplies delivered directly to Eaton may be subjected to Receiving Inspection. Parts designated shall be inspected in accordance with Standard Operating Practices (SOP's). The SOP's are prepared by Quality Assurance Engineering and used by Inspection to verify that supplier's parts, assemblies and operations meet requirements. Reference QCP 5.3 - Receiving Inspection Procedure. The Receiving Materials Acceptance function shall review and approve all certifications and coordinate performance tests as required by the Purchase

Order/VQR requirements as indicated in QCP 5.3. The Materials Lab shall perform Periodic Tests on raw material as indicated in QCP 5.6, Periodic Testing of Materials to assure that materials meet the Purchase Order requirements.

Certain items because of their nature are subject to source inspection at the supplier's facility. Items to be source inspected are selected and inspected by the Quality Assurance Department in accordance with QCP 5.4 - Source Inspection.

If a supplier has been selected to be in the Eaton Certified Supplier Program, received material may be stocked without additional evaluation at Eaton if requirements of QCP 5.5 are met. These are selected suppliers whose proven history merits their recognition as suppliers authorized to self-released material and/or services to Eaton.

4.4 Feedback of Information to the Supplier

When any phase of a supplier's performance is determined to be unsatisfactory, Eaton shall communicate its concern to the supplier by telephone, letter, Corrective Action Request or a visit to that supplier for discussion or audit. If a supplier's performance thereafter continues to remain unsatisfactory, his status on the Approved Vendor List may be downgraded from an approved status to a conditionally approved or unapproved status in accordance with QCP 5.7.

4.5 Consignment Inventory Program

Inventory stocking program where participating Eaton Certified Suppliers maintain inventory, replenish stock, and invoice upon use. Consignment inventory when received must meet the requirements of QCP 5.5 Certified Supplier Program.

4.6 First Article Production Approval

First Article Inspection approval from the ordering Eaton Aerospace site is required. First Articles shall be performed by the supplier in accordance with AS/EN 9102 and SOP 52-10-007.0-00-004 or SOP 52-10-005.0-00-001 as applicable.

- The designated quantity of components randomly selected from a significant production run, must be produced utilizing production tooling, processing and cycle times. This approval includes dimensional and performance requirements and, in some cases, may also include specific visual and functional approvals.
- In some instances, functional approvals of components will be required. The supplier will be notified via PO / contract flow down when such approval is necessary.

4.7 Advanced Product Quality Planning (APQP)

Suppliers shall implement a process conforming to AS9103 Variation Management of Key Characteristics. Suppliers shall use recommended risk management process tools (i.e., PFMEA, control plans, process flow diagrams, etc.).

4.7.1 SPC data, including quarterly C_p and C_{pk} summaries for key characteristics identified in the control plan, may be required with each shipment at the discretion of the receiving facility.

4.7.2 Process Failure Mode and Effects Analysis (PFMEA).

A PFMEA shall be conducted during product quality planning and before production. It is a disciplined review and analysis of a new / revised process and is conducted to anticipate, resolve or monitor potential process problems for a new / revised product program.

φ 4.7.3 APQP shall be performed in accordance with QCP 5.8 - Quality Requirements for the Supplier Base.

4.8 Supplier Financial Risk Mitigation

Eaton Corporate Policy - Supplier Financial Risk Mitigation (SS-003) sets the guidelines for assessing the financial solvency of suppliers and establish standard procedures aimed at mitigation risks associated with suppliers determined to be under financial duress throughout Eaton Industrial Corporation.