


# *REQUIREMENTS APPLICABLE TO FIGEAC-AERO'S SUPPLIERS AND SUBCONTRACTORS FOR AERONAUTICAL PRODUCTS*

*Revision L– September 2026*

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## *VALIDATION*

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## *FOLLOW-UP OF MODIFICATIONS*

| Index | Amendments | N° Page(s) | Date | Name |
|---|---|---|---|---|
| L | Front page: Addition of "for aeronautical products"<br>§3 : Add Boeing specification D6-87282<br>§8.2.2: Added Requirement Applicability Customer Specifications<br>§8.5.2: Added precision to send FAI part, deletion entitled additional requirements to EN9102<br>§10.2.6: Changing requirements | 1<br>8<br>14<br>19<br>24 | 28/09/2026 | S. DUTHEIL |
| K | Title change<br>Major overhaul with simplification of chapters and verified consistency at group level (document historically based on the Figeac site process) | All | 15/01/2026 | S. DUTHEIL<br>L. DAVID |
| J | §3: Replacement of NF L00-015 by EN 9163<br>10.2.9: Update of the chapter and evolution of the NF L00-015 standard by EN 9163 | 6<br>39 | 18/02/2025 | C. HOUVENAGHEL |
| I | §4 – Addition of SDM definition<br>§9.2 - Modification of the text of the prev on a table to detail the rules of the provider and the subject matter<br>§10.2.4.2 - Change from flop meeting to SRM meeting<br>§10.2.5 – Graphical Update<br>§10.2.5.2 – Addition of evaluation text<br>§10.2.5.3 - Load capacity<br>§10.2.5.4 - Classification Chapter.<br>§10.5.3 - Added text for clarity on QRQC logistics | 6<br>25<br>33<br>34<br>34<br>35<br>36<br>43 | 21/06/2024 | S. DUTHEIL<br>L. DAVID |
| H | §3: Removed FORM-141 and added FORM-033<br>Replacement of FORM-141 with FORM-033 - Component 2 at §5.2.1/8.4.1/8.5.2/10.2.8<br>§8.4.3: Addition of an additional requirement related to AS/EN/JISQ 9100 | 5<br>8-16-21-42<br>16 | 11/04/2023 | K.SY |
| G | §3: addition of AS/EN 9145<br>§5.2.3: Added customer document management on Sharepoint<br>§8.1.1: Addition of the APQP<br>§8.2.3: added link to §5.2.3 | 5<br>7-8<br>13<br>14 | 19/05/2021 | B. CHICOTTOT |
| F | §3: Addition S01-09-001<br>§5.1: Addition of EN9120 for distributors<br>§5.2.3: Added Sharepoint for disseminating customer standards<br>§7.2.1: Next update EN9100:2018<br>§8.5.2: Added DVI Instructions Part 7<br>§8.5.2: Addition of SAFRAN LANDING SYSTEMS requirements<br>§8.5.4: Replacement of NF L 06-160 by Figeac-Aéro requirements<br>§8.5.6: Added requirements following S01-09-001 | 4<br>7<br>7<br>10<br>20<br>20<br>22<br>22 | 23/12/2019 | E. VEDRUNE |

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| | | | | |
|---|---|---|---|---|
| E | §6: Added supplier information requirements to FGA<br>§7.4: Added clarification on environmental conditions<br>Addition §8.1.4 Electronic Data Management<br>§8.4: correction following EN9100 evolution<br>§8.5.1: Addition of dimensional tolerances for raw material flow rates<br>§8.5.6: correction following EN9100 evolution<br>§9.4: Modification of state codes<br>§10.3: QRQC addition<br>§10.5.3: Added QRQC Logistics Rules<br>Deletion §10.5.4 Preventive actions (integrated into §10.5.3) | 8<br>9<br>10<br>11<br>13<br>21<br>26<br>39<br>41-42<br>42 | 04/09/2019 | L. DAVID<br>E. VEDRUNE |
| D | Delivery of DVIs with parts<br>Carrying out audits according to FGA & Client requirements | 19,36 | 27/03/2019 | T. GEORGOPOULOS |
| C | Amendment §10 Performance requirements<br>Integration of new customer requirements and the new AS9100 standard | 5, 11, 13, 16, 18, 19, 20, 24, 25, 26, 28-36, 40 | 02/04/2018 | AK/PM/LD/PAF |
| B | Addition §9 Mastery of Logistics | | 05/04/2017 | E. PEYNE |
| A | Upgrading to the new format and change of ref (e.g. INS-054) | - | 02/07/2015 | N.FABRE |

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# 1 OBJECT

This procedure describes the requirements applicable to Figeac-Aéro's suppliers for aeronautical products.

# 2 SCOPE

This document defines the minimum contractual quality and logistics requirements applicable by suppliers and suppliers of Figeac-Aéro's suppliers for aeronautical products. These requirements are taken from the aeronautical reference framework **AS/EN/JISQ 9100** (latest version in force).

This procedure is referenced in the orders and contracts placed by Figeac-Aéro.

The supplier will have to acknowledge and receive S01-09 and take into account its requirements.

# 3 RELATED DOCUMENTS

***Internal documents:***

| *REFERENCE* | *TITLE* |
|---|---|
| FORM-006 | Supplier return form to FGA |
| FORM-015 | Major change notification form |
| FORM-030 | FAI EN 9102 Form |
| FORM-033 | CCF assignment sheet |
| FORM-104 | Supplier Quality Evaluation |
| FORM-253 | Supplier non-conformity form |
| FORM-254 | Evaluation Swot SDM |
| FORM-827 | Supplier Survey |
| IP-003 | Precaution for use of titanium |
| LIS-017 | List of records and archive durations |
| LVR-002 | Digital Product Definition (DPD) Plan : requirements |
| MOP-012 | How the supplier extranet portal works |
| R03-03-004 | Material reception and start of production with follower sheet |
| R03-05-004 | Figeac-Aéro requirements for raw material reception via provider |
| R03-07-001 | FGA subject coding |
| R03-11-002 | Management of supplier and supplier non-conformities |
| S01-01-001 | Supplier Quality Deliverables |
| S01-09-001 | Delivery requirements applicable to Figeac-Aéro's suppliers and subcontractors |

***Standards:***

| *REFERENCE* | *TITLE* |
|---|---|
| AS/EN/JISQ 9100 | Quality Management Systems – Requirements for Aeronautics, Space and Defense Organizations |
| AS/EN/JISQ 9102 | Quality Systems – First article review |

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| | |
|---|---|
| AS/EN/JISQ 9103 | Quality Management Systems – Management of the variation of key characteristics |
| AS/EN/JISQ 9120 | Quality Management Systems - Requirements for Aerospace, Space and Defense Distributors |
| AS/EN 9145 | Aerospace Series - Requirements for Advanced Product Quality Planning and Production Parts Approval Process |
| GRP-0087 | Safran requirements applicable to external service providers |
| EN 9163 | Aerospace Series - Certificate of Conformity Requirements |
| NFL 06-160 | Aeronautics & Space – Quality Management & Assurance – Technical Inspection & Qualified Operator Brands |
| SREQ-SLS-001 | Requirements for Safran Landing Systems suppliers |
| SREQ-SLS-014 | Use of Safran Landing Systems Catia Authority Data by Manufacturing Suppliers |
| D6-87282 | Quality Management System – Supplier Quality Requirements |

