

Perform Air International Inc.
Quality System Manual
Policy QSM.08: Production and Service Provision Policy

Revision	Revision Date	Revision Change
N/I	02/08/10	Initial Release/ Re-release
1	08/02/10	Revision to Policy
2	09/16/11	Revision to Policy
3	08/16/13	Revision to Policy (removal of text).
4	04/30/15	Revision to Policy for change in title of Executive Vice President Engineering.
5	03/31/17	Revision to Policy for change in ISO reference.
6	02/28/18	Revision to Policy for changes in ISO requirements.
7	09/27/23	Revision to remove VP Engineering and add President

Perform Air International Inc. plans the process and interaction of key elements of the quality system. Planning of the process and interaction must consider the following:

The establishment of process controls and development of control plans where key characteristics have been identified.

The identification of in-process verification points where adequate verification of conformance cannot be performed at a later stage of realization.

The design, manufacture, and use of tooling so that variable measurements can be taken, particularly for key characteristics,

All special processes *that are* required for completion and compliance of the product.

It is the policy of Perform Air International Inc. to plan and carry out production under controlled conditions. Perform Air International Inc. will document the identification, planning, and control of all processes which directly affect the quality of our product. Controlled conditions include:

The availability of information that describes the product.

The availability of work instructions, as required.

The use of suitable equipment.

The availability and use of monitoring and measuring devices.

The implementation of monitoring and measurement.

The implementation of release, and delivery activities.

Accountability for all product during the process flow.

Evidence that all operations, including inspection, have been completed as planned or otherwise documented and authorized.

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Provision for the prevention, detection, and removal of foreign objects. Refer to ASM III.07 for FOD Procedure

Monitoring and control of utilities and supplies such as water, compressed air, electricity and chemical products to the extent they affect product quality.

Criteria for workmanship, which shall be stipulated in the clearest practical manner.

Compliance with reference standards/codes, quality plans, manufacturers recommendations, and or documented procedures.

Maintain a list of approved maintenance / repair processes capabilities and or current ratings.

Assure that maintenance operations do not adversely affect areas outside the scope of the planned maintenance.

Perform Air International Inc. requires maintenance operations only be performed in accordance with established documentation. Maintenance documentation shall include as appropriate:

Approved technical data.

A list of specific or non-specific tools and numerical control machine programs required and specific instructions associated with their use.

Persons authorized to approve changes to maintenance processes within the Perform Air International Inc. system are the *President* or the Executive Vice President of Operations/Sales.

Perform Air International Inc. will identify and obtain acceptance of changes that require customer and or regulatory approval in accordance with contract or regulatory requirements.

Changes affecting processes, equipment, tools and programs shall be documented. Procedures shall be available to control their implementation.

The results of changes to maintenance processes shall be assessed to confirm that the desired effect has been achieved without adverse effect to product quality.

Perform Air International Inc. controls maintenance equipment, tools and programs. Prior to use all equipment is validated to ensure equipment is not out of order and is in current calibration if required. All measuring equipment utilized in the system for reference only, i.e., power supplies, must also utilize a piece of calibrated equipment to obtain the required measurements for validation of compliance to documented procedures.

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Perform Air International Inc. validates the processes for production where the resulting output cannot be verified by subsequent monitoring or measurement. This includes any processes where deficiencies become apparent only after the product is in use. The validation of these processes demonstrates the ability of the process to achieve planned results. Validation of the processes takes place by Internal Audit, review of Warranty considerations, and use of the preventive and corrective action system. Perform Air International Inc. has established arrangements for these processes including:

Defined criteria for review and approval of the processes to include qualification and approval of special processes prior to use.

Approval of equipment and qualifications of personnel.

Use of specific methods and procedures, including control of significant operations and parameters of special processes in accordance with documented process specifications and changes associated with them.

Requirements for records.

Revalidation.

Some requirements referenced in the ISO 9001, AS 9100 or AS 9110 standards are not currently applicable to the scope of the Perform Air International Inc. quality management system. Such requirements are not necessary to satisfy stakeholder needs; therefore, the organization does not perform the following “non-applicable” processes: Control of Production and Service Provision (ISO 9001:2018, clause 8.5.1(f)). Perform Air International Inc. does not perform processes requiring validation where the output cannot be verified by monitoring and measurement.