Conforming to ISO9001:2015 & AS9100:D

QUALITY MANAGEMENT SYSTEM OVERVIEW

Revision R

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Introduction 1.1 & 1.2:

Next Intent has developed a quality management system (QMS) designed to comply with the requirements of AS9100:D/ISO9001 and to document our best business practices, better satisfy the requirements and expectations of our customers and improve the overall management of the company. The Quality Manual includes this overview, Standard Operating Procedures (SOPs), Work Instructions (WIs) and forms (QAFs) for recording documented information (records). This overview describes the QMS, delegates authorities, identifies interdepartmental relationships, and responsibilities of the personnel responsible for performing within the system. The overview also provides the necessary references for most activities used within the QMS to ensure compliance to the necessary requirements of the standard. Together they document the QMS and are to be used to instruct and to guide employees and management of Next Intent whose actions affect product quality.

This Quality Manual shall also inform Next Intent's customers what controls have been implemented to assure product quality. Each section includes a general and brief procedure outlining the QMS processes and references the SOPs, where applicable, that provide more detailed descriptions.

The QMS employs a process approach, which provides for the management and continuous improvement of the quality system and its processes through the application of Plan-Do-Check-Act (PDCA) methodology and a focus on risk-based-thinking with the objective of preventing undesirable outcomes before they occur, analyzing nonconformities that do occur, and taking action to prevent recurrence.

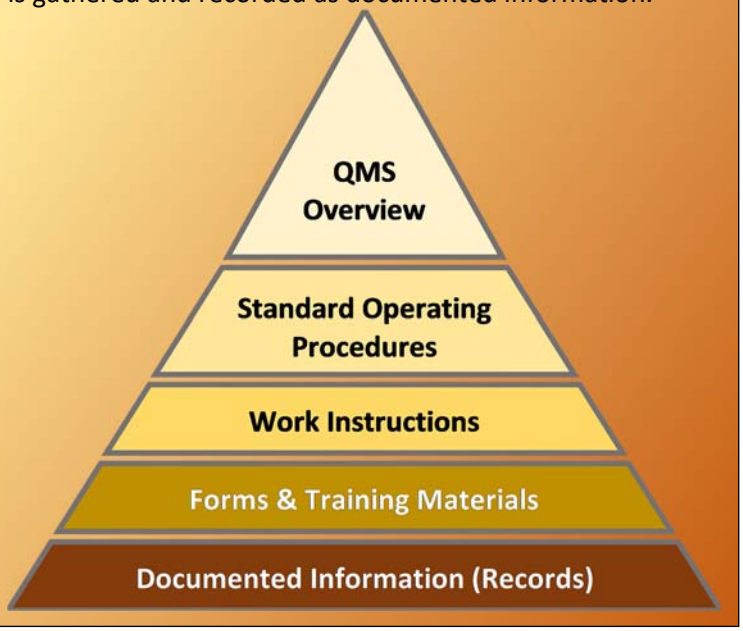
This QMS is complementary, and not an alternative, to contractual, statutory and regulatory requirements.

Next Intent's management team has demonstrated its commitment through the development of this QMS and the promotion of its effectiveness and improvement, the establishment of a quality policy and communicating the importance of effective quality management. Our focus is upon our customers and our goal is complete satisfaction through error free work and on-time delivery.

Structure 1.1:

Next Intent uses a multi-tier document structure to communicate its process requirements. The structure is pyramidal with this Quality Management System Overview at the apex and becoming more process specific toward the base.

The QMS Overview provides a description of the company and the quality management system. The Standard Operating Procedures (SOPs) provide high-level guidance and support. Work instructions are task specific. Forms are developed in order to standardize the information that is gathered and recorded as documented information.



Non-Applicable Provisions 1.3:

8.3 Design and Development

8.5.5 Post Delivery Activities

8.5.1.2 Validation and Control of Special Processes

Justification:

8.3 - Next Intent does not offer or perform any design or development activities, we work from customer prints and purchase order requirements.

8.5.5 - Next Intent does not engage in post-delivery activity except warranty rework/repair for non-conforming product.

8.5.1.2 – Next Intent performs no special processes as defined by the standard. All features can be directly measured.

Normative References 2:

The following documents are normatively referenced in this QMS Manual:

- ISO 9000:2015 QMS Fundamentals & Vocabulary
- ISO 9001:2015 QMS Requirements
- AS9100:D Aerospace QMS Requirements

Definitions 3:

Terminology and definitions specific to a process that are not broadly understood in the manufacturing industry are defined in the definition section of any procedures or work instructions that are used in the control of that process. Terminology used by the Standard, that is not part of the common parlance, will be clarified in context as needed.

