Generic Supplier Quality Requirements

PURPOSE:

This Directive defines **the "Generic Quality Requirements" that shall be applied at Airbus Defence & Space Suppliers and their lower tiers.**

Please be aware that beside this Generic Supplier Quality Requirements other Quality Requirements may exist and shall apply, too, like Product/Program/Project related Quality Requirements.

In case of conflict the Product/Program/Project related Quality Requirements are taking precedence over the conflicting Generic Supplier Quality Requirements.
Non conflicting Generic Supplier Quality Requirements shall still be applied.

Within this document the term "Customer" or "Purchaser" is used for "Airbus Defence & Space"

SCOPE:

Business with Airbus Defence and Space :

- Military Aircraft : applicable
- Space System : optional
- CIS : optional
- UAS : optional

Document Owner:

Name: Blot, Jerome

J. Blot

Function: QMS, Surveillance and Requirements, TOQPB

Authorized for Application:

Name: Lancaster, Andrew

A. Lancaster

Function: Head of Procurement and Supply Chain Quality, TOQP

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1 Introduction

This document represents the set of Generic Supplier Quality Requirements that shall apply at all Suppliers for business with Airbus Defence and Space.

Therefore this document shall be referenced as applicable within (frame) contracts / purchase orders or other contractual documents.

To get the evidence for the status of compliance to the requirements the attachment of this document (referenced as .A01) shall be taken, filled out and signed by Supplier. The filled out and signed document shall be handled as compliance to the Generic Supplier Quality Requirements (GSQR).

2 Requirements

2.1 Quality Requirements

1.01 Applicable documents	
QAA Req.No.	**Requirements**
GQ-1-01-01	The attachment TT.GOV.D070.A01 **issue 1** of this document shall be used for provision of compliance to this "Generic Supplier Quality Requirements" document and maintained.

1.02 Referenced documents	
QAA Req.No.	**Requirements**
	see chapter 3

1.03 Responsibilities	
QAA Req.No.	**Requirements**
	N/A

1.04 Reporting	
QAA Req.No.	**Requirements**
	N/A

1.05 Human Resources	
QAA Req.No.	**Requirements**
GQ-1-05-06	Evidence regarding the qualification of staff shall be documented, maintained and submitted to customer on request.
GQ-1-05-02	Personnel performing or evaluating special processes shall be trained and certified according to standards.
GQ-1-05-03	Personnel performing non-destructive testing and evaluation shall be trained and certified according to standards
GQ-1-05-04	For inspection staff at least following details shall be addressed: - Name - Qualification - Special qualifications/ Trainings - Scope of authorization - Date of the first issue of authorization - Period of validity

1.06 Audits	
QAA Req.No.	**Requirements**
GQ-1-06-07	The Supplier shall plan and perform audits and assessments using established and maintained procedures and/or instructions.
GQ-1-06-06	The Supplier shall perform audits on his own performance to verify the implementation and effectiveness of the provisions defined in the PA/QA (or equivalent) plan.

1.07 Access rights	
QAA Req.No.	**Requirements**
GQ-1-07-01	The Supplier shall at reasonable intervals - after prior agreement of the parties on the date - or immediate when a severe problem occurs allow the Customer - and its Customers and their representatives, governmental (e.g. GQAR) and other involved authorities - to audit/assess the Supplier and/or any Supplier of the supply chain. Therefore the Supplier shall • grant the Customer reasonable access to business premises and product and contract related documentation (e.g. safety or certification). • make available a duly qualified member of his staff for the duration of the inspection visit.
GQ-1-07-03	When requested by the Customer, the Supplier shall make available company in-house standards for Customer review when these standards are applicable to the developed or procured product.
GQ-1-07-08	In case the Supplier is not granting access to and inspection of classified manufacturing methods and other industrial secrets the Supplier shall provide sufficient evidence for confirmation to the Customer.
GQ-1-07-09	In case of restricted / secret topics the Customer shall be informed by the Supplier in advance to a visit/audit/ etc.

1.08 Governmental and Authorities	
QAA Req.No.	**Requirements**
	N/A

1.09 General Main Requirements (e.g. QMS, Certification)	
QAA Req.No.	**Requirements**
GQ-1-09-24	The Supplier shall have and maintain a Quality Management System (QMS) compliant with IAQG (EN/AS/JISQ) 9100 series certified by a Certification Body (CB) accredited through IAQG Industry Controlled Other Party (ICOP) scheme. Notes: (1) Depending on scope of activities, 9100 series means: 9100 (Aviation, Space and Defense Organizations), 9110 (Aviation Maintenance Organizations) and 9120 (Aviation, Space and Defense Distributors). (2) Only certifications registered in Online Aerospace Supplier Information System (OASIS) are valid (refer to www.sae.org/iaqg and www.iaqg.org/oasis). (3) For some specific types of Products and/or low-risk related Product or Services Suppliers, another QMS standard, e.g. ISO 9001, may be acceptable if formally agreed by the Purchaser.
GQ-1-09-25	The Supplier shall manage the APQP-approach according to the IAQG 9145 standard (EN, AS or equivalent)
GQ-1-09-20	The Supplier shall adhere to all requirements and procedures specified in the purchasing documents, drawings and technical documents as long as no Customer acceptance is given e.g. by change note or concessions.
GQ-1-09-07	When requested by the Customer the Supplier shall deliver a compliance matrix to the Customer Quality requirements including reference to the evidences.
GQ-1-09-22	The Supplier shall promptly notify the Customer for any substantive changes to the Supplier's Business/Quality Management System or personnel affecting the fulfillment of the contract/order.
GQ-1-09-21	With each order confirmation the Supplier shall confirm (by providing order confirmation) that the Supplier accept and apply the present "Generic Supplier Quality Requirements" document/agreement as part of the order.

