

REVISION HISTORY

REV	DATE	ORIGIN	REASON FOR CHANGE(S)
A	24Jan2020	Bobby Schaefer	New

Q-CODE Q37H QUALITY REQUIREMENTS

The following are the quality requirements for product purchased under Q-code Q37H. Unless a written waiver is received from Plexus, the supplier agrees to abide by the quality requirements listed below.

All required quality documentation should be submitted through the Plexus Supplier Portal ([LINK](#)), reviewed, and approved prior to shipping to Plexus. If you do not have a log in, contact your Plexus Buyer for access. Instructions for uploading documents can be found on the Portal log in page.

First Shipment and Revision Changes - In addition to the **All Shipment** requirements, the following requirement must be followed:

- A. EU RoHS Certificate of Compliance (ROHS CoC) - the supplier/manufacturer must provide a RoHS CoC at the homogeneous level for the purchased part number. The certification record is required for the first shipment of any part/revision (including changes), it is not required for every shipment. If the part is compliant due to an EU RoHS exemption, identify the exemption on the certificate. It is preferred that the RoHS CoC includes material content data and follows the IPC 1752 format.

All Shipments - The documentation and quality requirements are as follows:

- A. First Article Inspection Report - the supplier will perform and document the results of a first article inspection on 5 individual pieces. A 5 piece FAIR shall be performed for every manufacturing lot. Please note the following:
 - The report must include the criteria, a measurement and acceptance of all characteristics.
 - The results must be included separately for each of the 5 parts.
 - Raw materials must have direct traceability with the chemical and physical properties.
 - Characteristics include dimensions, written requirements, drawing notes, features, labeling (part marking), any material requirements specified, etc.
 - Include completion of all specified tests with the results.
 - Include the corresponding balloon/bubble print which correlates the drawing requirements to the FAI results.
- B. Special process control requirements for non-negligible features:
 - Any features identified Minor, Major or Critical (including all electrical and functional tests) are considered non-negligible.
 - The supplier/manufacturer must to review the associated FLQIA document for each part to identify the non-negligible features.
 - Any non-negligible features require the manufacturer to complete 100% inspection/verification prior to release and shipment.
 - The review will result in one of the following being submitted to Plexus:
 - 1) A record certifying that there are no Minor, Major or Critical features. The record shall specifically reference the applicable FLQIA document number and revision.

Or

 - 2) An inspection record including acceptable 100% measurement data for all features identified as Minor, Major or Critical (including all electrical and functional tests). The inspection results shall be documented as variable data (not simply Pass/Fail) and traceable to the production lot shipped. The record shall specifically reference the applicable FLQIA document number and revision.

- C. Material Certificate - The material certification must include the verification of all the **materials** called out on the drawing or specifications, this includes any surface finishing and or 3rd party operations (Some examples include plating and/or or paint. The certificate must include a statement of declaration certifying that the materials used to manufacture this item meet the specifications and a list of actual materials used (the list must correlate to the callouts on the drawing or specification).
- D. Certificate of Compliance - Must include a statement of overall compliance to all the applicable specifications (statement is not required to list, but shall cover all the applicable specifications such as; drawing, PO, customer specifications, Plexus G9000-3, IPC specification, etc). It also must include the following information for traceability:
- Name of Supplier (if different than the actual OEM)
 - Name of Manufacturer
 - Manufacturer's Part Number
 - The manufacturer Lot # or Date Code, (Each shipment, COC and packing slip must contain only one lot or date code)¹
 - Location or place of Manufacture
 - If the product has a shelf life, the shelf life and expiration date must be included (note: the remaining shelf life must be greater than 50% of the stated shelf life)
 - Plexus part number ordered on the PO
 - EC level or Revision level as specified on the PO for the Plexus part number ordered
 - PO number
- E. All cartons, packing slips, reports and certificates must have part number, EC level or revision, quantity and P.O. number listed on them.

¹ The minimum-required date code format shall identify the 2-digit workweek, 2-digit year (WWYY). If the component marking contains a lot and/or date code, then those markings must be traceable to the COC. Shipments of multiple lot and/or date codes must be identified separately on the COC with the actual quantity shipped for each. Each lot and/or date code shall be independently packaged (i.e., no mixed lot/date codes within a package: reels, trays, tubes, bags, etc.).

Product change notification

Upon acceptance of conforming product, documentation, and the requirements of this Q-code, the supplier's manufacturing process shall be considered "qualified". All changes require written approval from Plexus prior to implementation. Product or Process change notification requests (PCNs) shall be submitted to pcns@plexus.com.