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|  Corporate 集团总部 | QUALITY STANDARD 质量标准 SUPPLIERS QUALITY REQUIREMENTS 供应商质量要求 | QS-C-001 | Rel. 发布 版本 | 01 |
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| Issuing 起草 |
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| Issued by 起草人 | Quality (C.Tomasini) 质量部(C.Tomasini) | Date 日期 | 2016-03-08 |
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| Approval 批准 |
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| Approved by 批准人 | Operations (A.Davoli, N.Manzali) 运营部 (A.Davoli, N.Manzali) | Date 日期 | 2016-03-08 |
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| Document change log 文件变更记录 |
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| Rel. 00 版本 00 | substitute PG01 7.4 取代 PG01 7.4 |
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| Rel. 01 版本 01 | Requirements graduation according to supplier typology 根据供应商类型, 进行要求分级 |
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| Rel. 02 版本 02 | |
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| Content abstract 内容摘要 |
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The purpose of this QS is to establish a set of procedures, practices and expectations pertaining to the quality of items purchased by WAM Group. The requirements set forth herein will ensure a consistent, quality based relationship between WAM Group and all its direct material Suppliers.

本质量标准的目的是制定一套关于 WAM 集团采购产品质量的程序、规范和预期要求。本标准中规定的要求将确保 WAM 集团与所有直接原料供应商始终保持以质量为导向的关系。

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| Document confidentiality 文件保密要求 |
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| Distribution to SUPPLIERS 分发给 供应商 | ALLOWED 允许 |
| Distribution to CUSTOMERS 分发给 客户 | NOT ALLOWED 不允许 |

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1. Scope 范围

1.1. This Quality standard provides the General Quality Requirements for all WAM Group Suppliers direct materials.

该质量标准对来自 WAM 集团的所有供应商直接原料提出了一般质量要求。

1.2. We define "direct materials" all the purchased raw materials, semifinished and finished products, and commercial items which become part of WAM Group final products or sold together with them to WAM Group Customers.

我方对“直接原料”的定义是所有采购的原材料、半成品和成品以及商业产品，其成为 WAM 集团成品的一部分，或与其一同出售给 WAM 集团的项目。

1.3. This document is a support for all types of WAM Group Purchase Agreements/Contracts, simple Purchase Orders included.

该文件为所有类型的 WAM 集团采购协议/合同与简单的采购订单提供支持。

2. Applicability 适用性

2.1. This document is applicable to the external Suppliers of direct material.

该文件适用于直接原料的外部供应商。

3. References 引用标准

3.1. Standards/标准

| | | |
|---------------|-------|--|
| ISO 9001:2008 | 7.4 | Purchasing/采购 |
| ISO 9001:2008 | 7.5 | Production and service provision/生产和服务提供 |
| ISO 9001:2008 | 7.6 | Control of monitoring and measuring equipment/检测设备控制 |
| ISO 9001:2008 | 8.2.3 | Monitoring and measurement of processes/工艺过程监控和测量 |
| ISO 9001:2008 | 8.2.4 | Monitoring and measurement of product/产品监控和测量 |
| ISO 9001:2008 | 8.3 | Control of nonconforming product/不符合性产品控制 |
| ISO 9001:2008 | 8.5.2 | Corrective action/整改措施 |
| ISO 9001:2008 | 8.5.3 | Preventive action/预防措施 |
| EN 10204:2004 | | Metallic products - Types of inspection documents/金属产品 – 检查文件的类型 |

3.2. Hierarchy of documents 文件等级

3.2.1. The Purchase Order is the governing document which transmits WAM Group requirements to the Supplier.

采购订单是将 WAM 集团要求传达给供应商的管理文件。

3.2.2. In the event of a conflict between documents, the order of precedence from highest to lowest is as follows:

如果不同文件之间有冲突，则按以下优先次序从高到低执行：

- *Purchase Order*
- 采购订单

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- *Purchase Agreement/Contract*
- 采购协议/合同
- *Part Drawing*
- 零部件图纸
- *Technical Specifications*
- 技术规范
- *Material Specifications*
- 材料规范
- *Process Cycle*
- 加工周期

4. Definitions 定义

4.1. Entities 实体

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| <p>4.1.1. <u>Supplier:</u></p> <p>供应商 :</p> | <p>unless noted otherwise, refer to the corporation , company, sole proprietorship or individual whom WAM Group places a Purchase Order with.</p> <p>除非另有说明，是指从 WAM 集团获得采购订单的法人、公司、合伙企业、独资企业或个人。</p> |
| <p>4.1.2. <u>Supplier/commodity</u></p> <p>供应商/商品</p> | <p>the combination of a company and the supplied commodity; wherever this expression is used, the logical consequence is that if one of the two parts of the expression changes, there will be a different subject (i.e. supplier "A" supplies commodities "X" and "Y" → "A/X" is not the same as "A/Y").</p> <p>公司与供应商品组合；无论何时采用该表述，逻辑结论应为如表述的两项内容有一项发生变化，将会有不同的对象（即：供应商“A”供应商品“X”和“Y”→“A/X”与“A/Y”不同）。</p> |
| <p>4.1.3. <u>WAM Group</u></p> <p>WAM 集团</p> | <p>for the scope of this Quality Standard, WAM Group means any company coordinated by WAMGROUP SpA.</p> <p>对于该质量标准的范围，WAM 集团指 WAMGROUP SpA 协调的任何公司。</p> |
| <p>4.1.4. <u>WAMGROUP SpA</u></p> <p>WAMGROUP SpA</p> | <p>for the scope of this Quality Standard, WAMGROUP SpA means the company named WAMGROUP S.p.A.</p> <p>对于该质量标准的范围，WAM 集团指 WAMGROUP S.p.A.命名的公司。</p> |
| <p>4.1.5. <u>WAM Group Qualification Team</u></p> <p>WAM 集团资质认定小组</p> | <p>a team of professionals composed by people belonging to any company of WAM Group that is aimed to coordinate and push the Supplier qualification activities; this team is activated and lead by WAM Group Purchasing depts.</p> <p>由 WAM 集团下任何公司人员组成的专业人士团队，其旨在协调和推进供应商资质认定活动。该团队由 WAM 集团采购部发起和领导。</p> |
| <p>4.1.6. <u>Supplier Quality Engineer (SQE):</u></p> | <p>WAM Group representative who defines the qualification and production quality requirements, and who is the key</p> |

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interface with the Supplier for what concerns the qualification, process improvements, non conforming material disposition, corrective actions, and surveillance auditing; the SQE function can be covered by the Plant Quality Manager in case of small organization.