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# 4 TERMS AND DEFINITIONS

| *TERMS* | *DEFINITIONS* |
|---|---|
| ***ACC*** | Order acknowledged |
| ***AFA*** | Approved Manufacturing Item |
| ***AFO*** | Ordinarily manufactured article |
| ***FMEA*** | Analysis of Failure Modes, Effects and Criticality |
| ***APL*** | Purchase according to plan |
| ***APQP*** | Advanced Product Quality Planning |
| ***AR*** | Acknowledgement of Receipt |
| **CAF** | Capacity Assessment Form – load/capacity analysis |
| ***DC or DC*** | Certificate of Conformity or Declaration of Conformity |
| **RTC** | Supplier Choice Commission |
| ***CND*** | Non-destructive testing |
| ***DA*** | Workshop document |
| ***DNC*** | Declaration of Non-Compliance |
| ***DVI*** | Industrial Validation File |
| ***DO*** | First Article Inspection |
| **FGA** | Figeac-Aero |
| ***FIFO*** | first in first out |
| ***FNC*** | Non-compliance record |
| ***FSP*** | Fight Safety Part – Flight Safety Part |
| ***Nadcap*** | National Aerospace and Defence Contractors Accreditation Program |
| ***OF*** | production order Figeac-Aéro |
| ***PIC*** | Industrial and Commercial Plan |
| ***PDP*** | Master Production Plan |
| ***PPAP*** | Production Part Approval Process |
| ***QQOQCP*** | Who What or When How Why |
| ***QRQC*** | Quick Response Quality Control |
| **SDM** | Supplier Development Management |
| **SPM** | Supplier Performance Management |
| ***ST*** | Subcontractor |
| ***SQCDP*** | Safety, Quality, Costs, Deadlines, Personnel |
| ***TRS*** | Overall Equipment Effectiveness |
| ***5 W's*** | Who What Where When How Why |

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# 5 QUALITY MANAGEMENT SYSTEM

## 5.1 General Requirements

The supplier must be certified AS/EN/JISQ 9100 or AS/EN/JISQ 9120 for distributors or present a quality reference in accordance with AS/EN/JISQ 9100 or AS/EN/JISQ 9120. He must have audited himself or had himself audited according to AS/EN/JISQ 9100 or AS/EN/JISQ 9120 and have an action plan to resolve the identified discrepancies. The decision to derogate from this rule is the sole responsibility of Figeac-Aéro.
Depending on Figeac-Aéro's customers, NADCAP certification may be required for special processes.

## 5.2 Documentation requirements

### *5.2.1 General*

Following any assignment, the supplier must provide Figeac-Aéro with the deliverables requested via FORM-033 – component 2. For any change in the supplier cascade or an update that has a direct impact on the product or process, the supplier must inform Figeac-Aéro using FORM-015.

### *5.2.2 Quality Manual*

Figeac-Aéro asks its suppliers to communicate their Quality Manual with the latest index (or equivalent document) and to communicate to Figeac-Aéro any evolution.

### *5.2.3 Document Mastery*

The supplier must require Figeac-Aéro to provide all the documents necessary for the latest index to provide a product that complies with the contractual requirements, apart from the official standards that it must obtain from approved bodies.

Customer procedures and documents are distributed via a secure channel defined by Figeac Aero (see Annexe II :).The supplier must acknowledge the reading and receipt of the report.

Client standards are available on the Sharepoint FGA Standards Release. Requests for additional documents for Figeac-Aéro documents (DA, plan, etc.) or customer documents (standard, technical specification, etc.) must be sent to the FIGEAC AERO contacts concerned in accordance with the procedures defined in Annexe II :.

The supplier will make sure to consult the Sharepoint file relating to the client and/or client to find the applicable standards.

**The Figeac-Aéro nomenclature / manufacturing range** specifies four types of information:

- The history of the range associated with the item,
- The list of DAs in force and their respective indices,
- The list of customer documents in force and their respective indices,
- The list of applicable standards.

It is the responsibility of the supplier to verify that its index is identical to the range index of the follower sheet. It is also the responsibility of the supplier to use the documentation transmitted with the raw material. Only the nomenclature is valid and induces the DA indices.

**The DAs** are working documents that detail the operations to be carried out at each phase of the follow-up sheet where they are called. The indications contained in the DAs give precise instructions or additional requirements or reservations in addition to the elements of definition... It is the responsibility of the supplier to verify that The evidence in his possession corresponds to the current

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one and to report to its quality referent any discrepancies in connection with this documentation in accordance with the procedures defined in Annexe II :.

**The article sheet** is a document that specifies:

- The list of the elements of definition in force and their indices;
- The operations necessary for the complete realization of the product and the respective requirements;
- The documents to be provided upon delivery.

In the case of "purchases according to plan", the DAs are working documents that detail the operations to be carried out and/or that may also indicate a reservation in addition to the elements of definition. The reference and the index in force are reported in the article sheet.

**Client documents** are very varied (plan, nomenclature, parts list, manufacturing note, etc.) and must be applied, unless a Figeac-Aéro reserve tender modifies a piece of data (dimensioning, surface treatment, etc.). The indices in force are reported in the "Figeac-Aéro nomenclature/manufacturing range" or the article sheet (in the case of APL). It is the responsibility of the supplier to verify that The evidence in his possession corresponds to the current one and to report to its quality referent any discrepancies in connection with this documentation in accordance with the procedures defined in Annexe II :.

**The CADs** are not mentioned in the manufacturing file but are provided by the Purchasing department if necessary at the time of the 1st launch or in the event of changes.
It is the responsibility of the supplier to use the most recent CAD made available by the Purchasing department.
Note: The format is dependent on the client. The CAD distributed is identical to the one transmitted by our customer. If the formats are not suitable for the suppliers, the supplier is responsible for converting or using an external company to carry out this conversion.

It is the responsibility of the supplier to notify Figeac-Aéro in accordance with the procedures defined in Annexe II : any discrepancies identified between the technical document package (2D plan, bill of materials, etc.) and the CADs.

The supplier must ensure the distribution and management of documents and data to its own suppliers.

#### *5.2.4 Control of recordings*

The supplier must keep or cause to be kept records relating to the quality and full traceability of the products for itself and its own suppliers.
Archive durations are defined in LIS-017. Figeac-Aéro must have free access to these documents.

Any loss or impossibility of access to documents to demonstrate the conformity of the product delivered must be reported to Figeac-Aéro.

Figeac-Aéro reserves the right, if it deems it necessary, to recover the documentation relating to its products. The supplier must be able to provide the documentation requested by Figeac-Aéro within 24 hours.

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#### *5.2.5 Prevention of FOD*

The supplier must establish a prevention plan to prevent the presence of FOD in the products and services produced for Figeac Aero.
This plan must comply with the requirements described by AS/EN/JISQ 9146.

# 6 MANAGEMENT RESPONSIBILITY

The supplier must inform Figeac-Aéro in the following cases:

- Major Supplier Incident
- Risks that may impact the supplier's business continuity, in particular single points of failure,
- Change in qualification/certification/approval (client or third party), including expiration, loss and major audit deviations,
- Major modification of the supplier's quality management system,
- Change of ownership or cessation of activity,
- Violations of computer security systems (Cyber Security).
- The supplier must complete the Supplier Survey FORM-827 which will be sent annually

## 6.1 **Management Commitment**

The Supplier's Management is committed to:

- Ensuring the satisfaction of Figeac-Aéro,
- Guarantee the existence of continuous improvement plans,
- Maintain your organization at the level of industry best practices.