1.10 Risk Management	
QAA Req.No.	**Requirements**
GQ-1-10-01	The Supplier shall propose a plan to mitigate the obsolescence/discontinuity or supplier bankruptcy.
GQ-1-10-05	The Supplier shall notify Customer of any obsolescence or discontinuity of product or subparts, which may impact Customer in terms of deliveries or repairs activities. The declaration shall be made to Customer as soon as the information is known by the Supplier.
GQ-1-10-07	The Supplier shall conduct a risk analysis of his sub-tiers minimum at Supplier approval/re-approval/extension with a special focus regarding e.g. counterfeit/bogus and already used parts. Therefore, when parts are not directly procured from the manufacturer, the Supplier should procure parts only from distributors that are: • IAQG 9120 (EN/AS/..) certified unless specifically authorized by the Purchaser • Authorized by the Original Equipment Manufacturer (OEM)
GQ-1-10-03	In case of systematical or process issues at Supplier that can not be solved on operational basis by measures only, a Tactical Improvement can be started by the Customer at Supplier's expense.

1.11 Design and Development	
QAA Req.No.	**Requirements**
GQ-1-11-02	The Supplier organization shall identify and evaluate critical items in support of the overall risk management activities.

1.12 Production and Service Provision	
QAA Req.No.	**Requirements**
GQ-1-12-08	The supplier shall also provide for detail support documents and instructions, such as drawings, procedure and instruction sheets, to enable operations to be correctly performed.
GQ-1-12-09	The supplier shall employ workmanship standards throughout all phases of manufacturing, assembly and integration, to ensure acceptable and consistent workmanship quality levels.
GQ-1-12-10	The supplier shall ensure that only conforming items are released and used, and that those not required for the operation involved are removed from work operation areas.
GQ-1-12-12	The supplier shall ensure that test facilities, either internal or external, conform to specified requirements.
GQ-1-12-13	The supplier shall ensure that test facilities are suitably validated to perform the tests to be conducted.
GQ-1-12-14	The supplier shall ensure that computer-aided testing techniques and data are validated prior to use and controlled during their use in testing.
GQ-1-12-15	The supplier shall ensure that test equipment are designed such that their correct operation can be verified without having to apply them to the test item.
GQ-1-12-16	The QA organization shall review and approve test procedures.
GQ-1-12-17	The supplier shall ensure that all tests are comprehensively documented in test reports, and that they include, as a minimum: 1. reference to the applicable test procedure, and description of the deviations from it during the actual testing, 2. test data records and evaluation, and 3. summary of test results.
GQ-1-12-18	The Supplier organization shall review and approve test reports.
GQ-1-12-19	Testing activities or results to be subject to QA /PA verification shall be identified as such in the relevant test procedure.
GQ-1-12-20	Testing shall be subject to the requirements for the control of hazardous operations.
GQ-1-12-25	When requested by the Customer any change to the defined inspection procedures shall require customer approval in writing.
GQ-1-12-27	All critical characteristics shall be inspected as identified & defined in the critical item control programme but self inspection by operator shall not be permitted for critical characteristic inspection.
GQ-1-12-30	The supplier shall give the customer advance notice of changes to his manufacturing processes, materials or parts incorporated in his products, of the relocation of production plants and of modification made to the methods or facilities for the testing of the products or to other QA measures. Note: "Advance" means that the supplier shall give the customer sufficient time to check whether such changes may have a detrimental effect on the products.
GQ-1-12-32	Test procedures shall include, as a minimum: 1. scope of the test, including the identification of the requirement being verified, 2. identification of the test object, 3. applicable documents, with their revision status, 4. test flow,