供应商质量工程师 (SQE) :

规定资格评定要求和生产质量要求，在资格评定、过程改进、不合格材料处置、纠正措施和监督审核等方面担当与供应商之间的关键联系人的 WAM®代表。对于较小的组织机构，可由工厂质量经理代行 SQE 职能。

4.1.7. Purchasing Engineer:

WAM Group representative who negotiates prices and other supply terms and conditions; together with Procurement Officer, the Purchasing Engineer is also the official contact between the Supplier and WAM Group.

采购工程师 :

商议价格和其他供应条款的 WAM 集团代表；与采购官员一样，采购工程师也是供应商和 WAM 集团之间的官方联系人。

4.1.8. Procurement Officer

WAM Group representative who issues Purchase Orders for qualification and production and perform the relevant follow-up activities to make sure that the supply arrives when it is needed; together with Purchasing Engineer, the Procurement Officer is also the official contact between the Supplier and WAM Group.

采购官员

签发符合条件产品订单的 WAM 集团代表，其开展相关跟进活动，以确保在需要时，供应品能够及时送达。与采购工程师一样，采购官员也是供应商和 WAM 集团之间的官方联系人。

4.2. Other terminology 其他术语

4.2.1. Control Plan:

a written description of the sampling plan and the measures for controlling the variations in a within the acceptable limits (an example of a Control Plan is showed in the Chapter 7).

控制计划 :

书面描述 抽样方案描述以及将偏差控制在可容许限制内的措施（有关控制计划示例，见第 7 章）。

4.2.2. Special Process:

a process whose results cannot be fully verified through subsequent nondestructive inspection and testing of the product and where processing deficiencies may become evident only after the product is used (i.e. welding).

特殊过程 :

其结果无法通过产品后续无损检验/测试予以完全验证而且加工缺陷只会在产品投入使用后显现出来的过程（即焊接）

4.2.3. Critical Characteristics:

Product Characteristics or production process parameters which may affect the safety, the conformity to regulations, the functions and performances of the product.

关键特性 :

可能影响产品安全性、合规性、功能和性能的产品特性或生产过程。

4.2.4. Initial Sample Inspection Report (ISIR): it is a tool for the Supplier to demonstrate that they understand and comply with Customer requirements; it is composed by 2 documents: ballooned drawing and list of

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controls. A ballooned drawing is a drawing in which each dimension is identified with a progressive number. The listed controls have to be performed on 3 pieces referred to the ballooned drawing.

If, for some reasons and in some special cases, the 3 pieces are not enough or they are too many, this number can be changed by the local WAM Group company (the Supplier will be informed in advance about this change).

The ISIR form is available in Chapter 7.

初始样品检验报告 (ISIR) :

供应商用于表明自己理解并且遵守客户要求的一种工具；由 2 份文件组成：关于控制的气球图和列表。气球图指采用累进数字，确定各尺寸的图纸。列出的控制内容应按照气球图中所指的 3 个部分进行实施。

如因某些原因和特殊情况，3 个部分不够或过多，可由当地 WAM 集团公司修改该数字（将会事先告知供应商该变更情况）。

有关 ISIR 表，见第 7 章。

5. Supplier requirements for products made according to WAM Group drawings/specifications/按照 WAM 集团图纸/规格说明进行生产的供应商要求

5.1. Minimum Quality System Requirements 最低质量体系要求

Suppliers should maintain a documented system, even a simple one, in order to assure CONTROL and conformance to the requirements of WAM Group's drawings and specifications.

供应商应保持文档系统，即使是一个简单的系统也可以，从而确保控制和符合 WAM 集团的图纸和技术规格要求。

WAM Group gives its preference to Suppliers which demonstrate that they are oriented towards the subjects and factors listed hereinafter in Chapter 7. WAM Group, however, is committed to push its Suppliers towards these requirements, being fully convinced that Quality is a key factor.

如供应商能够证明其符合第 7 章中列出的主题和因素，则 WAM 集团将予以优先选择。然而，WAM 集团承诺将促进其供应商满足此类要求，并确信质量是关键因素。

Note that:

注意：

- a copy of a valid ISO 9001 version 2008 or 2015 certification (or similar, i.e. ISO TS 16949) is an effective way to demonstrate the Supplier's commitment to Quality.
- 提供有效的 ISO 9001 2008 或 2015 版证明（或类似证明，即：ISO TS 16949）将成为证明供应商质量承诺的有效方式。
- WAM Group SQE could perform ISO 9001:2008 quality system audit to assess the existing gap and/or the improvement which have been obtained in this area.
- WAM 集团的 SQE 可以实施 ISO 9001:2008 质量体系审核，从而评估该领域内存在的差距和/或已有的改进。

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5.1.1. In Chapter 7 you can find the check list topics used by the WAM Group SQE in quality system auditing. Control of Special Process: Suppliers must have specific, documented and controlled parameters for each special process performed. Special processes include, but are not limited, to:

在第 7 章，你方可以找到 WAM 集团 SQE 在质量体系审核中采用的核对表主题。特殊工艺控制：供应商应为实施的各特殊工艺提供具体、可记录和受控的参数。特殊工艺包括但不限于：

- 5.1.1.1. *Zinc coating/镀锌*
- 5.1.1.2. *Brazing/铜焊*
- 5.1.1.3. *Die casting/铸模*
- 5.1.1.4. *Forging and hot forging/锻造和热锻造*
- 5.1.1.5. *Heat treatment/热处理*
- 5.1.1.6. *Nitriding / carburizing/氮化/碳化处理*
- 5.1.1.7. *Painting/油漆*

5.1.2. Welding Process Specific Approval Requirement: Suppliers performing welding classified as: EN ISO 5817 Quality level “B”, certification as qualified fabricator is required. This certification may be performed by a third party.

