SUPPLIER NOTIFICATION OF POTENTIAL QUALITY ESCAPE

The intent of this notice is to inform you of a potential nonconformance(s) impacting Collins Aerospace product.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Block 1 Document Identification | | | | | | | |
| 1. Reference Number | 2. Collins Aerospace SBU/site | | 3. Nonconformance Document Number | | | | |
| 4. Supplier | | | 5. Supplier Code | | | | |
| 1. Supplier Contact Name | | | | | | | |
| 1. Supplier Contact email address | | | | | | | |
| 1. Supplier Contact phone number | | | | | | | |
| 9. Collins Aerospace contact | | | | | Date | | |
| Block 2 Identification of Product Affected | | | | | | | |
| 10. Purchase Order (PO) Number | | 11. PO Item Number | | | | | |
| 12. Part Number | | 13. Part Description | | | | | |
| 14. Drawing Number. | | 15. Date of Original Manufacture | | | | | |
| 16. Quantity of Nonconforming Parts  Part Serial Number(s)  Batch/lot Number(s) | | | | | | | |
| Block 3 Description of Nonconformity | | | | | | | |
| 17. Specification Requirement / Reference | | | | | | | |
| 18. Nonconformance Description (Actual Condition) | | | | | | | |
| Block 4 Containment Action(s) – Response required within 24 hours | | | | | | | |
| 19. To assist in containment of this problem, please address these key questions and sign off below. | | | | | | **YES** | **NO** |
| a. Have you shipped, or is there any suspect material in transit to this or any other Collins Aerospace SBU/site? | | | | | |  |  |
| b. Do you have any similar parts in finished stores with the same problem? | | | | | |  |  |
| c. Do you have any suspect material currently in production that may exhibit this problem? | | | | | |  |  |
| d. Does this problem exist in similar Collins Aerospace SBU/site part numbers? | | | | | |  |  |
| e. Has a sub-tier supplier contributed to this problem? | | | | | |  |  |
| f. Has any suspect material been drop shipped to a Collins Aerospace directed source? | | | | | |  |  |
| Additional Information / Notes | | | | | | | |
| Block 5 Supplier Representative | | | | | | | |
| 20. Originator Name  Title | | | | Date | | | |
| Attachment(s) – Supplier shall provide the objective evidence (i.e., picture, quality notification information, root cause and corrective action data, ect.) of the disclosure to support escape description. | | | | | | | |
| This document contains no technical data subject to the EAR or the ITAR (Review for technical data is required once this form is filled in, which may require a change in Jurisdiction & Classification). Include Export Control Statements as directed by the ITC Focal. | | | | | | | |

**ATTACHMENTS**

**INSTRUCTIONS FOR**

**NOTIFICATION OF POTENTIAL QUALITY ESCAPE (NOPQE) FORM**

Continuation sheets may be added and should include reference number of the original document (Box 1).

**Block 1 – Document Identification**

1. Reference Number – Supplier generated unique number for traceability.
2. Collins Aerospace SBU/site – List impacted locations for the escape
3. Nonconforming Documentation Number – Quality Notification, Nonconforming Material Review Request
4. Supplier Name
5. Supplier Code – Collins Aerospace assigned supplier code.
6. Supplier Contact Name – Contact name at the supplier for the disclosure
7. Supplier Contact email address
8. Supplier Contact Phone number

9. Collins Aerospace Contact – Name of the Collins Aerospace supplier contact

**Block 2 – Identification of Product Affected**

10. Purchase order number

11. Purchase Order item number

12. Lowest level part number that has the nonconformance

13. The name of the part

14. Drawing Number and revision, page number and location reference

15. Date of original manufacture

16. Quantity of nonconforming parts plus serial numbers, if applicable

**Block 3 – Description of Nonconformity**

17. Specification Requirements/ Reference - Include description of requirements and document number with revision

18. Nonconformance Description - A detailed description of the nonconformance. Sketches, drawings, specifications, etc. should be used to help describe the nonconformity.

**Block 4 – Containment Action(s) – Response required within 24 hours.**

19. Provide information to the containment of the disclosure. If any items are marked with a yes, please provide details in additional information / notes section or provide an attachment.

**Block 5 – Signatures/Approvals**

20. Name and title of supplier representative providing notification with the date of the submission and provide any objective evidence of the disclosure condition to support the escape condition.