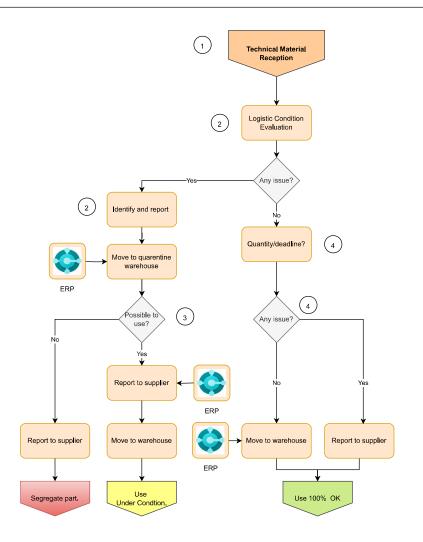


Technical Material Reception

P 09 1 20



1. Technical Material Reception (Logistic)

All materials, parts and other consumables that are received by Logistic team that are tagged for Technical Material Reception according the WI 09 1 20 01 - Technical Reception - Matrix

2. Condtion Evaluation (Logistic)

During the logistic process of receiving the materials, a generic phisical inspection must be done (Ex: Damages, lack of ID, Corrosion,etc.)

If any of this issues is detected, the one performing the analysis should immediate identify and report the anomly to the Quality team, and move the material for quarentine warehouse for future evaluation.

3. Evaluation Result? (Quality/Logistic)

If the quality team declares that is possible to use the part under specific conditions that dosen't affect the final product integrity, the parts should be transfer to general warehouse and create a specific information for use under condition in the shopfloor.

If the part isn't able to be use under any condtion, it must be official reported to the supplier for future resolution and immediatly segregated in house.

4. Quatity/deadline of delivery (Logistic)

The logistic team must evaluate according for each product, if the quantity's are ok and if they were delivered on the correct deadlines.

If one of this conditions was not respected, an official report must be adressed to the supplier for future resolution, and the product can be moved to the warehouse and use without restrictions.

Creation Date: 02/09/2024

Revision Date: 02/09/2024

Macro Process: Logistics 09 - Incoming

Process: 09 1 - Incoming

Procedure: P 09 1 20 - Technical Material Reception

Creator: C.Santos **Approver:** M**.**Sousa