

Supplier Quality Requirements- Sourcing

Document Owner(s)	Wayne Supplier Quality

Revision	Section Modified and Revision Description	Date	Author(s)
001	Release of new WFS process	6/27/2014	Nancy Pais

Reference documents	Document #:	Document Name:
	BMS-0100	Business Management System Manual
	BMS-4.2.4	Control of Records
	BMS-7.4.3-2	PPAP Process
	BMS-7.4.3-3	Supplier Corrective Action Request Process
	BMS-7.4.3-1F	PPAP Form
	BMS-7.4.3-2F	Supplier Deviation Report Form
	BMS-7.4.3-3F	Dimensional Inspection Report Form

1 SCOPE

This specification provides the Wayne Fueling Systems Quality Requirements for all Wayne Fueling Systems (WFS) external direct material. This specification applies to all purchased direct material and services used in Wayne Fueling Systems delivered goods and services.

2 APPLICABILITY

This procedure applies to all Wayne business entities. The following documents form a part of this specification to the extent specified herein. Alternate applicable business-specific specifications will be communicated to Supplier as required (examples, ASME, API). Unless otherwise indicated, the latest document revision shall apply.

Supplier - the Purchase order is the governing document which transmits Wayne Fueling Systems requirements to the Supplier.

The event of a conflict between documents, the order of precedence from highest to lowest is as follows:

- Purchase order
- Part Drawing
- Part Process Specification
- Material Specification

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- Wayne Fueling Systems Requirements Specifications

3 DEFINITIONS/TERMS/ACRONYMS

- 3.1** Supplier - Unless noted otherwise, refers to the corporation, company, partnership, sole proprietorship or individual, with whom Wayne Fueling Systems Energy places a Purchase Order,
- 3.2** Internal Supplier - Any Wayne Fueling Systems manufacturing facility.
- 3.3** Purchaser - The Wayne Fueling Systems business or its business associate.
- 3.4** Sourcing Quality Engineer (SQE) - Wayne Fueling Systems representative who defines the qualification and production quality requirements, and is the key interface with the supplier relative to qualifications, process improvements, non-conforming material dispositions, corrective actions, and surveillance auditing
- 3.5** Sourcing Representative - Wayne Fueling Systems representative who negotiates price, delivery, and terms and conditions, and places the purchase order for qualification and production. The Sourcing Representative is also the official contact between the supplier and Wayne Fueling Systems.
- 3.6** Materials Representative - Wayne Fueling Systems representative who issues the purchase order for qualification and production and plans delivery.
- 3.7** Quality Representative - Wayne Fueling Systems representative who defines the quality requirements for incoming material. Quality & SQE work together on non-conforming material dispositions and corrective actions.
- 3.8** Field Service Notice (FSN) - A Field Service Notice documents non-conformance identified by Wayne Fueling Systems field engineers and authorizes the field to perform warrantable equipment repairs.
- 3.9** Frozen Process - A manufacturing method, process, procedure or control that was approved by the Wayne Fueling Systems Qualification Team. The connotation of a "Frozen" process is typically reserved for a Type A and B commodity or process.
- 3.10** Manufacturing Process Plan (MPP) - A detailed, step-by-step list of operations and requirements by which component(s) or service(s) are manufactured.
- 3.11** Control Plan - A detailed, step-by-step list of operations and requirements in which a supplier identifies a process of how, what, why, when and who will perform tests or

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inspections and the applicable acceptance criteria. This may also be referred to as an Inspection and Test Plan (I.T.P.).

