

REDACTED

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Product Preservation

Mo/Yr

Revisions					Rev:			
Letter	E.O. Number- Description				Date			
Used On	Contract#:		Your Company Name					
Prepared By:		Date						
Your Dept:		Date						
Your Dept:		Date	QUALITY PROCEDURE					
Your Dept:		Date	QC-131					
Your Dept:		Date	Size:	A	CAGE:		Form Rev: Orig	1 of 4

Your Company Logo

1.0 Scope

The Quality Group specifies instructions for the proper handling, preservation, storage, packaging and shipping of supplies to protect quality and prevent damage, loss, deterioration, degradation or substitution of products. The instructions must be detailed in the applicable inspection instruction, traveler, specification or as specified by the Quality Group. Periodic inspection of products in storage is provided. In the event that preservation criteria are not specified in the contract, a commercial pack according to [REDACTED] is utilized - a written work instruction is not required.

The following routines apply:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

2.0 Shipping and Receiving

Instructions are contained herein for the shipping carrier and the Customer for preventing damage to products.

3.0 REQUIREMENTS

3.1 Product Warnings

3.1.3 The product must not be dropped or transported with equipment that is not attenuated to prevent shock and vibration.

PRODUCT PERFORMANCE IS DEGRADED WHEN IT IS SUBJECTED TO SHOCK AND VIBRATION THAT EXCEEDS THE PERFORMANCE ENVELOPE -- THE PRODUCT MUST BE HANDLED AND TRANSPORTED BY QUALIFIED PERSONNEL ONLY

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3.2 General

Every effort must be made to prevent product damage during handling and transportation. Products must not be exposed to [REDACTED]

3.3 Visual Examination

Each shipping container must be examined for [REDACTED]

3.4 Transportation

--Highway transportation is permitted, provided [REDACTED]

--Intra-company transportation may be accomplished using [REDACTED]

--Aircraft transportation is permitted, provided [REDACTED]

--Railway transportation is permitted, provided [REDACTED]

--Nautical transportation is permitted, provided [REDACTED]

--Forklift transportation is permitted, provided [REDACTED]

3.5 Handling

Products and shipping container instruments must not [REDACTED]

Products and the shipping container must be slowly and carefully brought into contact with rigid surfaces used for inspection or routine handling. Products must [REDACTED]

3.6 Re-packaging for Re-Shipment

The shipping container is designed to provide maximum protection for the product during transportation. It is recommended that [REDACTED]

3.7 Environmental Sensors

Shipping containers may be equipped with environmental sensors that record the actual shipping impact to the packaging relative to shock, vibration and temperature. Sensor telemetry [REDACTED]

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needs to be analyzed by the Company – when a sensor is provided, request return of the instrument for data processing.

3.8 Shipping Container Disposition

The shipping container and all internal components should be returned within 10 days of receipt at destination. The shipping pack may contain

3.9 Preservation, Packaging, Packing, and Marking Instructions

A copy of this procedure and a copy of the preservation, packaging, packing and marking (PPP&M) instruction must

PPP&M INSTRUCTIONS

Program Name:		Contract #:		Date:	
P/N:		Prepared By:		Approval:	

(Delete demo content in template prior to application)

- ☐ Ten (10) work days prior to shipping, [REDACTED]
- [REDACTED]
- ☐ Date Approved to ship: _____.
- ☐ Reactivate desiccant at [REDACTED]
- ☐ Place Gel Packs in bottom of Shipping Case
- ☐ Install Shock, Temperature and Vibration Sensor onto the handling fixture per Engineering instructions.
- ☐ Install item onto Handling Fixture.
- ☐ Install dust caps onto connector savers and secure in place.
- ☐ Apply a new shock indicator to a handling fixture surface that is [REDACTED]
- [REDACTED]
- ☐ Install a new Temperature Indicator Strip onto a coated surface of the item or directly onto the handling fixture. Adhesive tape from the indicator shall not [REDACTED]
- ☐ Place desiccant in and around the item. To determine the number of packets required, [REDACTED]
- Determine the quantity required using [REDACTED]
- ☐ Install protective cover.
- ☐ Humidity Card - the card shall be visible through packaging.
- ☐ Enclose the instrument interface cables and software per Engineering instruction.
- ☐ Note the reading on the Temperature Indicator Card _____.
- ☐ Note the reading on the Humidity Indicator card _____.
- ☐ Are the shock indicators tripped? ☐ Yes ☐ No
- ☐ Apply Critical Item Label to **interior** packaging and cover coat with clear tape.
- ☐ Apply label to item with the following information and cover coat with clear packaging tape:



☐ Apply label to container with the following information and cover coat with clear packaging tape:



☐ Apply additional label to container with following information:



This assembly shall be handled according to the enclosed specification(s), (Your #'s). Performance **will be**



☐ If End-item-Data-Pack is delivered separately, mark above label
PC NO: 1 OF 2 TOTAL PCS and mark the data package Shipping container
PC NO: 2 OF 2 TOTAL PCS.

☐ Mark Containers,



☐ Place Critical Item Labels onto container according to (Your Name). The labels shall be affixed to each side, end and top of the shipping container; however,



☐ Apply the following label in a conspicuous location on the shipping container and covercoat with clear packing tape:

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NOTE: All work on this order is subject to inspection and test by the Customer at any time and place.

The Customer shall be notified 48 hours in advance of the time that articles or materials are ready for inspection or test.

☐ Date advanced copy of [REDACTED] sent through contracts _____.

☐ Prior to shipment mail the original and 1 copy of [REDACTED]

Enclose the [REDACTED] in a packing bag and adhere to exterior of shipping container.

☐ Place 1 copy of [REDACTED] in water proof envelope and ship with item.

Mark the exterior envelope "Contains

☐ _____

[illegible]

[illegible][illegible][illegible][illegible]

[illegible]

☐ [redacted]

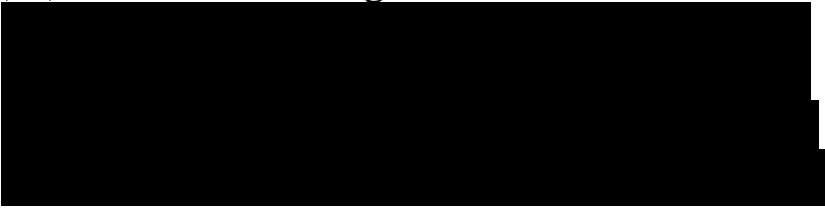
☐ Witness container loading by the freight company.

Provide handling indoctrination to the carrier handlers.

Record shipping carrier name(s):

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☐ Note the following:



☐ Forward this completed form to the Quality Group.

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