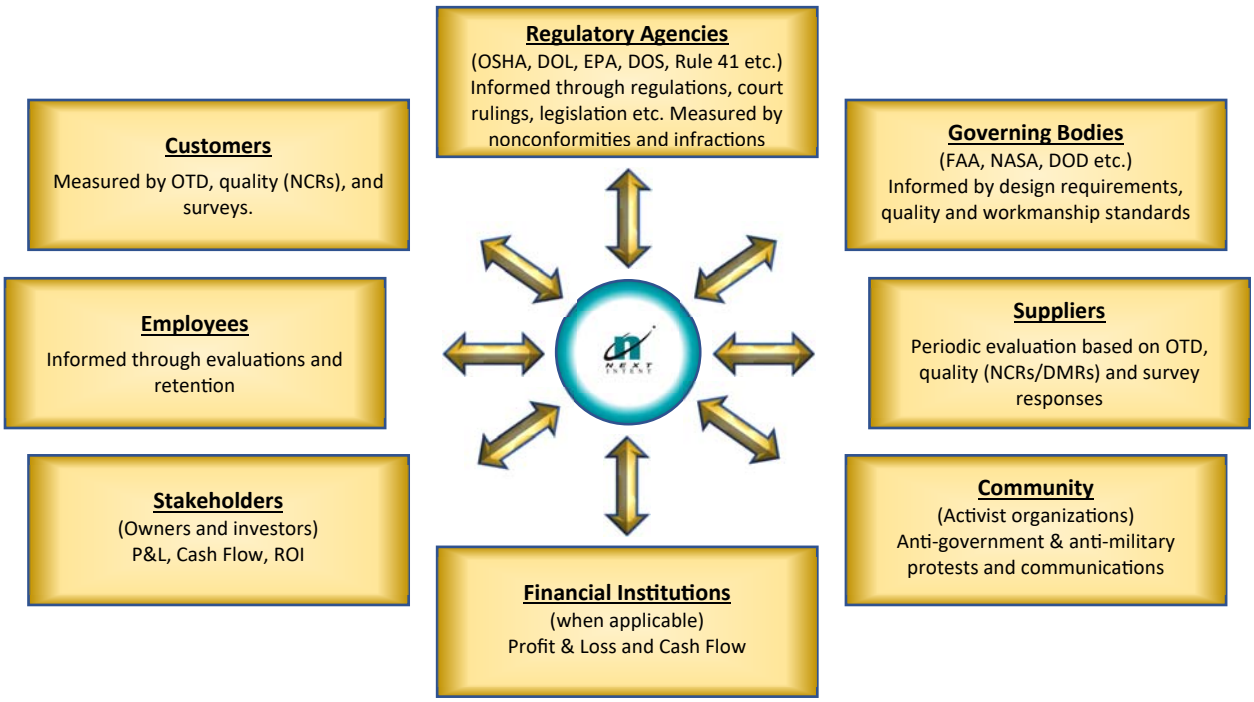
Company Overview & Context 4.1:

Next Intent is a contract manufacturer of precision machined components and assemblies for national laboratories, the aerospace, and the defense industries, with over 20 years of experience. Using advanced turning, milling, wire EDM technology, and skilled and experienced machinists and operators, Next Intent often takes on manufacturing challenges that others will not.

Next Intent has determined external and internal issues that are relevant to its purpose and strategic direction, and that affect its ability to achieve the intended results of its quality management system. These issues may be legal, technical or market related, foreign or domestic. Information regarding these issues is monitored and reviewed regularly by Next Intent's management which considers issues related to values, culture, knowledge, and performance, and how they relate to Next Intent.

Interested Parties 4.2:

Relevant interested parties are those that provide significant risk to organizational sustainability if their needs and expectations are not met. Next Intent has determined how interested parties are relevant to the organization and has defined them and their relationship in the chart below. We monitor and review information pertaining to them by using the established key performance indicators (KPI's) and discussing them in the Management Review Meetings.



Scope 4.3:

Next Intent has determined the boundaries and applicability of the QMS based upon the requirements of interested parties, internal and external issues, its product, services and business model, and will apply the requirements of AS9100 as applicable.

This QMS applies to all production facilities used by Next Intent for machining and assembly. Non-applicable provisions have been identified and enumerated elsewhere in this overview.

The QMS and its Processes 4.4:

Next Intent has established and continually improves its QMS, including the processes needed and their interactions, in accordance with the AS 9100 Rev. D standard.

Leadership and Commitment 5.1:

Top Management has developed this manual including, conducts staff meetings, Management Review meetings, adopted risk-based thinking and assured that relevant information is communicated to personnel. Furthermore, Top Management has demonstrated their commitment through the development of the Quality Manual and the Quality Policy and Objectives documented in this manual.

Management ensures that customer requirements are completely understood and met. Ensuring customer satisfaction is achieved through identifying and managing the risks and opportunities that can affect the conformity of the products and services that we provide. Next Intent communicates with the customer and takes appropriate action when product conformity or on-time delivery are not met.

Next Intent's management demonstrates and maintains its focus on customer satisfaction by determining and understanding customer and statutory requirements and by monitoring product conformity and on-time delivery performance and taking appropriate action if planned results are not met. Risks and opportunities that can affect product conformity and delivery are determined and addressed.

Quality Policy 5.2:

Next Intent is committed to furnishing products and services that meet or exceed all of our customer's needs and expectations.