## 6.2 **Customer listening**

The supplier's management must appoint a privileged interlocutor for Figeac-Aéro. It ensures that performance in terms of product compliance and on-time delivery is measured and that appropriate actions are implemented if the expected objectives are not achieved.

## 6.3 **Quality policy – see AS/EN/JISQ 9100**

## 6.4 **Planning – cf. AS/EN/JISQ 9100**

## 6.5 **Accountability, authority and communication – see AS/EN/JISQ 9100**

Note: All requests relating to quality must be made in accordance with the procedures defined in APPENDIX 2.
Depending on the theme concerned:

- Non-conformity: see category *Declaration of non-compliance in* Annexe II :.
- Other requests: see category *Requests for information* in Annexe II :.
- QRQC: see category *QRQC* in Annexe II :.

## 6.6 **Management review – cf. AS/EN/JISQ 9100**

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# 7 RESOURCE MANAGEMENT

## 7.1 Human resources – see AS/EN/JISQ 9100

### *7.1.1 General*

"The body shall:
(a) determine the necessary competencies of the person or persons performing, under his or her supervision, work that has an impact on the performance and effectiveness of the quality management system;
(b) ensure that such persons are competent on the basis of initial or professional training, or appropriate experience;
(c) where appropriate, carry out actions to acquire the necessary skills and evaluate the effectiveness of those actions;
(d) keep appropriate documented information as evidence of such skills."

### *7.1.2 Skills, Training and Awareness*

The supplier must:

- Ensure the necessary skills and training of its staff that have an impact on the quality of Figeac-Aéro products;
- Have its personnel certify or qualified and monitor its staff working on the processes subject to qualification. The training, evaluation and qualification of personnel assigned to the processes subject to qualification is the responsibility of the supplier. Figeac-Aéro reserves the right to verify this.

NDT operators must be qualified according to the standards required by Figeac-Aéro's customers.

## 7.2 Infrastructure

The supplier must inform Figeac-Aéro in advance of any changes to its infrastructure that have an influence on Figeac-Aéro products via FORM-015.

The supplier must have controlled access warehouses and a management procedure with a designated manager for the material and products awaiting a Figeac-Aéro decision.

Material management may be audited by Figeac-Aéro according to customer and Figeac-Aéro standards (in accordance with R03-05-004).

## 7.3 Work Environment

The supplier must determine and manage the working environment necessary to achieve product compliance while complying with hygiene, safety, environmental and Reach regulations.

The environmental conditions (temperature, humidity, lighting, cleanliness and protection against electrostatic discharge) defined in the customer procedures must be respected and recorded if required.

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# 8 PRODUCT REALIZATION

## 8.1 Product implementation planning

The supplier is obliged to plan and manage the production of the product ordered by Figeac-Aéro and thus to inform Figeac-Aéro of the deadlines for the feasibility of the parts.
Any planning problems that may give rise to delays must be communicated to Figeac-Aéro.

### *8.1.1 Project Management*

At the request of Figeac-Aéro, a management of the service in project mode can be requested.
Similarly, Figeac-Aero may request the application of the APQP according to EN/AS9145 if required.

### *8.1.2 Risk Management*

To guarantee our customers compliance with quality, cost and deadline commitments, Figeac-Aéro asks its suppliers to commit to a risk management approach within the meaning of AS/EN/JISQ 9100.

### *8.1.3 Configuration Management*

The supplier must ensure control of the configuration of the products during the various phases of production entrusted to him.
Any deviation from the definition file (nomenclature, plan, standards, specifications, article sheet, inspection range, etc.), any process evolution, must be approved by Figeac-Aéro before it is implemented.

### *8.1.4 Electronic Data Management*

Electronic data management will be in accordance with the requirements of LVR-002.

### *8.1.5 Control of business transfers*

In the event of modifications to the infrastructure, the supplier must define and communicate to Figeac-Aéro in accordance with the terms and conditions defined in Annexe II : then apply the necessary arrangements to maintain the flow of delivery and the quality of the product

## 8.2 Customer Processes

### *8.2.1 Determining Product Requirements*

The supplier must determine all requirements for the product, delivery, and post-delivery activities, as well as the legal and regulatory requirements applicable to the product.
The supplier is required to inform Figeac-Aéro of any export regulations/restrictions concerning the data and equipment it will supply to Figeac-Aéro.
The supplier is required to obtain all the required export licences for the products delivered to Figeac-Aéro or to an identified third party.

### *8.2.2 Review of Product Requirements*

The supplier is required to carry out a review of the requirements for the product, within the meaning of AS/EN/JISQ 9100, before it undertakes to deliver the same product.
When the requirements for the product change, the supplier must ensure that the relevant documents are amended and that the relevant personnel are informed of the changed requirements.

The supplier is required to deliver to Figeac Aero the product that complies with customer requirements (material specification, processes, etc.) in force on the date of delivery. Any deviation in the specification index must be communicated to the Figeac Aero contact to decide on a case-by-case basis.

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#### *8.2.3 Communication with customers*

The supplier shall put in place effective arrangements to communicate with Figeac-Aéro about product information, the processing of consultations, contracts or orders and feedback from Figeac-Aéro, including the handling of non-conformities, Figeac-Aéro returns.

All new suppliers will be trained in Figeac Aero's processes through a support program called "BELT PACK". This package includes all the minimum Figeac-Aero requirements necessary for suppliers to work with Figeac-Aero.
The distribution of documents shall be carried out in accordance with §5.2.3.

### 8.3 Design and development

Not applicable

### 8.4 Purchasing

All the conditions listed in §8.4 of AS/EN/JISQ 9100 apply.

#### *8.4.1 Purchasing process*

The supplier is responsible for the conformity of all products purchased from its suppliers, including those from sources defined by Figeac-Aéro and/or its customers.
The supplier must obtain the raw material and standard components from sources approved by Figeac-Aéro and/or its customers.
The supplier must subcontract the special processes to sources approved by Figeac-Aéro and/or its customers.

- **Class 1 subcontracting is prohibited.**
- **The subcontracting of 2nd level (N-2) capacity is authorised on condition that the supplier's evaluation and monitoring file is presented to Figeac-Aéro**.

The supplier must present its subcontracting cascade to Figeac-Aéro and keep it up to date. This cascade must contain at least the following information:

- Name of the Tier 2 (N-2) supplier and its production site
- Type of subcontracted activity
- Applicable Specification
- Reference and status of associated qualifications
- EN CERTIFICATE and NADCAP certificate

In the event of subcontracting, the level 1 supplier must cascade the requirements of Figeac-Aéro to the level 2 supplier (Figeac-Aéro is considered at Level 0 or level N).

The subcontracting cascade must be validated by Figeac Aero, and must be provided with the deliverables. Any modification must be the subject of a prior request via FORM-015 and must be validated by Figeac Aero before application.

**Attention :**

- For the **Latécoère** customer, we prohibit the subcontracting of 2nd level (N-2) capacity
- For the Safran **Landing System customer**, the supplier can only cascade the 3D master model provided by SLS to a supplier approved by SLS in accordance with SREQ-SLS-014-002.
- For the **Rolls-Royce** customer, special process services must be performed by qualified NADCAP suppliers according to the NADCAP Rolls Royce checklist. We prohibit any modification of the range without first a Figeac-Aéro validation, submitted and validated according to the procedures defined in Annexe II :.

