

**REVISION HISTORY**

<u>REV</u>	<u>DATE</u>	<u>ORIGIN</u>	<u>REASON FOR CHANGE (S)</u>
A	07/07/15	Israel Rodriguez	New
B	29SEP16	Eric Steif	Added clarification language to COC requirements
C	5/04/18	Daniel Crouse	Added PCN language

**Q-CODE Q5J QUALITY REQUIREMENTS****For products with Lot #/Lot Code traceability requirements**

The following are the quality requirements for product purchased under the Q-code, Q5J. Unless, a written waiver is received from Plexus, the supplier agrees to abide by all the quality requirements as listed below.

**ALL Shipments** – The documentation and quality requirements as listed below are required with each shipment, except for items B thru G which only apply based on the type of component being supplied:

- A. **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 traceability information:
- Name of Supplier (if different than the actual OEM)
  - Name of Manufacturer
  - Manufacturer's Part Number
  - The Lot # and Date Code, COC must contain the LOT # code, (both the Lot # and Date code are preferred, but the LOT code must be included at a minimum)<sup>1</sup>
  - Plexus part number ordered on the PO
  - EC level or Revision level as specified on the PO for the Plexus part number ordered
  - Plexus PO number
  - Bar coding this information in 39 or 128 format is optional
- B. **Electrical Testing Certificate** – Any time a part or assembly has a specific electrical test requirement listed, it must be electrically tested. Proof of testing conformance to the testing requirement shall be provided by including the test data, a test stamp and/or a test certificate.
- C. **Quality Code 22A Requirements** – For all shipments of **Printed Circuit Boards**, the requirements of Q22A must also be fulfilled.
- All FAIRs must include the corresponding balloon/bubble print which correlates the print requirements to the FAI results.
  - All dimensions, characteristics, notes, features and labeling (part marking), specified material requirements, etc must be included in the report.
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- D. **Quality Code 3 Requirements** – For all shipments of **Custom Engineered Components**, CEC, (a part defined by a customer drawing or specification, typically CEC parts include injection molded, fabricated, extruded and machined plastic or metal, wire harnesses), the requirements of Q3 must also be fulfilled.
- All FAIRs must include the corresponding balloon/bubble print which correlates the print requirements to the FAI results.
  - All dimensions, characteristics, notes, features and labeling (part marking), specified material requirements, etc must be included in the report.
- E. **Quality Code 3A Requirements** – For all shipments of **Preprinted Labels** used in medical products, the requirements of Q3A must also be fulfilled.
- F. **Quality Code 3B Requirements** – For all shipments where traceability of the raw materials used to produce the part is also needed, the requirements of Q3B must also be fulfilled. Typically, this requirement comes from the Plexus customer via the PO, agency requirement, quality agreement, specification or drawing. Examples include parts that may be in contact with bodily fluid or food.
- G. **Quality Code 21 Requirements** – For all shipments of Programmed parts, also complete the requirements of Q21.

-----See Page 2 for additional requirements -----

\*Notice: This document is considered "UNCONTROLLED" when it exists in any printed form.  
See the Partner - Supplier section of the Plexus Web page for the current master of this Q-code.



- H. All cartons, packing slips and certificates must have part number, EC level or revision, quantity, lot code and P.O. number listed on them.

The above listed documentation must be submitted with each shipment. Any shipment received without this documentation will be considered defective.

<sup>1</sup> The 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](mailto:pcns@plexus.com).