5.1.3. 焊接过程具体批准要求：实施焊接的供应商分类如下：EN ISO 5817 质量水平 “B”，要求提供合格制造商证明。该证明可由第三方实施。

5.2. Supplier approval/供应商批准

In order to receive a Purchase Order from a WAM Group company, a Supplier must be APPROVED by WAM Group. Criteria for approval could include, but are not limited to, the following:

为从 WAM 集团公司接收订单，供应商应获得 WAM 集团批准。审批标准包括但不限于：

- 5.2.1. non-disclosure agreement signature,
保密协议签名；
- 5.2.2. acknowledgement of compliance with WAM Group integrity guidelines,
符合 WAM 集团诚信指南的确认；
- 5.2.3. documented quality system evidence,
书面记录的质量体系证据；
- 5.2.4. technical capability (for the commodities that is implemented);
技术能力（用于实施的商品）；
- 5.2.5. financial viability,
财力证明；
- 5.2.6. customer service aptitude,
客户服务能力；
- 5.2.7. strategic value.
战略价值。

Once the approval process has been successfully completed, a supplier code will be assigned to the Supplier.

一旦成功完成审批手续，将向供应商分配供应商代码。

A Supplier approval process carried out by a company belonging to WAM Group will have effects for all the companies of WAM Group.

WAM 集团下公司开展的供应商审批手续，在 WAM 集团下的所有公司均有效。

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5.3. Supplier/Commodity Qualification, general requirements/供应商/商品资质，一般要求

Once approved, the Supplier must be qualified for specific processes or commodity families. Through the qualification process, the Supplier demonstrates ability to repeatedly provides high quality parts in accordance with requirements and expectations of the WAM Group Subsidiaries which purchasing the item. A qualification program is defined and documented by a WAM Group Qualification Team.

一旦被批准，供应商应有资格提供具体的工艺或商品系列。通过资格认定程序，供应商证明有能力根据采购产品的 WAM 集团子公司要求和预期，持续提供高质量的部件。WAM 集团资质认定小组对资质认定项目进行定义和记录。

Once the qualification program has been completed to the satisfaction of the Qualification Team, the Supplier is Qualified to provide the specific processes or commodity families.

一旦完成的资质认定项目达到资质认定小组的要求，供应商将有资格提供具体的工艺或商品系列。

Qualification is required in, but not limited to, the following cases:

资质认定包括但不限于下列情况：

- 5.3.1. First supply to one of the companies belonging to WAM Group;
向 WAM 集团下的公司首次提供商品；
- 5.3.2. Supply of another commodity from the one that was qualified to provide;
符合资质的供应商提供其他商品；
- 5.3.3. Supplier has significantly changed a manufacturing process;
供应商对制造过程进行了重大修改；
- 5.3.4. Supplier changed its manufacturing location/premises;
供应商变更其生产位置/场所；
- 5.3.5. Quality issues generated by the Supplier which have been putting current qualifications in doubt;
供应商产生的质量问题与现有资质认定形成冲突；
- 5.3.6. As required at the incontestable discretion of WAM Group.
根据 WAM 集团的自由裁量，提出要求的。

5.4. Tools Qualification/工具资质认定

- 5.4.1. If a tool is manufactured without specific WAM Group tool drawings, the qualification program requires that the Supplier manufactures a sample batch with the new tool; same procedure has to be followed in case of tool changes or a major maintenance which can be considered as a sort of tool change.

如未按照具体的 WAM 集团工具图纸，制造工具，资质认定项目将要求供应商采用新工具制造一个样品批次；如变更工具或由于变更某类工具而引起主要维护，则应遵循相同的程序。

The sample batch quantity should be among 5 and 30 pieces; the inspection will be recorded with the ISIR – Initial Sample Inspection Report – form (refer to the "Forms" chapter). Both the pieces and the ISIR have to be submitted to WAM Group for review and approval.

样品批次数量应在 5 件和 30 件之间；应采用 ISIR-初始样品检验报告-表（见“表格”章节），记录下检查内容。应将样品件和 ISIR 提交至 WAM 集团进行审批。

Those general rules could be amended only if expressly written into the contract between the Parties (even simply the specific purchase order).

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只有当各方在合同中予以明确规定时，方可对此类一般规则进行修改（包括对具体订单的简化）。

- 5.4.2. If a tool is manufactured with specific WAM Group tool drawings, the qualification program requires the submission of the complete tool measurement report to WAM Group for review and approval.

如使用具体的 WAM 集团工具图纸，制造工具，资质认定项目将要求向 WAM 集团提交完整的工具测量报告，以供其审批。

After having received a formal approval by WAM Group, the Supplier is authorized to utilize the tool.

在收到 WAM 集团的正式批准后，供应商有权使用该类工具。

If the tool qualification is rejected, the Supplier must put in place action to recover the situation, communicating in advance to WAM Group the action plan and the forecasted timing.

如工具资质认定被拒绝，供应商应采取措施，予以改进。在此，应事先向 WAM 集团告知相关的行动计划和预期时间安排。

5.5. Sample Batch Qualification/样品批次资质认定

The qualification program requires the Supplier to manufacture a Sample Batch.

资质认定项目要求供应商生产样品批次。

The Sample Batch quantity should be among 1 and 3 pieces (exceptions in quantities are possible and they will be communicated beforehand by the WAM Group Qualification Team); the inspection will be recorded with the ISIR – Initial Sample Inspection Report – form (refer to the "Forms" chapter). Both the pieces and the ISIR have to be submitted to the Qualification Team for review and approval.

样品批次数量应在 1 件和 3 件之间（可提供额外数量，并由 WAM 集团资质认定小组事先传达）；应采用 ISIR-初始样品检验报告-表（见“表格”章节），记录下检查内容。应将样品件和 ISIR 提交至资质认定小组进行审批。

The results of the qualification are notified to the Supplier by the Qualification Team.

资质认定小组将资质认定结果通知于供应商。

If the Sample Batch qualification is rejected, the Supplier cannot supply the items. Qualification Team could decide to require the Supplier to produce another Sample Batch.

如样品批次鉴定被拒绝，供应商将无法提供该类项目。资质认定小组可决定要求供应商生产其他样品批次。

Exception to the ISIR issuing obligation must be approved both by the WAMGROUP SpA Technical dept. and WAMGROUP SpA Quality Manager.