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#### *8.4.2 Purchase Information*

The supplier must obtain the technical data sheets of the components he uses to verify their conditions and limitations of use. He must also ensure that all the products used comply with customer standards and environmental requirements.

#### *8.4.3 Verification of the purchased product*

The supplier must establish and implement the necessary control or other activities with records, to ensure that the purchased product meets the specified purchasing requirements.
The supplier must warn its own suppliers to give free access to their documentation and facilities to Figeac-Aéro representatives, its customers and the authorities.
The supplier must ensure that it complies with all the requirements of §8.4 of AS/EN/JISQ 9100. In particular, he will have to ensure that people are made aware of:

- Their contribution to the conformity of the product or service;
- Their contribution to product safety;
- The importance of ethical behaviour

**Note:** the supplier must impose on its own suppliers the same approach as Figeac-Aéro, i.e. compliance with customer specifications.

### 8.5 Production and preparation of service

#### *8.5.1 Control of production and service preparation*

Figeac-Aéro can subcontract in two ways:

- **Phase subcontracting** : machining or special processes (with FGA follower sheet).
- **Complete service (APL):** production of a finished item, including material, manufacturing, treatments, controls.

**Basic rules for phase subcontracting and full service subcontracting:**

- The order defines the service to be performed.
- The supplier must apply *all* the requirements of the order, including comments, and check consistency with the manufacturing record.
- He must master the products, documents, technical data, traceability, means of measurement and packaging.
- After inspection, the supplier is responsible for delivering a compliant product throughout its entire service life.
- In phase subcontracting, the operation must be validated by buffer + date on the FGA follower sheet.
- FGA tools must be maintained in good condition. Any changes must be reported; FGA can request their return at any time.

- **Requirements for the production of Class 1 parts**
- Inform FGA before any process change (means, method, etc.).
- Provide **fixed manufacturing routings** and **fixed inspection routings** for FGA validation.
- Record and retain all documents related to Class 1 parts.
- Provide a 100% statement if requested.

☞ **The subcontracting of class 1 parts is prohibited.**

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- **Basic rules for suppliers, raw materials and standard elements**

Suppliers of raw materials and standard components must deliver the supply in strict accordance with the order from Figeac-Aéro and in accordance with **R03-05-004**. This supply must be accompanied by the necessary compliance documentation. The subject code defined by Figeac-Aéro (**cf. instruction R03-07-001**) must be applied.
The special precautions for the use of titanium are explained in **instruction IP-003.**
Cutting tolerances (if not elsewhere specified)

- -1mm/+2mm for dimensions from 0 to 1000mm.
- -1mm/+3mm for dimensions from 1000 to 5000mm.
- -1mm/+5mm for dimensions from 5000 to 10000mm.

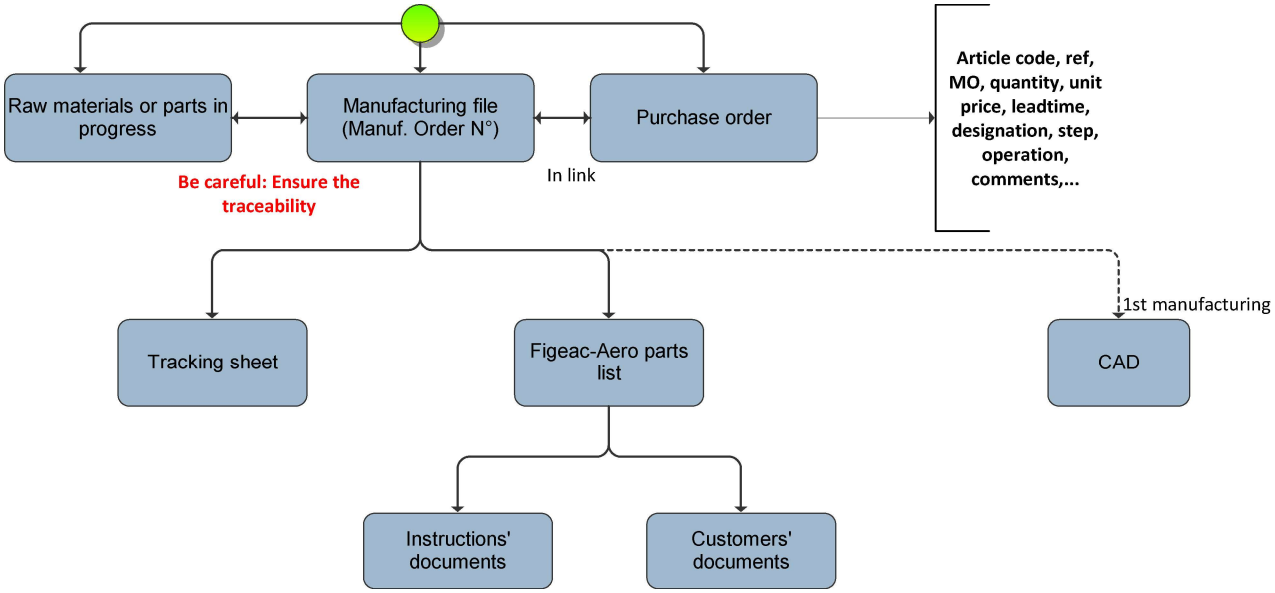
Specific customer requirements:

- *Airbus Germany* : control ranges to be provided systematically (FAI + series).
- *RollsRoyce* :
  - Strict compliance with RRES 90000 and mandatory deviation matrix.
  - RollsRoyce validated fixed manufacturing ranges.
  - Any modification subject to FGA validation.

#### *8.5.1.1 Realization of the phase on a Figeac-Aéro follower sheet*

**Principle** : Figeac-Aéro supplies the ST with the material or product in progress. The service is to be carried out by the ST from the Figeac-Aéro manufacturing file which accompanies the product(s) entrusted and the order.

Note: In the event of the detection of non-compliant material (part, raw material), it is the responsibility of the supplier to report it to his supply contact person according to the procedures defined in Annexe II :.