- 3.12** Qualification Package – All required documentation for qualification.
- 3.13** Supplier Corrective Action Request (SCAR). - A Wayne Fueling Systems SCAR report initiated during processing through a Wayne Fueling Systems factory or location. This may also be referred to as a Quality Control Report (QCR), a Nonconformance Report (NCR) or a Supplier Corrective Action Request (SCAR).
- 3.14** Special Process - A process by which results cannot be fully verified through subsequent non-destructive inspection and testing of the product and where processing deficiencies may become apparent only after the product is in use.
- 3.15** Supplier Deviation Request (SDR) - A request initiated by the supplier to deviate from purchase order technical requirements (drawings, specifications, engineering instructions, etc.).
- 3.16** Item Type Classifications - One of four categories into which Wayne Fueling Systems production components/materials are classified. These categories are A, B, C and G. Determination of specific item classification type is made by the Wayne Fueling Systems qualification team.

Type A Part/service that in case of failure endangers safety or survivability of personnel and/or stop the entire system for a long time with loss of production and/or requires special handling procedure to be repaired. Examples: Investment castings, forgings, metallic raw material, highly processed part, and metallurgic process.

Type B Part/service that in case of failure stop the entire system with loss of production and /or requires special handling to be repaired. Examples: Large and small fabrication parts, skid, pressure vessels, HV-MV motors, AC generators, gearboxes, couplings, filter houses, packaged/ engineering systems.

Type C Part/service that in case of failure does not have impact on safety and entire system failures and for which the cost of failure is related only to the part to be replaced. Examples include simple assemblies or components with limited machining.

Type G Part/service less critical than type “C” and for which the overall cost for Wayne Fueling Systems to qualify the part is deemed greater than the risk of failure or value of the part. Examples components which require little or no customization in order to meet Wayne Fueling System’s drawing or specification requirements, supplier catalogue items, simple machine parts and standard measuring devices and parts.

4 RESPONSIBILITIES

Supplier Quality Requirements- Sourcing**4.1 Introduction**

- 4.1.1** Purpose - The purpose of this Supplier Quality Requirements specification is to establish a set of procedures, practices and expectations pertaining to the quality of items purchased by Wayne Fueling Systems. The requirements set forth herein will ensure a consistent, quality based relationship between Wayne Fueling Systems and all its direct material suppliers.
- 4.1.2** Wayne Fueling Systems Guidelines - It is the responsibility of the supplier to define and implement a detailed quality system that ensures all products supplied to Wayne Fueling Systems is of the highest quality possible by conforming to Wayne Fueling Systems drawings and/or applicable specifications, and meeting all the requirements set forth in this document. Any applicable industry standards (such as ANSI, AGMA, API, etc.) must also be incorporated into the system. This system must be made available to Wayne Fueling Systems for review upon request.
- 4.1.3** Communication - The Wayne Fueling Systems purchase order designates the Sourcing Representative who is the primary contact with the supplier for commercial issues. The SQE is the primary quality and technical contact and will be assigned by Sourcing Quality Management as appropriate. Changes to purchase order requirements shall not be accepted by the supplier without a formal purchase order change, an approved SDR or through cleared nonconforming material reports (e.g., NCN). The supplier must identify and notify Wayne Fueling Systems of its designated point of contact for the qualification process.

4.2 Quality System:

- 4.2.1** Minimum Quality System Requirements- Minimum Quality System Requirements - The supplier must maintain a documented quality system to ensure control and conformance to the requirements of Wayne Fueling Systems' drawings and specifications. Wayne Fueling Systems requires that this quality management system meet the requirements of ISO 9001:2008 or an equivalent standard (as determined by Wayne Fueling Systems). Compliance to this requirement must be demonstrated by either of the following: Provision of a copy of a current certification, or successful completion of a quality management systems audit to the requirements of ISO 9001:2008. Wayne Fueling Systems reserves the right to require this audit to be conducted by a third party service designated by Wayne Fueling Systems. The supplier will be responsible for all costs of the audit directly to the auditing party.
- 4.2.2** Control of Special Processes - Suppliers must have specific, documented and controlled procedures for each special process performed. Special processes include, but are not limited to;

