



*ANALYSIS, DESIGN, DEVELOPMENT, ENGINEERING, MANUFACTURING, PROTOTYPING*

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## **INTRODUCTION**

- Creative Composites is committed to providing its customers with quality products and services that continually meet or exceed customer expectations.
- Achieving this goal often depends upon supply chain relationships. A reciprocating team approach can be beneficial in realizing mutual objectives regarding product quality, manufacturing productivity, and the continuous improvements necessary to remain competitive.
- Suppliers assume full responsibility for products and services. Creative Composites can only assist suppliers in meeting their overall goals.

## **REQUIREMENTS**

- Supplier's shall develop, document, implement and maintain a Quality System providing a high degree of confidence that the material and services will conform to contract requirements. The Quality System can be patterned after, or in accordance with, AS9001 or AS-9100 and under certain circumstances the standard inspection clause. The required level for any/all requirements is governed by and specified in the Purchase Order and are subject to change per Creative Composites requirements.
- It is preferred that suppliers maintain an effective quality system that is acceptable to Creative Composites policies.
- These systems are subject to approval and periodic review to determine acceptability or continued approved vendor status.

## **PROCESS CONTROL**

- Procedures for the identification and traceability of materials, specifications and test results are applied.
- When specified by the purchase order, material certifications and or product certificates of conformance are required.
- Written process, inspection and test instructions should be available and understood by qualified personnel that affect process or product quality.
- Records reflecting the training of appropriate/qualified personnel.
- Records of in process, inspection, test and analyses of data are maintained.

- Lot control for materials and or processes requiring segregation.
- When outsourcing of special processes is necessary, Creative Composites defines control of conformity to process. Suppliers demonstrate their ability to achieve planned results using these process control specifications to validate special processes.
- Seller shall make no change in design, materials, location, manufacturing processes, or sources of supply, after buyer's acceptance of the first production test item or after acceptance of the first completed end item, without the written approval of authorized Creative Composites personnel.
- Processes that ensure manufacturing tooling is inspected, protected and controlled to specific conditions regarding their use.
- Processes that ensure the calibration of deliverable test and measuring devices.
- Packaging or storage of Creative Composites supplied product(s) or finished product(s) are identified and placed in bins, cartons, on pallets or custom built containers to provide for general handling and to avoid product damage or deterioration.
- Product placed in finished goods inventory is assessed within one (1) year. If conditions adverse to product quality arise, the product(s) will be thoroughly evaluated to ensure original specifications are met prior to release.
- Product with shelf-life specifications are stored and disposed of according to the appropriate requirements. Creative Composites follows FIFO procedures.
- Processes that ensure foreign objects detection (FOD) to reduce damage to product and ensure conformity of product are required.
- Any product damaged or suspected of damage in handling is processed in accordance with Creative Composites quality procedures for the control of non-conforming product.

### **NON CONFORMANCE**

- The organization should ensure that product which does not conform to product requirements is identified, controlled and is prevented from its unintended use or delivery.
- Documented procedures should be established to define the control, related responsibilities and authorities for dealing with nonconforming product.
- Non conformance records should be kept detailing the non conformance and the overall disposition.
- Notification to Creative Composites of nonconformance, corrective actions, rework or requests for deviation, must be submitted to engineering/ quality departments prior to the continuation of production or release to Creative Composites.
- Related costs from the return of nonconforming product or warranty claims to Creative Composites may be the responsibility of the supplier.

- Supplier shall not disposition product as use as is or repair unless authorized by Creative Composites.

### **SAMPLING**

- Creative Composites may require production samples, first piece or prototype inspection and test report records prior to delivery.
- Samples will be required when engineering, process or tooling changes can affect form, fit, function, durability, compatibility or overall appearance of the part or its component parts.

### **SUPPLIER EVALUATION**

- Suppliers are initially evaluated for acceptability based on a review of company information/literature, quality system, references, and the ability to meet requirements, product sample or on-site visit.
- Suppliers are placed on the Creative Composites approved vendor list after an acceptable order delivery.
- Supplier's status on approved vendor list will be based on ability to continually meet quality, delivery requirements and review of overall supplier satisfaction.
- Suppliers allow the right of access by the organization, their customer and regulatory authorities to the applicable areas of all facilities, at any level of the supply chain, involved in the order/part and to all applicable records.