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Add to Cart

Contractor
Commercial Quality Manual 2

(mo/yr)

(mo/yr)

All iddits Revisions Rev: E.O. Number - Description Letter Date Contract#: Your Co Name Prepared By: Your Dept: Your Dept: **Quality Manual** Your Dept: Your # Your Dept: Size: CAGE: 1 of 7 Form Rev: Orig

Your Logo

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		-	-	
Your Co Name	REV	CAGE	DOC#:	2 of 7
				Your #

1.0 **SCOPE**

This quality manual establishes the scope of effort required to deliver the services described Moldwide, herein for (Your Service). (Your Co) will supply all the facilities, equipment, personnel and management skills required to perform the tasks identified in the purchase order.

1.1 **Definitions**

(Your Definitions)

2.0 APPLICABLE DOCUMENTS

The documents listed below apply to the extent specified herein or in the purchase order. In the whise white the services of th event of conflict between documents, their order of precedence is: Purchase Order, (then Your Docs), then applicable lower tier documents.

- (Your Docs, e.g., workmanship standards...) 2.1
- 3.0 **EQUIPMENT**
- 3.1 Your list of equipment
- 4.0 **MATERIALS**
- 4.1 Your list of materials
- **5.0** REQUIREMENTS

5.1 Services

(Your Service/Items)

5.1.1 Delivery Schedule

(Your Schedule Commitment for each service activity, e.g., number of minutes, or hours, or days, etc.)

5.1.2 Quality

The service must conform

5.1.3 Documentation

Service documentation is summarized in Table 1. (Your Co) will prepare and deliver all documents listed in Table 1. Documents fall into two categories: "approval," the initial submittal and all subsequent changes require approval of the Customer prior to implementation, and Review," this documentation is delivered to the Customer for information purposes only.

Table 1

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				Your #	

5.1.4 Equipment

Sufficient equipment will be available for use (at or by) (Your Co) to provide the service ordered by the Customer. Equipment and its documentation will

5.2 Special Requirements

(Your Co) will provide a listing of any materials or support required from the Customer that is

5.3 Organization

(Your Co) will assign and organize personnel as required to

5.3.1 Meetings and Reviews

A minimum of three (3) hours notice for (Your requirement) is required for all meetings and reviews identified in section 5.3.1.1 through 5.3.1.6 (the use of the following paragraphs is subject to the type of service organization you operate – tailor or delete them as required).

5.3.1.2 Customer Meetings 5.3.1.3 Acceptance Meeting 5.3.1.4 Inspection Points 5.3.1.5 Mandatory Inspection

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5.3.1.6	Readiness Review
(Your Co)	will conduct a Review to demonstrate

5.4 Program Control

(Your Co) will employ production controls in a manner that will assure prompt and accurate schedule control. Appropriate levels of management will

5.4.1 Milestones for Planning and Reporting

Typical service activity milestones for planning and progress reporting are listed in Table 2. Actual milestones used should be consistent with the scope of the service activity.

Table 2

5.4.2 Change Control

Services will be performed according to controlled procedures. The procedures will

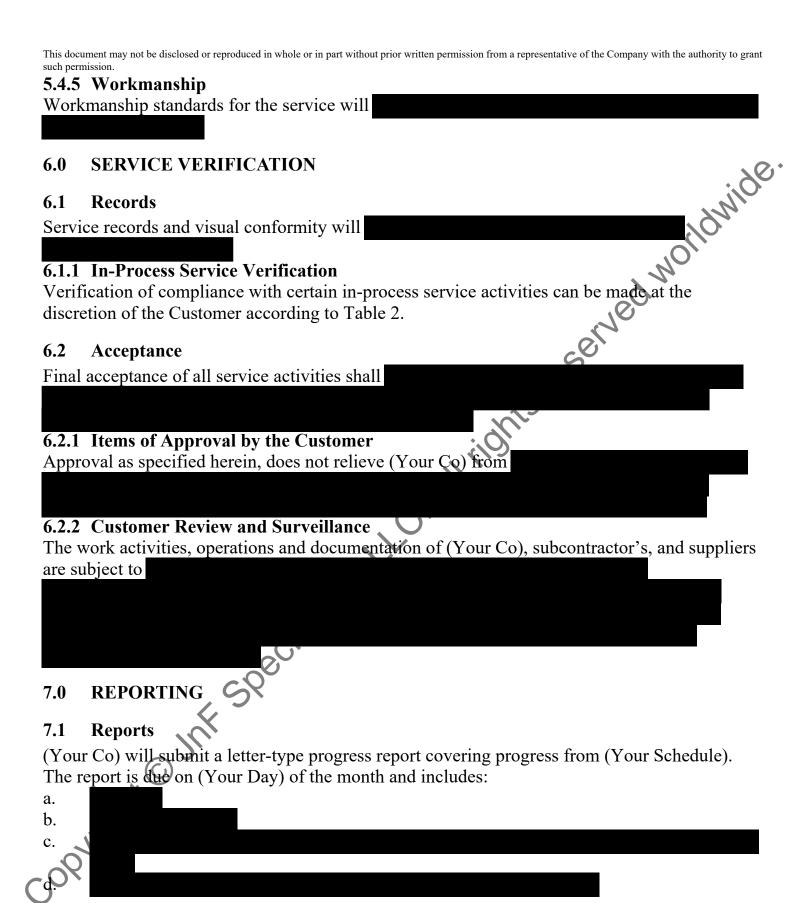
5.4.3 Service Records

(Your Co) will maintain a service log and appropriate documentation for each service activity that can

5.4.4 Damage Reporting

Damage that occurs during a service activity will be reported to the Customer or their Representative with corrective and preventive recommendations in writing within (Your #) of calendar days. Any damage estimated >(Your \$) will be reported to the Customer or their Representative in writing within 24 hours.

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ENVIRONMENTAL CONTROL 8.0

Adherence to applicable federal, state, local, and (Your Co) environmental, health and safety

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