Roles, Responsibility & Authority 5.3:

Next Intent's management has assigned responsibilities for relevant roles within the company. An organizational chart and description of duties is included at the end of this overview. Please refer to pages 12 through 14.

Risks and Opportunities 6.1:

Managing risks and opportunities consists of minimizing the likelihood of undesired outcomes and enhancing the opportunities for desirable effects.

Actions taken to address risks and opportunities shall be proportionate to the potential impact. Risks may be avoided, mitigated, transferred or accepted. Opportunities may be exploited, enhanced, shared or accepted. Risks, opportunities and strategies are evaluated for each procedure.

Risks are managed according to SOP-8.1.1-01 Operational Risk Management any time action is taken within, or changes made to, the QMS.

Quality Objectives 6.2:

Sales

- Quote vs. Order Ratio

Production (Repeat Parts)

- 95% On Time Delivery
- 95% Quality

Supplier Performance

- 95% Supplier OTD
- 95% Supplier Quality

Planning of Changes 6.3:

Changes that could affect the QMS are reviewed and planned for in advance and carried out in a controlled manner to protect the integrity of the QMS. These changes will be considered during the Management Review process where they will be evaluated for their potential consequences, the allocation of resources and changes in responsibilities and authority.

Resources 7.1:

Next Intent's Management has committed to providing the necessary resources to maintain and improve the QMS, and the company as a whole.

Resources are provided for the preventative and routine maintenance of infrastructure to provide a safe and reasonably comfortable workplace where the requirements of our customer's products can be met and verified and where raw materials, components, and finished product are properly preserved.

Qualified individuals are employed, and trained, as necessary, to improve their ability to implement the QMS and operate and control its processes.

Next Intent manages the social and psychological aspects of the company in compliance with all applicable laws and does not utilize the QMS to do so. Physical aspects of the work environment are, however, managed by the QMS in accordance with SOP-7.1-01 Infrastructure & Environment.

Monitoring & Measuring Resources 7.1.5:

Necessary measurement resources are provided, and controlled and calibrated in accordance with SOP-7.1.5-01 Monitoring & Measuring Resources – Calibration, with traceability to NIST.

Organizational Knowledge 7.1.6:

Relevant knowledge gained is documented in the form of process and part specific work instructions, setup sheets and CNC programs, as is appropriate. See SOP-8.5.1-03 Production Information Filing.

Knowledge gained for the administration and improvement of the QMS will be captured during Management Review and incorporated into the QMS manual.

Next Intent is made up of long-standing and experienced operators and training is provided on new or revised procedures to ensure affected parties are constantly aware of changes.

Competence 7.2:

All Next Intent employees begin with certain competencies and knowledge. We endeavor to improve and increase those competencies through ongoing training, as outlined in SOP-7.2-01 Competence & Awareness. This results in personal growth, higher quality product and a safer work environment.

Awareness 7.3:

As outlined in SOP-7.2-01 Competence & Awareness, all employees are made aware of the quality policy, their contribution to the effectiveness of the QMS, and the implications of not conforming with its requirements, during their new employee orientation. This awareness is reinforced periodically during company meetings and other discussions.

The QMS is available to all employees and they are made aware of their role in its continual improvement. Quality Policy awareness is achieved through the use of posters, banners and swag.

Awareness of Next Intent's ethics policy is accomplished with QAF-117, which communicates the policy and provides for acknowledgement by the employee. The form will be retained as documented information.

Communication 7.4:

Next Intent's management ensures internal communication occurs regarding the effectiveness of the QMS. This is accomplished through company meetings, corrective actions, internal audits, and other methods including emails and personal conversations. Communication includes internal and external feedback.

Next Intent communicates with regulatory authorities when required, and regularly with its customers with regard to information pertaining to their orders.

Documented Information 7.5:

Documented information (records) is(are) retained, controlled and preserved in accordance with SOP-7.5-01 Documented Information and with SOP-7.5-02 Security & Protection of Documents. Documents associated with the QMS are readily accessible on the company network for use by all employees.

Operational Planning and Control 8.1:

Operational Planning and Control is completed by determining the customer's requirements during the quoting and contract review phases. SOP-8.1-01 Contract Review

Operations, Manufacturing Engineering, Programming, and Manufacturing develop a manufacturing plan that is documented in the manufacturing traveler and set-up sheets, including necessary resources and those processes that are to be obtained from external providers (suppliers, vendors or subcontractors). The quality assurance plan is documented in QAF-011 Production Control Sheet (PCS) for the job. Next Intent's configuration management consists of the traveler and the customer's design documents.

Documented information (records) verifying the completion of the planned processes and demonstrating conformity to the customer's specifications shall be retained per SOP-7.5-01 Documented Information.

The procedure for the control and prevention of foreign object debris/damage (FOD) is documented under SOP-8.5.1-04 FOD Prevention, Detection & Removal.

Work transfers are controlled through proper identification of conformity requirements, flowing down all customer requirements, proper control of suppliers, and inspection of received work. Normal work transfers to external providers are controlled per SOP-8.4.1-01 Control of Suppliers & Sub-Contractors and SOP-8.1.4-01 Prevention of Counterfeit Parts. Work transfer in the event of a disaster or emergency is controlled per SOP-8.1-02 Transfer of Work - Disaster Recovery & Business Continuity Plan.