1.12 Production and Service Provision	
QAA Req.No.	**Requirements**
	5. test organization, 6. test conditions, 7. test equipment and set-up, 8. step-by-step procedure, including definition of specific steps to be witnessed by QA personnel, 9. recording of data, 10. pass or fail criteria and test data evaluation requirements, and 11. guidelines or criteria for deviation from test procedure and for retest.
GQ-1-12-33	Receiving inspectors shall have available the procurement documents, specifications, drawings and any other document relevant to incoming supplies as required in the procurement documents.
GQ-1-12-34	The supplier shall maintain receiving inspection records to ensure traceability and the availability of historical data to monitor supplier performance and quality trends.
GQ-1-12-35	Receiving inspection activities (Customer and Supplier) shall include: 1. verification of packaging conditions and status of environmental sensors, 2. visual inspection of delivered items, 3. verification of correct identification and, where appropriate, configuration identification for conformance to ordering data, 4. verification of evidence of inspection and tests performed by Supplier and associated documentation, 5. verification of performance of Supplier's source inspection, if required, 6. performance of inspections and tests on selected characteristics of incoming supplies or test specimens submitted with supplies, 7. identification of the shelf life of limited-life items, 8. identification of the inspection status and physical separation of the supplies in the receiving inspection area according to the following categories: (a) items without completed receiving inspection; (b) conforming items; (c) nonconforming items. 9. prevention of unauthorized use of uninspected items, 10. identification of the items to be released for production with conformance status and traceability data to be recorded in manufacturing documents, 11. maintenance of receiving inspection records 12. Validation of test report data
GQ-1-12-43	Where safety of personnel or damage to items or associated test equipment is possible, QA/PA function must have the authority to stop the test.
GQ-1-12-44	Frequency of inspection shall be determined by process capability and process control.
GQ-1-12-45	Random sampling inspection shall not be permitted until a process is under control.

1.13 Special Processes	
QAA Req.No.	**Requirements**
GQ-1-13-01	Mandatory process specifications prescribed by Customer, must not be replaced by others without Customer approval in writing.
GQ-1-13-03	For special processes (e.g. heat-treatment, surface treatment, shoot peening, welding) qualification tests shall be carried out, documented and recorded by the Supplier.
GQ-1-13-04	When requested by the Customer the extent of the special process qualification-test shall be provided to Customer for authorisation. The processes must not be applied prior to Customer approval in writing.
GQ-1-13-06	The Supplier shall ensure that proper selection of the non-destructive or destructive methods for the evaluation of process performance is done.

1.14 First Article Inspection	
QAA Req.No.	**Requirements**
	N/A

1.15 Measurement, Metrology & Calibration	
QAA Req.No.	**Requirements**
GQ-1-15-11	When requested by the Customer the Supplier shall validate the Special to Type Test Equipment (STTE). Customer or his representatives shall have the right to witness the validation at supplier's facility and therefore the Customer shall be invited at least 2 weeks in advance.

1.16 Critical Item Control	
QAA Req.No.	**Requirements**
GQ-1-16-05	All testing activities related to critical characteristics as identified in the critical-items control programme shall be approved.

1.17 Control of Non-conformances, warnings/alerts and Failure Management	
QAA Req.No.	**Requirements**
GQ-1-17-01	The Supplier shall implement, document and sustain a Failure Reporting, Analysis and Corrective Action System (FRACAS) adequate to the product needs.
GQ-1-17-02	It must be assured that non-conforming products and materials are not used for production, assembly and delivery without Customer approval.
GQ-1-17-07	When requested by the Customer specific procedures concerning handling and documentation of corrective and preventive actions (e.g. 8D-Report) shall be deployed by the Supplier to the Customer.
GQ-1-17-09	The Supplier shall periodically review the non-conformance records, in order to evaluate the progress of the actions for the correction and prevention of non-conformances, to ensure proper and timely close-out of actions and to analyze existance of trends in the occurences of non-conformances.
GQ-1-17-10	The Supplier shall establish and implement a process for the avoidance, detection, mitigation and disposition of Counterfeit Parts.
GQ-1-17-11	When the Supplier realises that a Customer-supplied product is unsuitable for its intended use, he shall immediately report to and coordinate with the Customer the remedial actions to be taken.
GQ-1-17-26	Supplier shall provide information to Purchaser about potential alerts regarding problems (e.g. counterfeits parts) related to raw materials, processes or similar products as those delivered to Purchaser.
GQ-1-17-13	Customer shall be notified of any non-conformance occurring on other programs when it becomes available to the Supplier knowledge if those non-conformance may affect hardware or software of the contract.
GQ-1-17-14	The Supplier shall participate in the alert system organized by the Customer or other sources, by: 1. assessment of the impact of incoming alerts to project work, and definition, implementation and follow-up of necessary corrective actions at any contractual level. 2. distribution of incoming alerts to the possible affected users within the project. Note: other sources = Authorities, Agencies, other Customers
GQ-1-17-19	A disposition for a nonconforming item shall be one of the following: • Return to Supplier : This disposition only applies to nonconforming procured items. • Use “as-is” : The item is found to be usable without eliminating the non-conformance. • Repair : The item is recoverable such that it fulfills the intended usage requirements although it does not conform to the originally specified requirements. • Scrap : The item is not recoverable by repair, for technical or economic reasons.
GQ-1-17-22	In case of repeated failures, high rejection rate (R1 or R2) or significant events, the Supplier shall establish a work group or special investigation committee to determine in a detailed manner the causes and actions necessary, making use of any methodologies as required, such as 8D.
GQ-1-17-23	On Customer request program/project specific guidelines for creation of concessions shall be considered.
GQ-1-17-24	Items with “scrap” disposition shall be prominently identified, segregated from all other material within a bonded area and destroyed to prevent further use.