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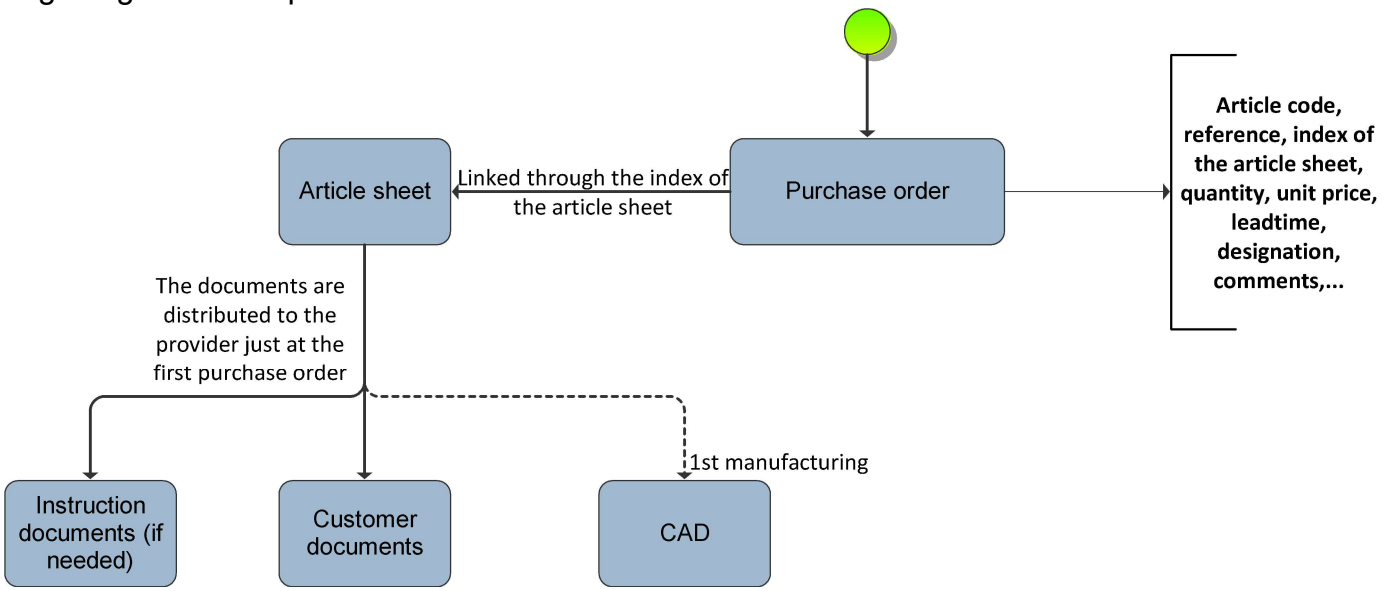
#### *8.5.1.2 Realization of article in complete realization*

**Principle**: FIGEAC-AÉRO orders a finished product according to a definition summarized in an article sheet. The product is to be produced by the ST, in accordance with the requirements defined in the same article sheet, from the material supply to the possible surface treatment, without forgetting the inter-operation control + final release control.




#### *8.5.1.3 Realization of articles in complete realization with entrusted material*

In some cases, Figeac-Aéro orders items in complete service with the material entrusted to them.

<u>Specific requirements:</u>

- Methods:

Figeac-Aéro then provided an article sheet which stated: "APL entrusted material; Material management; deliver the parts with CC + OF suppliers".
To do this, Figeac-Aéro supplies the stock of material to the supplier after inspection.
The material is delivered by Figeac-Aéro with a list of easements.
The supplier consumes this material in FIFO for the production of parts ordered by Figeac-Aéro.

- Stock management:

Stock management is then entrusted to the supplier.
The supplier is responsible for the management of material stock. The same applies to resupply requests.

- Material traceability:

The supplier must ensure the traceability of the Figeac-Aéro material batch through its management system. The material lot numbers are reported to the supplier job order.
Upon receipt of the parts, Figeac-Aéro keeps and archives all the delivery documents and ensures the presence of the certificate of conformity and the supplier work order number. The CN material detection must be reported to Figeac-Aéro within 72 hours of receipt.

- Consumption monitoring:

The Figeac-Aéro supply department reserves the right to carry out inventories.

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*8.5.2 Verification of production processes – review 1st article – FAI control – DVI*

Unless specified in the Figeac-Aéro order, the supplier is solely responsible for the complete validity of the FAI part for the launch of mass production.

- The first article must be the subject of a full FAI via **FORM030** or a client DVI (to be requested from FGA).
- The checklists FORM030 must be completed.
- In the case of a 3D inspection, surveys and mappings are mandatory.
- If certain characteristics are not defined, the supplier must extract them from the CAD and establish **an inspection plan.**

The subcontractor must:

- Number on a copy of the defining elements (plan, DA, specification, etc.) each characteristic to be checked and reported on (FORM-030) or part 3 of the DVI.
- Provide Figeac-Aéro with a copy of the manufacturing file, which must show the measures taken to ensure the conformity of the parts.

For suppliers of special processes or NDT, this request is added:

- The results of the desk checks
- Controls of baths and facilities (up-to-date qualification), concentration values, salt spray, etc. framing the date of passage of the parts must be checked and compliant (these results are kept with the supplier and can be requested by Figeac-Aéro)
- Work instructions validated by the designated NDT Level 3

In the case of USI/ST or APL services, the level 1 supplier must request this data from the ST supplier and provide it to Figeac-Aéro.
**Note: the absence of these elements systematically leads to the refusal of the documents and invoicing.**

The deliverables requested for assignment by the Purchasing Department must be sent back to the AQF according to the procedures defined in Annexe II :.

The completed FAI document or DVI document must be returned to Figeac-Aéro in computer version (pdf and excel) with the required supporting documents (full traceability of the manufacturers and suppliers used) before any shipment of parts, in order to guarantee that all the elements are available upon receipt of the parts. The item that has been the subject of the 1st article compliance check must be clearly identified.

In the case of an FAI or DVI case, The Excel FORM-030 ou Excel DVI as well as the attached documents in pdf, will be returned according to the procedures defined in Annexe II :.
In the event of files that are too large, the supplier will contact its quality referent in Figeac-Aéro to define the appropriate secure shipping method.

The distribution of the Inspection Report, for a 1st rejected article, is necessarily associated with a non-compliance sheet.
In the event of non-compliant FAI parts (derogation, scrap, take-back, take-back at Figeac-Aéro), the supplier undertakes, as soon as the next delivery is made, to provide, at no additional cost, new FAI parts and a new complete FAI file.

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Notes:

- For the Spirit Customer, for the Airbus A350 program, material interchangeability is strictly prohibited. The supplier undertakes to comply with the material thicknesses specified in the technical file.
- **Consider the Specific Requirements on DVI/PPAP.**

For SAFRAN Landing Systems parts:

- The documents must be in English, the measurements must be in inch;
- DVIs must be carried out according to the requirements of AS 9102 and SCREQ 342;
- The requirements of GRP-0087 and SREQ-SLS-001 must be met.

*Appendix 1 references the complete list of documents to be provided to the FAI according to the service ordered by Figeac-Aéro.*

- ***Control of production process modifications***

The supplier must control and document changes affecting processes, means of production, tooling or computer programs.
The impact of the change on the conformity of the delivered product must be measured. In the event of an impact on the product's compliance, Figeac-Aéro must be informed and a new FAI or DVI (partial or complete) may be requested to trace this change.

- ***Mastery of production means, tools and computer programs (supplier ownership) – see AS/EN/JISQ 9100***
- ***After-sales support***

In the event of a problem discovered after assembly, the supplier undertakes to provide all necessary assistance (technical, labour and means, etc.) for the repair and replacement, if necessary, of the parts under its responsibility.

**Requirements related to the APQP / PPAP approach**

The supplier undertakes to provide Figeac Aero and its customers with the required deliverables (as described below but not limited to) related to the development of new projects within the framework of the APQP approach or the PPAP: Manufacturing Flow Chart (MFC) / Control Plan / PPR / PFMEA / CPK study / Etc ...

### *8.5.3 Validation of production and service preparation processes – the case of special processes*

Special process processes must be qualified in accordance with EN9100.
Suppliers working for Figeac-Aéro must appear on the lists of qualified suppliers of the customer concerned for subcontracted parts. Depending on Figeac-Aéro's customers, a Nadcap accreditation may be requested.
It is the responsibility of the supplier to notify immediately and in writing, the loss of a customer certification or qualification. The supplier will undertake to implement all actions to ensure the compliance of the affected product(s).
Personnel must be qualified in-house, and NDT operators must be qualified by a body recognized by the customer.
All documents related to NDT operations must be validated by a designated Level 3.