The safety and fitness-for-use of the finished product is addressed through strict adherence to customer requirements. The product safety of the design(s) is(are) solely the responsibility of the customer. Safety in the production of our customer's products is addressed in SOP-8.1.3-01 Product and Production Safety and during New Employee Training.

Operational Risk Management 8.1.1:

Next Intent endeavors to manage its exposure to risk. The procedure for the consideration of risks is described in SOP-8.1.1-01 Operational Risk Management.

Configuration Management 8.1.2:

Next Intent uses the production traveler, coordinate measuring machine (CMM) reports, PCSs, and process certifications to document the configuration (revision) of the products produced. If a revision to a product is received from the customer while a job is in process, Operations and/or Manufacturing Engineering shall review the changes relative to whether they may be incorporated into the product in process before updating the traveler, prints, and inspection documents. Conformance to standards shall be documented on the traveler, PCSs, and CMM reports.

Product Safety 8.1.3:

The fitness for use and safety of the designs of the product produced by Next Intent to our customer's designs, is wholly the responsibility of our customers. Next Intent's responsibilities for product and production safety are outlined in SOP-8.1.3-01 Product and Production Safety.

Prevention of Counterfeit Parts 8.1.4:

Counterfeit product is any product that misrepresents its material, performance or characteristics. Counterfeit parts include, but are not limited to:

- Used, refurbished, or reclaimed parts represented as new product.
- Parts manufactured from substitute materials/alloys.
- Material misrepresented as authentic proprietary material.
- Parts with a different surface plating/finish than the required or order product.
- Parts that have not been fully tested by the original component manufacturer (OCM), that are represented as completed product.

Note: Refinished, up-screened, or updated parts identified accordingly are not considered counterfeit product.

Next Intent strives to avoid counterfeit parts and materials through the procedures outlined in SOP-8.1.4-01 Prevention of Counterfeit Parts.

Requirements for Products and Services 8.2:

Communications with our customers is essential to their satisfaction. This communication shall include:

- The requirements and expectations of the customer
- The services that Next Intent will and will not be providing
- Changes to orders
- Job status updates
- Controlling customer owned property
- Reporting non-conformities and requesting deviations
- Handling customer feedback including complaints
- Establishing specific requirements for contingency plans

The requirements for products and services delivered by Next Intent to its customers shall be determined through communication with the customer during the sales and quoting process and confirmed during contract review.

During contract review, Next Intent ensures that the requirements and expectations are fully understood, that they are in agreement with what was communicated during quoting, and that they can be met with the tools and technology currently available at Next Intent, its partners and suppliers. Operational risks are identified and considered at this time in accordance with SOP-8.1.1-01 Operational Risk Management.

Before committing to supply products or services to our customers, Next Intent performs a contract review per SOP-8.1-01 Contract Review, to ensure that the requirements are understood, and that we have the ability to meet those requirements, stated and unstated, including delivery.

Changes to purchase orders will be reviewed in the same manner as new orders.

Documented information shall be retained as applicable.

Control of Externally Provided Products and Services – General 8.4.1:

Next Intent is responsible for the conformity of all externally supplied products and services that are incorporated into our customer's product, therefore we ensure that externally provided processes, products, and services conform to all requirements. In order to manage risk, external providers are controlled in accordance with SOP-8.4.1-01 Control of Suppliers & Sub-Contractors with regard to capability and performance.

Some proprietary processes are controlled through documented information that is not available for public examination.

Next Intent shall verify the quality and fitness for use of products and services provided by external providers.

Customer specified suppliers will be utilized whenever required, however Next Intent shall remain responsible for the conformity of the products and services delivered and shall verify the quality and fitness for use of these products and services.

Controls and product requirements shall be flowed down to external providers and to sub-tier providers to assure that all requirements are met.

Control of Externally Provided Products and Services – Type & Extent of Control 8.4.2:

Externally provided processes, products and services are controlled to prevent adverse effects upon Next Intent's ability to deliver product and services. Supplier performance is monitored through the quality of their products and services, and through their on-time delivery as noted in Section 6.2. External providers, their products and services are controlled through the provisions of SOP-8.4.1-01 Control of Suppliers & Sub-Contractors, the Purchase Order, including the Terms & Conditions and the Quality Terms & Conditions clauses and any relevant customer Quality Clauses.

It is preferable to Next Intent that our suppliers be registered with third-party certification bodies.

Externally supplied product that is released for production, after verification activities, shall be identified by means of recording the PO number for the material or components on the traveler. Evidence of compliance with requirements of materials and services from external providers shall be through certificates and/or test reports, as appropriate.

Next Intent POs clearly state in QA 7, under Quality Terms & Conditions, that Next Intent and its customers, customer's representative, or regulatory agencies, all have the right of entry to the supplier's facility and records for the purpose of verifying compliance with the requirements of the purchase order.