ISIR 发布责任以外的情况，应同时获得 WAMGROUP SpA 技术部门和 WAMGROUP SpA 质量经理的批准。

5.6. Critical Characteristics/关键特性

Supplier must demonstrate process capability (or the method, i.e. poka yoke) to maintain the Critical Characteristics under control.

供应商应证明加工能力（或方法，即：防故障程序），以保证关键特性处以控制下。

NOTE: the analysis or control methods could be defined together with the Qualification Team support.

注：可在资质认定小组的支持下，对分析或控制方法进行定义。

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5.7. Control Plan/控制计划

In the case the Control Plan is set by WAM Group, the Supplier must demonstrate to be able to respect it; the Control Sheet form, developed according to the Control Plan, must be available to the Qualification Team before the regular production starts.

在 WAM 集团设定控制计划的情况下，供应商应证明其能够予以遵循；依照控制计划制定的控制图表应在正常生产开始前，提供给资质认定小组。

In the case the Control Plan is not defined by WAM Group, the Supplier will develop it and it must be approved by the Qualification Team before the regular production starts.

如 WAM 集团未对控制计划进行定义，供应商应予以制定，并应在正常生产开始前，由资质认定小组予以批准。

In both cases, however, the Supplier must properly manage the involved measurement devices by adopting a systematic approach; at any time the Qualification Team can ask to check the suitability, robustness and implementation of this system.

然而，在两种情况中，供应商应通过采用系统方法，正确管理相关的测量设备；资质认定小组可随时要求检查该系统的适用性、稳定性和实施情况。

The **CONTROL PLAN** must include, at least, the following items:

控制计划应至少包括下列各项：

- 5.7.1. component identification (code no. & revision level),
组件识别（代码和修订版次）；
- 5.7.2. batch identification,
批次；
- 5.7.3. characteristics (nominal and tolerances) to be checked and relevant inspection frequency.
需要检查的特性（标称和公差）以及相关检查频率。

The Critical Characteristics must be checked with a frequency consistent with the process capability; if the Process capability is not known the control frequency must be high (i.e. 100% with poka yoke tools).

应按照与加工能力一致的频率，检查关键特性。如加工能力未知，控制频率应为高（即：100%采用防故障工具）。

5.8. Process Control/工艺控制

Supplier must measure and record data as for the agreed Control Plan; if the frequency control for the Critical Characteristics is defined to be consistent with the process capability, the Supplier must regularly analyze it, otherwise the control will be performed according to the Control Plan.

供应商应对达成控制计划内的数据进行测量和记录。如关键特性的频率控制与加工能力相一致，供应商应定期对其分析。否则，应按照控制计划，实施控制。

The data recorded by Supplier must be at disposition of the SQE or any other WAM Group's quality representatives at least for 2 years.

供应商记录的数据应交由 SQE 或任何其他 WAM 集团的质量代表进行处置。时间至少为 2 年。

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5.9. Detailed Review of Drawing and Feasibility/图纸和可行性的详细评审

Prior to items manufacturing, the Supplier may be required to participate in a detailed drawing review with WAM Group Qualification Team to ensure Supplier thorough understanding of drawing requirements and specifications during the qualification process.

在生产项目之前，要求供应商与 WAM 集团的资质认定小组一起参加详细的图纸评审，以确保供应商在资质认定过程中，充分了解图纸要求和规格说明。

In any cases, before starting to realize the first sample, the Supplier has to notify all the not clear specifications and indicate all the characteristics which are critical to be obtained.

在任何情况下，在开始实现首个样品前，供应商应告知所有不明确的规格说明，并指出需要获得的所有关键特性。

5.10. Specification Provision to Suppliers/向供应商提供的规格说明

It is a Supplier's responsibility to review, together with the sourcing representative and/or SQE, the suitable communication methods that may be specific to their business.

供应商应与来源代表和/或 SQE 一起审核与其业务相关的合适交流方式。

It is also the responsibility of the Supplier to review specification revisions with representative and/or SQE on a continuous basis in order to ensure that the correct revisions are being worked to.

供应商也应与代表和/或 SQE 定期审核规格说明，从而确保采用正确的修订版本。

When Suppliers receive a new purchase order, it is the Supplier's responsibility to verify that they have in hand the latest revision of the specifications and/or drawings.

当收到新的订单时，供应商应验证其拥有最新的规格说明和/或图纸修订版本。

5.11. Source Inspection and Test Witness Requirement/来源检验和测试见证要求

WAM Group may decide to inspect the parts, and /or the witness subassemblies at the Supplier's facility during processing, testing, or at the final inspection. All source inspection and test witness requirements are to be identified and coordinated through the WAM Group SQE, Quality Assurance, Quality Representative or other designated representative.

WAM 集团可决定在加工、测试或最终检查期间，在供应商处检查部件和/或见证分段装配。在此，通过 WAM 集团 SQE、质量保证部门、质量代表或其他指定代表，确认和确定所有来源检验和测试见证要求。

It will be the responsibility of the Supplier to notify in advance to WAM Group when material will be ready for inspection; the timing of this advance notification must be at least 20 days (unless otherwise approved by WAM Group) prior to schedule test/inspection/witness moment.

当准备好待检查的材料时，供应商应负责提前通知 WAM 集团。应在预定测试/检验/见证前至少 20 天，提前发出该通知（WAM 集团另有批准的除外）。

5.12. Supplier Deviation Request Procedure/供应商偏差申请程序

The Supplier must submit via email a request for deviation to the SQE (if not locally available: the Quality Manager), for material which is identified as non-conforming; the same kind of deviation request must be also submitted by the Supplier for:

对于被确认为不符合的材料，供应商应通过电子邮件，向 SQE 发出偏差申请（如当地无该部门：质量经理）。对于下列情况，供应商也应提交同类偏差申请：

- approval of alternative material suggestions,

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- 批准备选材料建议；
- process change proposals,
- 工艺过程变更提议；
- drawings supposed errors,
- 图纸假定误差；
- drawing change proposals,
- 图纸变更提议；
- other deviations from the order requirements.
- 来自订单要求的其他偏差。

The deviation request must include:

偏差申请应包括：

- 5.12.1. a complete description of the deviation,
完整的偏差描述；
- 5.12.2. drawing number,
图纸编号；
- 5.12.3. identification of the affected area,
识别受影响的区域；
- 5.12.4. material specification,
材料规格说明；
- 5.12.5. the feature affected,
受影响的特性；
- 5.12.6. special processes involved in the repairing (if applicable).
涉及维修的特殊工艺过程（如适用）。

Non-conforming material may not be accepted or repaired without a prior WAM Group approval.

