

REV	DATE	ORIGIN	REVISION HISTORY
			REASON FOR CHANGE(S)
A	07/22/2012	Becky Barkholtz	New
B	29AUG14	Scott Ubl	Updated Q22 to Q22A for PCBs
C	29SEP16	Eric Steif	Added language clarification to COC requirement
D	5/04/18	Daniel Crouse	Added PCN language
E	05Mar2019	Scott Ubl	Removed incorrect reference to Q22A section B, updated font

Q-CODE Q25E QUALITY REQUIREMENTS

The following are the quality requirements for product purchased under Q-code Q25E. This product is controlled by the SAE standard, AS9100. This includes but is not limited to granting the right of access to the supplier's facilities and all applicable records to Plexus, their customer and regulatory authorities with the acceptance of this Purchase Order, flow down all applicable requirements to sub-tier suppliers including key characteristics and retention of all records that support the manufacturing or material used per the requirements of AS9100. Unless a written waiver is received from Plexus, the supplier agrees to abide by AS9100 and the quality requirements listed.

First production run/Pre 1st Shipment/Change to product - Before a product can be released for production the supplier will be required to meet the documentation and quality requirements as follows:

- A. **First Article Inspection Requirement** - Supplier will execute the Aerospace First Article Inspection requirements of the SAE standard, AS9102 and provide the results to Plexus with each shipment in which the requirement is to be executed.
- B. **Additional First Article Inspection Requirements**
 - Only one part or assembly will be selected and inspected as part of the First Article Inspection.
 - Only one part or assembly should accompany the FAIR unless otherwise requested.
 - Raw materials must have direct traceability with the chemical and physical properties submitted to Plexus.
 - Special processes utilized by the supplier will require a certificate of compliance at a minimum.
- C. **Material Certificate** - at a minimum the material certification must include a statement declaring that the items are manufactured from the material specified. This may be included with the certificate of compliance.
- 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 Manufacturer/OEM/OCM)
 - Name of Manufacturer/OEM/OCM
 - Manufacturer's/OEM's/OCM's Part Number
 - The Manufacturer/OEM/OCM Lot # or Date Code, (Each shipment, COC and packing slip must contain only one lot or date code)
 - Location or place of manufacture
 - If the product has a shelf life, the manufacturer or cure date, batch number, the shelf life and expiration date must be included (note: the remaining shelf life must be greater than 50% of the stated shelf life). Any special handling and/or storage requirements must also be included.
 - 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

*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.

- E. Manufacturer Certificate of Compliance - When the Manufacturer of the part is not the same as the supplier (e.g. a Distributor, Rep, etc.), a separate Manufacturer COC must be included along with the shipment. The Manufacturer COC must be traceable to the parts supplied. When the Manufacturer is the direct Supplier, this requirement is fulfilled with item D.
- F. Quality Code 21 Requirements - For all shipments of Programmed parts also complete the requirements of Q21.
- G. Quality Code 22A Requirements - For all shipments of PCBs also complete the requirements of Q22A with the following additions
 - A cross section must be supplied from every manufacturing panel regardless of layer count
 - A coupon must be supplied from every manufacturing panel.
 - *PCBs must be properly dried and packaged in a moisture barrier bag with the appropriate desiccant and HIC . This process must be documented and the documentation of such must be available upon request.*
- H. All cartons, required documentation, labels, packaging and packing slips must have part number, EC level or revision, quantity and P.O. number listed on them.

-----See Page 2 for **Subsequent Shipment** requirements -----

Subsequent Shipments- The documentation and quality requirements for all subsequent shipments will be as follows:

- A. First Article Inspection Requirement - Supplier will execute **First Production Run requirements** and provide the results to Plexus with each shipment following any subsequent change that invalidates the previous first article inspection result per AS9102. In addition, parts held in inventory by the supplier for 2 or more years or not received by Plexus in 2 or more years must have the **First Production Run requirements** performed to assure no revision change or part deterioration during storage.
- B. Material Certification - same requirements as C above.
- C. Certificate of Compliance - same requirements as D above.
- D. Quality Code 21 Requirements - For all shipments of Programmed parts also complete the requirements of Q21.
- E. Quality Code 22A Requirements - For all shipments of PCBs also complete the requirements of Q22A with the following additions
 - A cross section must be supplied from every manufacturing panel regardless of layer count.
 - A coupon must be supplied from every manufacturing panel.
 - *PCBs must be properly dried and packaged in a moisture barrier bag with the appropriate desiccant and HIC . This process must be documented and the documentation of such must be available upon request.*
- F. All cartons, packing slips and certificates must have part number, EC level or revision, quantity and P.O. number listed on them.

*When the revision of the part changes, **First Production Run requirements** must be completed as a new part before the shipment of product to Plexus.*

The above listed documentation must be submitted with each shipment. Material received without the completion and proper execution of the Quality Requirement allows Plexus the right to return the material.

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.