

Perform Air International Inc.
Military Programs Quality System Manual
XV.06: Deficiency Reporting Procedure

| Revision | Revision Date | Revision Change |
|----------|---------------|----------------------------|
| N/I | 12/16/2024 | Initial Release/Re-release |

1.0 Purpose:

To ensure Contractor compliance with DOD requirements if a Deficiency Report is received for an end item remanufactured under the current terms of an approved Contract (as revised).

2.0 Scope:

All related operations (internal or external) that have an effect on the quality of the contracted component.

3.0 Responsibility:

3.1 The maintenance of this procedure is the responsibility of the Military Programs Quality Department.

3.2 All Perform Air International employees associated with Military Programs Quality Department shall comply with the Administrative Contracting Officer (ACO) directions.

4.0 Definitions:

4.1 Administrative Contracting Officer (ACO): A contracting officer assigned the responsibility for the post award functions related to the administration of a Government contract in the field.

4.2 Procuring Contracting Officer (PCO): The individual authorized to enter into contracts for supplies on behalf of the Government by formal advertising or negotiation and who is responsible for overall procurement of the contract.

4.3 Product Quality Deficiency (PQDR): Any defect or nonconforming condition. Included are deficiencies in design, specification, material, manufacturing, and workmanship.

4.4 Request for Variance (RFV): A request for deviation or waiver that may cover product or processes outlined in the Statement of Work or Contract.

5.0 Procedure:

5.1 The Perform Air Military Program Quality Office will report any shipping or packaging discrepancies with received Government furnished material, for the work accomplished as outlined in this SOW, to the ACO using a Report of Discrepancy (ROD), SF Form 364, with concurrence of DCMA quality reviewer (if different from ACO) on the form or attached documentation. Discrepancies to be reported via the ROD are limited to material damage due to shipping, supply documentation errors, misdirected material, shortage of material, incorrect item technical markings, and if the wrong item was received. Proof of discrepancy must accompany the SF364 (i.e., labeled photo's, invoices, etc.).

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5.2 The Perform Air Military Programs Office shall support quality audits as required by the ACO. These audits may require that one or more end items be removed from the work schedule and subjected to any combinations of inspection, testing, disassembly, or assembly to determine that the standards of performance and technical conformance meet the requirements of the Statement of Work (SOW). Perform Air will correct a deficient process to eliminate the cause(s) of any defects as directed by the ACO.

5.3 Perform Air will support quality assurance reviews to be conducted at the site of remanufacture at the request of the Government throughout the contract period to include extensions.

5.4 Perform Air shall support a quality acceptance review by the DCMA representative at the site of work as specified in the Statement of Work (SOW) for each end item worked under the terms of this contract.

5.5 Requests for deviation/waiver will be submitted to the Procuring Contract Officer (PCO) through the Administrative Contracting Officer using the Request for Variance (RFV) DD Form 1694. Work shall not be initiated on assemblies/components affected by deviation/waiver pending approval/disapproval. Requests shall include the contract number, National Stock Number, and part number (P/N) of the end item and lowest part/assembly affected, effect on cost/price and delivery schedule, description of deviation waiver, justification for deviation/waiver, and proposed corrective action taken.

6.0 Records:

6.1 SF 364 – Report of Discrepancy (ROD) (as revised).

6.2 DD Form 1694 (as revised).