

Charter / Project ID

2019-0008



Control No.

27467

REVISION TARGET (check ONE)

Submittal Signatures Required: E= Type Design Engineering, P= Production Support Engineering, Q= Quality, C= Customer Service, T= Tech Pubs

Grid of checkboxes for revision targets: Engineering Drawing, Production Drawing, Specification Doc, Controlled Vendor Info, Cert./Tech. Reports, Corporate Policy/Form/Doc, Engineering Policy/Form/Doc, Production Policy/Form/Doc, Quality Policy/Form/Doc, Other Policy/Form/Doc, QPSP Document, Production Flight Test Manual, Customer Facing Document, Test Article Definition. Includes CAD File: Yes/No.

APPROVAL PATH

Release Only/R&D [ ], Internal Approval [x], Supplier Data [ ], ACO/E34.0 [ ], MIDO/Q31.0 [ ]

DOCUMENT INFORMATION

Number of Technical Description Pages: 1, Substantiation Pages: 0

Document No. Q35.3, Document Title: Quality Assurance Supplemental Requirements, Rev Was: 16, Rev Is: 17, RDD Model: N/A

RELATED DOCUMENTS

The following documents are related to this QRN, and must be considered for any and all implementation efforts. If QRN documents are listed that represent initial-release type design documents, approval of the change package will add these documents to the MDL.

Table with columns: Type, Control No., Type, Control No.

COMMENTS

Update document to reflect new ownership.

By initialing this paper I am stating that the information contained herein has completed ALL appropriate reviews, and I am verifying that it is valid on the date and at the revision level indicated.

Signature grid for Engineering, Production, Quality, Customer Service, Tech Pubs, Supply Chain. Includes Printed Name: Christa Reese and Submitted By: Christa Reese.

CRB Required: Yes [ ], No [x] information below this line to be completed by RSA or CRB Only.

By initialing this paper I am stating that the information contained herein has completed appropriate review and I am verifying that I am aware of its content.

These CRB initials are optional and indicate review and/or awareness only.

Table for CRB initials and dates.

KODIAK 100

KODIAK 200

Effectivity/Disposition Code: H5, Update POs/JTs: Yes [x], No [ ], Release CIT (Pre Approval), Approval CIT (Standard)

Complete one (if required): Serial Component, Production S/N, or Block ID

Complete one (if required): Serial Component, Production S/N, or Block ID

Serial Component, Production S/N, Block ID fields for both KODIAK 100 and 200.

Tech Pubs Coordination, POH, AMM, WDM, IPC, SRM, FSI(s), Technical Content Affects...

By signing this paper I am stating that the information contained herein is suitable for release by Quest Aircraft Company.

Release Signature: [Signature], Release Date: 12/19/19

BY: WJP DATE: 10/24/2012	 <b>Kodiak Aircraft Company</b> <b>Quality Assurance</b> <b>Supplemental Requirements</b>	PAGE: 1 of 2
CHKD: JPF DATE: 12/18/2019		REPORT NO.: Q35.3
RVSD: CAR DATE: 12/19/2019		REVISION: 17

