



communications

ELECTRODYNAMICS, INC.  
1200 Hicks Road  
Rolling Meadows, IL 60008

Supplier Notice  
11-002

September 2011

## Supplier Notice 11-002 – Supplier Change Control

Valued Non-COTs Hellfire and Blast Frag Program Supply-Chain Partners -

L-3 ElectroDynamics (L-3 EDI) is a key supplier to many of the premier Aerospace and Defense Prime Contractors. As such, it is critical that adequate controls are established, flowed-down and instituted throughout our customer's entire supply-chain, inclusive of the entire supply-chain of L-3 EDI's and that of our sub-tier suppliers/subcontractors and their sub-tiers. In support of our customers' requirements and expectations, one of the key tenets of L-3 EDI's control methodologies relative to the "control of changes" for Non-Commercial-Off-The-Shelf (Non-COTS)\* Hellfire and Blast Frag Program products/services is specified in [Form 1002](#) Supplier Quality Assurance Requirements (SQAR) and typically flowed-down to our sub-tiers in the form of the following SQAR clauses:

### 10. Changes.

Seller shall not make any changes in (i) material(s), (ii) design, (iii) manufacturing source(s), (iv) process(es), (v) tooling, (vi) equipment, (vii) equipment/tooling/product software, etc. which can potentially affect the fit, form, function, reliability, or maintainability of the item or services on this PO without the prior notification (within 48-hours of the event) and approval of the Buyer. Additionally, Seller shall notify Buyer of (i) any changes in its quality management representative or quality leadership, (ii) any adverse changes to Seller's quality system accreditations (e.g., expired, withdrawn, suspended, downgraded) or stature (iii) any changes of senior management, (iv) changes in company ownership, (v) any significant manufacturing / production infrastructure changes, including expansions and relocations, and (vi) the curtailment/discontinuance of manufacturing operations or product/services not being continuously available for purchase. Execution of order in advance of Buyer approval shall be at the Seller's sole risk.

### 13. First Article Inspection. (Note: SOAR Clause 13A is the same as former Rev E SOAR Clause 13)

#### A. First Article Inspection with Production Lapse Re-accomplishment FAI Every Two (2) Years.

First Article Inspection (FAI) is required for all items except those that are (a) standard catalog items (ref. AS9102 Standard Catalog Hardware and FAR 2.101 Commercial Item definitions), (b) raw material, or (c) covered by a military/industry standard/specification. FAI is required to be performed on an item from the initial production lot provided by the Seller.

The Seller shall not perform FAI using prototype items or items manufactured using methods different from those intended for the normal production process. The Seller shall record, whenever possible the variable measurements, of all characteristics including applicable drawing notes on the First Article Inspection Report (FAIR). All multi-cavity molds/dies require a FAI for each cavity. A representative of the Seller's Quality Assurance Department shall sign and date the report. The Seller shall forward the FAIR along with applicable material or test data/certifications (e.g., painting, plating, composition, x-ray, Group A/functional testing etc.) with the lot. The FAI item shall be readily identified and distinguishable as such.

A partial (a.k.a. delta) or re-accomplishment FAI shall be performed when any of the following events occur:

1. A change in design, manufacturing source(s), process(es), inspection method(s), location of manufacture, tooling or materials that can potentially affect form, fit or function.
2. A change in numerical control program or translation to another media that can potentially affect form, fit or function.
3. A natural or man-made event, which may adversely affect the manufacturing process.
4. A lapse in production for two years or as specified by the Buyer.

The information contained in this document does not contain "technology" as defined by the General Technology Note in Export Administration Regulations (EAR) Supplement number 2 to Part 744 and is, therefore, considered as publicly released as defined in Part 734.7(4).

