

Company Exposition

Approved By: Peter Rush, Quality Director
Date: 28 October 2011

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Latest Amendment

Section	Changes to latest issue
2	Approvals details updated: ISO9001:2000 replaced by ISO9001:2008; EASA added to CAA document titles.
3.1	Approvals details updated: ISO9001:2000 replaced by ISO9001:2008
3.2.4	Approvals details updated: ISO9001:2000 replaced by ISO9001:2008; SBAC/ASCS document TS157 Issue 4 replaced by A/D/S/ASCS document: UK CBMC SOP v.6.
4	Heading change to reflect current regulation terminology.
4.1.2	Organisation Chart updated
4.1.3.3; 4.1.3.4	"EASA" added to clarify regulatory body.
4.3	Last line – "customer feedback" added to reviews.
5.1	Farnborough site plan updated.
6.2	Approvals details updated.
6.6	New subsection – "Control of Work Transfers" added.
7.4.2.2	"Supplier Quality Manual, M10" replaced with "SM P03". "SM P03" added to references.
7.4.3.1.4	"EWI109" replaced with "MWI 127"
7.5	"EASA" added to clarify regulatory body.
8.2	8D added to root cause analysis methods replacing MQI. "QWI 105" added to Ref. list.
8.3	8D added to activities list replacing MQI. Ref. to "MQI process" replaced by QWI 105
8.5	References to "Approved Certificate" and Appendix 3 removed

Regulatory Distribution

Part-21 CAA, Gatwick Regional Office
 Part-145 CAA, Gatwick Regional Office
 Part-145 CAA, Luton Regional Office ✓
 FAR-145 Federal Aviation Administration, Heathrow

Purpose

To describe the organisation, management structure and business management system of Weston Aerospace

Scope

Weston Aerospace Farnborough and Waltham Cross locations

Users

WAe LMT, WAe Engineering Management, WAe Finance Management, WAe Operations Management
 WAe Quality Management, WAe Sales Management, WAe Personnel

References

See individual sections and appendices
 CE3 Product capability list
 CE4 Management Personnel
 CE5 Authorised Signatories

Definitions

FRACAS Failure Recording and Corrective Action System
 NPI New Product Introduction
 CAA UK Civil Aviation Authority
 MRO Maintenance & Repair Organisation
 DOA Design Organisation Approval
 POA Production Organisation Approval
 TCH Type Certificate Holder

Contents

1	Company description and corporate structure.....	6
1.1	Description of the company.....	6
1.2	Corporate structure.....	6
2	Company policy.....	7
3	Terms of approval.....	8
3.1	Approvals held.....	8
3.2	Scope of work.....	8
3.2.1	Part-21 Subpart G Production; scope of work(EASA 21A.151 & 21A.143).....	8
3.2.2	Part-145 Maintenance; scope of work/schedule of approval.....	8
3.2.3	FAR145 Maintenance; scope of work.....	8
3.2.4	ISO9001:2008, AS9100 scope of work.....	8
3.2.5	EN13980 scope of work.....	8
3.3	Notification of changes to terms of approval (EASA 21A.147, 21A.148 &21A.143).....	8
4	Management Responsibility, Authority and Communication (EASA 21A.145 &21A.143).....	9
4.1	Management personnel.....	9
4.1.1	Management team.....	9
4.1.2	Management organisation chart (EASA 21A.145 &21A.143).....	9
4.1.3	Duties and responsibilities of personnel.....	10
4.1.3.1	Managing Director (CAA Accountable Manager) (EASA part 21A.143 &21A.145C).....	10
4.1.3.2	Quality Director.....	10
4.1.3.3	Plant Director.....	11
4.1.3.4	Operations Manager (MRO).....	11
4.1.3.5	Level III NDT Specialist.....	11
4.1.3.6	General Manager (Waltham Cross).....	11
4.1.3.7	Quality Engineering Manager (Waltham Cross).....	12
4.1.3.8	Additional Responsibilities (reference CASE).....	12
4.2	Customer focus.....	12
4.2.1	Customer requirements.....	12
4.2.2	Customer satisfaction.....	12
4.2.3	Customer complaints.....	12
4.3	Management review.....	12
4.4	Access and accommodation.....	13
5	Resource management (EASA 21A.143).....	13
5.1	Infrastructure.....	13
5.2	Health, safety and environment.....	14
5.3	Human resources (EASA 21A.143).....	14
5.3.1	Certifying staff (EASA 21A.145 &21A.143).....	14
5.3.2	Design signatories.....	15
5.3.3	Competence, awareness and training.....	15
5.3.4	Link between Design and Production Organisations EASA 21A 133(b) and (c).....	15
5.3.4.1	Weston Aerospace acting as the Production Organisation.....	15
5.3.4.2	Weston Aerospace acting as the Intermediate Production Organisation.....	16
6	Business management system.....	16
6.1	Business management system purpose and scope.....	16
6.2	Business management system documentation.....	16
6.3	Company exposition amendment procedures (EASA Part 21A.143).....	16
6.4	Control of documents and data.....	17
6.4.1	Configuration management.....	17
6.4.2	Document changes/modifications.....	17
6.5	Control of records.....	17
6.6	Control of Work Transfers.....	17
7	Business processes.....	17
7.1	Continual improvement of business processes.....	18
7.2	Win new business.....	18
7.3	New product introduction.....	18
7.3.1	Critical parts.....	19
7.3.2	Configuration management.....	19
7.3.3	Continued airworthiness information.....	19
7.3.3.1	Component maintenance manuals.....	19

7.4	Deliver products	19
7.4.1	Manage Demand	19
7.4.1.1	Contract review	19
7.4.1.2	Plan	19
7.4.2	Obtain direct materials	20
7.4.2.1	Suppliers policy	20
7.4.2.2	Supplier Approval	20
7.4.2.3	Purchase orders	20
7.4.2.4	Receiving inspection and testing	20
7.4.2.5	Customer supplied product	20
7.4.3	Manufacture products	20
7.4.3.1	Manufacturing process control	20
7.4.3.1.1	Process control documents	20
7.4.3.1.2	Special processes	20
7.4.3.1.3	Critical parts	21
7.4.3.1.4	Tooling and equipment	21
7.4.3.2	Handling	21
7.4.3.3	Inspection and testing	21
7.4.3.3.1	First Article Inspection	21
7.4.3.3.2	In-process inspection and testing	21
7.4.3.3.3	Final inspection and testing	21
7.4.3.3.4	Inspection and test records	21
7.4.3.3.5	Statistical techniques	21
7.4.4	Pick, pack and ship products	21
7.4.4.1	Packing	21
7.4.4.2	Delivery	21
7.4.4.3	Certification and release	22
7.4.5	Deliver products activities	22
7.4.5.1	Identification and traceability	22
7.4.5.2	Storage	22
7.4.5.3	Non-conforming product	22
7.4.5.4	Inspection, measuring and test equipment (Calibration)	22
7.4.5.5	External working parties	22
7.4.5.6	Pre-operational maintenance	22
7.5	Maintain products	23
7.5.1	Supplier evaluation and subcontract control	23
7.5.2	Acceptance/inspection of aircraft components and material from outside contractors	23
7.5.3	Storage, tagging and release of aircraft components and material to aircraft maintenance	23
7.5.4	Acceptance of tools and equipment	23
7.5.5	Calibration of tools and equipment	23
7.5.6	Use of tooling and equipment by staff (including alternative equipment)	23
7.5.7	Cleanliness standards of maintenance facilities	23
7.5.8	Maintenance instructions	23
7.5.9	Repair procedure	24
7.5.10	Aircraft maintenance programme compliance	24
7.5.11	Airworthiness directives	24
7.5.12	Optional modifications	24
7.5.13	Maintenance documentation in use and completion of same	24
7.5.14	Technical records control	24
7.5.15	Rectification of defect arising during base maintenance	24
7.5.16	Release to service procedure	24
7.5.17	Records for the Operator	24
7.5.18	Reporting of defects to the competent authority/operator/manufacture	24
7.5.19	Return of defective aircraft components to store	24
7.5.20	Defective components to outside contractors	24
7.5.21	Control of computer maintenance systems	25
7.5.22	Control of man-hour planning versus scheduled maintenance work	25
7.5.23	Control of critical tasks	25
7.5.24	Reference to specific maintenance procedures	25
7.5.25	Procedures to detect and rectify maintenance errors	25
7.5.26	Shift/task handover	25
7.5.27	Notification of maintenance data inaccuracies and ambiguities to the type certificate holder	25