1.17 Control of Non-conformances, warnings/alerts and Failure Management	
QAA Req.No.	**Requirements**
GQ-1-17-25	Customer accepted Supplier nonconforming parts shall be clearly identified and the concession/deviation documentation shall be part of the delivery to Customer. Note for deployment: - The concession number shall be entered in the Certificate of Conformity and, whenever possible, in the equipment label, as well. - Each nonconforming part (form, fit and/or function affected) shall be marked with the concession number in or close to the equipment's identification plate.

1.18 Work delegation	
QAA Req.No.	**Requirements**
GQ-1-18-01	The delegation of product assurance tasks by Supplier to sub-tiers shall be done in a documented and controlled way but the Supplier shall retain the responsibility towards Customer.

1.19 Lower-Tier(s) Management	
QAA Req.No.	**Requirements**
GQ-1-19-01	If the Supplier assigns verification activities to sub-tiers, the requirements shall be defined and documented in the contract or equivalent documentation.
GQ-1-19-08	Customer activities at sub-tiers facilities do not relieve the Supplier from his responsibilities.
GQ-1-19-10	The Supplier shall document and maintain results of supplier selection process.
GQ-1-19-11	The supplier QA function shall participate in the approval and the selection of procurement sources.
GQ-1-19-12	The Supplier shall provide evidence that audits are performed for its Suppliers - that are not certified according the Customer requirements AND - the parts itself are under EN9100 (aerospace) regulation.

1.20 Customer / Purchaser Property	
QAA Req.No.	**Requirements**
GQ-1-20-02	The materials supplied by Customer shall be exclusively used for fulfilling the Order/Contract which they were supplied for, unless a written authorisation of Customer is given.
GQ-1-20-03	All materials supplied by Customer shall be inspected by the Supplier (for identification of material and for transportation damages as minimum) prior to its use, accomplishing at least an documentary inspection.
GQ-1-20-04	Customer furnished test/inspection devices have to be sent back to Customer by Supplier without further request after contract fulfillment if not defined differently by Customer.
GQ-1-20-06	The Supplier shall have at his disposal an inventory controlling system of all materials and/or equipment supplied by Customer that assures its proper use.
GQ-1-20-07	Material provided by Customer shall be stored separately from those of Supplier / sub-tiers. Note: "Stored" is not meant as stock or facility. Storage can be done for example in separate shelves/areas with clear identification/marking of the shelf/area.
GQ-1-20-08	The Supplier is responsible for the calibration status of Customer furnished test/inspection devices. Note: "Calibration status" is meant as calibration control. The Supplier needs to have a calibrated device and to monitor the expiration.

1.21 Handling, storage & preservation	
QAA Req.No.	**Requirements**
GQ-1-21-01	The supplier shall define and document the necessary requirements and conditions for handling, storage, packaging, transportation and shipping for all product phases which ensure maximum protection consistent with life and usage. (E.g. including Handling devices, Procedures and instructions)
GQ-1-21-04	The Supplier shall maintain control over acceptance into and withdrawal from storage areas.
GQ-1-21-05	The Supplier shall maintain records to ensure that all stored items are within the usable life limits, controlled and retested, and to provide traceability within the storage or segregated area.
GQ-1-21-08	The Supplier shall place the following items in segregated storage areas: 1. incoming materials, 2. intermediate items needing temporary storage, and 3. end items before shipping.
GQ-1-21-09	The supplier shall apply a FIFO (First In First Out) process for storage in stock as far as possible.
GQ-1-21-13	Any segregated area shall be identified and labeled for its intended use.
GQ-1-21-11	Shelf lifed material shall be identified on its packaging & associated CoC.
GQ-1-21-12	Unless otherwise specified in contract or Purchase Order the service life of the delivered limited shelf life products shall not be less than 75% of their service life with effect from the date of delivery.

1.22 Stamp Control	
QAA Req.No.	**Requirements**
GQ-1-22-01	The Supplier shall establish and maintain a documented Acceptance Authority Media control system to ensure the correct and legitimate use of all manufacturing and inspection Authority Media.
GQ-1-22-02	The use of acceptance authority media shall be restricted to authorized personnel as identified in the acceptance authority media control system[1]. [1] e.g. stamp control system.
GQ-1-22-03	Acceptance authority media shall be traceable to individuals responsible for their use.
GQ-1-22-04	Acceptance authority media shall be applied directly to parts and materials, when specified by engineering drawings and specifications, and associated documents, records, labels.
GQ-1-22-05	Acceptance authority media materials and methods shall be compatible with the products and their use.

1.23 Monitoring and Data Control	
QAA Req.No.	**Requirements**
GQ-1-23-10	The Supplier shall maintain a system to record, acknowledge & control of drawings, specifications, instructions & electronic media with their references & associated issues.
GQ-1-23-02	When sampling plans are used the supplier shall define and justify the following: 1. sample size, sample selection methods and criteria for inspection severity, 2. acceptance / rejection criteria, and 3. screening of rejected lots.
GQ-1-23-03	The supplier shall maintain records of the sampling tests, together with the identification of the characteristics to which sampling is applied.
GQ-1-23-04	The Supplier shall have appropriate metrics at relevant phases of the processes that facilitate performance management and control of the processes.

