



Title: **Aerojet Rocketdyne Source Inspection/Surveillance**

<p>Aerojet Rocketdyne Quality Note</p> <p><b>Q100</b></p>		<table> <tr> <td>Rev</td> <td>Date</td> </tr> <tr> <td>-</td> <td>12/15/14</td> </tr> </table>	Rev	Date	-	12/15/14
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**Scope:**

**Requirement:** Upon receipt of the Purchase Order for this product, the supplier shall contact the cognizant Aerojet Rocketdyne Supplier Quality representative for the purposes of identifying and planning the Source Inspection/Surveillance activities or MIPs. If the MIPs have been communicated via Purchase Order, contact the cognizant Aerojet Rocketdyne Supplier Quality representative to initiate planning support of the activities. The supplier shall incorporate Aerojet Rocketdyne MIPs identified in product's manufacturing planning. The supplier shall not proceed past an Aerojet Rocketdyne MIP or source surveillance point without written approval from Aerojet Rocketdyne Supplier Quality Assurance.

The Supplier shall provide Aerojet Rocketdyne no less than seven (7) business day's notification of the required activity.

The supplier shall submit the request for the Aerojet Rocketdyne Source Inspection or Surveillance support utilizing the **Automated Source Inspection Request System (ASIRS)** via the Aerojet Rocketdyne Supplier Portal. If the supplier does not have access to the Supplier portal, contact the Aerojet Rocketdyne buyer for registration instructions and submit the below information to [SQA@Rocket.com](mailto:SQA@Rocket.com)

1. Purchase Order or SubContract Number (for example: 4410000123) with Line Item number(s) specified.
2. Part Number(s) and Quantity(ies)
3. Type of inspection (FAI, Interim, In-Process, NDT or Final).
4. Date/Time the activity is requested.

The supplier shall ensure all processes and associated records, documentation, and objective evidence required have been completed and are available to support the requested source activity. Objective evidence of inspections shall include variable data (whenever possible) and attribute data for all drawing features and notes (including details). A similar characteristic accountability as utilized in the FAI is preferred to aid in a more timely and cost efficient source release. Whenever possible, the supplier should record both the minimum and maximum reading (range) for each feature in a lot. The lot identification and quantity shall be annotated on the inspection report. A copy of the Purchase Order package, related correspondence, and any necessary inspection media shall be made available to the Aerojet Quality representative.

If the Aerojet Rocketdyne quality representative arrives at the supplier for the inspection event and the material is not ready, the event will be logged in the Aerojet Rocketdyne supply chain database. The supplier's rating may be adversely affected. If repeat inspection events are missed in likewise manner, Aerojet Rocketdyne may seek remedies.

This document is an integral part of the contract (purchase order) in which referenced.  
**Applicable Revision:** The revision in effect at the time the purchase order is placed.

**Deliverable:** Evidence Aerojet Rocketdyne source inspection or surveillance had been accomplished (normally the Aerojet Rocketdyne Supplier Quality Representative will sign and/or stamp the supplier's shipping documents or Certificate of Conformance) or written correspondence (an Aerojet Rocketdyne e-mail, annotation in the supplier's process planning, or other correspondence) waiving of this requirement. Lack of such evidence can be cause for rejection upon receipt at Aerojet Rocketdyne. Aerojet Rocketdyne Source Inspection does not constitute final acceptance of the product upon delivery to Aerojet Rocketdyne.

Rev	Date	Description of Change	Changed By
0	12/15/14	Revised to consolidate heritage Aerojet and Rocketdyne former Quality Notes F03, Q203, and Q203c, incorporate enterprise numbering convention and standard format to include revision history.	R. Villeneuve

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