7.5.28	Production planning	25
7.5.29	Work performed at another location	25
7.5.29.1	Work under special circumstances.....	25
7.5.29.2	Work on a recurring basis	25
8	Quality Assurance section	26
8.1	Audit.....	26
8.1.1	Internal system audits	26
8.1.2	Product and process audits	26
8.2	Corrective Action	26
8.3	Preventive action	26
8.4	Concessions	26
8.5	Certification and release to service.....	27
8.5.1	New Products	27
8.5.2	Maintained Products.....	27
8.6	Safety and Quality Occurrence Management.....	27
8.6.1	Occurrence management and reporting.....	27
8.6.2	Service bulletins/Airworthiness Directives	27
8.6.3	Receipt of Airworthiness directives.....	27
Appendix 1	EASA Form 1.....	28

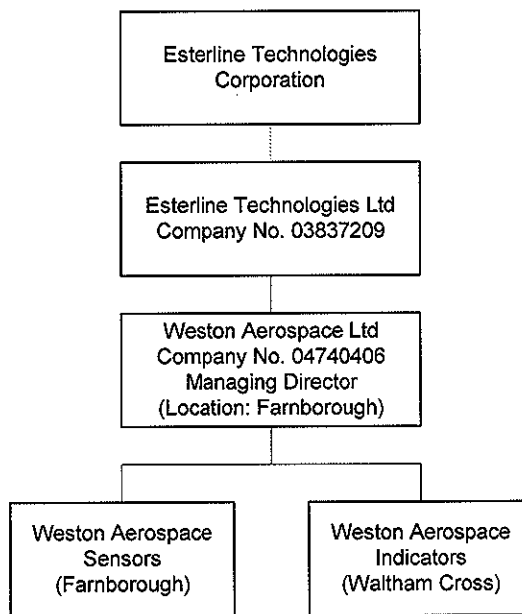
1 Company description and corporate structure

1.1 Description of the company

Weston Aerospace developed from two companies: British Sangamo, founded in 1921 and Solartron, founded in 1947. British Sangamo acquired the Weston Electrical Instrument Company in 1936, a company originating from Dr Edward Weston, a pioneer in the field of electrical measurements. The companies were separately acquired by Schlumberger Inc. in 1975 and 1961 respectively and were brought together on the current site in 1989. The company was owned by The Roxboro Group plc from 1994 to 2003, it is now part of Esterline Technologies Corporation.

Weston first became involved in aerospace accessories in 1939 through its capability for manufacture of electrical measuring instruments and indicators. It now specialises in the design, manufacture and repair of temperature, speed, torque, pressure and density sensors and analogue instruments.

1.2 Corporate structure



2 Company policy

Company Policy

Vision

To be first choice in the Gas Turbine markets for temperature and speed measurement solutions. To be first choice in the Aerospace market for high accuracy, low drift pressure measurement solutions.

Quality and Safety Policy

The quality and reliability of our products is of first importance. Our products are used in aviation and other critical applications and the safety of all users of our products shall always be our prime consideration.

To promote quality, reliability and safety and to prevent error through human factors we will:

- ensure the competence of our personnel by qualifications, experience and training
- define clear processes and instructions
- use and maintain suitable equipment and tools
- employ error proofing methods
- define check and inspection points
- manage working time, shift and overtime systems

We will endeavour to provide a clean, safe and healthy working environment for all employees and visitors. Employees have a duty to take reasonable care for their own health and safety, for that of other people who may be affected by their acts or omissions and for the environment.

Employees are encouraged to report any quality or safety related incidents or issues arising during design, production or maintenance. It is the duty of all employees to comply with the business management system processes, quality standards and regulations and to assist with regulatory auditors in an open manner.

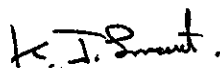
Corporate commitment

This Exposition and referenced documents define the organisation and procedures upon which the Civil Aviation Authority EASA Part-21 Subpart G and EASA Part-145 approvals, FAR145 approval and ISO9001:2008, AS9100 and EN13980 approvals are based.

These procedures are approved by the undersigned and must be complied with, as applicable, when work/orders are being progressed under the terms of the EASA Part-21 Subpart G, EASA Part-145, FAR145 and ISO9001:2008, AS9100 and EN13980 approvals.

It is accepted that these procedures do not override the necessity of complying with any new or amended regulation published by the Civil Aviation Authority or European Aviation Safety Agency from time to time where these new or amended regulations are in conflict with these procedures.

It is understood that the Civil Aviation Authority will approve this organisation whilst the Civil Aviation Authority is satisfied that the procedures are being followed and work standards maintained. It is further understood that the Civil Aviation Authority reserves the right to suspend or cancel the EASA Part-21 Subpart G and EASA Part-145 approvals of the organisation if the Civil Aviation Authority has evidence that procedures are not followed or standards not upheld.



Ken Smart
Managing Director, Weston Aerospace Ltd.
27 October 2011

3 Terms of approval

3.1 Approvals held

EASA Part-21 Subpart G – Ref. UK.21G.2508
 EASA Part -145 – Ref. UK.145.01017
 FAR145 - W3OY364N
 BS:EN:ISO 9001:2008 and AS9100 - FM23421
 EN13980 – Notification No. BASEEFA ATEX 3636

Copies of certificates and operations specifications are available for view by regulators and the public in the company reception and on the company web-site. Application for renewal of certificates and approvals is the responsibility of the Quality Director.

3.2 Scope of work

Weston Aerospace designs, manufactures and maintains a range of sensors, indicators and associated avionic equipment. Products certified for civil aviation use are listed in CE3 (full part number list in on-line database).

3.2.1 Part-21 Subpart G Production; scope of work(EASA 21A.151 & 21A.143)

		Farnborough	Waltham Cross
C1	Appliances		Analogue moving coil instruments
C2	Parts	Temperature, Speed, Torque, Pressure and Density Sensors, Leads, Harnesses, Terminals	Resistors

A compliance matrix to EASA Part 21 is shown in CE8.

3.2.2 Part-145 Maintenance; scope of work/schedule of approval

C7 Engine - APU
 C13 Instruments
 Compliance matrix to EASA Part 145 is shown in CE9

3.2.3 FAR145 Maintenance; scope of work

Limited Accessory. Accessories listed in Capability List CE3, as revised.
 Compliance Matrix to FAR145 is shown in CE7.

3.2.4 ISO9001:2008, AS9100 scope of work

The Quality Management System for the design, manufacture, repair and recalibration of transducers and supporting avionics to measure or control temperature, speed, torque, pressure, density, mass flow, position, including devices based on fibre optic and ultrasonic technologies. The provision of an environmental testing and product evaluation service. Design, manufacture and repair of indicating and display systems, including indicators and transducers. Assessed in accordance with the requirements of AS/EN9100 as specified in the A/D/S/ASCS document: UK CBMC SOP v.6.
 There are no exclusions from ISO9001:2008/AS9100.
 Compliance matrix to AS9100 is shown in CE10.

3.2.5 EN13980 scope of work

Products intended for use in potentially explosive atmospheres to ATEX Directive 94/9/EC, Annexes IV and VII.

3.3 Notification of changes to terms of approval (EASA 21A.147, 21A.148 &21A.143)

Any significant changes of the production organisation will be notified in writing to the CAA/FAA prior to implementing the change. Significant changes are listed but not limited to:

- The name, legal entity or ownership of the organisation.
- The location of the organisation or additions to the location of the organisation.
- The Accountable Manager and Responsible Managers.
- Changes in the organisation structure especially those parts in charge of quality.
- Significant changes to the methods of manufacture, production capacity, scope of work, technology utilised or sub-contracting.

- Changes in the production or quality systems that may have an important impact on the conformity/airworthiness of each product, part or appliance.

It is the responsibility of the Quality Director, acting as the delegated representative of the accountable manager, to liaise with the appropriate departments of the CAA/FAA with respect to organisational changes.

