

TYPE: QUALITY ENGINEERING	PAGE NO. 1 OF 4
	SPECIFICATION NO. *Q-104.2.2-EXT
TITLE: MAINTAINING MATERIAL IDENTITY THROUGH OUTSIDE SERVICE PROVIDERS	DATE ISSUED: 12-31-2007
	DATE REVISED: 01-07-2015

1. Purpose

*The purpose of this specification is to outline the system for managing the material traceability and identification requirements through outside processors.

2. Scope

*This specification covers all products that are shipped to third party companies for the purposes of obtaining services rendered on the product.

3. Responsibility

3.1 It is the responsibility of Purchasing to communicate all purchase order requirements to the vendors via the Purchase Order or notes referenced on the purchase order, including the identification and traceability requirements as specified in this document. It is the responsibility of the outside service provider to adhere to all requirements listed in the purchase order, including this document when this document is referenced on the Purchase Order.

4. Requirements

4.1 *RTI Extrusions Inc. identification requirements for all material are as follows:

4.1.1 *Job Number, (RTI Extrusions Inc Internal Tracing Number),

4.1.2 Serial Number, (specific piece within a job).

4.2 *It is the responsibility of RTI Extrusions Inc. Shipping Department to ensure that each piece is properly identified and that the stamping has sufficient depth to be legible through normal processing of such processes as heat-treating and sandblast operations.

4.2.1 If the processing requested has the potential of losing piece identity, such as but not limited to machining, pickling, heat treating and sandblasting, the vendor shall take necessary precautions to protect the preservation of the identification stampings, or (in cases like machining), devise a system that transfers the identification information back on the material after processing is complete.

4.2.2 If the processing requested has batch control reporting requirements, such as but not limited to heat treating and pickling, the vendor shall provide batch traceability so that it is clear which pieces were processed in which

TYPE: QUALITY ENGINEERING	PAGE NO. 2 OF 4
	SPECIFICATION NO. *Q-104.2.2-EXT
TITLE: MAINTAINING MATERIAL IDENTITY THROUGH OUTSIDE SERVICE PROVIDERS	DATE ISSUED: 12-31-2007
	DATE REVISED: 01-07-2015

batch, and that the certification reports clearly indicate which pieces were processed in which batch. This requirement applies to both product and test samples.

UNCONTROLLED


TYPE: QUALITY ENGINEERJNG	PAGENO. 3 OF 4
	SPECIFICATION NO. *Q-104.2.2-EXT
TITLE: MAINTAINING MATERIAL IDENTITY THROUGH OUTSIDE SERVICE PROVIDERS	DATE IS SUED: 12-31-2007
	DATE REVISED: 01-07-2015

Approved by:



Steven Wörthen
Director of Quality Assurance & Operational Improvements

1-8-15
Date

 ERIC NAZARETH

Eric Nazareth
General Manager

1/8/15
Date

* Denotes change and/or addition

TYPE: QUALITY ENGINEERING	PAGE NO. 4 OF 4
	SPECIFICATION NO. *Q-104.2.2-EXT
TITLE: MAINTAINING MATERIAL IDENTITY THROUGH OUTSIDE SERVICE PROVIDERS	DATE ISSUED: 12-31-2007
	DATE REVISED: 01-07-2015

CHANGE HISTORY:

Any changes to this procedure, please contact the Local Quality Manager and/or Local Quality Documentation Specialist. All changes will be noted with an asterisk (*).

*Critical to Quality (CTQ) points are highlighted in **RED**. Safety requirements are highlighted in **GREEN**.*

This is a newly issued Standard Work Procedure dated 12-31-07: New specification derived from QE-06 and issued. Document Number changed to SWP-QE-06 per corporate guidelines.

DATE: 2-21-08:

Safety and Ergonomics verbiage added.

DATE: 5-15-08:

Logo revised. Watermark added. "Heat Number" deleted from 4.2.1 as job & serial number together are adequate for traceability. Uploaded to portal as a printable document.

DATE: 11-11-2011

ORIGINATED BY: Dennis Bors, James Hardin,

Annette Metoyer-Moore

Work Procedure SWP-QE-06 was converted into this new Specification Q-104.2.2-FAB on 11-11-2011

The Safety and Ergonomics section was removed.

This new specification was entirely re-written.

Updated to revised Form 5353 per corporate.

DATE: 01-06-2015 **ORIGINATED BY: Annette Metoyer-Moore**

Upgraded to current template. Changed all RTI Fabrications to RTI Extrusion. Removed FAB and replaced with EXT on specification number.

UNCONTROLLED

* Denotes change and/or addition