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# Add to Cart

Tips:

Material Review Program (eserved worldwide)

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Rev: E.O. Number Description Letter Date Contract#: Your Co Prepared By: Your Dept: Your Dept: POLICIES AND PROCEDURES Your # Your Dept: Your Dept: CAGE: 1 of 13 Size: Form Rev: Orig

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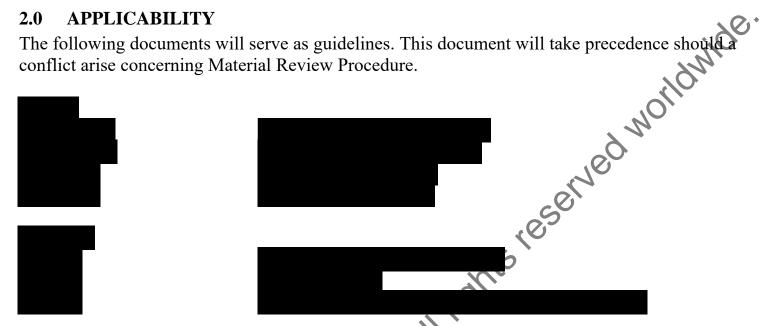
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#### 1.0 **SCOPE**

These policies and procedures define the actions taken, and the documentation used when suspect material is detected in supplies produced for or manufactured by (Your Co).

#### 2.0 **APPLICABILITY**



#### 3.0 MATERIAL CONTROL

When a deliverable supply is suspected of noncompliance to applicable drawings, specifications, or other requirements, it is identified and segregated to the extent practicable, and held for review action.

#### 3.1 Documentation

The Material Report (MR), (Your #), is used to document

## 3.1.1 Material Report (MR)

(Your Co)'s reporting document for suspect material is provided to all necessary personnel. This document provides:

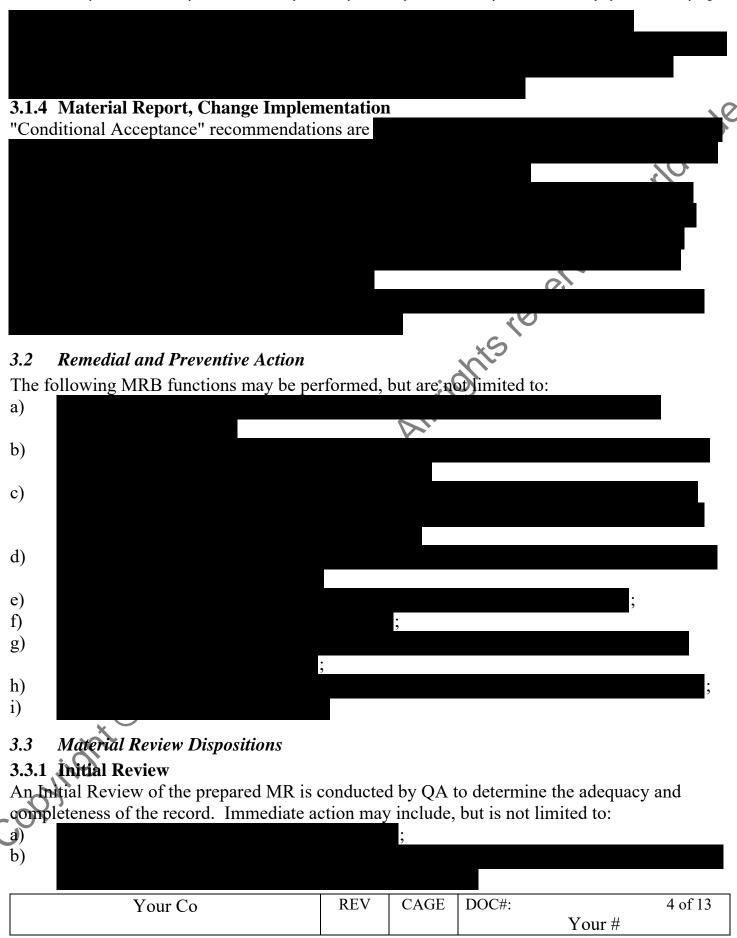
## **3.1.2** Request for Corrective Action, (Your #)

This document, as well as the MR form, is used to request corrective

## 3.1.3 Material Report, Purpose

The MRB checks a box at the top of the Material Report to identify the purpose of the MR.