Verification of products and services delivered to Next Intent by external providers shall be through means of certificates of conformance (COCs), inspection reports, mechanical and/or chemical certifications, and PCS sheets as appropriate.

Delegated verification responsibilities are spelled out in the purchase order. Next Intent remains responsible for the conformity of externally provided products and services, therefore, delegated verification activities are periodically monitored by Next Intent through a review of the certifications provided by the supplier, receiving inspection, third party inspection services, and/or first article inspection. Verification of purchased products and services shall be conducted according to the level of risk(s) identified by Next Intent. If our customer has identified raw material as a significant risk, Next Intent shall take appropriate action(s) to verify the accuracy of test data provided by the supplier.

Information for External Providers 8.4.3:

Purchases are made via the release of formal purchase orders and prints which clearly describe all of the requirements of what is being purchased and the verification of same. Purchase orders are reviewed by QA for accuracy and completeness prior to release. The creation and approval of purchase orders is controlled according to SOP-8.4.3-01 Purchasing.

Received products or services are then verified against requirements to ensure satisfaction of requirements.

Control of Production and Service Provision 8.5.1:

Production is controlled, per SOP-8.5.1-01 Control of Equipment, Tools and Software Programs, through the job traveler, which, together with the customer's drawings, procedures, quality clauses, and other documents, allows for the communication of all customer requirements, and special instructions, including acceptance and rejection criteria.

Suitable inspection resources are available. Production processes are validated through first article inspection (FAI) in accordance with SOP-8.5.1-02 Process Verification – First Article Inspection. The FAI shall be repeated if changes to the design or process invalidate the original results. Measuring activities are then conducted at appropriate intervals to control the process(es). Inspection sampling shall be performed according to SOP-8.5.1-05 QA Levels & Sampling

All changes to the purchase order are reviewed by Operations and approved before releasing the change to production. When changes are made, notification will be made to everyone affected.

Process information is filed on the server per SOP-8.5.1-03 Production Information Filing and available to production personnel. The completed traveler, production control sheets, CMM reports and other certifications shall be retained as documentation of the process verification.

Identification & Traceability 8.5.2:

Next Intent controls the identification and traceability of all products through all stages of production from raw material to shipping of the finished product in accordance with SOP-8.5.2-01 Identification & Traceability.

Raw materials used in the production of finished product are kept segregated and identified at all times.

Product made of material from different lots (heat numbers) will be processed on separate jobs to preserve traceability.

Should a job be split, or otherwise separated from its traveler, a copy of the traveler will be made and kept with the orphan lot.

The authority to accept product through employee stamps is granted and controlled by Quality Assurance in accordance with WI-8.5.2-02.

Certificates of Conformance (COCs), chemical and physical analysis certifications (as applicable), etc. are required for all purchased materials and services and will be retained with the documented information for the job. As required by the customer, these may be assembled along with test data from Next Intent into a COC packet and delivered to the customer with the finished product.

Customer's or Supplier's Property 8.5.3:

Property supplied by customers (e.g. raw material castings, components, etc.) or external providers (e.g. tools, instruments, etc.) shall be identified, verified, and protected while in the possession of Next Intent.

Customer supplied raw materials shall be identified and preserved according to SOP-8.5.3-01 Customer Supplied Material.

Customer supplied material that is lost, damaged or found to be otherwise unfit for use as intended shall be reported to the customer and records retained regarding the disposition.

Tooling, fixtures, facilities etc. belonging to a customer or external provider (supplier), provided to Next Intent for use, shall be protected, preserved and safeguarded.

The confidential and proprietary information of our customers and suppliers is preserved and protected according to SOP-7.5-02 Security & Protection of Documents.

Preservation 8.5.4:

Product produced by Next Intent shall be protected during processing, storage, and shipping, from damage or deterioration and to maintain conformity to requirements.

As applicable, preservation includes identification and traceability, handling, packaging, storage, protection from the elements, and protection from FOD contamination. It may also include cleaning, marking and labeling, special handling and storage, and stock rotation (FIFO).

Preservation also applies to the constituent parts of a product including raw materials, components and hardware.

Product is to be packaged for shipping in accordance with WI-8.5.4-01 Packaging, Labeling and Shipping.

The control and prevention of FOD contamination is addressed SOP-8.5.1-04 FOD Prevention, Detection and Removal.

Release of Product 8.6:

All product is inspected and validated, as appropriate to the product and contractual obligations, prior to release and at appropriate stages in the manufacturing process. Records of the acceptance criteria and validation are maintained on the Traveler, FAIR, Production Control Sheets (PCS) and CMM reports and shall be retained as documented information.

All inspection records and other customer required documentation (COC packets) shall be available at the time of delivery of the product and shall be kept and preserved in accordance with SOP-7.5-01 Documented Information.

Signoffs and stamps on the traveler indicate the person performing the inspection(s).

The release of product to the customer shall not proceed until all the planned processes, measurements and testing have been satisfactorily completed.

Sampling is carried out in accordance with SOP-8.5.1-05 Quality Levels & Sampling.