AS9102 Aerospace First Article Inspection Requirement should be used as a guide and contains a Buyer-acceptable FAIR form. Copies of AS9102 may be obtained from the Society of Automotive Engineers (SAE) at [www.sae.org](http://www.sae.org). The [AS9102 FAIR Form 1013](#) can be found on Buyer's website at [www.L-3com.com/EDI](http://www.L-3com.com/EDI) by following the Supplier Information link, or can be obtained via Buyer's purchasing agent specified on the PO.

**B. First Article Inspection with Production Lapse Re-accomplishment FAI Every One (1) Year.**

Same as [SQAR Clause 13A](#) with the following change to Note 4 above. Remove and replace Note 4 above with:

4. A lapse in production for one year or as specified by the Buyer.

**17. Sub-tier Supplier Control.** Seller shall flow down the applicable clauses of this document to sub-tier suppliers for this PO.

**A. Sub-tier Supplier Approval.** Seller shall furnish the Buyer with the name and address of each sub-tier supplier and receive Buyer written approval prior to issuance of any sub-tier PO.

**NOTE**

*The above clauses are intended to only be representative and NOT all inclusive of the "Change Control" related clauses/requirements that can be specified in L-3 EDI's contracts/purchase orders. The above clauses may NOT always be directly cited on the purchase order, but may be "indirectly" cited as a reference in another clause such as SQAR Clause 1A, 1B or 1C. Regardless of whether "directly" or "indirectly" specified, their full requirements shall apply.*

***To verify that our Supply-Chain Partners fully understand L-3 EDI's "change control" requirements, we request that an authorized representative completes the Certification at the end of this document and return it to by Friday, 30 September 2011.***

L-3 EDI's objective is to promote and improve the communications with our supply-base partners. To this end, if you have any suggestions on how we may further improve communications, including our Supplier Information website at [http://www.l-3com.com/edi/supplier\\_info.htm](http://www.l-3com.com/edi/supplier_info.htm), or our L-3 Corporate Supplier website at <http://l-3com.com/supplier-info>, once again, please do not hesitate to contact the undersigned or your Buyer.

In light of these difficult economic times, L-3 EDI's business continues to grow, and L-3 Communications has grown into becoming the sixth largest defense company in the United States. L-3 EDI sincerely appreciates our supply-chain's contribution to enable this achievement and your continued assistance in making L-3 EDI our customers' preferred supplier-of-choice.

Sincerely,

/s/  
Louis S. Pacini  
Manager of Supplier Quality  
Tel: 847.660.1850  
Fax: 847-660-1851  
E-mail: [louis.s.pacini@l-3com.com](mailto:louis.s.pacini@l-3com.com)

/s/  
James M. Jasinski  
Vice President of Quality Assurance

\* Consult FAR 2.101 for COTS definition.

**Distribution:** External: All Hellfire & Blast Frag Program Non-COTs Production Suppliers;  
Internal: L-3 EDI Procurement, Planners, and Receiving Inspection Personnel

Ref: LM-MF&C letter, Subject: Supplier Process Change Control Quality Note (TCR821) Flow Down, dated 26 August 2011.

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**Supplier Notice 11-002 – Supplier Change Control Certification**

Being an authorized company representative, I, \_\_\_\_\_, hereby certify that company, \_\_\_\_\_, located at (address, city, state and postal code) \_\_\_\_\_ understands, and has complied with and will continue to comply with L-3 Electroynamics' (L-3 EDI) "change control" requirements, as specified in L-3 Electroynamics' past, present, and future contracts or purchase orders, including the flow-down of applicable "change control" requirements to our sub-tiers.

Furthermore, we understand that L-3 EDI has the right to request objective evidence supporting this certification, at no increase in price, cost, or fee to L-3 EDI as specified in the governing L-3 Electroynamics contract or purchase order record retention requirements.

Authorized Company Representative Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return this completed Certification by Friday, 30 September 2011 to either your L-3 EDI Buyer or to:**

**Louis S. Pacini**  
**Manager of Supplier Quality**  
**Fax: 847-660-1851**  
**E-mail: [louis.s.pacini@l-3com.com](mailto:louis.s.pacini@l-3com.com)**

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