4 Management Responsibility, Authority and Communication (EASA 21A.145 & 21A.143)

4.1 Management personnel

4.1.1 Management team

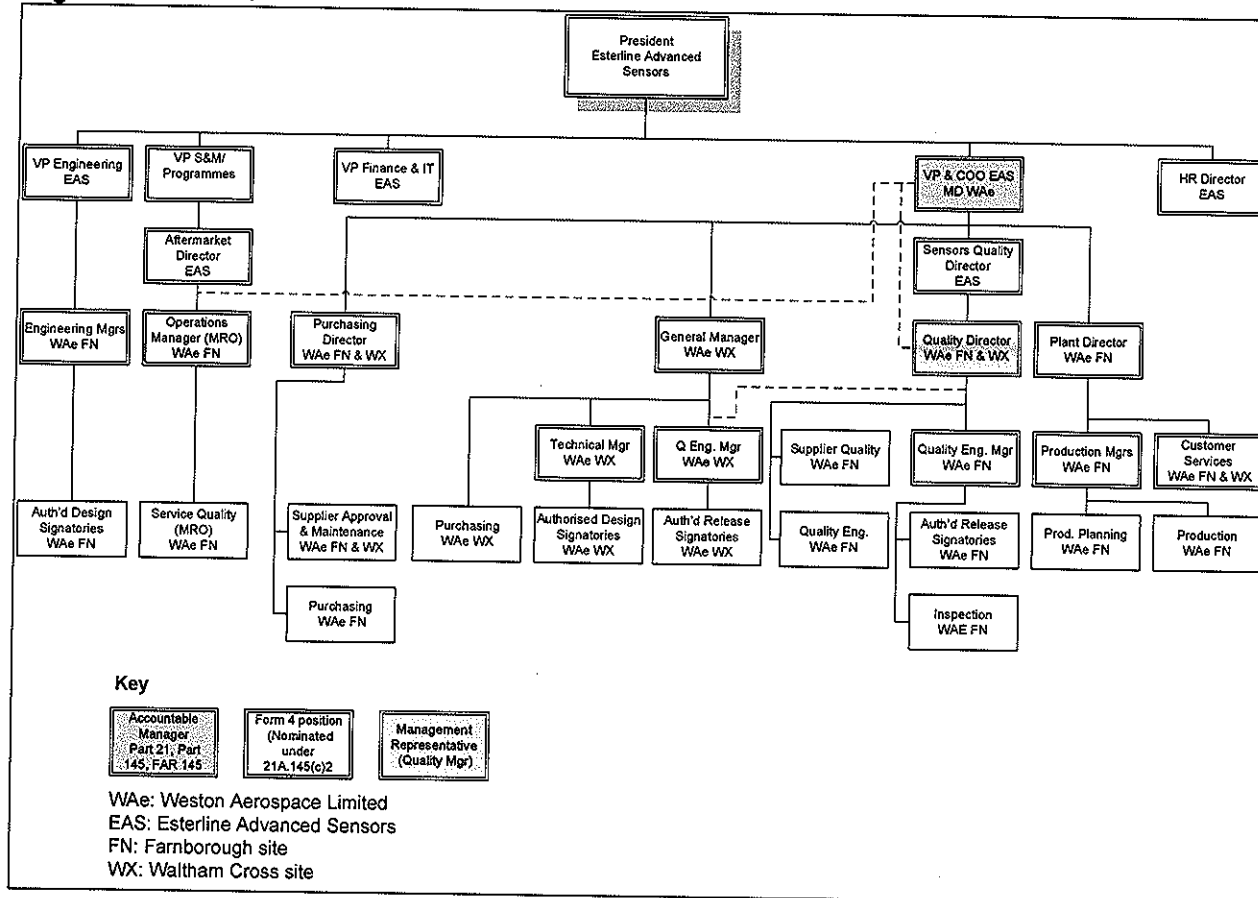
The purpose and responsibilities of the Management Team are to:

- define strategic goals, objectives and policies to meet the requirements of shareholders, customers and regulatory authorities.
- ensure the availability of the appropriate resources of finance, infrastructure and personnel to achieve the company commitments and objectives.
- create a common set of values and sense of purpose throughout the company, centred on teamwork and continuous improvement.
- define and communicate the responsibilities and authorities within which the company and employees will operate.
- define, communicate, measure, review and improve the Business Management System.
- establish, communicate and review Quality, Cost, Delivery and People objectives, consistent with company policies, for all functions and levels of the business.

4.1.2 Management organisation chart (EASA 21A.145 & 21A.143)

Simplified organisation charts showing personnel with responsibilities for design, production and maintenance management are shown below. Detailed organisation charts are issued and controlled by the Human Resources Department and are accessible through the company computer network. Named individuals carrying out management functions are listed in CE4.

Organisation chart



4.1.3 Duties and responsibilities of personnel

Duties and responsibilities of management and other personnel are defined by job descriptions. The HR department hold detailed organisation charts with names of personnel. Personnel with airworthiness responsibility are as follows:

4.1.3.1 Managing Director (CAA Accountable Manager) (EASA part 21A.143 & 21A.145C)

The Managing Director is directly responsible for:

- Establishing a clear business strategy that defines the direction the company will take in order to satisfy its different stakeholders, supported by a five-year plan that is re-assessed annually.
- Ensuring that all necessary resources are available for accomplishing the design, production and maintenance functions of the company; supported by an annual budget.
- Communicating key objectives to all employees for the achievement of strategies and budgets.
- Establishing and promoting the quality and safety policy.
- Ensuring that approvals are maintained in accordance with regulatory requirements.
- Appointing and leading a senior management team.
- Conducting regular management review.

In the absence of the Managing Director, his regulatory duties and responsibilities are delegated to the Quality Director

4.1.3.2 Quality Director

The Quality Director is directly responsible to the Managing Director for assuring that quality policies and systems are effectively implemented. That direct access is shown by dashed line on the orgchart paragraph 4.1.2.

The Quality Director is responsible for:

-
- Ensuring that the company gains, maintains and complies with the appropriate regulatory and customer quality requirements and providing an independent quality management audit of compliance
 - Acting as the final arbiter on issues of product quality, perform design and qualification acceptance testing, co-ordinate activities which affect airworthiness and act as the primary liaison with the regulatory airworthiness authorities.
 - Actively monitoring the reliability of products in service; investigate mode and cause of failure of service returns, ensuring that corrective and preventive actions are taken and the customer needs are satisfied.
 - Ensuring that regulatory documentation is maintained in an up-to-date condition and relevant information is disseminated to personnel concerned.
 - Issuing and controlling authorisations for certifying staff.
 - Responsible for repair station activities (EASA part 145 and FAR 145)
 - Health, safety and environmental issues

In the absence of the Quality Director, his regulatory duties and responsibilities are delegated to the Quality Engineering Manager.

4.1.3.3 Plant Director

The Plant Director is directly responsible to the Managing Director for:

- Ensuring products are manufactured within the scope of the company approval covered by EASA Part 21 Section A Subpart G and meet both the business and customer expectation in terms of quality, cost and delivery
- Ensuring that customer demand is managed into a single, deliverable manufacturing plan that completely satisfies the expected customer deliveries
- Ensuring the manufacturing process is capable of producing products that meet all the specified design criteria
- The timely provision of all external parts that meet the business expectation in terms of quality, cost and delivery
- The safe and efficient storage of all products and their delivery on time to both internal and external customers
- Ensuring that all capital equipment will be maintained in line with achieving World Class levels of OEE

4.1.3.4 Operations Manager (MRO)

The Operations Manager (MRO) is directly responsible to the Managing Director for:

- Ensuring all work requested by the customer is performed correctly and inspected within the scope of the company approval covered by EASA Part 145
- Planning work through the MRO
- Staff levels, assignment to tasks and training
- Ensuring current procedures and standards are available to staff to perform the tasks
- Ensuring sufficient and adequate equipment is available to perform the tasks
- Ensuring facility condition, layout and availability are sufficient to meet the tasks.
- Procurement of material and stock to meet the tasks
- Timely response to closure of corrective actions resulting from quality system activities
- Safety in all areas of the MRO's work
- Handling and storage of units during the MRO's processes
- Completion and safe archiving of all job records

In the absence of the Operations Manager his regulatory duties and responsibilities are delegated to the Quality Engineering Manager.

4.1.3.5 Level III NDT Specialist

The Level III NDT Specialist is contracted to provide NDT Level III support to Weston Aerospace.

4.1.3.6 General Manager (Waltham Cross)

The General Manager is directly responsible to the Managing Director for:

- Ensuring products are manufactured within the scope of the company approval covered by EASA Part 21 Section A Subpart G and meet both the business and customer expectation in terms of quality, cost and delivery.
- Ensuring that product is repaired within the scope of company approval covered by EASA Part 145.

- the administration of the engineering, purchasing, production, stores and despatch facilities at the Waltham Cross site.

4.1.3.7 Quality Engineering Manager (Waltham Cross)

The Quality Engineering Manager is responsible to the General Manager for the administration, co-ordination and control of the Engineering facilities within the Waltham Cross Site.

The Quality Engineering Manager is responsible to the Quality Director for the implementation and control of the quality policies within the Waltham Cross site.

The Quality Engineering Manager acts as the Waltham Cross site co-ordinator with the CAA on airworthiness activities.

In the absence of the Quality Engineering Manager, his regulatory duties and responsibilities are delegated to the Technical/Project Manager.

4.1.3.8 Additional Responsibilities (reference CASE)

The following personnel are responsible for key areas:

Technical Data: Primary – Document Controller, Back-up – Engineering Administrator

Shelf-lived Materials: Primary – Chemical Laboratory Technician, Back-up – Stores Stock Controller

Calibrated Equipment: Primary – Quality Administrator, Back-up – Quality Engineer

Scrap Parts (maintenance): Primary – Operations Manager (MRO), Back-up – Quality Technician

4.2 Customer focus

4.2.1 Customer requirements

Customer requirements are determined from long term agreements, customer supplier management standards and contracts and include product design specifications, quality requirements, delivery schedules and improvement targets.

