

## QRS-01\_Appendix 3

# Requirements for Articles to deliver to LH Customer Support and Service

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## CHANGES LOG

Issue	Approval Date	Main changes	Interested Paragraphs
00	June 2020	First Issue	All

### 1. PACKAGING AND DOCUMENTATION

Section <u>General</u>	1:	<p>In addition to the general requirements referred in QRS-01 main document - § 11.5, the specific assumptions in this document are valid.</p> <p>Detailed packaging procedures for individual Products can be defined between the Parties.</p> <p>In order to optimize the logistics cycle time the products shall come from the Supplier in a ready to be shipped package. Packaging and documentation procedures should comply with ATA Spec 300 policy or equivalent, in any case compliant with commercial aerospace environment.</p> <p>It is assumed that:</p> <ul style="list-style-type: none"> <li>• products shall be individually supplied in a ready to be shipped package i.e. each part shall be have its own individual package.</li> <li>• in case of standard and non-serialized Products, packages with minimum order quantity need to be agreed between the Parties.</li> <li>• package size must be optimized with respect to part size</li> <li>• in case of Aircraft On Ground (AOG), indicate both on Delivery Note (DDT) and package.</li> </ul>
Section <u>Labelling</u>	2:	<p>Each shipped package shall be accompanied by a label, containing the information listed below. The label uniquely identifies the contents of the package and provides traceability information at the source. The following information must be present on the label:</p> <ul style="list-style-type: none"> <li>• P/N,</li> <li>• Description,</li> <li>• QTY,</li> <li>• Unit of measure batch number,</li> <li>• Purchase Order Number,</li> <li>• Manufacturer Name,</li> <li>• Country of origin.</li> </ul> <p>Where applicable, the label shall include:</p> <ul style="list-style-type: none"> <li>• S/N,</li> </ul>

	<ul style="list-style-type: none"> <li>• Manufacturer Cured Date,</li> <li>• Expiration date,</li> <li>• Shelf Life,</li> <li>• Storage Limit / requirements,</li> <li>• Commercial and Government Entity (CAGE) Code,</li> <li>• Hazardous material code,</li> <li>• Handling requirements,</li> <li>• A reference to the certificate attached to the Products,</li> <li>• Code of the Supplier's quality control stamp,</li> <li>• Part usage restrictions.</li> </ul>
<p>Section 3: <u>Documentation Requirements</u></p>	<p>The material shall be delivered to LH Customer Support &amp; Service together with the following certification document, as applicable:</p> <ul style="list-style-type: none"> <li>• Authorised Release Certificate EASA FORM 1,</li> <li>• Authorised Release Certificate FAA Form 8130-3,</li> <li>• Authorised Release Certificate FAA Form 8130-3 Dual Release, Approval for Return To Service,</li> <li>• Authorised Release Certificate EASA FORM 1 Dual Release Approval for Return To Service,</li> <li>• Any other applicable Authorized Release Certificate as required by the provision of this Document (e.g. TCCA approval forms),</li> <li>• Certificate of Conformity in accordance with AQAP 2070 or AER-Q-140A,</li> <li>• Certificate (Statement) of Conformity.</li> </ul> <p>The certification document requirement shall be specified by LH in each Purchase Order.</p> <p>A Work Report/Maintenance Work Report shall be delivered to LH Customer Support &amp; Service for each maintained/ overhauled/repaired Helicopter Material or Helicopter Ground Equipment (AGE) or Ground Support Equipment (GSE) or Special To Test Equipment (STTE)</p> <p>In the "Remarks" block of each certificate the following information shall be shown when applicable: Supplier S/N, Manufacturer Cured Date, Assy Date and possible reference to a MIL. In the case of MOQ, a single certificate will cover the whole amount.</p> <p>Other documents to be included:</p> <ul style="list-style-type: none"> <li>• LOG CARD (where applicable),</li> <li>• Test report (where applicable),</li> <li>• Technical applicable documentation</li> <li>• Delivery Note,</li> <li>• Any compliance documentation to ensure traceability of the Products.</li> </ul> <p>Placement of the certificates:</p>

For new parts, a true copy of the Authorised Release Certificate (“ARC”) shall be contained inside each package sent by the Supplier, while the original shall be attached to the Delivery note (DDT). All the other documents will be attached to the Delivery note (DDT) and shall not be contained in the packages.

For maintained/overhauled/repaired products, all documents / certificates (including test reports and work reports) shall be included inside the packages and a true copy of each document must be placed on the outside face of the box.