

December 17, 2024

Dear Valued Supplier,

Collins Aerospace is launching a new digital solution to improve and standardize its Supplier Corrective Action process. This initiative will allow us to effectively collaborate, manage, and execute corrective actions through a web-based, and user-friendly platform called EtQ. This new tool will replace the existing system of documentation and submission of corrective actions.

Our Collins Aerospace goal is for all suppliers to submit their Corrective Action Responses (CAR) using this software solution, scheduled to go live on **January 15, 2025**. This new process will require all suppliers using our current supplier portal corrective action system (RCAT) to submit all new CARs in the new Product CAR module of the EtQ digital tool. Not all Collins sites will go live immediately, you will receive an email directing you to the EtQ Product CAR software link whenever you have a new CAR initiated in the new tool. You will then provide CARs via this new digital tool and Collins will be able to respond and collaborate in this tool as well. Any actions opened *prior* to switching to the new tool will need to be worked using the existing system.

To provide a smooth and successful transition to this new system, we are providing the following resources. *You must have a Supplier Portal account before you are able to use this tool.

Resources

- Supplier Portal account: [Access Instructions](#) for new portal users
 - For new portal users, request “EtQ Portal” under profile capabilities
- [Supplier EtQ Product CAR resource page](#)
 - User Guide / FAQ
 - Computer Based Training
 - Recorded Webinar Training

Training and Q&A sessions

We will also host a series of live training and Q&A sessions as detailed here:

Date	Time (ET)	Registration
Wednesday, January 8	10:00 AM	Register
Tuesday, January 14	9:00 AM	Register
Wednesday, January 15	10:00 AM	Register
Tuesday, January 28	11:00 AM	Register
Wednesday, January 29	10:00 PM (evening)	Register
Thursday, February 6	3:00 PM	Register
Tuesday, February 11	9:00 PM (evening)	Register

Wednesday, February 12	11:00 AM	Register
Recorded webinar training will be available on the supplier portal EtQ resource page		

*Please note that after registering, an email will come from Zoom that will give you the option to add the meeting to your calendar. That email may go to your spam/junk folder, so check there if you don't see it come through shortly after registering.

As a supplier supporting multiple business units, you may receive this letter multiple times as we begin to consolidate to this new enterprise-wide CAR digital tool. The consolidation will come in several waves including the retirement of our historical UTAS corrective action systems (email based) that began on July 16, and the retirement of our historical Rockwell Collins corrective action system (supplier portal based called RCAT) beginning January 15. The Failure Analysis and Notice of Non-Conformance applications within RCAT will still be available and utilized as needed. As a reminder, you will always receive an email directing you to the correct CAR system.

Questions

If you need additional support, please contact your respective Collins Supplier Quality Engineer representative.

Thank you,

Collins Aerospace Supplier Quality Team