1. Brazing

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2. Chemical cleaning
3. Coatings (ceramic, zinc, heat and/or velocity-induced diffusional coatings)
4. Die casting
5. All forms of Non-Destructive Examination (NDE)
6. Forging and hot forming
7. Heat treatment
8. High-alloy cold forming
9. Hydrostatic testing
10. Investment casting
11. Melting and raw material production
12. Nitriding/carburizing/boriding
13. Non-conventional machining (ECM, EDM, STEM)
14. Plating
15. Painting and surface preparation
16. Lost Foam casting
17. Shot blasting/peening (to enhance mechanical or performance properties)
18. Stamping
19. Super-alloy machining / grinding
20. Thermal cutting of QT steels
21. Welding

4.2.2.1 Process Specific Approval Requirements**Welding**

For suppliers performing welding as a primary value added process, certification as a qualified fabricator is required. This certification may be performed by a third party, as required by Wayne Fueling Systems, and may include:

- AWS (American Welding Society) Certified Fabricator
- ASME (American Society of Mechanical Engineers) boiler and pressure Vessel Fabrication Stamp Holder
- CWB Certification
- Major proof of qualification (Class E) in accordance with DIN 18800 part 7 "Steel structures, execution and manufacturer qualification"

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- RED (Pressure Equipment Directive) Certification *
- AISC (American Institute of Steel Construction) Certification
- Other suitable certifying bodies as determined by Wayne Fueling Systems

NDE

Suppliers, including sub-tier suppliers, performing NDE shall be qualified. Submittal of procedures for review and approval may be required.

- 4.2.3** Record Retention - The supplier shall have a written procedure for the documentation and retention of quality and product records for products supplied to Wayne Fueling Systems, The record retention period shall be a minimum of seven (7) years unless otherwise specified by Wayne Fueling Systems. Records shall include, but are not limited to, product quality or inspection and test plans and results, material specifications, qualification documentation and certificates of conformance. Specific component record requirements may be specified in Wayne Fueling Systems purchase orders, contracts or specification. It is the responsibility of the supplier to determine the appropriate storage means to meet the retention requirement and allow for timely retrieval of records.

4.3 Supplier Approval

In order to receive a Wayne Fueling Systems production purchase order, a supplier must be approved. Criteria for approval could include, but is not limited to, the following: properly executed Non-Disclosure Agreement (NDA), acknowledgement of compliance with Wayne Fueling Systems integrity guidelines, a documented quality system, technical capability, EHS compliance/employment practices, financial viability, customer service aptitude, and strategic value. The supplier approval process is performed prior to a purchase order being issued to the supplier. Once the approval process has been successfully completed, a supplier code will be issued to the supplier.

4.4 Supplier Qualification

In order to receive a Wayne Fueling Systems production purchase order, a supplier must be approved. Criteria for approval could include, but is not limited to, the following: properly executed Non-Disclosure Agreement (NDA), acknowledgement of compliance with Wayne Fueling Systems integrity guidelines, a documented quality system, technical capability, EHS compliance/employment practices, financial viability, customer service aptitude, and strategic value. The supplier approval process is performed prior to a purchase order being issued to the supplier. Once the approval process has been successfully completed, a supplier code will be issued to the supplier.

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4.4.1 General Requirements - Once approved the supplier must be qualified for a specific process, part or commodity family. Through the qualification process, the supplier demonstrates ability to repeatedly provide high quality parts in accordance with requirements and expectations of the Wayne Fueling Systems business purchasing the material. A qualification program is defined and documented by a Wayne Fueling Systems qualification team. The supplier is required to perform the qualification using the documented qualification program plan as communicated by the SQE. Once the qualification program has been completed to the satisfaction of the qualification, the supplier is then considered qualified to provide the specific process, part or commodity family.

Qualification is required in, but not limited to, the following cases:

(1) A new or existing supplier is manufacturing production material for the first time for Wayne Fueling Systems.

(2) A design or process change has occurred at the supplier or at Wayne Fueling Systems, significantly changing the processing, form or function of the product.

(3) An existing supplier or critical sub-tier supplier change its manufacturing location.