4.2.2 Customer satisfaction

Our performance in meeting customer requirements is monitored by internal measures of delivery, customer returns/rejects and customer complaints and further by customer's supplier scorecards, new business won and periodic customer surveys.

4.2.3 Customer complaints

Customer complaints relating to product or service quality are treated as opportunities for improvement. Complaints are reviewed by senior managers to ensure that effective corrective and preventive actions are taken.

Ref. GWI 112

4.3 Management review

The effectiveness of the business management system is reviewed by the Managing Director, his direct reports and the Safety Certification Engineer at least once a year. The results of the review are used to establish future policy and objectives. The review consists of:

- An assessment of the effectiveness of the previous years quality system and objectives.
- An examination of the quality performance records
- A review of the internal and external quality audits and the effectiveness of any corrective actions.
- An examination of any supplier quality/supply statistics
- An examination of field failure defect investigations.
- Effectiveness with respect to safety certification

An independent business management system review is conducted at the Waltham Cross site by local management personnel at least once a year. The findings of this review are incorporated into the Farnborough review and used as input when determining the future policy.

Records of management reviews are maintained in the form of minutes located with the Quality Director.

Interim reviews of audits, corrective actions, customer complaints, customer feedback and any major quality issues are performed monthly.

4.4 Access and accommodation

Access to Weston Aerospace facilities and data will be given to representatives of customers and of regulatory authorities when required. Suitable accommodation and services will be provided.

5 Resource management (EASA 21A.143)

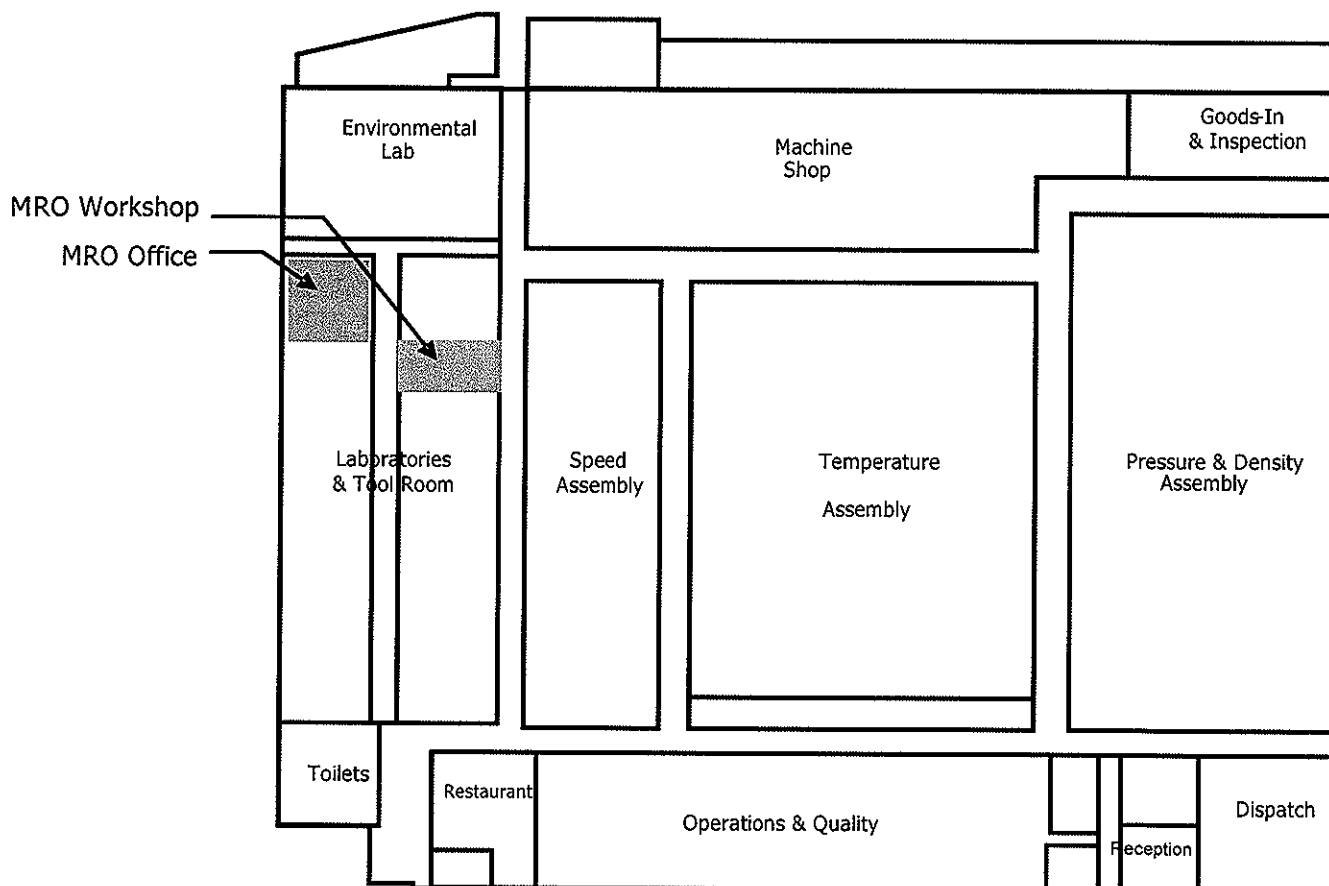
5.1 Infrastructure

Weston Aerospace facilities consist of two sites:

Head Office Main Site

124 Victoria Road, Farnborough, Hants. GU14 7PW. Tel: +44 (0) 1252 544433, Fax: +44 (0) 1252 371216
A permanent brick-built leasehold property having a total floor area of approximately 100,000 square feet.

A plan of the manufacturing and MRO facilities is shown below:



Satellite manufacturing unit

Unit 3, Britannia Business Park, Britannia Road, Waltham Cross, Hertfordshire, EN8 7PF, England

Tel: +44 (0) 1992 809500, Fax: +44 (0) 1992 809538

A permanent brick-built leasehold property having a total floor area of approximately 12,500 square feet.

Principal facilities comprise:

Research	Applied research in order to expand or support the product range
Design Development	For electro-mechanical and electronic aircraft accessories
Engineering Support Facilities	Laboratories, CAD, Materials laboratory
Environmental Test	Vibration, environmental, thermal testing
Manufacture	CNC and conventional machining

	Forming, punching, moulding
	TIG, plasma arc, electron beam welding
	Vacuum brazing
	Assembly: manual assembly, coil winding, encapsulation
	Tooling manufacture
Repair and Overhaul (MRO)	Service Quality Department at Farnborough Repair Co-ordination function at Waltham Cross. Additional facilities are provided by the Production Organisations on each site for repair and test operations.
Mechanical inspection	Co-ordinate measuring machines, manual measurement
Electrical testing	Appropriate to product specifications
ATE	Speed sensors, pressure sensors
Drawing Office and Library	Store and issuing of drawings, specifications and standards.
Product Support	Supply of spares and manuals etc. to approved product support agencies. 24 hour cover for AOG (Aircraft on Ground), either directly or using approved product support agencies.

5.2 Health, safety and environment

An efficient and safe working environment is established through control of environmental conditions including temperature, cleanliness, noise and lighting. Regular risk assessments and safety audits are conducted, as detailed in the Health and Safety Policy.

Ref. M11

5.3 Human resources (EASA 21A.143)

Adequate resources of suitably qualified staff are provided for Design, Production and Maintenance see table below. Human resource levels are managed through an annual budget process. Department managers are responsible for planning resource requirements for the performing, supervising and inspecting of work and for managing short-term variations in requirement. Significant changes to manpower resources (>10%) will be notified to the CAA/FAA.

	Farnborough Staff	Waltham Cross Staff
General Management and admin	14	1
Finance and IT	14	0
Sales and Marketing	7	1
Site services	4	1
Engineering	49	2.5
Manufacturing and process engineers	26	1
Ops Management and admin	10	2
Customer services and planning	16	2
Production Ops	107	19
Quality assurance	9	0.5
Quality inspection	3	0
Service returns	2	
Environmental engineering	5	0
Tooling design and development	9	0
MRO	3	1
Total	278	31

* Additional resources for maintenance repair and test operations are provided by the Production Organisations on each site.

5.3.1 Certifying staff (EASA 21A.145 & 21A.143)

Certifying staff (authorised Quality signatories) are appointed on the basis of relevant education, training and experience. Initial training is given in regulatory requirements, company procedures and understanding of products and processes. Continuation training for certifying staff consists of update and refresher training. Update training is given whenever

- Regulatory requirements change
- Company procedures are updated

- New products or technologies are introduced

A re-assessment of competence is made annually and refresher training is provided if a need is identified.
Ref. QWI 102

Certifying staff are listed in CE5. Certifying staff are issued with evidence of their scope of approval.

5.3.2 Design signatories

Individuals approved for signing of design documents, Declarations of Design and Performance (DDP's) and Component Maintenance Manuals are held in the Engineering Design Authority Database.