未经 WAM 集团的事先批准，不得接受或维修不符合材料。

The Supplier shall not presume approval of the deviation request until a Waiver copy is made available to it; only after having received the waiver, the Supplier may act accordingly, including shipping products and/or components that have been accepted by the deviation waiver (in other words, the deviation permit for existing items).

只有当获得豁免证明时，供应商才可推定偏差申请获得批准。只有当收到该豁免证明时，供应商才能相应开展相关活动，其中包括装运经偏差豁免证明接受的产品和/或组件（换言之，现有项目的偏差许可）。

5.13. Non-Conform Procedure: Material Management/不符合性程序：材料管理

In agreement with the Supplier, WAM Group can:

与供应商达成一致后，WAM 集团可以：

- 5.13.1. repair itself (or by using a local Supplier) the non-compliant supplies; in this case, the Supplier must acknowledge and credit the relevant and certified costs to WAM Group;
自行（或请当地供应商）维修不符合供应品；在此情况下，供应商应向 WAM 集团支付或承担相关的确认成本费用；

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5.13.2. in case of outsourcing (that means subcontracting, conto lavoro, ...), if the Supplier damaged the pieces, it will refund WAM Group for the cost of the pieces, unless differently written in the Purchase Agreement;

在外购情况下（指转包或分包...），如供应商损坏了相关部件，除采购协议中另有规定外，其应将相关成本费用退还给 WAM 集团；

5.13.3. send back the non-compliant supply to the Supplier; in this case the Supplier has to organize the relevant pick-up and transportation and pay for it;

将不符合供应品退还给供应商；在此情况下，供应商应组织相关的收集和运输，并予以赔偿；

5.13.4. scrap the non-compliant supply; in this case the Supplier must recognize the costs of the scrapped material.

销毁不符合的供应品；在此情况下，供应商应确认被销毁材料的成本费用。

In order to avoid production stops, WAM Group has the rights to select and/or repair the minimum quantity of non-conform material needed for production; the Supplier will refund WAM Group for this job made in the place of the Supplier itself.

为避免生产停止，WAM 集团有权选择和/或修复生产所需的最低不符合材料数量；供应商应在其处所，向 WAM 集团偿还开展该工作的费用。

In any cases the Supplier must assure WAM Group that he will put in place all the necessary activities to avoid the risk of WAM Group's production stop; if it is not possible to avoid this, the Supplier must recognize the certified costs of non-production.

在任何情况下，供应商应向 WAM 集团保证，其将开展所有必要的活动，以避免 WAM 集团生产停止的风险。如无法避免此类情况，供应商应确认停止生产引起的成本。

5.14. Non-Conform Procedure: Corrective Action/不符合程序：整改措施

All Suppliers are required to identify cause and actions for containing, correcting and preventing any non-compliance in order to avoid possible re-occurrences.

要求所有供应商找出存在、纠正和预防任何不符合情况的原因及措施，从而避免再次发生。

All reports are tracked by WAM Group and response is required. Actions remaining open longer than the specified period may result in Supplier disqualification.

WAM 集团对所有报告进行跟进，并要求予以响应。如未能在规定期限内采取措施，将导致供应商的资质被取消。

A corrective action response must include the following:

整改措施响应包括下列各项：

5.14.1. **Identified root cause/s** of the non-compliance;

确认的不符合情况根源/；

5.14.2. **Short & long Term Action Plan**, as following:

短期和长期行动计划如下：

5.14.2.1. Containment, all the actions to identify, locate, and contain any components or materials that have been shipped, or that are still in the production process, and which may have similar non-compliances. If such material is already on its way to WAM Group facility, or at WAM Group facility or at Customer site, SQE must be contacted immediately. These actions must be put in place within 1 working day;

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限制：对任何已装运或仍处于生产过程中，以及具有类似不符合性组件或材料进行识别、定位和容纳的所有措施。如此类材料已处于运往 WAM 集团途中，或在 WAM 集团处所或客户所在地，应立即联系 SQE。此类措施应在 1 个工作日内完成；

5.14.2.2. Corrective actions to address the existing non-compliances. These are actions intended to minimize the impact of the non-conformances on the customer in terms of quality and on time delivery. The time-frame for these actions is maximum 3 months, unless otherwise agreed;

整改措施，解决现有不合规性。此类措施旨在将对客户的质量和交付不符合影响降至最低。除另有规定外，此类措施的时间期限为 最大 3 个月。

5.14.2.3. Preventive actions, if applicable / feasible, designed to eliminate the root cause/s and prevent future recurrence. The Supplier must provide and maintain documented evidence that the actions have been accomplished. The time-frame for these actions is maximum 3 months, unless otherwise agreed;

预防措施，如适用/可行，可消除根源，并预防未来的再次发生。供应商应提供和保持关于完成措施的书面文件记录证据。除另有规定外，此类措施的时间期限为 最大 3 个月。

5.14.3. **Owner and completion dates** of the actions' implementation.

制定人和措施实施完成日期。

If the non-compliance is incorrectly charged to a Supplier, this should be pointed out on the corrective action request and sent to both the Procurement Officer and the SQE (or Quality Manager).

如错误的将供应商评为不符合，则应在整改申请中指出，并同时发送至采购官员和 SQE（或质量经理）。

5.15. Packaging and preservation/包装和保存

In the case these requirements have been defined, preservation and packaging must be in accordance with WAM Group Drawings and/or specifications, unless otherwise specified in the Purchase Order.

如定义了此类要求，除订单中另有规定外，保存和包装应符合 WAM 集团图纸和/或规格说明。

In case the packaging is not defined by WAM Group, the Supplier must submit to SQE and Procurement Officer a proposal. It is anyhow the Supplier's responsibility to assure that the supply arrives at destination undamaged and ready for the intended use. The "ready to use" requirement must include provisions for a reasonable period of storage at destination prior to use.