Note: Reassessment of supplier approval will also be required when a manufacturing location is changed

4) Quality issues arise at the supplier, putting current qualifications in doubt.

5) As required by Wayne Fueling Systems.

4.4.2 Sub-tier Suppliers - If a supplier chooses to outsource a process, the supplier is fully responsible for qualifying all sub-tier suppliers to Wayne Fueling Systems requirements and notifying Wayne Fueling Systems of this qualification. Wayne Fueling Systems reserves the right to 1) review the supplier's process for selection, qualification, and surveillance of sub-tier suppliers, 2) to approve, or disapprove, sub-tier supplier qualifications, 3) audit and monitor the sub-tier supplier's processes and facilities when deemed necessary. This requirement also applies if the supplier is a sales representative or distributor that procures from sub-tier suppliers for manufactured parts or assemblies.

The planned use and manufacturing location of any sub-tier supplier must be clearly identified in the MPP during the qualification process. Upon successful completion and qualification of the primary supplier, the sub-tier supplier identified as part of that qualification must not be changed without prior approval from Wayne Fueling Systems. This requirement shall also be applicable to Wayne Fueling Systems-directed sub-tier suppliers.

4.4.3 Production Part Approval Process (PPAP)

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This work instruction defines the requirements and process for the initial qualification of purchased products to be used in the company's product and services. Production Parts Approval Process, the quality planning and final approval process which demonstrates that, prior to production acceptance, a supplier's product fulfills critical quality characteristics, design intent, required documentation, and process controls in accordance with Wayne's expectations.

When required as part of a qualification program, a PPAP must be performed. This requires the supplier to manufacture a specified qty of the item as outlined in the applicable Wayne Fueling Systems specifications and/or as defined by the appropriate Sourcing Quality and Engineering personnel. PPAP documentation must be submitted to Wayne Fueling Systems for review and approval. Upon successful completion of the PPAP, a supplier may request release of the material for shipment to Wayne Fueling Systems. Confirmation of this release must be documented and retained for the supplier's record.

If the PPAP has been successfully completed, the supplier will receive an approved qualification notification from the Oracle database. If the qualification program has not been completed, this release must be received from the SQE in the form of an approved SDR or other business specific document for accepting material noncompliant with Wayne Fueling Systems specifications and/or procedures prior to shipment. Materials shipped without written authorization from the SQE will be considered non-conforming material and may be shipped back to the supplier at their expense, or incur additional labor back charges to the supplier.

- 4.4.4** Pilot Lot Qualification (PLQ) - A pilot production lot may be required as determined from Wayne Fueling Systems specifications or processes, in addition, the qualification team may require a pilot lot or additional pilot lot testing to verify control of the supplier's processes upon final qualification.
- 4.4.5** Critical-to-Quality Characteristics (CTQs). Suppliers must provide process capability for CTQs identified when requested by the qualification team.
- 4.4.6** Process Risk Assessment - When required by the qualification program, the supplier must perform a risk assessment of its manufacturing and quality assurance processes to evaluate the effectiveness of these processes to consistently produce the component, or provide the qualified service. The appropriate cross-functional supplier personnel must perform this risk assessment with the assistance and participation by the Wayne Fueling Systems Qualification team members as necessary. One format for this assessment is a Failure Modes & Effects Analysis (FMEA).

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4.4.7 Detailed Drawing, Manufacturing and Producibility Review - Prior to part manufacturing, the supplier may be required to participate in a detailed drawing review with the Wayne Fueling Systems Qualification Team to ensure supplier's thorough understanding of drawing requirements and specifications during the qualification process. For Supplier Designed, non Build to Print (Functional Spec/Sourcing Controlled) type A, B and C items, the supplier may be required to participate in an Engineering Capabilities Assessment and Supplier Design Reviews with the Wayne Fueling Systems Qualification Team.