5.3.3 Competence, awareness and training

The competence required to perform roles and processes is established and documented in job specifications and training matrices. Personnel are appointed to roles on the basis of education, and experience. Competence is regularly assessed and training is given where needed for the tasks performed. Training records are maintained to record competence and used to ensure that tasks are assigned to competent personnel.

Ref. GWI 103, GWI 104

5.3.4 Link between Design and Production Organisations EASA 21A 133(b) and (c)

This section details how the requirements of EASA part 21 are satisfied with respect to coordination between the type certificate holder (Design organisation) and Production Organisation. Weston Aerospace approved production organisation acts in a formally delegated design/make relationship with our customers' approved design organisations (type-certificate holders). Co-ordination between Design, Production and Maintenance is defined and controlled for:

- declaration of design and performance (DDP)
- transfer of approved design data
- definition of eligibility of parts
- direct delivery authorisation
- management of design change
- management of non-conforming product
- reporting of defects
- arrangement forms or equivalent

Transfer of approved design data and direct delivery authorisation are defined by means of documented statements of approved design data.

Ref. CE3, EWI 104

Weston Aerospace does not manufacture parts under EPA (European Part Approval).

Non-conforming product identified in production is subject to review by Engineering, Quality and Customer Representatives, see 8.4.

Changes to design or manufacturing processes are formally controlled under a Manufacturing Engineering Request For Action (MERFA) system and Engineering Change Procedure, see 6.4

Personnel who identify an occurrence which may affect the safety of an aircraft are required to report the occurrence, see 8.6.1.

Non-conformities of product in service are reviewed by a Failure Review Board (FRB), chaired by the Quality Director/designate, and containing representatives of the design and production functions. The FRB is responsible for establishing suitable corrective and preventive actions.

Ref. RWI 101

5.3.4.1 Weston Aerospace acting as the Production Organisation

Coordination is shown by a formal Arrangement Document between the DOA and Weston Aerospace POA, based on evidence of compliance of Weston Aerospace business management system to the requirements flowed down from the DOA system. For individual parts a DDP is submitted to the DOA as evidence of compliance with the design and performance requirements. On completion of type certification the DOA will provide an SADD which will authorise production of the parts and direct delivery, if appropriate. On receipt of the SADD Weston Aerospace is permitted to release parts on a Form 1.

5.3.4.2 Weston Aerospace acting as the Intermediate Production Organisation

Coordination, where Weston Aerospace acts on behalf of our customer as the integrator of kits of parts manufactured by other organisations, is shown by a formal Arrangement Document between the DOA and Weston Aerospace and a back-to-back Arrangement Document between Weston Aerospace (as the IPO) and the approved production organisation. This is based on the formal flow-down of the requirements of the DOA requirements through Weston Aerospace to the POA. On completion of type certification the DOA will provide an SADD (or equivalent if production is under other national rules) to Weston Aerospace which will authorise production of the parts by the POA and direct delivery, if appropriate. Weston Aerospace will forward the SADD (or national equivalent) to the POA. On receipt of the SADD the POA is permitted to release parts on a Form 1 (or national equivalent). Weston Aerospace will receive parts from the POA and supply onwards attaching a certificate of conformity to the released parts.

6 Business management system

6.1 Business management system purpose and scope

The business management system defines the policies and business processes used throughout Weston Aerospace for all aspects of business operations. It describes:

- business processes, including their sequence and interaction
- procedures/instructions for operating and controlling business processes
- provision of resource and information required
- methods for monitoring, measuring and analysing the effectiveness of business processes
- methods for continual improvement of business processes

6.2 Business management system documentation

The business management system fulfils the requirements of ISO9001:2008, AS/EN9100, EASA Part 21 Subpart G, EASA Part 145 and FAR 145 and is defined by:

- Company Exposition, which comprises:
 - CE1 Company Exposition (main document)
 - CE3 Product capability list
 - CE4 Management personnel
 - CE5 Authorised signatories
 - CE6 FAA Training Manual
 - CE7 FAR Compliance Matrix
 - CE8 Part 21 Compliance Matrix
 - CE9 Part 145 Compliance Matrix
 - CE10 AS/EN9100 Compliance Matrix
- Business process flowcharts
- Work instructions
- Guidelines (optional information, not mandatory)

Business management system documents are distributed on the company intranet and are accessible to all employees. The Quality function is responsible for issuing Business management system documents and ensuring that revisions to documents are notified to relevant users.

Ref. GWI 102 and MTB P01

6.3 Company exposition amendment procedures (EASA Part 21A.143)

The Quality Director is responsible for administration and issue of the Company Exposition (CE1 – CE10). The exposition is only re-issued in full; no separate page issues are made. Changes to the exposition (CE1) require formal notification to the CAA/FAA.

Changes to the Capability List (CE3) will be made on a 6 monthly basis, unless no changes have occurred within that 6 month period. Changes will incorporate the additional and amended Statements of Approved Design Data received within the 6 month period.

Changes to designated individuals for Management Personnel and will be notified to the CAA within 5 working days; formal issue of CE4 documents will be made following CAA approval.

Any incorporated changes to CE1 – CE7 which are not acceptable to the FAA will be amended by the Quality Director in consultation with the FAA. Records of CAA and FAA acceptance of changes will be maintained in quality department records.
Ref. GWI 102 and MTB P01

6.4 Control of documents and data

6.4.1 Configuration management

Configuration of a product is initially established during the New Product Introduction Definition Phase, usually using the project logbook. The tool used for configuration control switches from the logbook to the Engineering Change Note (ECN) once the product has been qualified. The ECN is then used for controlling configuration until the product is retired.

Ref. Configuration Management Flowchart, EWI 101, EWI 104

6.4.2 Document changes/modifications

Changes to design and process data are subject to formal change control and approved by the original approval authority. Additional approvals are also required for design documents depending on the type of change, these additional approvals are defined in EWI 104 and on the ECN form. For customer specified products, changes are classified and submitted to the customer in line with the relevant customer's contracts/standards.

Ref. EWI 104, MWI 104

6.5 Control of records

Records pertaining to the design, performance and traceability of products are retained for periods required by customer and regulatory authorities. CAA and customer permission will be sought before destruction of records retained under civil aerospace approvals and customer specific requirements. Records are protected against deterioration by fire, water and theft. Unauthorised changes and use of correction fluid on quality records are prohibited.

Ref. GWI 115

6.6 Control of Work Transfers

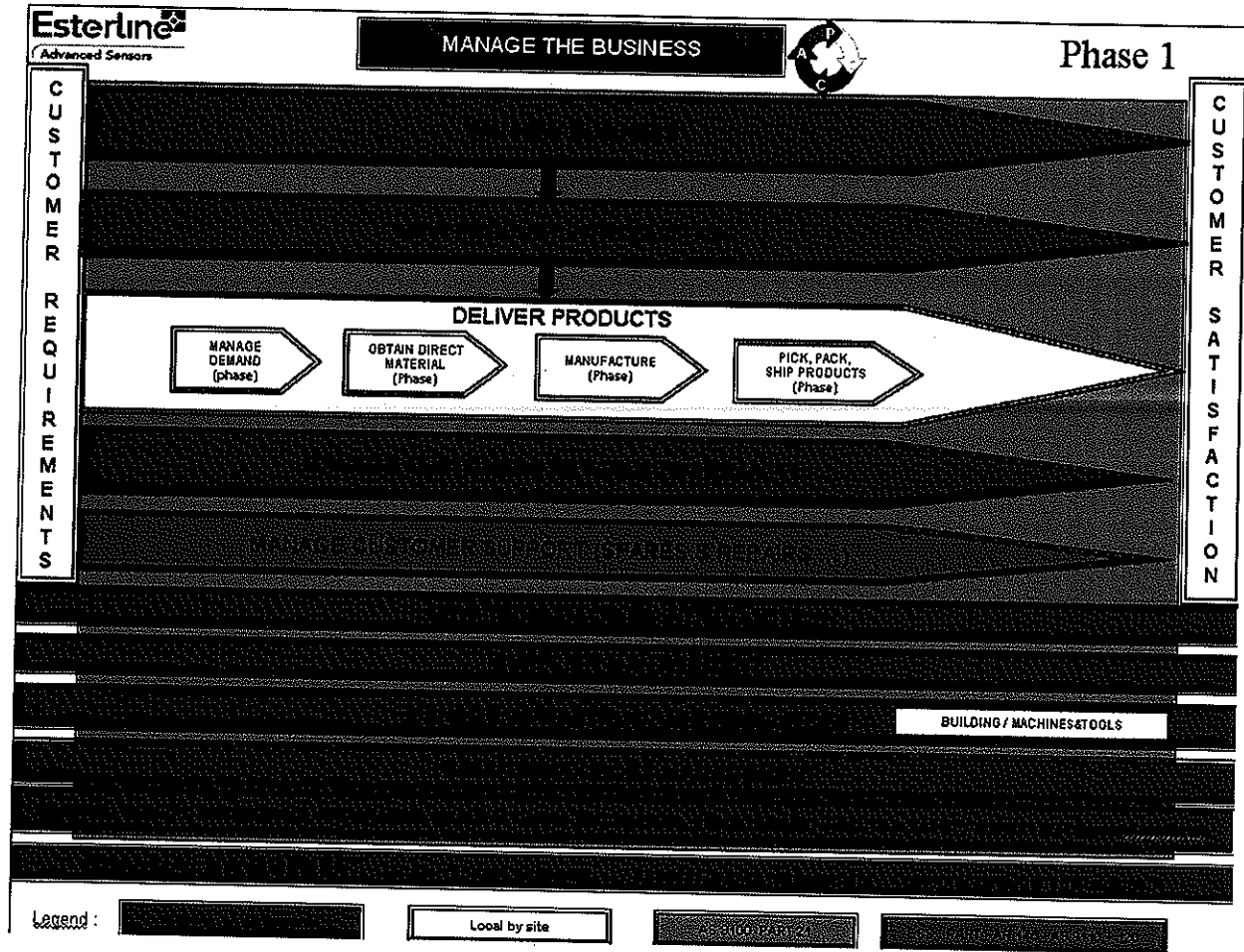
The following permanent or temporary transfers of work are subject to formal change control:

