

Quality assurance requirement For suppliers of Bodo Möller Chemie

0.1 Purpose

This QAR implements the requirements of EN9120.

If the supplier is unable to fulfill one or more of these requirements, he must inform the purchasing department of Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG in writing in order to obtain appropriate exclusions.

0.2 Scope of application

This QAR applies to suppliers of Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG and their sub-suppliers.

The edition of the QAR valid at the time of the respective order shall apply.

The quality assurance requirements (QAR) of Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG are part of the orders placed and are therefore binding for all suppliers.

0.3 Terms / abbreviations

QM	Quality management
QAR	Quality assurance requirement
FAI	First Article Inspection
FMEA	Failure mode and effects analysis

0.4 Responsibilities

Supplier:	Implementation of the requirements of this QAR.
Purchasing Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG:	Binding contractual partner of the supplier
QM Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG:	Assessment of the supplier - quality capability and verification of the practical implementation of special order-related Q requirements.

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1) Purchasing information for the product to be procured:

The configuration of the product or service to be supplied by the supplier to Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG is described

- by documents (drawing, data records, material test certificates, etc.)
- additional requirements specified in the order
- Deviations from the documents specified in the order
- general standards or regulations, e.g. EN, DIN, DVS, VDE, etc.,

If the supplier recognizes requirements not specified in the processing of Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG, but which are necessary for the specified or intended use as far as known, he must inform Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG of these.

2) Requirements in connection with the approval of the product, process, processes and equipment

The supplier checks the order documents of Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG to ensure that he can safely implement the requirements and that all deliveries and services provided by him comply with the requirements of the order. He must plan and carry out production and service provision under controlled conditions.

Procedures, processes, production facilities, tools, programs and equipment must be qualified and approved before they are used and must be maintained and tested at certain intervals in accordance with procedural instructions.

The Supplier shall use suitable state-of-the-art methods (e.g. FMEA, fault tree analysis, etc.) to control remedial measures for risks and to safeguard against possible sources of error.

Technical equipment and documentation required for work processes must be clarified before the order is placed. The supplier must provide appropriate fall-back solutions, emergency plans and capacity safeguards.

Consumer goods and consumables such as water, compressed air, electricity and chemical products must be monitored and controlled to the extent that they influence the quality of the product.

Manufacturing and testing processes must be demonstrably carried out as planned or otherwise documented and approved.

Packaging must be such that the product cannot be damaged during delivery. If necessary, the product must be protected against damage caused by environmental influences. If storage time limits must be observed, this must be indicated and the date of manufacture or the expiration date of the product must be stated.

3) Requirements for the qualification of personnel

Personnel who carry out activities that affect product quality must have appropriate skills and experience. Appropriate records of training, skills and experience must be kept.

The technical equipment must be maintained and adjusted by qualified personnel.

The persons deployed for the special processes must be verifiably qualified to do so.

In addition, it must be ensured that personnel are made aware of the contribution to product and service conformity, the contribution to product safety and the importance of ethical behaviour.

4) Requirements for the quality management system

The supplier maintains a quality management system according to EN ISO 9100 / EN ISO 9120, but at least according to EN ISO 9001, which is certified by an accredited certification institute.

If these requirements cease to apply (e.g. due to withdrawal of the certificate), the purchasing department of Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG must be informed immediately.

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5) Designation or exact identification as well as the respective editions of specifications, drawings, process requirements, test instructions and other applicable technical data

All documents and records must be marked and controlled with regard to their issue status and any changes.

The latest versions must always be available for work execution.

It must be ensured that documents remain easily legible and easily recognizable.

Records must be easily retrievable and accessible to Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG and the authorities for evaluation.

6) Requirements for testing, examination, inspection and related instructions

The supplier will subject his deliveries and services to a factory inspection (incoming goods, production, process and final inspection) and rectify any defects found.

For drawing parts, Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG reserves the right to request a quality management plan if the quality management of Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG deems this necessary.

The supplier will carry out suitable test planning (technical and scheduling).

Tests carried out must be documented with the date by the inspector in a suitable place. Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG must be enabled to participate on request.

The supplier will use suitable testing and measuring equipment and systematically check compliance with the permissible tolerances of the testing and measuring equipment (calibration).

If there are special quality requirements by the customers of Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG, which are important for the ordered service of the supplier, these will be stated before the order is placed and must be taken into account by the supplier.

7) Requirements for initial sample parts

The first article inspection (FAI) is carried out in accordance with EN 9102.

The initial sample is intended to prove that all technical design and specification requirements have been correctly understood, assigned, verified and documented and that reliable series production can be carried out.

An FAI must be carried out if this is required in the order.