4.4.8 Manufacturing Process Plan

An MPP must, at a minimum contain the following information:

(1) A list of all applicable Wayne Fueling Systems specifications, ordering sheets, outline drawings, and special process specifications/instructions along with the latest revision letter/number.

(2) List of Weld Procedure Specifications (WPS) and Control Plan Control Plan used in the manufacture of the part.

NOTE: Welders and procedures must be qualified in accordance with ASME Section IX or similar governing agency specified on purchase order from Wayne Fueling Systems business.

(3) Identification of all component parts and sources.

(4) Identification of all critical sub-tier suppliers. Critical sub-tiers include but are not limited to Raw Material and any special process supplier.

(5) A sequence plan of all major and critical manufacturing and inspection steps with appropriate sign-off documentation. Supplier proprietary processes may be handled with the SQE directly.

(6) The manufacturing location

(7) When applicable, a visual weld inspection procedure according to Once the MPP is approved, the MPP shall be considered part of the purchase order requirements even if not explicitly referenced on the purchase order.

4.4.9 Control Plan

The Control Plan must, at a minimum, contain the following information:

(1) Clear identification of the item, component, or system to which the Control Plan is applicable

(2) Listing of all technical documents that govern the inspection or test activity (i.e. supplier documents, Wayne Fueling Systems specifications, industry codes/standards).

(3) Identification of the test or inspection criteria in an itemized listing. Each line item must identify what is to be inspected (to the characteristic level), how it is to be inspected, what frequency it is to be inspected, when the inspection or test is to be

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performed (in the sense of the manufacturing process), who is to perform the inspection (e.g., Operator, Inspector, etc.), and the acceptance criteria. Each item must include provision for sign off by the party performing the inspection.

(4) Identification of Project specific inspections and tests.

(5) Completion of each inspection and test will be accompanied by appropriate sign-off documentation. Each inspection and test must be signed-off during the execution of the Control Plan.

(6) Clear definition of Wayne Fueling Systems and customer involvement in the inspection and test activities. This includes but is not limited to in-process inspections, customer witness and hold points, document reviews and Wayne Fueling Systems and/or customer release inspections.

(7) Identification and verification of CTQs and inspection methods. CTQs can be identified by purchase orders, specifications, drawings, or by the appropriate SQE.

(8) Detailed planning of packaging and preservation for shipment and storage.

The Control Plan or ITP may be included as part of the MPP or submitted as a separate document. In all cases, the Control Plan must be approved by the SQE and/or Quality.

4.4.10 Specific Item Type Qualification Requirements**4.4.10.1 Type A Qualification Requirements**

Special control of the MPP applies. An MPP must be submitted to Wayne Fueling Systems for an SQE review and approval by a Wayne Fueling Systems Materials and Quality prior to manufacture of the product. This includes any imbedded or separately referenced special process procedures.

Following MPP approval or metallurgical engineer approval, Wayne Fueling Systems Materials and Process Engineering will issue a unique MPP approval number and the process will become a "Frozen Process" that the supplier must follow unless a waiver is obtained or the MPP is revised. Materials & Process Engineering must approve revisions to a frozen MPP

4.4.10.2 Type B Qualification Requirements

An MPP must be submitted to Wayne Fueling Systems for an SQE review and approval prior to manufacture of the product. If required by the qualification team, the supplier must not change the MPP after completion of the qualification process without notifying and obtaining the approval of SQE.

4.4.11 Qualification Documentation

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Qualification records, MPPs, material certifications, and related documentation records are subject to periodic review by Wayne Fueling Systems, Wayne Fueling Systems also reserves the right to request submittal of these records at any time.

For material shipped to a Wayne Fueling Systems location, a PO will be issued and applicable documentation required at time of shipment of the part. The PO will indicate the required qty and ship to address. This is only required on the PPAP parts unless specifically required by the SQE on subsequent orders or as indicated on the purchase order.