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#### *8.5.4 Identification and traceability.*

**Product traceability is required for all types of items, without exception.**
The supplier must maintain product identification, trace the material and manufacturing batch, identify the building blocks and ensure access to records. The labels must be submitted after subcontracting. The stamp + date on the following sheet is mandatory (except APL). Stamps must be unique, readable, non-reassignable, and managed through a list that is kept up to date.

**Stamps and test marks must:**

- Clearly identify the company, the operation and the operator;
- Be legible and unambiguous;
- Be associated with a unique operator code;
- Be assigned only to competent personnel;
- Be managed in a nominative and traceable manner;
- Never be reassigned;
- Be included in a list maintained by the managing department (which also manages allocation, withdrawal and replacement).

**Any changes to the formalism of the stamps must be declared to Figeac-Aéro.**
The supplier must be in control of updating all its documentation (procedures, instructions, ranges, etc.).

This chapter may concern tools and programs (tools and programs are the property of Figeac-Aéro if the latter pays for the industrialization).
The supplier must take care of the tools. He must identify, verify, protect and safeguard the tools belonging to Figeac-Aéro.
Tooling cannot be modified without the agreement of Figeac and Aéro.
When a tool is lost, damaged or deemed unfit for use, the supplier must notify Figeac-Aéro and keep records.

#### *8.5.5 Product preservation*

The supplier must preserve the product throughout its journey on its premises.
This preservation includes identification, handling, packaging, storage and protection. Preservation must also apply to the components and packaging of the product.
The requirements in terms of packaging and packaging as well as the FGA delivery conditions are defined in procedure S01-09-001.

### 8.6 Mastery of monitoring and measurement equipment

The supplier must implement methods for evaluating the reproducibility and repeatability of the devices used.
The supplier must ensure that any calibration laboratory used is recognized for its field of intervention by a nationally or internationally approved body (COFRAC, UKAS, BNM, etc.)
Any decommissioned device must be properly identified and its conditions of use controlled.

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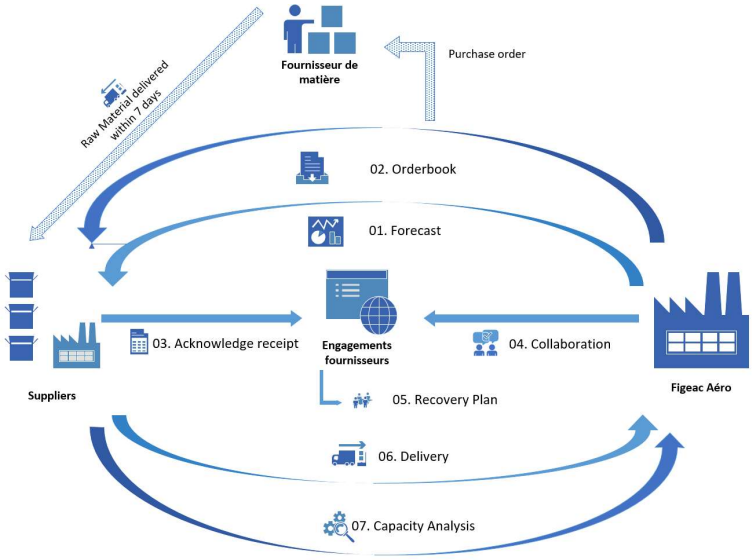
# 9 CONTROL OF LOGISTICS

## 9. 1 General supply chain process between Figeac-Aéro and its suppliers

This document defines the minimum logistical requirements applicable by Figeac-Aéro's suppliers.




## 9.2 Collaboration

The collaboration with the supplier will take place during the conference call or by email exchange from Wednesday at the supplier's request.

**Collaboration will not be possible in the following cases:**

- **Within 15 working days before the requested date.**
- **For any late order whose delivery date has been previously accepted regardless of the cycle.**

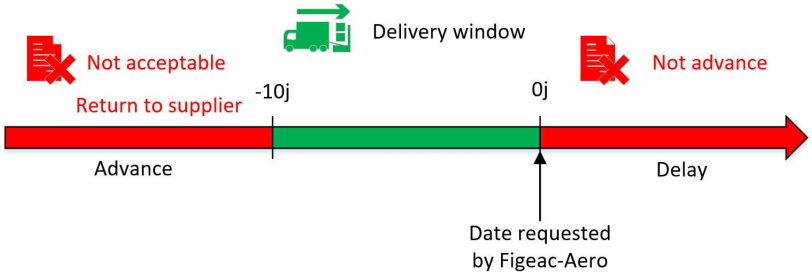
## 9.3 Deliveries

- In the case of partial deliveries:

**It is forbidden to make a partial delivery without the prior agreement of the Figeac-Aéro supplier.** Partial deliveries without prior agreement will be blocked in receipt and invoicing pending the balance of the order. If the parts are not received within 48 hours, the parts will be returned to the supplier at their expense.

- Delivery Window:

The supplier must respect the delivery window defined in the contracts.
If there is no contract, the delivery window is defined as follows:

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# 10 MEASUREMENT, ANALYSIS AND IMPROVEMENT

## 10.1 General

The supplier must plan and implement the monitoring, analysis and improvement processes.
In order to prevent and correct product drifts and improve its quality, cost and lead times, the supplier must implement standard tools (5P, Ishikawa, 8D, 5S, FMEA) or demonstrate that it uses equivalent tools.
The supplier must guarantee that the skills necessary for the implementation of these tools are mastered.

## 10.2 Monitoring and Measurement

The quality and logistics objectives between Figeac-Aéro and the supplier will be established mainly through a contract, if necessary they are established in the monthly scorecard.

### *10.2.1 Customer satisfaction*

The supplier must have indicators to measure its performance. The monitoring of customer perception must include the data transmitted by Figeac-Aéro. The information that must be monitored through action plans and used for the evaluation of Figeac-Aéro's satisfaction must include at least:

- Product compliance
- Delivery performance
- New Business Planning
- Figeac-Aéro's complaints, the follow-up of audits and the follow-up and measurement of the effectiveness of the resulting corrective actions.

### *10.2.2 Scorecard*

The indicators on the scorecard are:

| KPI | Calcul | Measure |
|---|---|---|
| On Time deliveries | **OTD =** $\frac{\text{Number of PO lines delivered in the delivery window}}{\text{Number of PO expected during the month}}$ | % |
| Average Delays Index (IRM) | **IRM =** Average $\left[\begin{array}{c}\sum \text{(Request date-Delivery date)}^{1} \\ + \\ \sum \text{(Request date-Date of the day)}^{2}\end{array}\right]$ *[1] : For a late delivery [2] : For a PO not delivered* | Calendar days |
| Defective Parts | **DP =** $\frac{\text{Number of parts non conforme delivered during the month x 1 000 000}}{\text{Number of parts delivered during the month}}$ | PPM (Parts Per Million) |

***As a reminder, the date requested corresponds to the date returned to Figeac-Aéro.***

These scorecards are a reflection of the performance of suppliers. In the event that the objectives are not met, the supplier must provide a root cause analysis and establish an action plan in order to return to an acceptable level of performance.

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*10.2.3 Oversight and risk management*

- Maturity Assessments (FORM-254)

Maturity assessments may be carried out on an annual schedule and at least every three years.
These evaluations are oriented towards the operational follow-up and the maturity of the supplier to meet Figeac Aero's requirements. This evaluation can be supplemented by a request for financial analysis by the Purchasing department or the SDM teams in confidentiality with the supplier and management control.