如 WAM 集团未对包装进行定义，供应商应向 SQE 和采购官员提交一份提议。在此，供应商应负责确保供应品能够被完好的送达目的地，并用于预定用途。“即可使用”要求应包括在使用前，在目的地提供合理的贮存时间。

6. Supplier requirements for commercial items & raw material/关于商业产品和原材料的供应商要求

6.1. Minimum Quality System Requirements/最低质量体系要求

In case the supplied goods are subordinated to WAM Technical Specifications and/or other requirements (e.g.: certificates, traceability records, etc.) WAM Group could request – at its sole discretion – Quality System requirements as described in paragraph 5.1

如提供的商品符合 WAM 技术规范和/或其他要求（例如：证书和跟踪记录等），WAM 集团可自行要求 5.1 节中描述的质量体系要求。

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6.2. Supplier approval/供应商批准

In case the supplied goods are subordinated to WAM Technical Specifications and/or other requirements (e.g.: certificates, traceability records, etc.) WAM Group could request – at its sole discretion – the Supplier approval according to some or all the criteria mentioned in paragraph 5.2

如提供的商品符合 WAM 技术规范和/或其他要求（例如：证书和跟踪记录等），WAM 集团可按照 5.2 节中所提的部分或全部标准，自行要求供应商批准。

6.3. Specific Item Type Qualification/具体项目类型资质

If requested, the Supplier has to provide all the documentation needed to demonstrate the conformity to WAM Group specifications and to the international norms and laws. When requested, the Supplier must perform a Qualification test by a third party laboratory.

如要求，供应商应提供需要的所有文件，以证明符合 WAM 集团规格说明及国际规范和法律规定。当被要求时，供应商应通过第三方实验室实施资质认定测试。

6.4. Source Inspection and Test Witness Requirement/来源检验和测试见证要求

WAM Group may decide to inspect the parts, and /or the witness subassemblies at the Supplier's facility during processing, testing, or at the final inspection. All source inspection and test witness requirements are to be identified and coordinated through the WAM Group SQE, quality assurance, quality representative or other designated representative.

WAM 集团可决定在加工、测试或最终检查期间，在供应商处检查部件和/或见证分段装配。在此，通过 WAM 集团 SQE、质量保证部门、质量代表或其他指定代表，确认和确定所有来源检验和测试见证要求。

It will be the responsibility of the Supplier to notify in advance to WAM Group when material will be ready for inspection; the timing of this advance notification will be at least 20 days (unless otherwise approved by WAM Group) prior to schedule test/inspection/witness moment.

当准备好待检查的材料时，供应商应负责提前通知 WAM 集团。应在预定测试/检验/见证前至少 20 天，提前发出该通知（WAM 集团另有批准的除外）。

6.5. Non-Conform Procedure: Material Management/不符合性程序：材料管理

In agreement with the Supplier, WAM Group can:

在与供应商达成一致后，WAM 集团能够：

6.5.1. send back the non-compliant supply to the Supplier; in this case the Supplier has to organize the relevant pick-up and transportation and pay for it;

将不符合供应品退还给供应商；在此情况下，供应商应组织相关的收集和运输，并予以赔偿；

6.5.2. scrap the non-compliant supply, in this case the Supplier must recognize the costs of the scrapped material.

销毁不符合的供应品；在此情况下，供应商应确认被销毁材料的成本费用。

In any cases the Supplier must assure WAM Group to put in place all the necessary activities to avoid the risk of WAM Group stopping production; if it is not possible to avoid WAM Group's production stop, the Supplier must recognize the certified costs of non-production.

在任何情况下，供应商应向 WAM 集团保证，其将开展所有必要的活动，以避免 WAM 集团生产停止的风险。如无法避免此类情况，供应商应确认停止生产引起的成本。

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6.6. Packaging and preservation/包装和保存

It is the Supplier's responsibility to assure that the supply arrives at destination undamaged and ready for the intended use. The "ready to use" requirement must include provisions for a reasonable period of storage at destination prior to use.

供应商应负责确保供应品能够被完好的送达目的地，并用于预定用途。“即可使用”要求应包括在使用前，在目的地提供合理的贮存时间。

6.7. Supply Control/供应管理

In case of raw material supply, the Supplier has to release a material Certificate 3.1 according to EN 10204:2004 for each delivery, in order to guarantee to WAM Group the supply soundness.

在供应原材料的情况下，供应商应依照 EN 10204:2004 的规定，在交付时发布材料合格证，从而向 WAM 集团保证供应品处于完好状态。

6.8. Specification Provision to Suppliers/向供应商提供的规格说明

When Suppliers receive a new purchase order, in case the supplied goods are subordinated to WAM technical and/or managing specification, it is the Supplier's responsibility to verify that it has in hand the latest revision of the specifications.

如供应商的商品符合 WAM 技术和/或管理规定，当收到新的订单时，供应商应验证其拥有最新的规格说明修订版本。



质量标准

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【】 供应商质量要求

7. Forms/表格

7.1. Example of a Control Plan form/控制计划表示例

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7.3. Supplier Quality System audit check list topics/供应商质量体系审计检查表主题

Section 1: Management Responsibilities

第 1 节：运作管理水平

The Supplier's Quality Management System has been certified by a third party.
供应商的质量管理体系已通过第三方认证。

Quality goals and responsibilities are clearly stated, widely communicated, measured and understood throughout the company.
清晰地阐明了质量目标和职责要求，并在公司内得到全面沟通、测定和理解。

Management has invested in appropriate resources in order to reach and maintain a very good Quality level in company processes and products (Advanced Quality Planning, Corrective Action, Continuous Improvement, Training, Gauging, 5S, Lean, 6 Sigma, Preventative Maintenance, etc.).
管理层投资了合适的资源设备，为了满足公司产品工艺生产要求，达到和维护优良品质（先进的质量实施计划，纠正预防措施，持续改进，培训，计量，5S，精益，6西格玛，预防性维修等。）

The Supplier is willing to openly show to Customer his offer cost details and discuss with him the cost calculation for offered parts, tooling and packaging.
供应商愿意向客户明确列明报价费用明细，以及讨论报价费用的组成，工装和包装。

The Supplier's employees, who operate in the main departments that are in contact with the Customer (Sales, Design, Quality), are able to fluently communicate in English.
与客户接触的主要部门员工（销售，设计，质量）的，能够流利地用英语与客户交流。