1.23 Monitoring and Data Control	
QAA Req.No.	**Requirements**
GQ-1-23-06	When requested by Customer a Manufacturing Readiness Review (MRR) shall be carried out by the Supplier prior to new product production, it will cover the following aspects as applicable to product: 1. status of product definition and requirements, differences with the status of the qualification model, and impacts of these differences; 2. status of manufacturing, assembly, inspection and test documentation, differences with the status of the qualification model, and impacts of these differences; 3. validation status of manufacturing processes, with particular emphasis on critical processes; 4. implementation of dispositions for risk reduction, as defined by risk assessment, into the manufacturing, assembly, integration, inspection and test procedures; 5. availability of specified production, measuring and inspection equipment, and calibration status, when relevant; 6. cleanliness of facilities, with respect to the specified cleanliness levels; 7. facility temperature and humidity with respect to requirements.
GQ-1-23-07	The Supplier shall have a documented process to manage accountability, identification and maintenance of manufacture, assembly and integration tooling. The following aspects of tooling control shall be covered: 1. all tooling shall be verfied for dimensional accuracy prior to first use, following modification & at specified appropriate intervals during its life, this verification must be approved by qualified personal 2. a register of all tooling shall be maintained & used to manage/record the above actions 3. all tooling shall be properly stored to prevent misuse, damage & deterioration. 4. unnecessary tooling shall not be kept in working areas

1.24 Quality Assurance Records	
QAA Req.No.	**Requirements**
GQ-1-24-01	The evidence of the compliance with all applicable requirements (e.g. customer specifications, regulations, …..) shall be maintained, readily accessible & retrievable and to be disclosed to Customer on request.
GQ-1-24-02	Quality records shall be stored in safe conditions, which prevent alterations, loss or deterioration.
GQ-1-24-05	Quality records shall be retained for a defined period of at least 15 years if not otherwise agreed between Customer and Supplier.

1.25 Quality Planning (e.g. QAP)	
QAA Req.No.	**Requirements**

1.25 Quality Planning (e.g. QAP)	
QAA Req.No.	**Requirements**
GQ-1-25-04	The Supplier shall have a Control Plan that takes into account the output from the FMEA, experiences from similar processes and products and defines all methods used for process monitoring and control of special product/process characteristics.
GQ-1-25-06	Inspection and tests shall be defined at the points of the manufacturing, assembly and integration flow where maximum assurance for correct processing and prevention of unrecoverable or costly non conformance's can be obtained.
GQ-1-25-08	If applicable the Supplier shall establish and maintain an ESD protection programme in accordance with a recognised standard for use during the design, manufacture, test and storage/transport for product subject to ESD.
GQ-1-25-13	When required by Customer, source inspection e.g. visual inspection of piece parts, intermediate assembly, final inspection before delivery, will be carried out by a Customer representative as per purchase order / contract.
GQ-1-25-14	The supplier shall establish a formal acceptance process for all deliverable items, at any contractual level, to ensure that conformance of the items to be delivered is fully assessed and documented.
GQ-1-25-15	On the basis of an analysis of the test plan, the Supplier organization shall define within the test plan the most appropriate way to monitor the performance of test activities, to ensure the adherence to the test procedures, and that any deviations are properly documented and treated.

1.26 Deliveries	
QAA Req.No.	**Requirements**
GQ-1-26-10	For all supplied material/products, the supplier shall manage the FOD-approach (burrs, tool marks, scale, protective lubricant or substance) according to the IAQG 9146 standard (EN, AS or equivalent)
GQ-1-26-05	The shipping note shall comprise the following details as minimum: • Purchase order number/ contract number • Part number and – index • Serial number (if applicable) • Production order number (if applicable)
GQ-1-26-07	Certificate of Conformity (CoC) shall be provided with the deliveries. Note: The type of CoC has to be agreed with the Customer upfront.
GQ-1-26-09	Shipment of non-conforming parts is allowed only after a written acceptance by Customer is received and the approved concession is enclosed with each delivery and package of these non-conforming parts.

1.27 Repair	
QAA Req.No.	**Requirements**
	N/A

2.2 Configuration Management Requirements

2.01 Control of Documentation and Records	
QAA Req.No.	**Requirements**
GQ-2-01-11	The Supplier shall ensure that: • The pertinent issues of appropriate documents and data are available at all locations where operations essential to the effective functioning of the quality system are performed; • Proper data and documentation exchange procedures and formats are set up throughout the project organisation; • Documents are identified and verified for adequacy, currentness and incorporation of product assurance requirements; • Changes to documents and data are reviewed and approved by the same functions or organisations that performed the original review and approval unless specifically designated otherwise; • A master list or equivalent document control procedure identifying the current revision of documents and data support is established and is readily available to preclude the use of invalid or obsolete documents and data.
GQ-2-01-03	The Supplier shall be responsible for controlling the documentation in order to assure that it is on the specified review level and changes to be implemented are done before 5 working days since the receiving date at the facility if not otherwise agreed by the Customer.
GQ-2-01-08	When requested by the Customer the Supplier shall provide a list of all change requests related to the product to the Customer.
GQ-2-01-09	The Supplier shall be responsible for keeping Customer documentation in appropriate safe conditions (confidential, limited access, accident prevention, etc.).
GQ-2-01-10	The Supplier shall be responsible for controlling documentation in force as well as its distribution to sub-tiers with any major changes communicated to Customer. Note: Major changes effecting form, fit and/or function.
GQ-2-01-12	The Supplier shall comply with the regulatory and specific Purchaser Requirements related to documentation and data (scope, content, configuration management, archiving, retention and retrieval). Note : for example, the ISO 27001 ensure that classified information communicated to supplier is handled properly

