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CONTROL OF NONCONFORMITIES PROCEDURE

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Abstract:

This document describes procedures for control of nonconformities.

REVISION LOG

Issue	Date	Comment	Author
Orig			

DOCUMENT CHANGE RECORD

Issue	Item	Reason for Change

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1.0   PURPOSE

This document defines and makes reference to the procedures necessary for the control of nonconformities.

2.0   THEORY

Product or services that have failed inspections or tests or that in any way do not meet requirements are considered "nonconforming". Nonconformities must be controlled to ensure they are not accidentally delivered or used. The Company's system ensures that nonconformities are identified when found and are segregated, investigated and dispositioned. Corrective actions are taken to ensure nonconformities do not reoccur.

3.0   GENERAL PROCEDURE

3.1   A nonconformity occurs when any service or product made by the Company or raw material used by the Company or returned from the Customer does not meet:

-
-
-
-
-
-

3.2   Nonconformities must

3.3   All employees are empowered to engage this procedure when they discover potential or actual nonconforming product or services. No employee may work on

3.4   Upon discovery of a nonconformity, an employee may make an attempt to perform immediate rework if such rework is within that employee's ability. For example,

3.5   When an employee cannot bring the item into conformance through immediate rework, the employee shall

3.6

3.7   The employee shall complete the top portion of the **RFS form**, filling in all pertinent spaces, which includes

3.8   The employee shall ███████████████████████████████████████
██

3.9   Upon receipt of the RFS, the Responsible Authority will ████████████
██
██
██

3.10   The Responsible Authority will ████████████████████████████████
██
████████████████████████████

3.11   If the nonconformity is ascertained or estimated to be the fault of a Supplier, the Responsible Authority may elect to submit an *Investigation and Corrective Action Request* (ICAR) to the supplier. In such cases, the ICAR number shall be referenced on the RFS. For more on the ICAR system see the *QMS-13 Corrective Action Procedure*.

3.12   If a document supplement is required or if a configuration change is required, the Responsible Authority will ████████████████████████████████████

3.13   The RFS shall then be submitted to the Material Review Board (MRB) for review and disposition. Necessary actions are taken to ███████████████████████████████████████
██
██
██

3.14   The MRB consists of the following managers, at a minimum:
- ███████████
- ███████████
- █████████████████████████

3.14.1 MRB Qualification
A Material Review Board member must:
1) █████████████████████████████, or ██████; or

2) ███
████████████████

3.15 In the event of a non-unanimous decision, ████████████████████████████
███████████

3.16 The Company shall provide timely reporting of delivered nonconformities that may affect ███████
███
███████████████████████████████████

4.0 DISPOSITIONS

4.1 Dispositions are classified as Major, Minor or None.

4.1.1 Major: ██████████████████████████████████████
███
███████████████████████

4.1.2 Minor: ██████████████████████████████████████
███████████████████████████████

4.1.3 None: ███████████████████████████████████████
███████████████████████████

4.2 MRB dispositions may include, but are not limited to:

- ███
- ███
- █████████████████████████████████████
- █████████████████████████████████████

4.2.1 Clarification

███
███
███
███

4.2.2 Conditional Acceptance

███
███
███
███

4.2.3   Non-Deliverable

███
███
███
███████████████████████████

4.2.4   Notification

███
███

4.2.5   Precautionary

███
███
███████████████████████████████████████

4.2.6   Repair (Non-Standard and Standard)

███
███
███
███
███
███

4.2.7   Request for Waiver/Deviation

███
███

4.2.8   Return to Supplier (Receiving Inspection)

███
███
███████████████████████████████████████

4.2.9   Rework (Non-Standard and Standard)

███
███
███
███

4.2.10 Scrap

██
██
████████████

5.0 CUSTOMER DISPOSITION AUTHORITY

5.1   Major: A Waiver/Deviation disposition is ████████████████████ .

5.2   RTV and Scrap dispositions are █████████████████████

5.3   Minor: Conditional Accept and Non-Standard Rework/Repair dispositions are █████████████
████████

5.4   Scrap, RTV or Standard Rework dispositions are █████████████████████ .

5.5   None: █████████████████████

6.0 PROCESSING SCRAP

6.1   Items dispositioned as scrap are physically segregated into an appropriate scrap area.

6.2   Such scrap is ██████████████████████████████████████
██████████████████████████████████

6.3   Identifying scrap with markings is unacceptable unless ██████████████████████
█████████████

6.4   Scrap is controlled internally so as not to be made available for possible theft, which precludes the use of outdoor scrap bins or other storage areas generally accessible to non-employees.

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