- Between Company sites
- From Company site to sub-tier manufacturer
- From sub-tier manufacturer to Company site
- Change of sub-tier manufacturer
- Between sub-tier manufacturer sites
- Any transfer of work within the Company site that may affect the continuity of supply.

Ref. M P03, SM P02

7 Business processes

Business processes are modelled by flowcharts and process criteria, control methods and records are defined in a manner appropriate to the individual business process. The flowchart below shows the inter-relationship of the principal business processes and the support processes:



7.1 Continual improvement of business processes

Weston Aerospace operates a policy of continuous improvement in all areas of our business under the umbrella of our Policy Deployment programme, see section 2, Company policy. Policy Deployment defines the business goals and objectives. Key performance indicators (KPI's) are developed for each main business process and KPI improvement targets are established, usually annually. Progress against improvement targets is reviewed by the process management, and actions required to improve the process are defined. Major company KPI's are reviewed by senior management in monthly reports and senior management team meetings.

7.2 Win new business

The Win New Business process model starts with the identification of an opportunity, describes the filtering activity and gates used to refine opportunities into fully approved new business targets, and finishes with acceptance into the New Product Introduction (NPI) process. Weston uses a visual management (VM) board to manage the selection, prioritisation and progress of new business/product development opportunities and to forward capacity plan NPI resources.

7.3 New product introduction

The NPI process model defines the process used to produce a qualified and manufacturable product from a set of initial requirements. Conceptually the process consists of six phases, three activities and a database for storing process and product related metrics. The six phases are the steps that the project must go through and these are defined as:

- Definition Phase
- Concept Design Phase
- Detailed Design Phase
- Final Design Phase
- Manufacturing Capability Phase
- Production Readiness Phase

The three activities represent tasks that take place throughout the NPI process:

- Project Management Activity
- Verification and Validation Activity
- Configuration Management Activity

Information that relates to both the NPI process and the products that the NPI process produces is stored in databases. Examples of where NPI data is held include:

- FRACAS – database used to hold information on returned product
- Baan – database used to hold project costs
- Environmental - database used to hold information on qualification results
- Monthly reports – database used to hold milestone information
- Production rejects – database used for monitoring manufacturing rejects

Metrics are generated from the information held in the databases and then used in assessing where improvements need to be made.

Ref. EW1 101

7.3.1 Critical parts

The type certificate holder is responsible for approval of processes for manufacture of parts designated as critical (as defined by Part-25 or CS-E). These processes are sealed and any changes require approval by the type certificate holder before implementation.

7.3.2 Configuration management

See 6.4.1

7.3.3 Continued airworthiness information

7.3.3.1 Component maintenance manuals

Component Maintenance Manuals (CMM) are generated by Weston Aerospace when required by customers. CMM's and changes to CMM's are approved by an Approved Design Signatory and by the customer/type certificate holder.

Ref. EW1 104, ATA-100

7.4 Deliver products

The Deliver Products process defines receipt of customer orders, or schedules, for qualified products through to shipment and invoicing of those products. The process is broken into four key stages; Manage Demand - Obtain Direct Materials - Manufacture Products - Pick, Pack and Ship Products, each of which is covered in more detail below.

7.4.1 Manage Demand

The Manage Demand process defines how sales orders and schedules are accepted, acknowledged, planned, scheduled and released for manufacture. It describes the sequence of manual and computer based activities that assure effective capacity planning, achievable manufacturing schedules and acceptable lead-times for customers.

7.4.1.1 Contract review

Customer orders are reviewed by Customer Services Representatives prior to entry into the manufacturing control system, for compliance with the contractual conditions, technical specification and capability to fulfil the delivery requirements. Contract/order amendments are reviewed in the same way as new contracts/orders.

Ref. MW1 101

7.4.1.2 Plan

A master production schedule (MPS) defines the plans to manufacture product in line with customer demand. Requirements for materials are generated from the MPS using MRP scheduling.

7.4.2 Obtain direct materials

7.4.2.1 Suppliers policy

It is Weston's policy to develop supplier partnerships, where the factories of key suppliers are regarded as extensions to Weston's business. This approach is essential as the cost and quality of materials and supplies are directly linked with the cost and quality of Weston's own products and services. A close relationship with suppliers is also critical in reducing inventories and improving flexibility.
Ref. MWI 102, MWI 114

7.4.2.2 Supplier Approval

Material for incorporation into saleable product and services (e.g. plating, heat treatment, brazing) which affect the quality of saleable product are purchased only from approved suppliers. The basis of approval of suppliers and subcontractors is on one or more of the following methods (the method chosen will depend on the criticality of the material or service provided):

- Evidence of a nationally recognised approval (e.g. ISO 9001, AS9100 or EASA)
- Supplier appraisal audit
- Supplier appraisal questionnaire
- Monitoring of supplier performance on quality, delivery and cost for a trial period.

Approved suppliers are listed in the company Approved Supplier File, held on the central computer network. Supplier approvals are reviewed at a minimum of one-year intervals by a performance-based risk assessment which is used to determine the need for supplier audit and/or update of supplier third-party approval status.

Supplier quality requirements are defined in the SM P03, which is issued to all Suppliers via the company web-site.

Ref. MWI 114, QWI 122, SM P03

7.4.2.3 Purchase orders

Purchase orders define the material to be procured using drawing/part number and/or appropriate National or International Standards. Any special quality requirements are defined. Purchase orders are reviewed for adequacy of specified requirements prior to release.

7.4.2.4 Receiving inspection and testing

Incoming material for use in saleable products is inspected or otherwise assured for conformance to purchase order and specification. The level of incoming inspection is determined by the supplier/part history.

Ref. MWI112

7.4.2.5 Customer supplied product

Material supplied by the customer for inclusion into saleable product is treated as if purchased by Weston Aerospace and inspected, handled and stored accordingly.

7.4.3 Manufacture products

7.4.3.1 Manufacturing process control

7.4.3.1.1 Process control documents

Operations and processes are defined by process control documents consisting of routers, build specifications, process specifications and parameter sheets. Process control documents describe the monitoring and control requirements, workmanship criteria and equipment used. The Document Control function is responsible for issuing relevant versions of process control documents to the point of use. The relevant versions are listed on the production order checklist that is issued with each manufacturing work order.

Ref. MWI 104

7.4.3.1.2 Special processes

Special processes (e.g. welding, brazing, heat treatment) are defined by build or process specification. Additional requirement testing or sampling is defined to ensure process control. Training records are maintained of staff qualified to perform special processes.

Ref. MWI 104

7.4.3.1.3 Critical parts

Manufacturing processes for critical parts are sealed and any changes require approval by the design authority/type certificate holder before implementation in manufacturing.

7.4.3.1.4 Tooling and equipment

Tooling and equipment designed and manufactured for production use is checked for conformity on receipt or prior to first use.

Ref. MWI 127

7.4.3.2 Handling

Materials and products are protected during handling to prevent damage or deterioration. Special precautions are taken to prevent damage to electro-static sensitive devices.

7.4.3.3 Inspection and testing

In accordance with Weston's policy of giving responsibility for quality to people who perform processes, inspection and testing is normally delegated to approved manufacturing operators. Quality personnel carry out quality over-checks and audits to ensure that quality standards are maintained. Process control documents define the inspection and test requirements to ensure conformance to design specification.

Ref. QWI 103, QWI 107

Material is held until inspection and testing is complete. In exceptional circumstances material may be released before inspection by formal concession, but is subject to recall if later found to be non-conforming.