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c)				
A Material Report may not be voided by t	the Initial	Review	procedure si	nce the MR may act as
a				_
3.3.2 Submit to MRB			MDD diamag	itiana Dianasitiana
Three qualified MRB signatures are requiremay include, but are not limited to:	red to III	piemeni .	wikb dispos	itions. Dispositions
may merade, but are not immed to.				
3.3.3 Return to Vendor (Receiving Insp	noction)		C	3,
Receiving inspection initiates an MR for s	pecuon <i>)</i> suspect m	naterial. A	After review	of production schedules
and contractual commitments, QA may re				
100% inspection of the material to screen	out all su	ispect ma	nterial in ord	
conforming material to maintain the produ			. —	
Returned supplies are accompanied by an			•	
documentation in the event that the supplication Corrective Action is requested, the supplication			infit for use.	If a (Your Co)
Corrective action may be requested based	on the fo	ollowing	criteria:	
a) b)				
c) d)				
3.4 Material Review Board (MRB)				
(Your Co) Material Review is conducted by	by a dele	gated hos	ard comprise	d of
one (1)		54104 000		
one (1)				one
	DEV.	CACE	DOC!	
Your Co	REV	CAGE	DOC#:	5 of 13 Your #

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(1)				
Material Review Board members may c	oncult with	other (V	Your Co) Groups and personnel as	7
required to arrive at optimum decisions.				•
required to diffice at optimizant decisions.	WIND dee	isions sine	an be determined by	. 0
			**	O,
2.4.1. D			<sup>1</sup> 0,	
<b>3.4.1 Responsibility</b> The Material Review Board:			served wor	
a)			180	
b)				
c)	n;		350	
d)				
			9	
e)				
£			9	
f) At least two members of the (Your Co)	Configurat	tion Cont	rol Board (CCR) must	
At least two memoers of the (Tour Co)	Comigura	lou Com.	for Board (CCB) must	
	, 0			
3.4.2 Applicable Dispositions				
MRB dispositions may include, but are	not limited	to:		
				<b>I</b>
				1
				•
				_
				1
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#### Scrap

If the article or material is unfit for use it is dispositioned as Scrap. The MRB completes the Material Report. Imposed corrective action or comments are indicated on the Material Report. The material is tagged as "Reject" and segregated from the production flow.

The Material report is returned to the Quality Group for processing. This MRB disposition is not subject to

3.4.2.1	Applicable Classifications	<del></del>		9/4
Major				0
			2/0	
Minor				
		(4	9	
None:				
		10		
3.4.2.2				
Major			_	
			•	
Minor				
		,		
None:				
	Customer MRB Review			
	omplete MR is not subject to Customer re	eview.		
	MRB Qualification			
	erial Review Board member must:			
1)		_		
2)				
			1	
2)			nd	
3)				
3 5 PM	finitions			
4 7	llowing definitions apply:			
	Anomaly			
all.	AHUHIAIY			

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A condition that is discovered during routine manufacturing or testing that is not specifically

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prohibited, previously documented or practiced, but could affect product or process safety, reliability, durability, performance, interchangeability, or the basic objectives of a contract.

b) Continuous Improvement Opportunity

A tool to document conditions that do not conceivably affect product or process safety, reliability, durability, performance, interchangeability, safety, or the basic objectives of a contract. A metric for the Continuous Improvement Program.

### c) Major Nonconformance

Any nonconformance that, after execution of the MRB disposition, will result in hazardous or unsafe conditions for individuals using or maintaining the affected product or process, or that may adversely affect safety, reliability, durability, performance, interchangeability of parts or assemblies, weight, or the basic objectives of the contract.

### d) Minor Nonconformance

Any nonconformance that, after execution of the MRB disposition, will **not** result in hazardous or unsafe conditions for individuals using or maintaining the affected product, and will **not** adversely affect safety, reliability, durability, performance, interchangeability of parts or assemblies, weight, or the basic objectives of the contract.

#### e) None

Any nonconformance or condition that, after execution of the MRB disposition, will result in complete compliance with contractual requirements.

## f) Repair

Any additional work performed to bring the supply to a condition that departs from one or more characteristics of the drawing, specification, or purchase order.

Repairs are accomplished with MRB and/or Customer approved procedures.

## g) Rework

Correction of nonconforming supplies that results in complete compliance with contractual requirements.

## h) Scrap

Obviously unfit for use. MRB is not required for Vendor supplied items that are obviously unfit for use as determined by the Purchasing Group.