The Supplier has an insurance for tools and equipment held at his facilities that are the Customer's property.
供应商对于在他那里的客户所有的工具设备应有一份保险。

The Supplier holds the necessary export licenses to deliver products outside his Country.
供应商拥有产品出口特许认证资质。

Section 2: Quality System

第 2 节：质量体系

Prototype and Product Quality Control Plans are in use. Reference Samples are used in support of the Control Plan during production. The Control Plan has a well defined reaction Plan.
使用了样品及产品质量控制计划，生产阶段仍然参照样品作为控制计划的一部分。控制计划被很好的运用和实施。

The Quality Plans include identification of control mechanisms, processes, equipment, fixtures, resources and skills, etc.
质量控制计划包括了对工艺、设备、夹具、物力及技能控制的定义。

The Quality System includes updated documentation such as work instructions, inspection specifications and testing techniques.
质量体系包含了各种更新文件，如作业指导书，检验规范和测试技术要求。

The Supplier has a system in place to approve and maintain his vendors' performance under control.
供应商有配套的体系去监控其供应商能在控制下良好服务。

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The Supplier has a system in place to control the incoming materials.

供应商有合适的体系来控制来料检验。

Quality records are kept under control and are adequate to verify compliance to specifications, conformity with operating procedures, and to provide problem-solving evidence.

可控的质量记录，能够验证产品是否符合规格，符合操作程序，并提供解决问题的依据。

Section 3: Purchasing

第 3 节：采购

The Supplier has drawn up an approval procedure for his vendors.

供应商已拟定了其供应商的合格批准程序。

A formal Vendor Rating / Vendor Assessment System / Program exists for Raw Material and Critical Component vendors.

原材料和关键部件具备完整的供应商评定等级和评价体系。

The Supplier has drawn up a procedure for continuous monitoring his vendors' performance.

供应商拟定了其供应商绩效的持续监测程序。

Non-conformities are pointed out to the Supplier's vendors and are documented for them.

供应商已向其供应商指出了不合格记录。

The Supplier requires from his vendors raw material certification for all the supplies and controls it.

供应商要求其供应商提供原材料材质证明并来控制它。

A procedure for checking purchased materials and/or components has been drawn up.

拟定了对采购物料和部件的检验程序。

Quality check is carried out at the acceptance/incoming materials department in accordance to a clearly defined procedure.

进料检验部门有清晰的程序文件来执行进料检验。

The results of the acceptance check are recorded and available for examination.

验收结果被记录并且可供检查。

Section 4: Process Control

第 4 节：流程控制

A detailed Process Control Plan exists including well-identified process parameters, process inspection and testing control steps, reaction plans and critical parameters.

详细的程序控制计划中包含了工艺参数、工艺检查及测试控制过程，响应计划和关键参数。

Process setup and Control parameters are documented and monitored during the production run. The results of the process checks are recorded and available for examination.

工艺设置和控制参数在产品运行过程中都做了记录并被监测。

Critical tooling (dies, moulds, fixtures, etc.) are verified prior to use and maintained appropriately.

关键工具（模具，夹具等）在使用和维护前已被确认好。

Calibrated gauging demonstrating an appropriate Precision to Tolerance (P/T) are used to control the process and verify product conformity throughout the processes.

校准的计量器具被用于整个过程控制和检验来确认产品的一致性。

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The Supplier maintains a list of Customers' assets (e.g. jigs, fixtures, tooling or special gauges and equipments) and periodically provides his Customers with "fit to use" certificates.
供应商对客户资产清单进行维护（如钻模、夹具、工装或专用检具和设备），定期提供给客户。

Incoming, in-process and finished products are adequately identified and segregated.
来料、半成品和成品被正确定义和分开。

If required by the Customer, the Supplier is able to guarantee traceability of his products (in terms of materials which have been used for production and the equipment utilized with relevant maintenance and calibration records).
如果客户要求，供应商能够确保其产品可追溯（使用的材料，设备相关维护记录等方面）。

Product Identification is adequate to clearly identify the product in the event of defective material found in the facilities.
如果出现不合格材料，有合适的产品标签可做清晰的产品鉴别。

Section 5: Control of Test Equipment 第 5 节：测试设备控制

There is a procedure to manage and accept the measuring tools.
有用来管理和接受量具的程序。

There is a register of measuring tools that records their state of calibration/gauging. The tools are identified through a serial number.
有测量工具的校准记录，校准记录是通过序列号来识别。

Quality measurement and control equipment, including tools and fixtures that are used for inspection, are sufficient to assure compliance with the requirements listed in the product quality plan.
质量测量与控制设备，包括了可完全满足产品质量控制计划中要求的用于检查的工装和夹具。

Calibration and preventative maintenance are documented and implemented in regular intervals.
检验设备的校准和预防性维护定期完成。

There is a defined expiration date for the calibration of the tools.
有测量工具校准的失效期。

Ungauged/uncalibrated tools are properly isolated and identified.
没校准的工具被正确区分开。

There is a suitable space dedicated to metrology, separate from the shop.
有专门的地方用于测量工作。

Section 6: Checks of Incoming Materials, Finished Product and Control of Nonconforming Product 第 6 节：来料、成品和不合格品控制

A procedure for checking the finished products has been drawn up.
拟定了成品检验程序。

A quality plan has been drawn up for the finished products (provide an example in terms of frequency of the checks, type of sampling, type of check).
已拟定了成品质量控制计划（依照检查频率和样品类型，检查方法）。

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Suspected non-conforming products are adequately identified to prevent further use, to be moved out from the normal process flow, possibly with the relevant records.

不合格产品被正确区分开，防止日后使用。

Non-conforming products are subjected to be reviewed by qualified, designated persons prior to possible introduction back into the normal production process.

由有资质的人员来对不合格品进行判定，在进入正常的生产流程前。

Formal Customer approval is required for using non-confirming products.

使用不合格产品要有客户正式的批准。

A documented procedure exists that defines identification, segregation and disposal of non-conforming products.

程序控制文件同样也适用于不合格产品。

Adequate steps are taken to prevent recurrence of non-conformity.