2.02 Traceability and Identification	
QAA Req.No.	**Requirements**
GQ-2-02-02	Operator & inspector's identification must be recorded on the shop traveller or by an appropriate method to provide traceabiliy of operations.
GQ-2-02-03	The Supplier shall ensure that appropriate marking and labeling for packaging, storage, transportation and shipping of items are performed in accordance with the applicable specifications.
GQ-2-02-04	In order to maintain traceability, the Supplier shall immediately replace the lost and damage identifications, assuring that they are located on visible places without interfering the configuration of the part or item and perfectly legible.
GQ-2-02-05	Products and/or their transport containers shall be labeled in a manner to ensure explicit identification (e.g. materials from different batches) and prevent from accidentally switching and mix- up of parts.
GQ-2-02-06	Production stage and inspection status shall be clearly identifiable and traceable on all production batches - including partial batches, semi finished products, components and subassemblies - at any time.
GQ-2-02-07	Products loosing their traceability shall be treated as non-conforming material
GQ-2-02-08	Items having limited-life or definite characteristics of quality degradation or drift with age or use shall be marked to indicate the dates, test times or cycles at which life was initiated and at which the useful life expires.
GQ-2-02-10	The Supplier shall establish and maintain controls to ensure that: 1. identification numbers are assigned in a systematic and consecutive manner, 2. identification numbers of scrapped or destroyed items are not used again, 3. identification numbers, once allocated, are not changed, unless the change is authorized by the Customer, 4. a bidirectional and unequivocal relationship/traceability between parts, materials or products, their location and associated documentation or records is established, maintained and documented throughout all phases of contract performance and operational life of deliverable items.
GQ-2-02-11	The supplier shall establish and maintain records of temporary installations and removals.
GQ-2-02-12	The supplier shall implement a configuration system to manage any changes, including lower tier activities, with any major changes communicated to Customer.
GQ-2-02-13	When possible the items delivered according to the procurement specification / document shall be from a single manufactured batch in term of the material and/or treatment.
GQ-2-02-14	Integrated software shall be identified on the hardware it is integrated. Note: This is applicable in case of Software as an own LRI/LRU and not configured under the Hardware LRI/LRU. -> e.g. field loadable software
GQ-2-02-15	In any purchasing case (distributor or manufacturer), the supplier shall be capable of demonstrating the traceability of the original source of manufacturer.

3 Referenced Documents

For your information, the following docs have been used as source-documents for building the GSQR. All relevant content is part of this directive.

Doc Reference	***Title***
ADS.X.0570	Direct Material Generic Quality Assurance Requirements for Suppliers [Astrium SAT]
ADS.E.0644	ENS Generic Product Assurance Requirements for Suppliers for Class I Programmes [Earth Observation]
AP2190 GRAMS	General Requirements for Aerostr. & Mat. Suppliers [Airbus Military]
AP1013 GRESS	General Requirements for Equipment and Systems Suppliers [Airbus Military]
APQP	Advanced Product Quality Planning (APQP) Handbook [Airbus Group]
AQ-1-L-113-EADS	Quality requirements applicable to the configuration controlled items suppliers [Astrium ST - Ariane 5 ME (A5ME)]
BMS 80294 draft	Direct Material Generic Quality Assurance Requirements for Suppliers [Astrium Space Systems]
CASA 1010	Quality Requirements for Purchase Documents [Airbus Military]
CASA 1033	QUALITY REQUIREMENTS FOR SUPPLIERS [Airbus Military]
CASA 1033-01	SPECIFIC QUALITY REQUIREMENTS FOR SUBCONT [Airbus Military]
CASA-1033-01-M	QUALITY REQUIREMENTS FOR SUPPLIERS FOR SUPPLIERS CASSIDIAN SPAIN [Airbus Military – CASSIDIAN SPAIN]
CASA 1033-02	SPECIFIC QUALITY REQURIMENTS FOR EQUIPMENT SUPPLIERS [Airbus Military]
CASA 1033-03	QUALITY REQUIREMENTS FOR OPERATIONAL SUBCONTRATATION [Airbus Military]
CASA 1033-53-FT	QUALITY-INSPECTION AUTHORIZATION [Airbus Military]
CASA-1114	Procedure for evaluation of EADS CASA subcontractors [Airbus Military]
CASA 1400	INDUSTRIAL QUALIFICATION AND PROCESSES CERTIFICATION [Airbus Military]
CASA 1054-52-FT	ENGINEERING-AUTHORIZATION FOR DEVELOPMENT AND PRODUCT [Airbus Military]
CDSQ.BA025.INE;	Product Assurance Requirement for Eurostar satellites [Astrium ST]
CMS 80294	Generic Quality Assurance Requirements for Suppliers managed by Direct Materials [Astrium ST]
DSN-GEN-MEG-00653-01-03-EN_Generic_Quality_ Requirements V3	GENERIC Supplier quality requirements [Cassidian Elancourt]
ECSS-Q-ST-10	Space Product Assurance – Product assurance management [Astrium ST]
ECSS-Q-ST-20	Space Product Assurance – Quality assurance [Astrium ST]
LS-SM-0-X-50-ESA	Management specification Quality Assurance, Dependability and Safety [Astrium ST - Ariane 5 ME (A5ME)]
M51 – M5S SM6 SM Edition 3 du 01/12/2004	SPECIFICATION DE MANAGEMENT et EXIGENCES D'ASSURANCE QUALITE pour les FOURNISSEURS du PROGRAMME SYSTÈME MISSILE M51 ET MOYENS ASSOCIES hors propulsion
MP-23201	Reception Quality Assurance
NEOSAT	NEOSAT Product Assurance requirements [Astrium SAT]

