



Sub-Vendor:	Vendor:			Contractor:	Owner/Purchaser:
		Manufacturing Process Inspection procedure			
	Arya Mabna Payesh company	Vendors Doc. No.:	Rev.:00		

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Purpose

These Circular aims to provide the policy on manufacturing process inspection which will be conducted in type certification process, etc. by specifying the relevant standards and procedures.

Process Inspection

The whole manufacturing process shall be subject to the process inspection, and the inspection shall be carried out by document review and onsite inspection. In the process inspection, it shall be confirmed that the whole process is established from reception of materials to processing, assembly, inspection, and delivery, and the process conforms to the type design data as well as that the manufactured product will not be allowed to deviate from the design data when the process is applied. Documents, etc. that stipulate manufacturing process are subject to inspection. PIRs (Production Inspection Records), worksheets, and work orders, etc. are all regarded as documents that stipulate manufacturing process.

Confirmation of Current Condition


Confirmation of the current condition is intended to verify the adequacy of manufacturing process to be certified through type certification by confirming that the products manufactured through the manufacturing process conforms to the design data. Confirmation of the current condition shall be carried out by means of onsite inspection to check the shape, structure, performance, functionality, etc. stipulated in the design data of the product.

Procedures for evaluating Quality Control

If the applicant is applying quality control, etc. for the manufacturing process that is subject to inspection.

HSE Manager

The designated person is responsible for defining testing methods, authorizing dispensations to omit pressure testing, validating pressure testing procedures and sanctioning any pneumatic pressure tests. Ensuring that the term and conditions stated on the pressure testing procedure are adhered to at all time. For pneumatic pressure testing, the safety authority should lead hazard identification and risk assessment study with concerned parties. He is responsible to monitor the safety of all working practices relevant to pressure testing and leak testing; ensuring that barriers and warning signs are correctly positioned at work sites where pressure testing and leak testing are being carried out.

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Inspector's Right of Access

The Inspector(s) shall have free entry at all reasonable times, to the shop where fabrication or testing on the equipment and materials at any stage is being performed. the Inspector(s) shall have the right to witness the inspection and tests of the items so specified in the applicable requisition or items so agreed mutually.

Test Facility

Necessary equipment tools and facilities required for specified inspection or tests shall be provided to the Inspector(s) by the vendor free of any charges.

WORK CONTROL

Sub-Vendor Control


The Vendor shall submit all of the sub-vendors lists, who undertake fabrication of the equipment and/or supply materials partially or wholly, for purchaser's approval. Further, the vendor shall control QC of sub-vendors and shall supply the necessary specifications to sub-vendors. Any and all sub-vendors shall be required to have a QC system in place and their QC manual shall be available anytime at their shop upon request by the inspector.

Calibration Control

- (1) The Vendor shall define the measurement points, the accuracy and scope of measurement required and the selection of appropriate equipment and provide equipment.
- (2) The Vendor shall establish methods of calibration and adjustment, interval of calibration, and shall control equipment by attaching a suitable indicator to show calibration status, maintain calibration record, and be subject to re-calibration when the inspector(s) deems it necessary.
- (3) Purchaser's inspector shall review the vendor's procedure of calibration of measuring and test equipment.
- (4) All Instruments shall have current valid calibration certificates.

Dimensional Control

The Vendor shall include detailed procedure for dimensional control in his QC manual. The Vendor shall provide personnel, equipment and instruments necessary to monitor and control dimension accuracy within the allowable tolerances. The accuracy for the dimensional control within the permitted tolerances shall be checked as required by the QC manual and verified by purchaser's inspector.

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NDE Personnel

NDE Personnel shall have qualification obtained from the authorized organization. When the vendor performs NDE, the qualified NDE personnel list in which the details of kinds and level of NDE (minimum ASNT Level-II or equivalent), terms of validity, and the organization by which they are qualified are specified shall be available to the inspector(s) upon his request. NDE personnel certificate shall be submitted to the purchaser's inspector for his review.

Vendor's Inspector

The purchaser's inspector will review and evaluate the professional backgrounds of the vendor's inspectors to ensure their qualification and skill, as required. The purchaser's inspector has a right to replace the vendor's inspector with new qualified inspector if the purchaser's inspector judges poor performance done by the vendor's inspector.

INSPECTION AND TESTS

SCOPE OF INSPECTION Of the Purchaser (SOI)

The Vendor shall plan the inspection and tests for the equipment(s) and materials based on the all inspection and test requirements specified in the requisition and especially for the scope of inspection forms (SOI) attached to each requisition, which is covering purchaser's minimum inspection requirements and witness/hold points, inspection and test record requirements. This SOI covers the minimum purchaser's requirements and other requirements specified otherwise such as statutory requirements, applicable code/standards, data sheets, etc. shall be preferentially performed by the vendor.


Vendor's Preparation For The Kick-Off Meeting (or The Pre-Award Meeting)

The Vendor shall prepare the following information for clarifying with the purchaser at the timing of the kick-off meeting (or the pre-award meeting) for inspection and test related matter, but not limited to:

- Overall fabrication schedule for initial inspection planning.
- Clarification & confirmation for purchaser's scope of inspection form (SOI) attached to the requisition and other requirements in the requisition.
- QC organization.
- Sample of vendor's inspection and test plan.
- Plan of sub-order QC control.
- Others, if necessary.

Identification and Trace ability

The Vendor shall establish the procedure that materials supplied/fabricated are fully identified by legible marking through all stage of manufacturing and fabrication. This

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procedure shall be verified by the Purchaser's Inspector. These identifications and marking details shall be correlated to the certificates or documents so that the Purchaser's Inspector can ensure the material trace ability system. Material map or list shall be provided to indicate the identification to the relevant drawings.

Acceptance & Rejection

The Vendor shall not release equipment and materials if:

- The valves do not conform to the Purchase Order requirements.
- The valves have any irremediable or injurious defects.
- The valves are of poor workmanship.
- The necessary documentation work has not been completed.
- No release note/certificate is issued by Purchaser's Inspector/Third party inspection.
- The third party /Owner's Inspector has not approved the inspection release note when the third party/Owner's inspection participation on the final inspection with statement of the rejection subject.

Certificate of Conformance by the Vendor

The Vendor shall issue Certificate of Conformance to specify relevant equipment and materials for each item of Purchase Order according to spec vendor or DIN50049/EN10204 2.1 if they:

- conform to the Purchase order requirements.
- have no irremediable nor injurious defects.
- have completed necessary fabrication/manufacturing, inspection and testing work.
- have completed necessary documentation work.
- are approved by the Inspector.

The Certification of Conformance shall be issued for each shipment, when the purchase order equipment and materials are divided to several shipments.