## i) Suspect

Any condition that deviates from standard practice or any alleged nonconformance

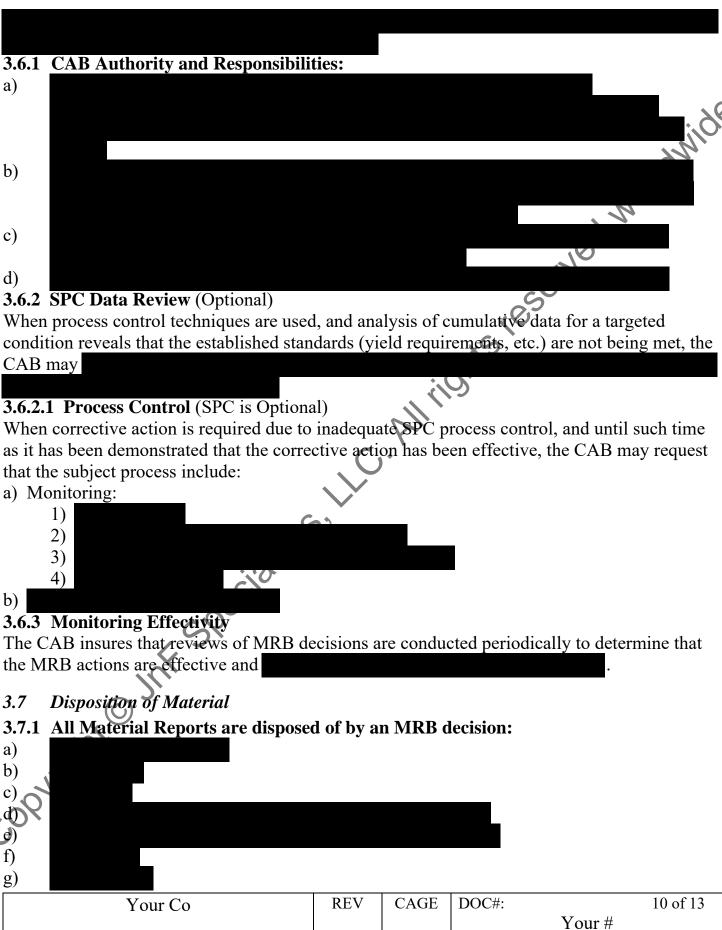
j) Technical Documents

Engineering Specifications, Purchase Orders, Procedures, Standards, Written Requirements, Material Notes, Bulletins, Contract Requirements, and Environmental, Health and Safety Directives

## 3.6 Corrective Action Board (CAB)

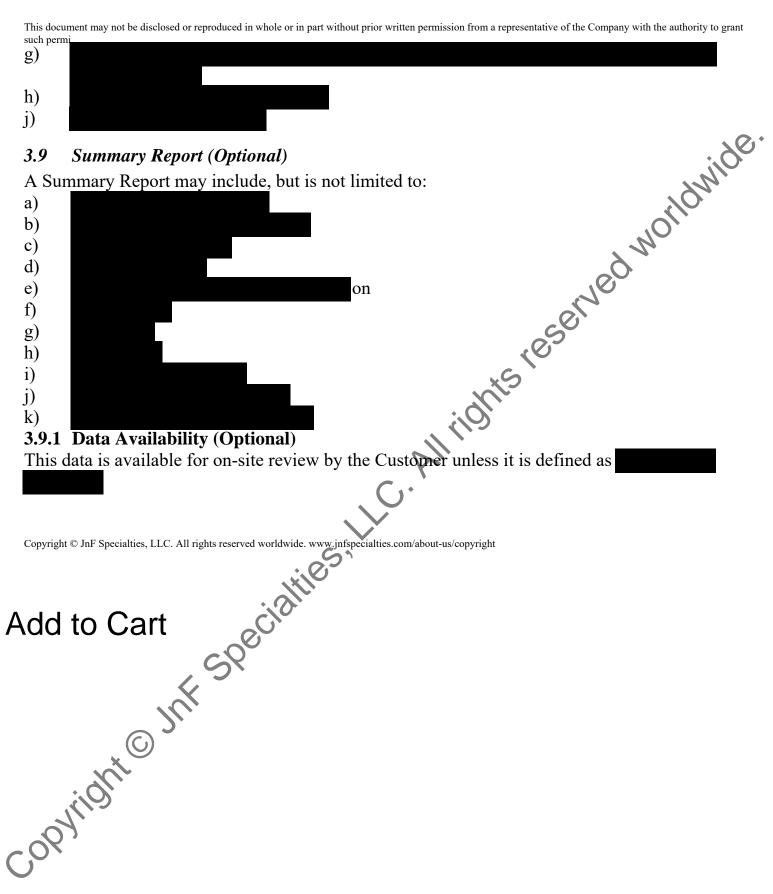
The CAB insures that causes of nonconformances are determined according to the "Applicable Classifications" paragraph herein, and responsible managers take appropriate corrective action. This function is performed by

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j) i)
i) k)
l) m)  3.7.2 Reprocessing
3.7.3 Customer Repair/Rework Approval Proposed repair/rework methods are submitted to the MRB and the Customer for review and approval prior to and/or during the repair/rework action. The act of approving the repair/rework method does not  3.7.4 Repair Inspection Material that has been satisfactorily repaired is subject to  3.7.5 Scrap Identity
Scrapped material is conspicuously identified and controlled to preclude its subsequent use as other than scrap.
3.8 Material Report Documentation
3.8.1 Summary  The system maintains records of suspect material, dispositions, assignable causes, corrective actions, and effectiveness of corrective actions. The cycle time between Material Report (MR) preparation and completion is targeted at no more than
Records are organized to permit efficient retrieval for:  a) b) c) 3.8.2 MR Preparation (Your Co) documents all suspect conditions. The Material Report includes:  a)
b) c) d)
Your Co  REV   CAGE   DOC#: 11 of 13 Your #

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	the "App	olicable Classific	cation" paragraph
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			tions" paragraph
the MRB	s, the CAl	B insures	
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	to the do	rbers the MR is  FCA] ording to the "Appleded on the MR or ding to the "Applithe MRB, the CA	FCA] ording to the "Applicable Classificated on the MR or RFCA as appropriate the MRB, the CAB insures conting is collected to the extent special constants, estimates by qualified process.



Your Co **REV CAGE** DOC#: 13 of 13 Your #