Doc Reference	***Title***
NSAT.SP.GPMO.00000901	NEOSAT Quality Assurance requirements [Astrium SAT]
NSAT.SP.GPMO.00000902	NEOSAT Quality Assurance requirements [Astrium SAT]
PAA-0027-EN from 15.03.2012	Template “Quality Assurance Requirements (QAR)” [Cassidian Electronics]
QVM-12-0014-00	Quality Assurance Requirements for Suppliers [Military Air Systems]
TT.GOV.M002.A01	How to create generic "Supplier Quality Management Requirements" documents
TT.SD.0011	GSQR as support document for pilot activites

4 Glossary and Abbreviations

8D	Problem Solving methology, monitoring and reporting in 8 steps (dimensions)
Acceptance Authority Media	Media to identify the acceptance of the parts/products by the acceptance responsible (Authority ≠ Govermental Authority) like e.g. stamps.
Alert System	An Alert System is set up to communicate Issues, problems, warnings, etc. in an early stage that might have major impact to the quality and/or safety of the product and need or might need urgent response.
ASL	Approved Supplier List
Batch	1. Quantity of goods or material produced in a single manufacturing run. 2. Collection of data or items treated as an aggregate or unit with respect to a procedure or process.
Certificate of Conformity (CoC)	Special type of certificate that is stating the conformity of the delivered product according the specification/order. Several standards exist with different effort.
concession	A document that is describing the non-conformance of the part to be delivered. The concession must be accepted by the Customer before delivery and a copy is with the part when shipped.

Counterfeit Parts	The following definition* was developed by the U.S. Department of Energy, Office of Environment, Safety and Health (Office of Corporate Performance Assessment) · A counterfeit item is a suspect item that is a copy or substitute without legal right or authority to do so or one whose material, performance, or characteristics are knowingly misrepresented by the vendor, supplier, distributor, or manufacturer. · A suspect item is one in which there is an indication by visual inspection, testing, or other information that it may not conform to established Government- or industry-accepted specifications or national consensus standards. · Suspect items must be further investigated to determine whether they are counterfeit. When an item contains indications, but insufficient evidence, of irregularities such as noncompliance with agreed-upon specifications in the manufacturing process, it may be declared suspect. ** DOE HS-32 Suspect/Counterfeit-Defective Items website (http://www.eh.doe.gov/sci) S/CI-DI Process Guide (November 2004) S/CI Awareness Training Manual (October 2006)*
Customer	Airbus Defence and Space
Electro Static Discharge (ESD)	ESD is the release of static electricity when two objects come into contact. Familiar examples of ESD include the shock we receive when we walk across a carpet and touch a metal doorknob and the static electricity we feel after drying clothes in a clothes dryer. A more extreme example of ESD is a lightening bolt. While most ESD events are harmless, it can be an expensive problem in many industrial environments.
FAI	First Article Inspection Inspection for readiness for serial production (documentation, tests, equipment, …).
Finding	Disturbance of the process/function like failure, mistakes, non-conformance detection, etc.
FIFO	First In First Out Method how to handle the material from a logistical perspective. Material that comes into storage shall be used prior the material that came in later.
FMEA	Failure Mode and Effect Analysis Standard to analyse the possible failures and their effects. Several types are existing: D-FMEA for design; P-FMEA for processes; …