Non-conforming product must be reported to the customer and accepted, in writing, before it will be released for delivery. Copies of this acceptance shall remain on file as documented information.

Control of Non-Conforming Output 8.7:

Non-conforming product is identified and controlled according to SOP-8.7-01 Control of Non-Conforming Product to prevent its accidental use as conforming product.

Monitoring, Measurement, Analysis and Evaluation 9.1:

Monitoring, measurement, analysis and evaluation are controlled through the use of quality objectives (Section 6) and goals (Section A). Customer Satisfaction is monitored through customer surveys and by the monitoring of Product Acceptance, Objectives and Goals. Improvements to the QMS and its processes are conducted through a process approach and the application of a Plan-Do-Check-Act (PDCA) methodology in accordance with SOP-9.1-01 Monitoring, Measurement, Analysis and Evaluation.

Internal Audit 9.2:

Internal audits are conducted according to SOP-9.2-01 Internal Audit, at planned intervals to determine whether Next Intent is conforming to its own QMS, and to the requirements of AS9100:D. Internal audits also ensure that the QMS has been effectively implemented and is being maintained.

Management Review 9.3:

Per SOP-9.3-01 Management Review, Next Intent Management reviews the QMS at planned intervals to review its continuing adequacy and effectiveness. The review assesses opportunities for improvement and needed changes including the Quality Policy and Objectives.

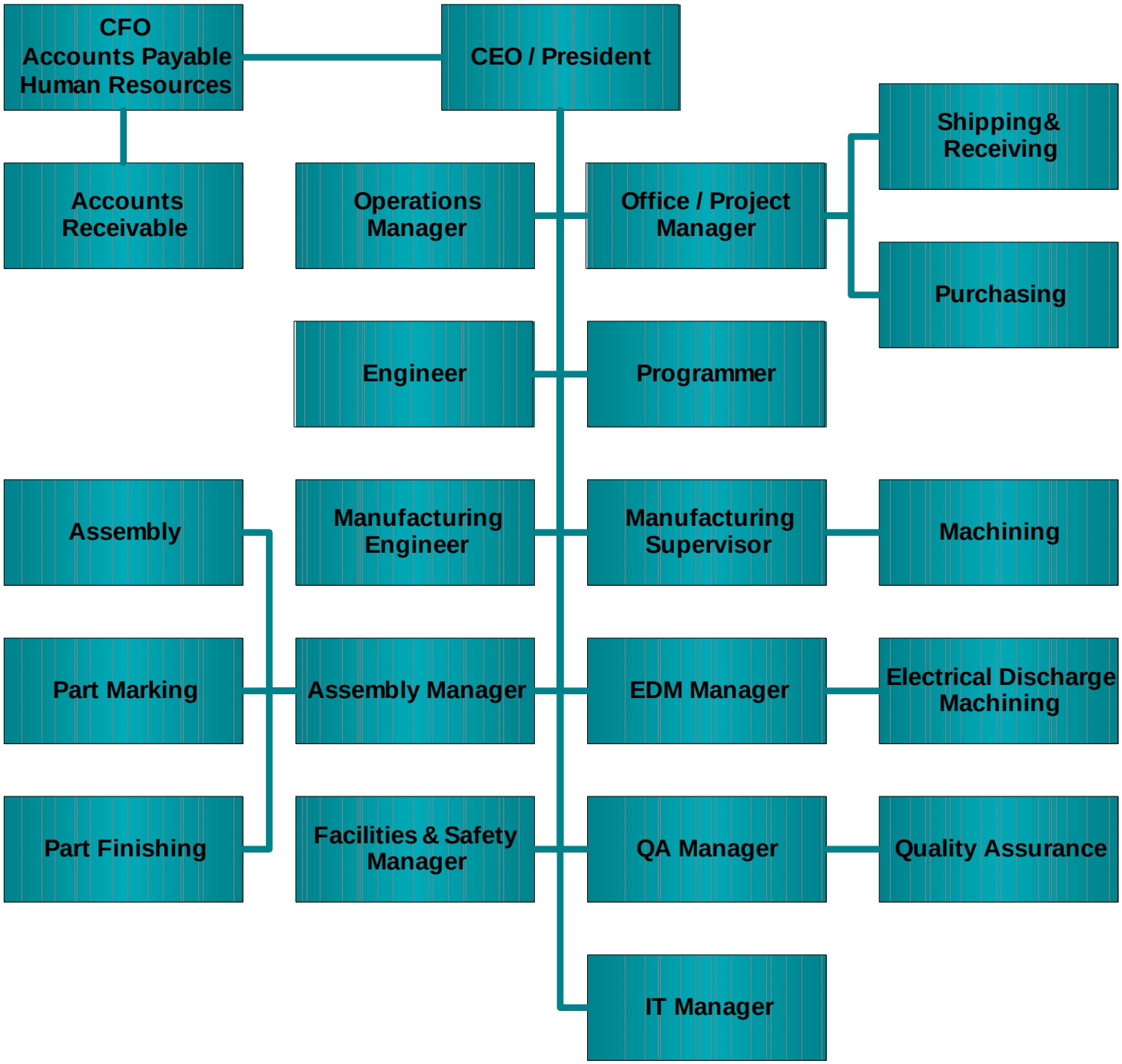
Improvement 10.0:

Next Intent uses SOP-10.0-01 Improvement to continually improve the products and services we provide to better meet the needs and expectations of our customers.