For material shipped directly to a Wayne Fueling Systems customer site, a Supplier Compliance Summary may be issued and maintained as the quality document for each unit shipped. The compliance summary may include but is not limited to the following:

- (1) Major component nameplate information and serial numbers as applicable,
- (2) Completed MPP and Control Plan with appropriate signatures. This should be on file and need not be shipped with the unit,
- (3) Results of all functional test requirements.
- (4) Documented results of all CTQ measurements/verifications.

The SQE will provide a Qualification Plan, as required.

4.4.12 Qualification Approval

Upon successful completion of the qualification program and approval, the supplier is released to fulfill subsequent purchase orders received from Wayne Fueling Systems. This qualification form indicates that, at the time of qualification and based on data provided by the supplier, the manufacturing process used to produce the component(s) or perform a process was capable of complying with Wayne Fueling Systems drawing and specification requirements. Qualification approval does not relieve the supplier of the full responsibility, on subsequent orders, to assure the manufacturing processes remain in control and the product or process supplied meets all drawing and specification requirements, unless formal, written approval for a deviation is obtained from Wayne Fueling Systems via an SDR process.

4.5 Wayne Fueling Systems Supplier Policies and Requirements**4.5.1 Wayne Fueling Systems Policy for Specification Transmittal to Suppliers**

- 4.5.1.1** It is incumbent upon the supplier to review with the Sourcing Representative and/or SQE the appropriate document retrieval methods that may be specific to their business. It is also the responsibility of the supplier to review specification revisions with the Sourcing Representative and/or SQE on a continuous basis to ensure that the correct revisions are being worked to. When suppliers receive a new purchase order, it is the supplier's responsibility to verify they have the latest revision of the specification called out on the drawings and purchase order.

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4.5.1.2 Unless otherwise notified by Wayne Fueling Systems, suppliers are required to implement specification revisions on all existing and future purchase orders except where parts have already entered the manufacturing process. Any exceptions to this policy must be negotiated between the Wayne Fueling Systems Sourcing representative and supplier. If the supplier does not have the latest revision of any relevant specification as described in the latest Wayne Fueling Systems purchase order, it is the supplier's responsibility to request the latest revision of the specification.

4.5.2 Source Inspection and Test Witness Requirements

4.5.2.1 Wayne Fueling Systems and/or its customer may elect to inspect parts, and/or witness subassemblies at the supplier's facility during processing, testing, or at final inspection. All source inspection and test witness requirements are to be identified and coordinated through the Wayne Fueling Systems SQE, Quality Assurance, quality representative or other designated representative.

4.5.2.2 It will be the responsibility of the supplier to notify Wayne Fueling Systems in advance, when material will be ready for inspection. The timing of this advance notification will be at minimum 20 days (unless otherwise approved by Wayne Fueling Systems) prior to any scheduled test/inspection/witness points.

4.5.2.3 Wayne Fueling Systems and/or customer acceptance of product does not relieve the supplier of its obligations to supply components that meet drawing and purchase order requirements.

4.5.3 Supplier Deviation Request (SDR) Procedure

4.5.3.1 The supplier must submit a Supplier Deviation Request (SDR) using the SDR form (BMS- 7.4.3-2F) to the SQE or business specific designate, for material which is identified as non-conforming. SDRs must also be submitted by the supplier for approval of alternate materials, processes, drawing errors, drawing changes, and other deviations to the PO requirements. The request must include a complete description of the deviation, drawing number, zone of referenced area, material specification, the quality affected, and special processes involved in the repair (if applicable). Additionally, the specific material covered by the SDR must be identified on the SDR. For serialized parts, the serial number(s) must be identified; for non-serialized parts, the specific purchase order(s) must be identified. Non-conforming material may not be accepted or repaired without prior Wayne Fueling Systems approval.

Note: The specifications identified in the preceding paragraph may not be applicable to all Wayne Fueling Systems businesses.

4.5.3.2 The supplier is to promptly notify the Wayne Fueling Systems SQE of any quality related issues that develop with regard to Wayne Fueling Systems purchase orders.