FRACAS	Failure Reporting, Analysis and Corrective Action System "Failure" stands for issues, failures (mistake), non conformities of requirements, … that are handled via this system. Often it is combined with a configuration- and traceability tool to show the whole traceability how and where the "Failure" was analysed, corrected and implemented including configuration baseline.
GQAR	Abbreviation for Govermental Quality Assurance Representative
Iimpartial	means independent = not direct linked to the business audited; no audit on your own work
Issue	An "Issue" is a disturbence of processes like non-conformities, low performance, technical problems, etc. To solve the Issue the root cause shall be analysed and corrective actions taken.
KPP	Key Process Parameters
LRI/LRU	Line Replacable Item / Line Replaceable Unit means a product that is possible to be exchanged at the "line"/customer. If it has to be exchanged in a repair station - e.g. board inside a controller - it's called "Shop Replaceable Item/ Unit (SRI/SRU).
Measurement System Analysis (MSA)	Analysis if the defined measurement system/equipment is capable to fulfill the measurement needs. (E.g. Accuracy (digits) of a multimeter sufficient for the expected measures.)
MRR	Manufacturing Readiness Review shall ensure that everything is ready to start manufacturing.
MTBF	Mean Time Between Failures
MTBR	Mean Time Between Repairs
MTBUR	Mean Time Between Unplanned Repairs
obvious	E.g. for requirement: "The Supplier shall report obvious discrepancies in the purchasing-documents to Customer." "Obvious" means easy (without much effort) to identify. E.g. the version of the specification mentioned is not according the last provided one. E.g. the title/name of the mentioned part and the part number do not match.
OTD	On Time Delivery
PFMEA	Process Failure Mode and Effect Analysis

PA	Abbreviation for Product Assurance (functional not organizational role). Product Assurance is the Management function which verifies that, in order to meet customer requirements, all critical activities are identified, required resources are made available for each activity, these resources are applied in a most efficient and effective manner.
QA	Abbreviation for Quality Assurance (functional not organizational role) Quality Assurance is any systematic process of determining whether a product or service meets specified requirements
R1/R2	A Key Performance Indicator for rejection rates.
Root Cause	The originary activator / reason for the identified problems / process disturbances. Note: A symptom is never a Root Cause. à Analysis
segregated area	"Segregated area" means an area where non conforming parts are stored under control until the decision was made what to do with the parts (re-work, use-as-is, scrap).
SOI	Manufacturing process Standard Operating Instructions/routing
storage	Storage areas might be for • limited life materials • suspended limited life materials • nonconforming items awaiting NRB disposition • scrapped items • items designated to be stored separately for health and safety reasons • Customer properties Storage does not mean stock or facility but might be the storage areas.
Sub-tier Supplier	From Customer perspective the Supplier (Tier 1 for Customer) of his Supplier is the sub-tier Supplier (Tier 2 for Customer).
substantive	Means important and/or main parts of it that are needed to fulfill the Customer contract and requirements. Typically form, fit and/or function is affected.
Special to Type Test Equipment (STTE)	Special test equipment that is needed for testing the product properly. “Type” is meant as product type/partnumber.

Tactical Improvement	According QUEST CDS-100 there are 3 areas of Supplier improvement (CID): 1. Containment = Operational daily business and solving problems by actions. 2. Improvement = Systematical problems above operational possibilities for solving. -> Tactical Improvement 3. Development = Strategical Development of prefered Suppliers etc.by development plans, ... Tactical Improvement means that the Customer is sending "Problem Solver" to the Supplier to coach/and improve the "weak" areas like processes or level of knowledge.
Temporary installations and removals	Assembly and integration: Flight items which are temporarily removed or non-flight items which are temporarily installed to facilitate assembly, integration, testing, handling or preservation of the end item.
"When requested by Customer …"	The phrase is used to manage the application of the request in case the Customer project does need it. The followed requirement is in principle applied at the Supplier but is not always used. The project shall request the use by requesting something like "All ... related requirements shall apply.". In parallel the contract is including the GSQR as an applicable document.

5 Contributors

Name	***Function***
Feldewert-Winkler, Michael	TOQPB - QMS, Surveillance and Requirements Specialist Electronics
Kelly, Keith	TOQPS – Supply Chain Quality Manager, Space and CIS
Gil Baez, Pedro	TOQPB - QMS, Surveillance and Requirements, Military
Heinrich, Siegfried	TOQPB - QMS, Surveillance and Requirements, Space, Military and CIS
Blot, Jerome	TOQPB - QMS, Surveillance and Requirements, Space

6 Approval

Favre-Marignet, Georges	Head of QMS, Surveillance and Requirements

7 Record of Revisions

Issue	***Date***	***Reasons for Revision***
1	30.09.2017	Based on GSQR support document TT.SD.0011 issue 3 TT.SD.0011 issue 2 to 3 : EN9145 has been introduced and 46 covered requirements have been deleted (171→125 requirements) TT.SD.0011 issue 1 to 2 : internal optimization of the document and 43 covered requirements have been deleted *_mainly covered by EN9100_* (214→171 requirements)
2	06.06.2018	Header reshaped (new branding) Re-phrasing : Customer → Purchaser Re-phrasing : products → Processes/products/services Re-phrasing : Supplier → External Provider Re-phrasing : title 1-18 Work transfer → Work delegation Seven (7) requirements re-phrased (1-09-24 ;1-09-25 ; 1-21-13 ; 1-23-10 ; 2-01-11 ; 1-17-26 ; 1-10-07) Two (2) requirements added : (2-01-12 ; 2-02-15)