- Load Analysis Capacity

Load/capacity analysis is **mandatory** in the S01 process for all TNF customers. It is also shared with the affected customers.
An **incomplete** or **unreliable** analysis blocks any new assignment by Purchasing.
The supplier must provide an analysis that includes:

- A **minimum horizon of 12 months** (ideally 36) based on forecasts / cadences;
- The **workshop plan** and the list of machines/islands;
- The **available capacities** (machines, OEE, team organization, etc.);
- Action **plans** to absorb load peaks.

Depending on the need, the analysis may cover:

- Industrialization (number of FAIs),
- Production (machine hours, OEE),
- End-of-range items (adjustment, control, etc.).

Additional requests or load/capacity audits can be carried out according to the risk schedule defined by the SDMs.
**Sensitive data transmitted to SDMs remains strictly confidential.**

- Classification

Suppliers are ranked based on their performance. The classification is based on criteria: tactical (OTD, OQD) and strategic (maturity and risk).
Suppliers can be classified into five ranks: AA, A, B, C, and D.
The classification of Figeac Aero suppliers is carried out at least once every 12 months and concerns a defined panel of suppliers.
Classified suppliers are informed of their classification level by official mail.

*10.2.4 Quality system monitoring*

In addition to this performance review, there is also the monitoring of the quality system of suppliers, to ensure that all FGA and/or customer requirements and rules are met.

This monitoring is based, depending on the case, on at least one of the following elements:

- The Supplier Evaluation Questionnaire (FORM-104),
- Obtaining an AS/EN/JISQ 9100 certification (OASIS base registration),
- An audit (quality evaluation – system, product/process – special processes) carried out by the Figeac-Aéro Quality Department, its customers or official service

**Note:** at the end of each audit, a report is drawn up and validated by the audit department and the supplier. Any discrepancies identified during these audits are integrated into the Figeac-Aéro supplier action plan.

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*10.2.5 Process monitoring and measurement*

If requested on the deliverables (FORM-033 – component 2), the supplier will have to implement a process control approach with the implementation of Statistical Process Control tools.
In the event of non-quality discovered by the supplier (after delivery) by Figeac-Aéro or its customers, the supplier must identify the potentially impacted populations within 48 hours of receipt of Figeac-Aéro's notification and guarantee the delivery of compliant parts.
The security and identification of potentially impacted populations must be communicated within 48 hours.

*10.2.6 Product Monitoring and Measurement*

The supplier must:

- Write inspection instructions/ranges; and associated record documents; characteristics to be verified defining the sampling rates, the control means used and the control criteria (self-control, supplier control, special processes and NDT). These control instructions during NDT must be validated by a level 3;
- For class 1 parts and/or if requested in the deliverables (FORM-033 part 2), the inspection ranges must be submitted to Figeac Aero.
- Control key features, functional and critical ratings 100% and record the results
- Carry out a conductivity test on finished aluminium alloy machining parts. If their shape does not allow the measurement to be carried out, replace with a hardness measurement on a control part or sample;
- Perform a hardness check on finished machining parts in titanium alloy, steel/stainless steel, Inconel, or aluminum/lithium;
- Perform a **100% visual inspection**, including marking;
- Carry out a **complete documentary check**.

The records of these checks will be kept by the supplier and made available to Figeac-Aéro. They will be supplied to Figeac-Aéro on request within 24 hours.

In the case of items made as a complete service, the supplier must guarantee the conformity of the product with the Figeac-Aéro order and its article sheet

The product delivered must be accompanied by documents attesting to its compliance with the order and the regulations in force:

- In all cases, a delivery note and a declaration of conformity (or a BL/CC) according to EN 9163.

**Additions to the requirements for BL/CC:**

- The customer specifications used (AIPS, etc.) for the service in the series and FAI phases, including the services of TS, must be specified on the CC (sensitivity of the penetrant testing, class of OAC, type of clogging, number of paint layers, etc.).
- The number of the treatment range must be mentioned.
- The clues in the customer documents, the part reference and the Figeac-Aéro OF must appear (if applicable).
- For **the material** and **semi-finished products**, provide the **inspection and test report** in accordance with the definition.
- For **kits** or assemblies that are not solid, provide the **nomenclature of constitution**.

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- In **the case of APL services**, the Tier 1 supplier must join the **Tier 2 BL/CC** (special processes, etc.).
- The control sheet or a measurement record if Figeac-Aéro deems it necessary.
- FAI or DVI documents, in the case of the 1st articles

In all cases, the accompanying documents must be explicitly associated with the products and accessible without breaking the packaging (BL/C in two copies: 1 inside and 1 outside the package).

### 10.3 Control of the non-compliant product

#### *10.3.1 Non-compliance detected by the supplier*

Figeac-Aéro is not obliged to accept a non-conformity with respect to the customer definition file, the specification or the order.

It is the responsibility of the supplier to alert Figeac-Aéro immediately and in writing in accordance with the terms and conditions for declarations of non-conformity defined in Annexe II :. Any non-conformance must be reported by the supplier at the time of detection prior to delivery. Failure to comply with any of the rules may result in the immediate scrapping of the affected parts.

No non-compliant part should be delivered without the prior agreement of the Figeac-Aéro Quality Department.

The offending parts must be **identified and isolated** in a secure space until the decision of Figeac-Aéro (scrap, repatriation, repair, material replacement).
No **scrap material supplied by Figeac-Aéro** can be replaced without its agreement. Waste declarations must be made in accordance with **Schedule 2**.
Accepted parts must be **clearly identified** before delivery.

The requirements specified in §10.3.1 are applicable to parts subject to derogation.
All parts returns must be accompanied by the FORM-006 form "supplier return form to FGA" provided by Figeac-Aéro.
In the absence of these documents, the application will not be taken into account.

The subcontractor or supplier must inform FGA of any non-compliant product supplied by Figeac-Aero and of the decisions taken regarding the management thereof.

**Figeac-Aéro reserves the right to cascade the costs of the exemptions applied by the end customer to the supplier.**

#### *10.3.2 Non-compliance detected by Figeac-Aéro*

Figeac-Aéro can carry out checks on the products delivered upon receipt or before assembly.
Any discrepancy noted, dimensional, documentary, visual, defect in processing, etc. will be the subject of non-compliance (FORM-253)

- Each non-conformity is communicated by the Supplier Quality Department.
- Requests for corrective actions will be processed as described in §10.5.2.
- These non-conformities may lead to the opening of a QRQC as indicated in §0.
- Retouching of non-compliant parts:

  There are 3 cases:
  - The Supplier comes to touch up the parts on the FGA site (within 48 hours)
  - In-house retouching of parts, this retouching will be invoiced at the Fga hourly rate

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- Sending the parts to the Supplier with a fixed transport cost.

*Note: Figeac-Aéro reserves the right to keep and reject non-conforming parts detected by Figeac-Aéro in the case of parts produced as part of a phase service, with regard to the criticality of the non-conformity of the part, the defect, etc.*

Financial Charging

Figeac-Aéro reserves the right to pass on all or part of the non-quality costs attributable to the supplier.