4.5.3.3 The supplier shall not presume approval of the SDR until a completed, signed SDR form is provided. The supplier may act on the disposition at that time, including shipping hardware that has been accepted in the SDR disposition.

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4.5.3.4 If requested by the SQE, the supplier must send a copy of the approved SDR along with the part(s) at the time of shipment. Additional markings, or "Green tags" may also be required at the discretion of the SQE.

4.5.3.5 SDRs are "one-time" exceptions to Wayne Fueling Systems requirements. Unless the SDR involves a drawing change, Wayne Fueling Systems, expects the non-conformance {s) to be eliminated on subsequent deliveries.

4.5.3.6 SDRs should be submitted by the primary supplier (the Seller on the Purchase Order). Any deviations (e.g. drawing changes, material substitutions, etc.) related to a sub-tier supplier's scope should be submitted through the primary supplier. If a sub-tier supplier has a Wayne Fueling Systems supplier number, then, with concurrence from the responsible SQE, the sub-tier supplier may be permitted to submit the SDR directly to Wayne Fueling Systems.

4.5.4 Corrective Action Procedure and Requirements

All suppliers are required to identify cause and actions for containment, correction, and prevention for any non-conformance to prevent re-occurrence. When a Supplier Corrective Action Request (SCAR) at a Wayne Fueling Systems location or factory, a Field Service Notice (FSN) at a customer site, or other equivalent non-conforming material control document is initiated, the supplier may receive a copy of the document along with a formal request for cause and containment action. All reports are tracked by Wayne Fueling Systems and response is required. Actions remaining open longer than the specified period may result in disqualification of the supplier.

A cause and corrective action response must include the following:

(1) Identified root cause(s) of the non-conformance.

(2) Short & Long Term Action Plans

a. Actions to identify, locate, and contain any components or materials that have shipped or are in process that may have similar non-conformances (Containment). If such material is already at a Wayne Fueling Systems or a customer site location, contact the Sourcing Quality Engineer immediately.

b. Corrective actions to address the existing non-conformances. These are actions intended to minimize the impact of the non-conformance on the customer in terms of quality and delivery.

c. Preventive actions designed to eliminate the root cause(s) and prevent future recurrence of the non-conformance. The supplier must provide and maintain documented evidence that the actions have been accomplished.

(3) Owner and completion dates of the actions¹ implementation. If the non-conformance is incorrectly charged to a supplier, this should be denoted on the corrective action request and sent to both the Sourcing representative and the SQE.

4.5.5 Packaging and Preservation Requirements

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It is the supplier's responsibility to assure that the shipment will arrive at destination in an undamaged condition and be ready for the part's intended use. The "ready for use" requirement must include provisions for a reasonable period of storage at destination prior to use.

4.5.6 Supplier Manufacturing Location Change Requirements

All suppliers are required to notify their respective Sourcing representatives and SQEs in the event the supplier's manufacturing location change from that specified on the approved MPP for a given item. Notification must take place prior to manufacturing product and must be in writing. Wayne Fueling Systems reserves the right to reject any and all products not meeting the location requirements stated on the qualification form and/or approved MPP. The supplier will be responsible for shipping and handling charges that will be applied to any products rejected for this criterion. This requirement also applies to sub-tier supplier relocations.

4.5.7 Process Capability

The supplier must measure and record data for all CTQ / CTPs identified on the drawings and specifications and by the SQE and Quality. The supplier must regularly analyze the CTQ data for process capability and supply periodic reports to the SQE, as required. Under the direction of the SQE, the supplier may be requested to execute improvement projects based on the process capability analysis. Refer to the PPAP specification BMS 7.4.3-2 for details regarding supplier responsibilities, definitions, data analysis, and reporting requirements.

5 NOTES

- 5.1** Various process or procedure forms referenced in this specification may be obtained by contacting the Sourcing Representative, SQE or Quality.