

GD-OTS SUPPLIER FIRST ARTICLE INSPECTION (FAI) CHECKLIST

PLEASE : a. Complete this checklist prior to submitting FAI Package
 b. Do NOT ship product prior to receiving FAI Approval from GD-OTS

Supplier: _____ Part No: _____ PO No: _____ Date: _____

Web Links:

1. AS9102 forms - <http://www.sae.org/aaqg/publications/as9102a-faq.htm>
2. GD-OTS Quality Clauses - <https://www.gd-ots.com/suppliers/quality-clauses/>
3. GD-OTS Approved Special Process List, Approved Suppliers List: <https://www.gd-ots.com/suppliers/quality-clauses/>
 (Approved Special Process List, Approved Suppliers List, FAI Training)

| Requirement | Expectation | Initial |
|--|---|---------|
| Part Revision / Drawing Revision | Verify Part Rev. on all documents exactly matches the Purchase Order Revision Verify Drawing Rev. matches Drawing Rev. flowed in P.O. plus any additional CNs | |
| Quality Clauses on PO | Review & understand each Q-Clause on the PO; verify that the parts submitted fully comply with Q-Clause requirements. | |
| SEP Form QSP-FRM-53.13.1B | Complete form & include with FAI submission. (SEP Suppliers only) | |
| AS9102 Forms 1, 2 and 3 | Complete each form per AS9102 Standard. Forms are available at link shown above. | |
| Bubble Drawing | Uniquely bubble / balloon each drawing note and characteristic, including subassemblies. | |
| Part Marking | Take a picture of the actual part marking, include with FAI submission. Include "M" or "P" Stamp, Round BA stamp adjacent to marking, if applicable. | |
| Material Certification | Provide Certs compliant with Drawing Specification & DFAR Compliance, if applicable. Manufacture of item to be shown on the Certification. | |
| Special Process Certification | Provide Certs compliant with Drawing Specification, use only GD Approved Special Process Suppliers, except for Source Control Drawings | |
| Supplier C of C | Includes GD Part #, Revision, Purchase Order #, Quantity, Signature & Date | |
| Job Traveler | Job Traveler, Work Instruction, Part Router included & are revision controlled. For distributors only: Final inspection plan / report is required | |
| Signature of Preparer | Signed AS9102 Form 1, "Signature" Field | |
| Reviewer Signature | Signed AS9102 Form 1, "Reviewed By" Field ==> Person other than the Preparer to Review & Sign | |
| Prepare FAI Package - In Following Order: | SEP Form QSP-FRM-53.13.1B (SEP Suppliers) | |
| | 1 AS9102 Forms 1, 2, and 3 | |
| | 2 Bubbled Drawing (including Parts List, Sub-Level Drawings, and CNs) | |
| | 3 Supplier Certificate of Conformance | |
| | 4 Material Certification(s) | |
| | 5 Heat Treat Certification(s) | |
| | 6 Special Process Certification(s) | |
| | 7 Job Traveler / Work Instruction / Part Router | |
| | 8 Inspection Plan | |
| 9 Photo of Part Marking/Other Marking | | |
| Submit FAI Package | Upload submission on secure GD SharePoint Portal or an approved secure method. | |
| Notify GD by Email | Include SQE and Buyer | |

Title _____

Signature _____

Date _____