## QUALITY ASSURANCE SUPPLEMENTAL REQUIREMENTS

1. All documentation required by these stipulations, as noted below, must accompany the article in order for acceptance. An electronic copy of the documentation is preferred on or before the delivery date.
2. The Seller must maintain all quality records pertaining to this transaction for a period of not less than ten years from the date of shipment.
3. All required terms and conditions contained in these stipulations, as applied, must be extended to any subcontractors of suppliers to the Seller.
4. The Seller must notify Kodiak Aircraft Company's Quality Management of any suspected problems with previously delivered articles and/or a personnel/facility change that could affect the conformity of the articles. Submit to Kodiak Aircraft any changes to supplier's quality system that may affect inspection, conformity, or the airworthiness of the article.
5. A Certificate of Conformance (either separate or annotated on the packing slip) must accompany items. An authorized representative of the Seller's company whose statements will/do legally bind the company must sign the Certification. It must state that the articles meet the drawings/specifications and/or the requirements stated on Kodiak Aircraft's Purchase Order.
6. Items must be accompanied by Test Reports or Test Data Records, which contain the chemical and/or physical test data, which was taken on the material or services. Reports shall, as a minimum, indicate the type of test performed, the results of the test, and the number and nature of any discrepancies found. This Report functions as an affidavit of quality and must be signed by an authorized representative of the company whose statements will/do legally bind the company.
7. Raw Material Test Reports (on metals, castings, plastics, etc.) are required which cover the Chemical and Mechanical/Physical measurement analysis necessary to assure that the materials supplied comply with the Purchase Order requirements. Raw material is preferred to be domestic, but if domestic material is not available or the supplier chooses to purchase non-domestic material, then the material must be accredited to ISO 9001.
8. Nondestructive Inspection Reports (e.g., magnetic particle, Fluorescent penetrant, radiographic, ultrasonic, etc.) are required which indicate inspection results and compliance to the specifications contained in the Purchase Order. Nondestructive inspection testing processors are required to be NADCAP accredited.
9. Special Process Certifications (plating, heat treating, nondestructive inspection testing, etc.) are required which certify that processes were conducted in conformance with the Purchase Order and referenced data. Special process suppliers are required to be NADCAP accredited unless approved in writing by Kodiak Aircraft Quality Management.
10. Supplier shall not ship an article manufactured to a Revision level other than that specified on the Purchase Order, without the prior written consent of Kodiak Aircraft.
11. Supplier shall notify Kodiak Aircraft Purchasing department when engineering data in supplier's possession does not agree with the latest Revision data reflected on the Purchase Order.
12. Shelf life limited items must bear the date of manufacture and the anticipated shelf life or the expiration date. As a minimum, 75% of the shelf life of an item must be unused upon receipt unless otherwise approved by Kodiak Aircraft.
13. Material to be supplied to Seller for this order by Kodiak Aircraft. Material shall be controlled so that only material supplied to Seller is used on this order.
14. Each O-Ring, Packing, Back-Up Ring, or Seal should be individually packaged and identified per Mil-P-4861, latest revision.
15. A First Article Inspection (FAI) is required on this part. Documented detailed results are required. An AS9102 first article inspection report is preferred. FAI is required on articles that are being manufactured for the first time by the supplier or a design change has occurred. If a FAI is required on articles that have been previously manufactured by the supplier and there has not been a design change, the face of the PO will require it in writing. An uncoated, unformed part is required to accompany the FAI if the part is a formed sheet metal part or part is specifically requested to be shipped unfinished for an in-process inspection. A copy of the CMM report is required if a CMM is used during the FAI. Parts must be clearly marked as FAI on the part; and on packaging, both inside and outside of the shipping container.
16. Items produced to Kodiak Aircraft drawings or specifications must not be shipped directly to any consumer without specific Purchase Order instructions.
17. No changes to Drawings or Specifications are permitted without contractual approval.
18. As a Seller to an FAA Production Certificate holder, under 14 CFR Part 21 of the Federal Aviation Regulations, it is agreed that the Seller's facilities, quality system, sub-contractors, and related equipment, records and personnel are subject to audit by Kodiak Aircraft and/or the FAA.
19. Manufacturing dates for rubber and rubber-like synthetics must be within the past 12 calendar months on receipt at our facility.
20. Approval from Kodiak Aircraft Production Engineering Manager is required prior to: Moving stationary Kodiak Aircraft tooling from its permanent location and/or transporting any Kodiak Aircraft tooling off-site.

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CHKD: JPF DATE: 12/18/2019		REPORT NO.: Q35.3
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21. The article and/or its container is to be identified with Kodiak Aircraft part number, Kodiak Aircraft's PO number, the drawing revision that the article was manufactured to, and the date of manufacture. Kodiak Aircraft PS3005 may be referenced for part marking guidance.
22. FAA Form 8130-3 (or foreign equivalent e.g. an EASA form 1) is required to accompany the article on this shipment.
23. Certify material is flame-resistant in accordance with 14 CFR 23.853.
24. Seller is an approved source inspection authority (DIA, SIA). All DIA provided parts and/or shipping documents to be stamped off using an authorized DIA stamp. DIA and SIA suppliers are exempt from providing documentation listed in QASRs #7 and #9. Note that the documentation referenced in #7 and #9 must still be kept on record and available upon request.
25. Inspect per Kodiak Aircraft's provided sample to match aesthetic and intrinsic appearance. Note: Sample does not override Type Design Drawing requirements.
26. Supplier to direct ship to a Kodiak Aircraft customer. Supplier is required to follow the detailed instructions on the face of this PO.
27. Supplier to drop ship to a Kodiak Aircraft Supplier. Supplier is required to follow the detailed instructions on the face of this PO.
28. Rebuild per 14 CFR 43.2b and 43.3j, and document IAW 14 CFR 43.9. A Kodiak Aircraft Source Inspector is required for this.