The only exceptions to the financial charge are the conditions for processing and costing the non-conformities mentioned in the contracts. In this case, the contract takes precedence over the costing rule set out below:

| Rejection/Refusal | Refurbished/To be repaired/Repaired | Sub-contractor rework |
|---|---|---|
| * Flat-rate processing fee for the FNC if not declared by the supplier<br>* Cost of the waste(s)<br>* Labor costs<br>* Material cost | * Flat-rate processing fee for the FNC if not declared by the supplier<br>* Cost of rework/repair | * Flat-rate processing fee for the FNC if not declared by the supplier |

*10.3.3 Counterfeit Parts Prevention*

The supplier must plan, implement and control processes for the prevention of counterfeit coins in accordance with AS6174.

Training will have to be provided to people directly or indirectly related to the product

## 10.4 Data analysis – see AS/EN/JISQ 9100

At the request of Figeac-Aéro, the supplier must submit to Figeac-Aéro an annual and detailed quality report on the products it manufactures.

## 10.5 Improvement

*10.5.1 Continuous improvement – cf. AS/EN/JISQ 9100*

A continuous and global improvement approach (quality, costs and deadlines), within the meaning of EN9100, must be present at all Figeac-Aéro suppliers.

This improvement process must be the subject of quantified objectives and indicators to verify the effectiveness of the actions undertaken.

Proof of this approach will be communicated to Figeac-Aéro on request.

*10.5.2 Corrective actions*

Corrective actions following an audit, visit, non-compliance must be put in place.

The deadlines for processing corrective actions following an audit or visit will be established by mutual agreement with the supplier.

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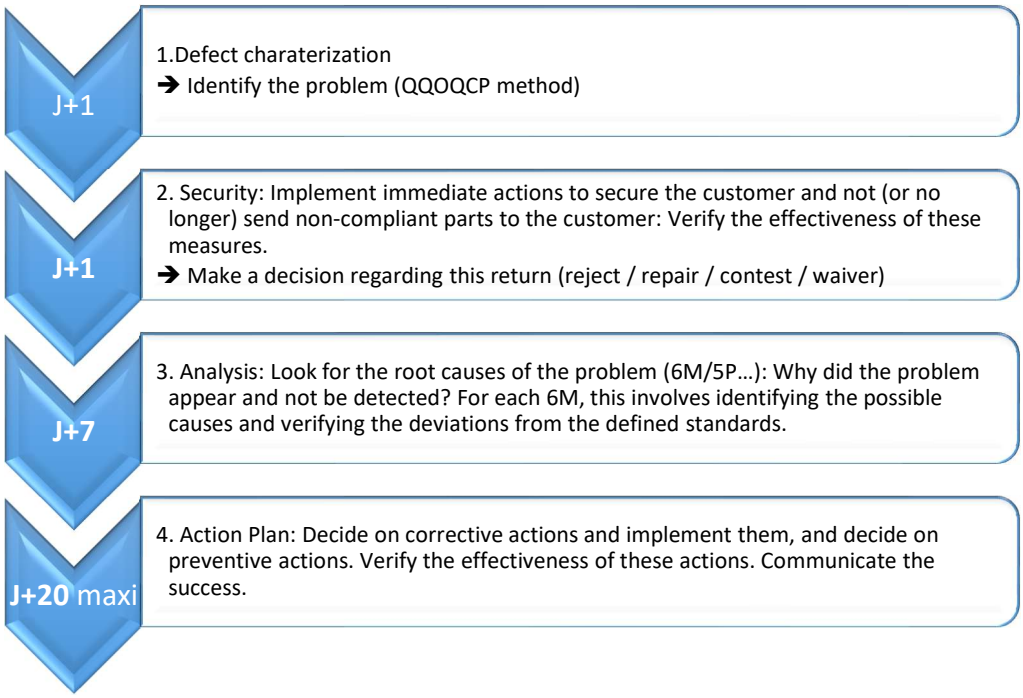
*10.5.3 QRQC*

In the event of non-conformities or delays in delivery, quality or logistics QRQCs may be opened. A QRQC process can be opened up to a process as a whole.

Each stage of the **QRQC** must be processed according to the deadlines (calendar days) below with the Excel support distributed by the FIGEAC AERO teams. Namely:

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## Annexe I : List of documents to be provided according to service

- **TS Subcontracting**
- Copy of the Figeac order
- Delivery note / Certificate of Conformity (BL/CC) from the subcontractor in charge of protection (TS)
- Subcontractor control routing / control record
- Subcontractor follow-up sheet (checked operations and quantities)
- Customer qualification number of the subcontractor for each process
- Copy of BL/CC for products used (manufacturers / processors)
- ARPID number of the products

- **USI Subcontracting**
- FAI file (EXCEL format)
- Completed inspection plan (customer and/or subcontractor)
- Bill of materials and/or NOTA lists
- Listing + 3D mapping
- FGA follow-up sheet (checked operations and quantities)
- FGA DA
- Customer bill of materials
- Subcontractor follow-up sheet (checked operations and quantities)
- Subcontractor control routing (+ control frequency / calibration / tool reference)
- Copy of the Figeac order
- BL/CC from the subcontractor
- BL/CC for raw material from the processor (with mechanical characteristics) + link with subcontractor follow-up sheet
- BL/CC from the subcontractor in charge of protection (TS)
- Copy of BL/CC for products used (manufacturers/processors)
- Customer qualification number of the subcontractor for each process
- Material interchangeability
- Weight
- FNC / Deviation
- Conductivity
- Hardness

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# Annexe II : Figeac-Aero secure communication methods

| Category | Figeac Aero France | Figeac Aero Tunisie | Figeac Aero Maroc | Casablanca Aéronautique |
|---|---|---|---|---|
| Technical documentation | Made available via Supplier Extranet Portal – “Technical” section | Made available by the purchasing/quality department via email | Made available by the purchasing/quality department via email | Made available by the purchasing/quality department via email |
| Requests for information | To be sent via Supplier Extranet Portal – “Tickets” section | To be sent by email | To be sent by email | To be sent by email |
| NC declarations | To be sent via Supplier Extranet Portal – “Quality / Supplier Nonconformity Declaration” section | To be submitted via Supplier Extranet Portal – “Quality / Supplier Nonconformity Declaration” section | To be sent by email | To be sent by email |
| QRQC | Exchanges via Supplier Extranet Portal – “Quality / QRQC” section | Made available by email | Made available by email | Made available by email |
| FAI | To be sent by email to fai@figeac-aero.com | Made available by email | Communication by email with the purchasing/quality department | Communication by email with the purchasing/quality department |
| DVI | To be sent via ticket on Extranet Portal – “Tickets” section, subject: “DVI” | Made available by email | Communication by email with the purchasing/quality department | Communication by email with the purchasing/quality department |
| Scorecards | Made available via Supplier Extranet Portal – “Indicators” section | Made available by email | Communication by email with the purchasing/quality department | Communication by email with the purchasing/quality department |
| Prévisionnels | Made available via Supplier Extranet Portal – “Logistics / Planning / Procurement” section | Made available by email | Communication by email with the purchasing/quality department | Communication by email with the purchasing/quality department |
| Order books | Exchanges via Supplier Extranet Portal – “Logistics / Orders” section | Communication via email with the Purchasing/Procurement Department | Communication by email with the purchasing/quality department | Communication by email with the purchasing/quality department |
| Quality deliverables | To be sent via Supplier Extranet Portal – “Tickets” section | To be sent by email | To be sent by email | To be sent by email |

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