

Supplier Quality assurance for deliveries to HTC Sweden AB

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Introduction

This quality assurance demands for suppliers to HTC are supplementing demands to purchase orders and contracts and are valid for supplies to all HTC units.

1. Handling of parts approval

New or changed parts shall be approved for delivery to HTC by initial sample procedure. Two methods are used, TIS or RIS depending on the part or/and supplier. It will be defined by part group or status of the supplier. This is also valid if the supplier has changed the production process.

1.1 Total Initial Sampling, TIS

HTC want 5 pieces sent to HTC as samples together with a measurement report. When samples are requested by HTC they should be marked with initial sample labels on the parts and pallet. (Example of label, see enclosure.) A copy of the measuring report should be archived at the supplier. The measuring report shall be presented to HTC when requested.

1.2 Report Initial Sampling, RIS

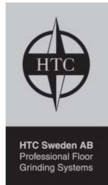
The supplier sends the approved measuring report form from the initial sampling procedure. A copy of the measuring report should be archived at the supplier. The measuring report shall be presented to HTC when requested.

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2. Changes in production or products

The supplier must notify HTC in written about any change on products/ processes that affects the part/ parts that HTC is buying. No change can be introduced without a written approval from HTC.

3. Quality Plan

The supplier must have a quality plan made for each part or part group. A quality plan made for a complete process flow can also be accepted. The aim of the quality plan is to describe how the supplier can guarantee that the parts delivered to HTC are according to the requirements. The quality plan should be presented to HTC when requested.
(Example of a quality plan, see enclosure.)

4. Requirements for quality and environmental systems

4.1 ISO 9000

The supplier should be certified according to ISO 9001.
Every exception from this has to be approved by HTC purchasing.

4.2 ISO 14000

HTC prefer if the supplier is certified according to ISO 14000.

5. Supplier chosen subcontractors

The supplier should at all time take full responsibility for the subcontractors they are using regarding quality, environment, quantity, pricing and lead-time.

6. Risk Management

A plan to provide and handle all kind of disturbances, e.g. fire, has to be made.
It should include an analysis of possible disturbances and activities to prevent interference.
It should also include a plan how to handle HTC parts in case of emergency.

7. Forbidden hazardous substances

Directive 2011/65/EU RoHS (Restriction of the use of Hazardous Substances), prohibits the use of mercury, cadmium, lead, hexavalent chromium and the flame retardants PBB and PBDE in electrical equipment placed on the market from 1 July 2006.

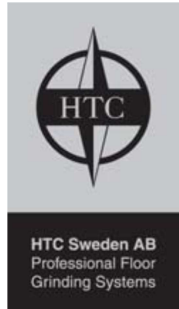
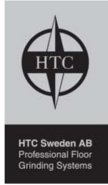
None of the parts delivered to HTC is allowed to include or contain any of those hazardous substances.

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UTFALLSPROV INITIAL SAMPLE

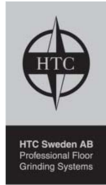
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Quality Plan

HTC SWEDEN AB		Date:		Part number:					
Process flow	Material Equipment Capability	Quality Criteria	Way of checking	Checking scope	Action for deviation	Work instructions	Inspection instructions	Documentation of results	Documents
Receiving Inspection	Steel plate 5*200	No defects Size, shape Quantity	Visual Test certificate Marking	1 batch 100% 100%	Claim		I-201	Delivery reports	Purchasing documents
Work Operation 1	Cutting machine	Length No burr Angels	Visual Fixture 12758	3ggr/h	Adjusting scraping	W-101	I-202	Operation card	
Work Operation 2	Welding	Tolerances Welding	Visual Fixture	100%	Adjusting Grinding Scraping	W-102	I-103	Operation card	
Inspection Operation 1	Measuring equipment	Dimension surface	Measuring machine	2%	Adjusting Scraping		I-104	Inspection card	
Work Operation 3	Drilling	Hole dimension	Visual Fixture	100%	Scraping	W-103	I-105	Operation card	
Inspection Operation 2	Measuring equipment	Dimension surface	Measuring Machine Master	5%	Scraping		I-106	Inspection card	
Work Operation 4	Assembly Cpk>1,33	Measurements	SPS	5 part/h	Adjusting	W-104	I-107	Manufacturing journal, Computer	
Inspection Operation 3	Measuring equipment	Critical measurements Total check	Measuring Machine Visual	1% 100%	Adjusting Scraping		I-108	Inspection card	
Final Inspection	Packaging	Marking Approved parts	Visual	100%	Reworking	W-105	I-109	Operation card	Customer packing instructions
Packaging		Document Transport	Visual	100%		W-106			Customer Packing instructions

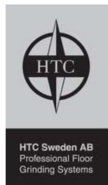
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GD008 HTC Quality Assurance Demands, Version B



Measuring Report

Part Name		Part number	Drawing number	Drawing index		Page	
Supplier		Report date	Issued by	TIS or RIS			
Drawing measure		Measured parts (Underlined measure = deviation)					Measuring method
		1	2	3	4	5	
A							
B							
C							
D							
E							
F							
G							
H							
I							
J							
K							
L							
M							
N							
O							
P							
Q							
R							
S							
T							
U							
V							
X							
Y							
Z							

Weight in gram:

Signature: _____

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