有足够的方法步骤来阻止不合格品的产生。

An efficient process that identifies non-conformity is in place and widely implemented. The process allows recognizing whether the issue is due to a "consolidated" problem (and consequently a recurrent one) or due to a "random/accidental" problem (which probably will not occur again).

存在并实施一个有效的流程来辨别不合格品，这个流程能够识别问题是经常发生或者随机发生的。

Section 7: Containment, Corrective and Preventive Actions

第 7 节：预防和改正措施

The Supplier has drawn up a procedure for managing Customer claims.

供应商拟定了管理客户投诉处理的程序。

There is a systematic and documentable "feedback" for managers regarding Customer claims.

对于管理层如何处理客户投诉有特定的程序文件。

A formal corrective and preventive action system exists to assure efficient closure and follow-up of both Customers' and internal problems and claims.

一个正式的纠正和预防措施体系来确保客户及公司内部产生的抱怨及问题项都能很好的跟踪与处理。

An adequate containment action process exists while the corrective and preventative action is determined.

当实施纠正和预防措施时，需要一个充分的行动计划和流程。

Origin cause analysis and control plan updating is an integral part of the Supplier's corrective action. The analysis is appropriately documented.

在供应商纠正和预防措施中根本原因分析是重要组成部分。具有根本原因分析文件。

Efficient verification control is in place to verify the origin cause(s). When preventive measures are implemented, the effect is verified and monitored to ensure that the desired goals are being fulfilled.

存在有效的验证控制体系来确认根本原因预防性措施在执行过程中将被检测其是否有效，以确保期望的目标将被很好的实现。

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Section 8: Document control

第 8 节：文件控制

A documented procedure exists to define requirements for creation and revision of control documents.

文件控制程序中有对如何创建和修正控制文件作出了规定。

Manufacturing process and specification documents are under revision control.

制作工艺和规范文件有版本控制。

A Document Change procedure that ensures that the key users of documents are being informed of changes is defined and implemented.

文件变更程序必须确保通知到主要客户并被很好的执行。

Revision history (reasons for change) is maintained for controlled documents.

修订记录（变更原因）主要来维护文件控制。

The document control system ensures that the most current revision of Customer specifications (drawings, tables, technical requirements), procedures and work instructions are available at, or reasonably near to, the point of use.

文件控制系统可以确保最新版本的客户规格（图纸、表格和技术要求）。

Section 9: Logistics

第 9 节：物流

The Supplier has described procedures for product handling, storage and packaging.

供应商已经描述了产品的处理程序，存储和包装。

Work In Progress (WIP) product is adequately identified as to its status, readable and durably labeled and stored appropriately.

在制产品（WIP）被充分地确定其状态，有可读的和持久的标记并妥善保管。

Final packaging is adequately labeled to ensure identification and segregation by warehouses personnel and by incoming inspection at the Customer's premises.

确保最终产品包装标示，以便于库房人员的发货和客户进料检验部门的检验。

In case of supply of raw materials (i.e. metal sheets, pipes, drawn bars and rolled products), the final packaging:

在原材料供应方面（即金属板材，管材，棒材，拉轧制产品），最后的包装：

- is carried out according to the specifications provided by the Customer or
- 客户提供的规格进行，或
- is a standard adopted by the company or
- 是本公司采用的标准，或
- varies depending on material availability at the time of packaging
- 取决于在包装时材料的可用性。

In case of supply of other goods, final packaging:

在其他商品的供应方面，最后的包装：

- is dedicated to the specific product / Customer (or even carried out according to the specifications provided by the Customer) or
- 是专门为特定的产品/客户（或者按照客户提供的规格），或
- is a standard adopted by the company or
- 是本公司采用的标准，或
- varies depending on material availability at the time of packaging
- 取决于在包装时材料的可用性。

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Barcode labeling is available.
有条码标签。

The Supplier's entire supply chain process (sales, planning, procurement, inventory control, manufacturing) is drawn up to guarantee the agreed lead time and on-time delivery are respected.
为保证约定的交货周期和准时交货，有制定出整个供应链流程计划（销售，计划，采购，库存控制，和制造）。

Metrics are in place to measure on-time delivery. A process is in place to communicate to the Customer, in advance, when there is the possibility of missing a delivery. A contingency plan is part of the procedure in case Supplier misses the shipping date.
用统计方法来评估准时交货率，当交货可能出现问题时，有相应的流程来与客户沟通。

Section 10: Production **第 10 节：生产**

The Supplier normally confirms purchase orders received from Customers.
供应商收到订单后，与客户确认订单。

The Supplier has drawn up a procedure for maintenance of production machines and established relevant schedules.
供应商已经为生产设备的维护制定了流程，并且建立相关的时间表。

The Supplier has formalized instructions for the production process (work cycles, process parameters, ...) and has made them available at the workplace.
供应商制定了完整的工艺流程图（工艺时间，工艺参数，……）。

The tools necessary to control the specific work-in-progress phases are present at the relevant workplaces.
在相关的工位有必要的工具在控制整个过程。

The workplaces are adequate in terms of cleanliness, tidiness, brightness and healthiness.
工作场所是足够的清洁，整洁，明亮的，健康的。

Section 11: Operational Excellence **第 11：运营卓越性运作管理优点**

Product quality specifications / Range samples / Work instructions and process set-up requirements are visible in work areas.
在工作区可以见到：产品质量规范/样品范围/作业指导书和工艺设定要求。

Visual Identification of materials (Raw, WIP and Finished) is used to identify inventory, tools, processes, flow, etc.
采用目视化管理工具来确定（原材料，在制品和成品）库存，工具，工艺，流程，等。

Value Analysis (VA) methods are used to identify suitable cost-saving material or design alternatives.
采用合理的价值分析（VA）的方法来确定合适的成本节约材料或设计方案。

Problem Solving tools are used to solve problems - Define, Measure, Analyze, Improve and Control (DMAIC) Six Sigma) / Fish Bone / Design Failure Mode Effect Analysis (DFMEA or FMEA) / Plan-Do-Check-Act (PDCA) or any other Systemic Problem Solving Methodology (s) is practiced.
熟练使用各种正确的工具来解决问题，包括六西格玛（定义，测量，分析，改进和控制）/鱼骨图/设计失效模式影响分析（DFMEA或FMEA）/ Plan-Do-Check-Act（PDCA）或任何其他系统的解决问题的方法