Management also looks for opportunities to improve the effectiveness and performance of the QMS.

Organizational Chart 5.3:

Note: Some persons may have more than one title.



Roles & Responsibilities 5.3:

CEO / President:
- Sets and conveys company goals and policies
- Ultimate override authority
- Sales
- Quoting and estimating
- Contract review
- Manager / Estimator of large custom projects
- Compiles and presents complex custom package quotes

CFO:
- Accounts payable
- Payroll
- Human resources

Office Project Manager:
- Manages Purchasing and Shipping & Receiving
- Monitors all jobs and on-time status
- Communicates with customers regarding order status
- Gathers performance review data
- Solicits quotes for hardware, material and outside processing for bidding
- Does performance reviews where appropriate
- Reviews quote vs. order ratio and provides feedback as needed
- Reviews profit / loss on jobs and provides feedback as needed
- Manages / leads company improvement projects
- Manages and shifts resources where needed
- Creates and implements cross training programs where needed
- Works with all departments on what parts will be incoming, outgoing and priority.

Operations Manager:
- Enters and confirms with Order Acknowledgement
- Production planning and scheduling
- Reviews and updates job schedules daily
- Works with the CEO, OPM and Manufacturing on job priority and relays information
- Contract review
- Determines if material and hardware is available upon order placement

Purchasing:
- Purchases and tracks all material and hardware
- Solicits quotes for material, hardware and outside processes for jobs
- Informs O/PM of suppliers not meeting due dates e.g. parts & processes running behind schedule
- Works with O/PM on lead times
- Works with OM, QA and Quoting on supplier evaluation

Engineer:
- Assists with prints and CAD models as needed

Manufacturing Supervisor:
- Monitors production and answers questions
- Coordinates with Operations and GM on scheduling and machine availability
- Works with machine operators on job priorities
- Manages / leads all machine operators
- Hires and fires machinists and shop labor as required
- Performance reviews and training programs for machinists
- Participates in contract review
- Quoting and estimating

Accounts Receivable:
- Receives and enters customer payments into M1
- Creates deposits for CFO
- Back-up timecard auditor

IT Manager:
- Overseas and maintains IT network and company computers
- Backs-up and maintains the server
- Administers network and data security systems
- Provides computer and network infrastructure support

Facilities & Safety Manager:
- Responsible for safety instruction and MSDSs
- Ensures maintenance stays on schedule
- Supports building maintenance activities
- Implements safety initiatives
- Performs facility safety reviews
- Coordinates moving machines in and out of facility

Manufacturing Engineer:

- Works with O/PM & OM on job scheduling / priority
- Participates in quoting and estimating
- Participates in contract review
- Secondary general shop floor manager
- Answers technical questions

EDM Manager:

- Manages operation of EDM machines
- Supervises EDM operator(s)
- Advises on selection of EDM machines for purchase
- Programs and maintains EDM machines
- Responsible for building and implementing training program for EDM operator(s)

Shipping & Receiving:

- Responsible for choosing or designing protective packaging adequate for the product
- Package and ship product
- Maintains inventory of production parts
- Receive packages, materials and hardware into M1 and route material accordingly
- Provides cursory inspection for damage at receiving
- Provide shipping costs to AP and AR

Machinists/Machine Operator(s):

- Setup of jobs on machines
- Proofing CNC programs
- Adjustments to optimize production time and quality
- Inspection activities

EDM Operator(s):

- Setup of jobs on machines
- Preparation of parts for EDM machining e.g. hole popping
- Proofing CNC programs
- Adjustments to optimize production time and quality
- Inspection activities

Assembler(s):

- Assembly of component parts including installation of thread inserts etc.
- Inspection activities
- Cleaning and packaging activities

QA Manager:

- Responsible for the Quality Assurance Area
- Maintains the quality management system (QMS)
- Answers questions regarding measurement and certification of parts
- Reviews and signs FAIRs
- Manages / leads QA personnel by communicating job priorities and task assignments
- Works with customers on NCR's CAR's and any quality related issue such as RMA's, source inspections etc.

