Flight Director, Inc.

Policy/Procedures Manual

8.0 PRODUCT IDENTIFICATION AND TRACEABILITY

FDI has documented procedures that identify the product from receipt through delivery.

Traceability

All transactions are linked to a purchase order, sales order, or repair order via the Quantum procurement system. Upon receipt of material, all pertinent/required information as detailed in Section 6.4 and Work Instructions "Incoming Inspection", "Condition Verification", and "Traceability Verification" is entered into Quantum. In addition, all pertinent/required paperwork is copied and filed per Section 16.0. At any time, a part number, serial number, or lot number inquiry screen can display all pertinent information for individual parts, including traceability/source, current location, current condition, and purchase/sales history. All parts are unambiguously linked by serial number or lot number to their purchase and sales history through the Purchase History and Sales History functions. All parts are assigned an unambiguous BIN location associated with Flight Director's inventory shelving system. BIN locations will identify exact part location at any given time during the procurement process. Color coded inventory control tags will be used to further aid in identifying the condition and source of all parts.

Inventory Control Tags

Red - Material rejection tag

Yellow - Unserviceable, Military Surplus
Orange - Serviceable, Military Surplus
Green - Unserviceable, Civil Aircraft
White - Serviceable, Civil Aircraft

Teal - Serviceable, Civil Aircraft, Shelf-Life Limited

Blue - Pending Project Material

The Part or Material Certification Form is used when a part is shipped. It confirms:

- 1. Part no.
- 2. Serial no.
- 3. Condition
- 4. Traceability data
- 5. Unusual circumstances