

REDACTED

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Quality Planning

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Revisions					Rev:		
Letter	E.O. Number	Description	Date				
Used On	Contract#:		Your Company Name				
Prepared By:		Date					
Your Dept:		Date					
Your Dept:		Date	YOUR PROGRAM				
Your Dept:		Date	Your Procedure #				
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TABLE OF CONTENTS

1.0 Initial Quality Planning..... 3

1.1 Quality Management 3

1.2 Contracts Management 3

1.3 Engineering Management 3

1.4 Evaluation Record 3

1.5 Training 3

2.0 Documented Instructions 4

2.1 Preparation 4

2.2 Mfg / QA Traveler – Routing Ticket 4

2.3 Inspection Instructions 5

2.4 Manufacturing Procedure 6

2.5 Workmanship Standard 7

2.6 Work Instruction 7

1.0 Initial Quality Planning

1.1 Quality Management

The Quality Group is responsible for review of new and pending work based on the receipt of a Request for Proposal (RFP), receipt of a new contract or potential contract or the activation of a company-funded program. This process involves [REDACTED]

1.2 Contracts Management

The Contracts Group is responsible for [REDACTED]

1.3 Engineering Management

The Engineering Group is responsible for [REDACTED]

1.4 Evaluation Record

Specific elements of the quality effort are detailed in a Compliance Matrix, QC-120 to the extent determined by the Quality Group. A careful review of all documents and referenced documents provided by the contract is performed. The Compliance Matrix serves as a Work Breakdown Structure for the Quality Group, and is required to list the following:

- [REDACTED]
- [REDACTED]

The Compliance Matrix serves as [REDACTED]

1.5 Training

Training efforts are based upon the quantity of work to be performed and the experience and/or education of the personnel performing the work.

Your Company Name	REV	CAGE	DOC#:	3 of 8
			Your Procedure #	

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When the work is limited to R&D or the quantity of work is less than TBD then formal training is [redacted]

2.0 Documented Instructions

2.1 Preparation

All work affecting quality is described by [redacted]

2.2 Mfg / QA Traveler – Routing Ticket

The Mfg / QA Traveler or Routing Ticket is designed to [redacted]
The Traveler may contain references to [redacted]
The Traveler may also contain [redacted]
Each Traveler operation must be completed prior to the next Traveler sequence unless [redacted]

The Quality Group prepares the Traveler by performing tasks which may include but are not limited to:

- [redacted]
- [redacted]
- [redacted]
- [redacted]
- [redacted]
- [redacted]
- [redacted]

[illegible]

- [REDACTED]

After approval, the traveler is

After approval, the traveler is [REDACTED]

The Quality Group prepares inspection instructions by performing tasks that may include, but are not limited to:

- [REDACTED]

- [REDACTED] The instruction may include, but is not limited to:

[illegible]

- [REDACTED]

Prepare the Manufacturing procedure using form QC-129-1 or -2. The procedure may include, but is not limited to:

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

2.5 Workmanship Standard

The Engineering and Quality Groups have lead responsibility for creating workmanship standards. The Manufacturing Group has collateral responsibilities for this function related to providing input data and material, and reviewing and approving output. The Engineering or Quality Group evaluates workmanship standard trade-offs based on factors such as, but not limited to:

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

- [REDACTED]
- [REDACTED]

DCC controlled issues of workmanship standards are forwarded to personnel who perform

[REDACTED]

An Engineering Order, QC-109-3, is required for all changes.

Document control maintains a master file of all workmanship standards.

2.6 Work Instruction

The Quality Group has lead responsibility for preparing work instructions for administrative and technical operations that are not described by a written procedure or Bulletin, QC-109-5, 109-6 or 109-7. Work instructions include, but are not limited to:

[REDACTED]

Your Company Name	REV	CAGE	DOC#:	7 of 8
			Your Procedure #	

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- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
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Your Company Name	REV	CAGE	DOC#:	8 of 8
			Your Procedure #	