7.4.3.3.1 First Article Inspection

A first article inspection (FAI) is performed for verification of an item representative of the first production run of a new part or from a new supplier and following any subsequent change that invalidates the previous FAI.

Ref. QWI 104

7.4.3.3.2 In-process inspection and testing

In process checks, inspections and tests are defined by the process control documents.

Ref. QWI 103

7.4.3.3.3 Final inspection and testing

Final inspections and tests, which ensure that the finished product conforms to the design requirements, are defined by the process control documents.

Ref. QWI 103

7.4.3.3.4 Inspection and test records

Inspection and test records show whether the product has passed or failed and the identity/approval of the person making the test or inspection. Inspection and test records are maintained for periods specified by the customer or regulatory authority (see 6.5).

7.4.3.3.5 Statistical techniques

Statistical analysis or sampling where used, are performed using the Single Sampling Plans for inspection at Level II as shown in BS 6001 or as specified in the process control documents.

Ref. QWI 103

7.4.4 Pick, pack and ship products**7.4.4.1 Packing**

Packaging and marking are performed to the relevant internal or customer specification. Individual product packaging is defined by the bill of materials.

7.4.4.2 Delivery

Products are transported by appropriate methods which prevent damage or deterioration during delivery.

7.4.4.3 Certification and release

Products are assembled, tested and certified at all stages under the company quality system by authorised manufacturing personnel with defined scope of their approval, and the release to service is issued on the basis of this process. Detail of release to service is defined in section 8.5.

7.4.5 Deliver products activities

7.4.5.1 Identification and traceability

Material and products are traceable to the level defined by the contract and regulatory requirements.
Ref. MWI 107

7.4.5.2 Storage

Materials and products are stored in designated areas and protected against damage or deterioration. A first in-first out system is operated for stock rotation.

Shelf-lived items are monitored and controlled by the material control system to ensure out-of-date materials are not used.

The condition of material and product in stock is periodically assessed by perpetual audit at defined intervals.

7.4.5.3 Non-conforming product

Material which does not conform to order, drawing, specification, standard or contract is designated non-conforming. Non-conforming product may be reworked to the original specification according to defined procedures or accepted by concession (see section 8.4), before supply to the customer. Non-conforming product which cannot be reworked or accepted under concession is scrapped and mutilated prior to disposal where necessary to prevent unauthorised use.

Manufactured product nonconformities are reviewed regularly to ensure the cause of the nonconformity is understood and that corrective and preventive actions are taken:

- Corrective Action - to eliminate the cause of the nonconformity (see section 8.2)
- Preventive Action - to eliminate potential or generic causes of nonconformity (see section 8.3).

Ref. QWI 105

7.4.5.4 Inspection, measuring and test equipment (Calibration)

Inspection, measuring and test equipment, including Automatic Test Equipment and associated control systems, is calibrated and traceable to National Standards. The calibration interval is defined by the equipment specification and calibration history.

The calibration status of equipment is clearly identified by colour code or by a label showing the calibration due date.

Equipment found to be out of tolerance during calibration is reviewed by the quality function. Products whose performance or safety integrity is materially affected are quarantined or recalled from service.
Ref. QWI 106

7.4.5.5 External working parties

It is not the intention of Weston Aerospace to carry out manufacturing away from our site, but should this become necessary it will be performed using the same procedures, equipment and personnel that are used for internal manufacture.

Ref. QWI 112

7.4.5.6 Pre-operational maintenance

Not applicable to Weston Aerospace.

7.5 Maintain products

This section describes the maintenance procedures operated by Weston Aerospace MRO in conformance with EASA PART-145 and FAR145.

Ref. CE7 FAR145 Compliance Matrix, CE9 EASA Part145 Compliance Matrix

The "Maintain products" process (MP) defines the processing of parts returned from service for maintenance and the investigation of products that fail to meet customer requirements. It ensures that effective corrective and preventive actions are taken when product non-conformities are identified.

Ref. RWI 101, MP

There is a dedicated area for the inspection, test and investigation of returned units. Test equipment is available to undertake testing to the relevant CMM or ATP. Where this equipment is not available in the repair facility, production test equipment will be utilised. All products that are tested on the production line are controlled by the repair station personnel. No repairs are done by the production department.

7.5.1 Supplier evaluation and subcontract control

Material used for repair and maintenance is obtained directly from the approved production organisation and is under the production organisation procedures for supplier evaluation and subcontract control, see 7.4.2.2. No standard parts or components subject to airworthiness release are used in repair and maintenance. No parts are fabricated under the maintenance organisation approval.

7.5.2 Acceptance/inspection of aircraft components and material from outside contractors

Material is inspected under the production organisation procedures, see 7.4.2.4

7.5.3 Storage, tagging and release of aircraft components and material to aircraft maintenance

Products undergoing maintenance are identified and controlled at all stages of the maintenance process.

Ref. RWI 101, MWI 107

Material required for maintenance is handled, stored and released from stock under the production organisation procedures, see 7.4.2.

7.5.4 Acceptance of tools and equipment

All tools and equipment are supplied and controlled by Weston Aerospace. Tools and equipment used for maintenance are identical to those used for original manufacture, see 7.4.3.1.4.

7.5.5 Calibration of tools and equipment

Tools and equipment are calibrated under the production organisation procedures, see 7.4.5.4.

7.5.6 Use of tooling and equipment by staff (including alternative equipment)

Staff are instructed in the use of specified tooling and equipment. No alternative equipment is used.

7.5.7 Cleanliness standards of maintenance facilities

Maintenance is carried out in a clean laboratory or in areas used for original manufacture subject to 5S controls. Where special requirements are needed (e.g. controlled environment, laminar flow cabinet), these are specified in the process control documents, together with the appropriate system controls.

7.5.8 Maintenance instructions

Weston Aerospace only maintains products manufactured by the company. Products are maintained in accordance with Component Maintenance Manuals (CMM's) or original approved design data created and controlled by Weston Aerospace Engineering Department.

Ref. EWI 104

Maintenance or repair for an Air Carrier or Commercial Operator that is not defined by the CMM may be undertaken when the required maintenance data is defined on the customer order.

Maintenance staff are responsible for obtaining the correct issue of documents before commencing work. In addition, maintenance staff will contact relevant TC holders to obtain relevant airworthiness data if required.

7.5.9 Repair procedure

The majority of transducers produced are classified as non-repairable, however limited test, inspection, repair and overhaul operations are carried out.
Ref RWI 101

All repair/re-certification work is carried out internally and the items are re-certified to the original manufacturing specification tolerances or other approved data.

To comply with FAA requirements, a training program manual outlines the training requirements for a repair station.
Ref. CE6

7.5.10 Aircraft maintenance programme compliance

Not applicable to Weston Aerospace.

7.5.11 Airworthiness directives

See 8.6.3.

7.5.12 Optional modifications

Not applicable to Weston Aerospace.

7.5.13 Maintenance documentation in use and completion of same

Maintenance operations are documented in the FRACAS database, repair checklists, production order checklists (where production orders are required), test results sheets and investigation reports.
Ref. RWI 101

7.5.14 Technical records control

Maintenance records are controlled and retained according to regulatory or customer requirements (see 6.5).

Paper records are maintained in live files for a period of approximately two years after which they are transferred to an archive file location.

Computer files have security, access and storage controls and back-up, recovery and virus protection systems.

Ref. ITWI 101

7.5.15 Rectification of defect arising during base maintenance

Not applicable to Weston Aerospace.

7.5.16 Release to service procedure

Products are released to service by approved signatories (listed in CE5) see 8.5.

7.5.17 Records for the Operator

A copy of the release to service (EASA Form 1) is provided to the airline operator.

7.5.18 Reporting of defects to the competent authority/operator/manufacturer

See 8.6.

7.5.19 Return of defective aircraft components to store

Defective products/components are separated, identified and removed from the working area to a secure quarantine store pending disposition. Quarantined products/components are formally reviewed and mutilated prior to disposal.

Ref. QWI 105

7.5.20 Defective components to outside contractors

Not applicable to Weston Aerospace.

7.5.21 Control of computer maintenance systems

Computer systems are used only for the keeping of maintenance records.

7.5.22 Control of man-hour planning versus scheduled maintenance work

Work planning is performed using a 'visual management' job card system, which allocates staff and schedules the required completion date. The level of personnel is established by annual budgeting to cover forward work-load based on historic data and forecast. Short periods of staff absence are covered by over-time. Quality department staff may be used to cover temporary personnel shortfalls for test work.

Turn-Around-Time of jobs is monitored continuously to assess ability to meet the customer's delivery expectations. Long-term shortfalls in personnel resource are reviewed monthly with senior management to determine requirements for recruitment of additional staff as required.

7.5.23 Control of critical tasks

Not applicable to Weston Aerospace.