An FAI for drawing parts / specification parts must be carried out during initial production. Deviations from this must be regulated in the order / contract. A new FAI is required in the event of major changes to processes, tools or programs and in the event of an interruption in delivery time of more than one year or if the production site is relocated.

If required, the FAI planning must be coordinated with Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG. Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG must then be informed two weeks before the start of the FAI to enable it to participate.

FAI minimum requirements are (if applicable):

- Verification of the product against the drawing documents (e.g. material certification)
- Verification of special processes (e.g. welding, soldering, bonding, heat treatment, surface treatment, etc.) e.g. by destructive / non-destructive testing.
- Validation of devices / gauges and product-specific tools (e.g. special wrenches, contour cutters, adapters, etc.) and verification through test reports.
- Validation of testing and application software for the production process (CNC and measuring programs).

8) Requirements regarding the supplier's notification of defective products and Arrangements for the approval of defective parts of the supplier by Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG

The supplier will take suitable precautions to exclude the delivery of rejected or non-rectified and rejected services to Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG, whether directly or indirectly.

Should it nevertheless become necessary to deliver deviating parts, this may only take place with a deviation approval from Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG. This must be enclosed with the delivery in question.

The supplier must take appropriate precautions to prevent the use and marketing of counterfeit parts.

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9) Requirements for notifying Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG of changes to the product and/or process definition and, where necessary, obtaining the approval of Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG

Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG must be informed promptly in writing of any changes made by the supplier to product or process definitions. This applies in particular to all changes after an FAI has been carried out.

10) Right of access of BODO MÖLLER CHEMIE GMBH / BODO MÖLLER CHEMIE SCHWEIZ AG, its customers and the aviation authorities to all facilities and associated records related to the order

The supplier grants Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG and its customers as well as regulating authorities, e.g. BWB, LBA, the right to convince themselves of the effectiveness of the supplier's quality assurance system on site and to participate in tests of the objects of performance.

If errors occur, the supplier undertakes to cooperate actively in rectifying the error and, if requested, to provide all necessary documents for inspection without delay.

11) Requirements for the supplier or service provider regarding the forwarding of the respective requirements of the procurement documents, including key features, if required, to downstream suppliers

If the supplier intends to outsource or subcontract the order in part or in full, this requires the consent of Bodo Möller Chemie GmbH / Bodo Möller Chemie Schweiz AG. In the event of subcontracting, the supplier is also obliged to pass on all requirements placed on him to the subcontractor.

The supplier must install and carry out suitable controls at direct or subsequent subcontractors, as well as at his own premises, to ensure that the requirements of this QAR are met and that the use of counterfeit parts is prevented.

At regular intervals, the supplier must evaluate the delivery performance of the external provider, including processes, products and services and on-time delivery performance.

Verification measures regarding externally provided processes, products and services must be carried out in accordance with the identified risks. This shall include inspection or periodic review, as applicable, where there is a high risk of non-conformity, including the presence of counterfeit parts.

If verification activities are transferred to subcontractors, the supplier must document the requirements and the extent of the transfer in writing and monitor them regularly.

When products are accepted by the supplier, the supplier must, where applicable, ensure that recognized statistical methods are used.

The supplier must ensure that its sub-suppliers only use the sources of supply approved by the customer for special processes.

12) Confidentiality requirements

The supplier shall use all documents and knowledge received in connection with this agreement only for the purposes of this agreement and shall keep them secret from third parties with the same care as its own corresponding documents and knowledge if the other partner designates them as confidential or has an obvious interest in keeping them secret.

This obligation does not apply to documents and knowledge that are generally known or were already known to the partner upon receipt without the partner being obliged to maintain confidentiality.

13) Documentation requirements

Traceability is required for all delivered parts / services, i.e. the product creation process, the use or the whereabouts of a product must be traceable by means of suitable records and, if necessary, part identification.

All materials must be verifiable and assignable at any time and without any doubt by means of appropriate material test certificates.

The conformity of the product with the requirements must be verifiable at all times.

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As a rule, the documentation must be available 30 years after delivery of the last part. This applies to the production order/running card, test reports, FAls, works certificates for all materials, measurement reports and delivery bills.

BODO MÖLLER CHEMIE GMBH / BODO MÖLLER CHEMIE SCHWEIZ AG reserves the right to adapt the QAR at any time due to customer or legal requirements. The currently valid edition of the QAR can be accessed at any time on the homepage of BODO MÖLLER CHEMIE GMBH / BODO MÖLLER CHEMIE SCHWEIZ AG.

Offenbach, 19.07.2024

A handwritten signature in black ink, appearing to read 'F. Haug', is written over the printed name and title.

Frank Haug (General Manager, Director of the Board)