QA Technician(s):

- Create process control sheets
- Coordinate calibration of QA tools & equipment
- Responsible for internal audits
- Provide inspection support for machine shop
- Compile COC packets
- Program and operate CMM
- Perform receiving inspection on raw material and outside processing
- Approve POs

Assembly Manager:

- Oversees assembly and cleaning operations
- Oversees deburring and part finishing
- Oversees part marking operations

Programmer:

- Programs CNC mills and lathes
- Generates manufacturing documentation e.g. setup sheets, tooling sheets
- Contributes to the manufacturing plan

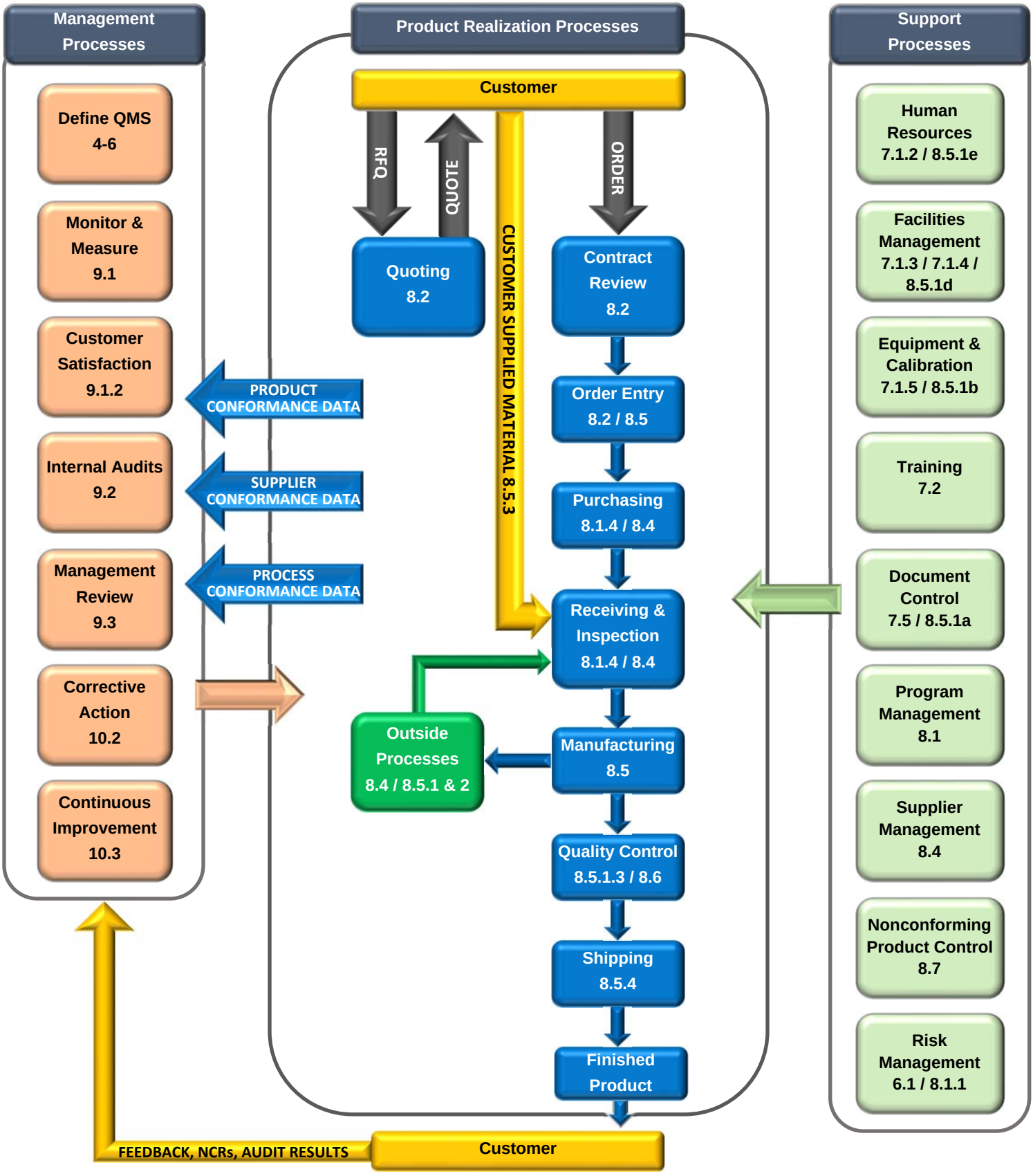
Part Finisher(s):

- Deburring and finishing activities
- Inspection for part damage
- Part cleaning
- Finish touch-up e.g. chem film

Part Marking:

- Selection and application correct part marking per customer's print
- Setup and operation of marking laser

Process Interactions:



Revision Control:

Rev.	Description of Change:	Revised by:	Approved by:	Date:
R	Complete overhaul.	J. King #8		1/17/2019

Referenced Documents:

Aerospace Standard	AS9100 Rev. D
QMS Requirements	ISO 9001:2015
QMS Fundamentals & Vocabulary	ISO 9001:2015
Infrastructure & Environment SOP	SOP-7.1-01
Monitoring & Measuring Resources – Calibration SOP	SOP-7.1.5-01
Competence & Awareness SOP	SOP-7.2-01
Documented Information SOP	SOP-7.5-01
Security & Protection of Documents SOP	SOP-7.5-02
Contract Review SOP	SOP-8.1-01
Transfer of Work – Disaster Recovery & Business Continuity Plan SOP	SOP-8.1-02
Operational Risk Management SOP	SOP-8.1.1-01
Product & Production Safety SOP	SOP-8.1.3-01
Prevention of Counterfeit Parts SOP	SOP-8.1.4-01
Control of Suppliers & Sub-Contractors SOP	SOP-8.4.1-01
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