7.5.24 Reference to specific maintenance procedures

Not applicable to Weston Aerospace.

7.5.25 Procedures to detect and rectify maintenance errors

Detection of maintenance errors is via final test procedures defined in CMM's or ATS's. Rectification is accomplished by repeating the prescribed maintenance operations or to approved repair procedures.

7.5.26 Shift/task handover

Shift working is not performed. Task handover is controlled via the repair checklist and production order checklist, see 7.5.13.

7.5.27 Notification of maintenance data inaccuracies and ambiguities to the type certificate holder

Maintenance personnel notify Weston Aerospace Engineering of maintenance data inaccuracies and ambiguities using the Configuration Management process, see 6.4.2.
Ref. EWI 104

7.5.28 Production planning

When production orders are required, maintenance is planned through the production ERP system.
Ref. Baan DEM

7.5.29 Work performed at another location**7.5.29.1 Work under special circumstances**

When maintenance work is carried out away from the normal location, the Quality Director or deputy will ensure that work is conducted according to RWI 101 and authorised and controlled under QWI 112; specifically that:

- a. Technical data required for the repair is made available at the location.
- b. Tools and calibrated equipment are controlled under the requirements of QWI 106.
- c. Standard records of work are completed.
- d. Work is conducted by trained and approved operators, reference GWI 103.
- e. Authorised signatories shown in CE5 approve items for return to service.
- f. Work is supervised by the Service Quality Manager or an individual approved by the Quality Director for a specific task.
- g. Personnel, equipment, materials and parts are made available from the Farnborough or Waltham Cross location for each work task.

The Quality Director is responsible for requesting FAA approval for work away from the normal location and for recording FAA approval/denial in the Offsite Working Parties file.

7.5.29.2 Work on a recurring basis

Weston Aerospace will not perform work at another location on a regular or recurring basis.

8 Quality Assurance section

This section defines the processes performed by the Quality function to provide an independent review of the Design, Production and Maintenance functions.

8.1 Audit

Weston Aerospace operates a combination of system, product and process audits to ensure the adequacy of and compliance with the company procedures. The Quality Director or his delegate is responsible for producing annual schedules of audits. Records of audits and resulting corrective actions are maintained and are reviewed by the senior management team. Audits are performed by Weston trained and qualified auditors, who are independent of the function being audited.

Auditors are trained to audit against company processes and procedures and not against individual regulatory requirements, since these are interpreted and implemented through the processes and procedures. Specific audits are performed against regulatory requirements, these are performed only by auditors who have received training in the regulatory requirements by a recognised external training provider.

Ref. QWI 108, QWI 109

8.1.1 Internal system audits

The system audit schedule provides a planned, continuing and systematic evaluation of factors affecting compliance to all elements of the Design, Production and Maintenance systems, including ISO9001/AS9100 and regulatory audit requirements, at least once per year.

Ref. QWI 108, QWI 109

8.1.2 Product and process audits

The product and process audit schedule provides a regular evaluation of product families and key processes. Product audits comprise of a vertical audit of a finished product back to its components and evaluate the conformance of the form and performance of the product. Process audits evaluate the process documentation, operator training, equipment and adherence to specified requirements.

Ref. QWI 113

8.2 Corrective Action

Corrective action is the elimination of the cause of a product or process nonconformity. The need for corrective action is identified through customer returns, manufacturing quality performance review, concessions, customer complaints and internal or external audits. To identify the root cause and implement corrective action a number of methods are employed depending on the nature of the fault and action required. These methods include engineering change, manufacturing documents change, customer complaints, 8D and FRACAS systems. Corrective actions logged on the FRACAS are monitored by monthly and annual management review to ensure that they are closed-out in a timely and effective manner. Corrective actions are periodically analysed to determine the need for any preventive action.

Ref. GWI 114, RWI 101, GWI 112, QWI 105

8.3 Preventive action

Preventive action is the elimination of potential causes of nonconformity in products and processes. The need for preventive action is identified through periodic review of corrective actions for generic or systematic issues and through other management activities including development project risk assessment, design lessons learned, failure modes and effects analysis, 8D, supplier management, product failure review boards, health and safety risk assessment and business continuity management planning.

Ref. GWI 114, MWI 102, QWI 105, EWI 107, RWI 101

8.4 Concessions

Product, sub-assemblies or parts which do not conform to specified requirements are not released to service unless approved by the appropriate authority. This authority is defined by company procedures, customer contracts/standards and regulatory authority documents. Concessions are approved by the Design Authority and Quality Director/designate.

Ref. QWI 105

8.5 Certification and release to service

Certification and release documentation is approved by appropriate certifying staff, prior to despatch of the product (see sections 8.5.1 and 8.5.2). Approval of certificates and release documents is normally on the basis of the controls exercised by specified manufacture, test or maintenance operations which are approved by authorised signatories during the manufacturing or maintenance process.
Ref. QWI 101

8.5.1 New Products

Release to service for new approved civil aviation products within Weston Aerospace capability (Ref. CE3 Table 1) is made on EASA Form 1 (see Appendix 1). Release to service of other new products (commercial products, military products and civil aviation products prior to approval) is made on Certificate of Conformity. Civil aviation products prior to approval may also be released on EASA Form 1 used as a conformity certificate.

8.5.2 Maintained Products

Release to service for maintained civil aviation products within Weston Aerospace capability (Ref. CE3 Table 2) is made on EASA Form 1 (see Appendix 1), when required by the customer. Release to service of other maintained products (commercial products, military products, civil aviation products prior to approval and civil aviation products where a EASA Form 1 is not required by the customer) is made on Certificate of Conformity, stating the maintenance that has been performed.

8.6 Safety and Quality Occurrence Management

8.6.1 Occurrence management and reporting

Occurrences (failures, malfunctions or defects, including suspect unapproved parts) identified during production or maintenance and which could adversely affect aircraft performance, operation, safety etc. are logged, reviewed and managed in accordance with QWI 111.

Occurrence reports will be made to EASA through the CAA as the competent authority and to the FAA, Operator and Type Certificate Holder. Reports to EASA/CAA/FAA will be made in writing, in a manner acceptable to EASA/CAA/FAA, and contain all known information pertinent to the defect/occurrence. Reports will be made as soon as practicable, but in any case within 72 hours of identifying the defect/occurrence.

Ref. QWI 111

Occurrences identified during production or maintenance and which could adversely affect safety certified products are logged, reviewed and managed in accordance with QWI 111. Occurrence reports, affecting safety certified products, will be made to the notified body (Baseefa) and to the customer.

8.6.2 Service bulletins/Airworthiness Directives

Weston Aerospace does not issue service bulletins but provides support to the Type Certificate holder for preparation of service bulletins where required.

Ref. QWI 111

8.6.3 Receipt of Airworthiness directives

Weston Aerospace reviews airworthiness directives published by all Airworthiness Authorities with responsibilities for aircraft containing company products. The Quality Director is responsible for reviewing airworthiness directives for possible incorporation into design, manufacturing and maintenance documents.

Appendix 1 EASA Form 1

1. Approving Competent Authority/Country CAA/UK		2. AUTHORISED RELEASE CERTIFICATE EASA FORM 1				3. Form Tracking Number
4. Organisation Name and Address Weston Aerospace Ltd Esterline Corporation 124 Victoria road, Farnborough, Hampshire, GU14 7PW, UK. Telephone: +44(0) 1252 544433; Fax: 44(0) 1252 371216						
6. Item	7. Description	8. Part No.	9. Qty	10. Serial No.	11. Status/Work	
12. Remarks						
13a. Certifies that the items identified above were manufactured in conformity to:		14a. <input type="checkbox"/> Part 145.A.50 Release to Service <input type="checkbox"/> Other regulation specified in block 12				
<input type="checkbox"/> approved design data and are in a condition for safe operation		Certifies that unless otherwise specified in block 12, the work identified in block 11 and described in block 12, was accomplished in accordance with Part 145 and in respect to that work the items are considered ready for release to service.				
<input type="checkbox"/> non-approved design data specified in block 12						
13b. Authorised Signature	13c. Approval/Authorisation Number	14b. Authorised Signature			14c. Certificate/Approval Ref. No.	
13d. Name	13e. Date(dd-mm-yyyy)	14d. Name			14e. Date(dd-mm-yyyy)	
<p>USER/INSTALLER RESPONSIBILITIES This certificate does not automatically constitute authority to install the item(s). Where the user/installer performs work in accordance with regulations of an airworthiness authority different than the airworthiness authority specified in block 1, it is essential that the user/installer ensures that his/her airworthiness authority accepts items from the airworthiness authority specified in block 1. Statements in blocks 13a and 14a do not constitute installation certification. In all cases aircraft maintenance records must contain an installation certification issued in accordance with the national regulations by the user/installer before the aircraft may be flown.</p>						

EASA FORM 1 Issue 2