

# Power & Controls/ GOPS New DQR Application Instructions

Review [HSM17](#) Section 5.5.1-5.5.2 to validate that DQR candidate selection and training requirements have been met. Ensure that you have an active supplier portal account and that your citizenship has been validated by your portal administrator.

Unless otherwise specified by your SQAR, new DQRs are onboarded under the **Probation** designation. Review [HSM17](#) Section 5.5.4 for more details.

**SUBMIT THE FOLLOWING TO [DQRCertification@collins.com](mailto:DQRCertification@collins.com):**

1. [ASQR-01 Form 7](#)
2. [AS13001 Training](#) Certificate (actual certificate from Probitas, not certificate of completion)
3. [Collins DQR Training](#) Certificate



Example: Acceptable Certificates

**Note:** Your company may be required to complete ASQR-01 Form 8 if you are new to the DQR program, there is a change in the Quality Manager, or the current form is near expiration.

All DQR-related documents and training materials can be found on the supplier portal SSI page: <https://suppliers.utc.com/SPPortal/Pages/QualitySSI>