
Type A	Type B	Type C	Type D	Type E	Type F	Type G	Type H	Type I	Type J	Type K	Type L	Type M
X	X											

QRS-110

DO-PO Arrangement

Issue Date: April 2015

Issue: 00

Copyright – 2014 AgustaWestland SpA, AgustaWestland Ltd and / or any other Legal Entity belonging to the AgustaWestland Group (together as "AW")

Copyright and all other rights in this document are vested in AW. This document contains confidential proprietary information and is supplied on the express condition that it may not be disclosed, reproduced in whole or in part, or used for any purpose other than that for which it is supplied, without the written consent of AW.

CHANGES LOG

Issue	Approval Date	Main changes	Interested Paragraphs
00	April 2015	First Issue	All

REFERENCE DOCUMENTS

Documents level	Document code (, paragraph) and title
Higher Level COS Documents	
	QRS-01 Quality Requirements For Suppliers

CONTENTS

1 PURPOSE..... 4

2 APPLICABILITY..... 4

3 EFFECTIVE DATE 4

4 OWNERSHIP..... 4

5 ACRONYMS, DEFINITIONS AND ABBREVIATIONS 4

6 MEANS OF UNDERSTANDING 5

7 REQUIREMENTS 6

 7.1 DO-PO ARRANGEMENT..... 6

 7.2 IPO-PO ARRANGEMENT 7

 7.3 SADD PREPARATION..... 7

8 FORMS..... 7

9 ANNEXES/SUPPLEMENTS 8

10 APPENDIXES..... 8

1 Purpose

Purpose of this procedure is to define and supply a guidance for the compilation and issue of the arrangement between the Design Organization (DO) and the Production Organisation (PO) as required by EASA Part 21A.133(b) and (c) for Suppliers which need from the National Aviation Authority a new approval, or an extension of the existing approval to a new product, in order to issue EASA Form 1 certificates.

Supplier holding EASA Part 21 Subpart G Approval will make sure that the appropriate DO-PO arrangements are in place as required by EASA Part 21A.133(b) and (c) for use on AW Civil Aircraft and related Spares Programmes (intended as new parts used as spare parts).

2 Applicability

This Quality Procedure is applicable for Purchase Orders of items developed and produced by a supplier against a Procurement Specification, a Source Control Drawing or a Drawing issued by AgustaWestland for use on Civil Aircraft and related Spares Programmes.

This procedure shall apply to AW Approved Manufacturers and Sub-Contractors who hold (or that are applying to be approved) EASA Part 21 Subpart G Approval operating on aircraft under EASA Surveillance.

3 Effective date

July 2015.

4 Ownership

The Supplier Quality Assurance (SQA) is responsible for coordinating the input of content to this QRS and any subsequent amendments supported by other relevant Departments/Functions as required.

5 Acronyms, definitions and abbreviations

AW	AgustaWestland
DO	Design Organization
IPO	Intermediate Production Organization
PO	Production Organization
SADD	Statement of Approved Design Data
SQA	Supplier Quality Assurance

6 Means of Understanding

The use of *shall*, *should*, *must*, *will* and *may* within this document *shall* observe the following rules:

- the word *shall* in the text denotes a mandatory requirement: deviations from such a requirement is not permissible without formal agreement,
- the word *should* in the text denotes a recommendation or advice on implementing such a requirement of the document; such recommendations or advice is expected to be followed unless good reasons are stated for not doing so,
- the word *must* in the text is used for legislative or regulatory requirements and *shall* be complied with,
- the word *will* in the text denotes a provision or service or an intention in connection with a requirement contained in this document,
- the word *may* in the text denotes a permissible practice or action; it does not express a requirement contained in this document.

These means of understanding are applicable in the entirety of the document.

7 Requirements

7.1 DO-PO Arrangement

An arrangement is requested when a Production Organization Holder is intended to delivery articles with an EASA Form 1. In such cases, the Production Organization shall demonstrate the Authority a link with the Design Organization Holder.

An arrangement is considered appropriate if it is documented and satisfies the competent Authority that co-ordination is satisfactory.

To achieve satisfactory coordination the documented arrangements must at least define the following aspects irrespective of whether the two organisations are separate legal entities or not:

- The responsibilities of a Design Organisation which assure correct and timely transfer of up-to-date airworthiness data (e.g., drawings, material specifications, dimensional data, processes, surface treatments, shipping conditions, quality requirements, etc.);

In the case of a supplier approved as manufacturer it is assured as follow:

- AW is responsible to transfer up-to-date airworthiness data through SCD or Procurement Specification.
- Supplier Design Organization, as part of AW DO, shall define the procedure ensuring the correct and timely transfer of up-to-date airworthiness data, aligned with AW ones, to its Production Organization.
- The responsibilities and procedures of a POA holder/applicant for developing, where applicable, its own manufacturing data in compliance with the airworthiness data package;
- The responsibilities of a POA holder/applicant to assist the Design Organisation in dealing with continuing airworthiness matters and for required actions (e.g., traceability of parts in case of direct delivery to users, retrofitting of modifications, traceability of processes' outputs and approved deviations for individual parts as applicable, technical information and assistance, etc.);
- The scope of the arrangements must cover Part-21 Subpart G requirements and associated AMC and GM, in particular: 21.A.145(b), 21.A.165(c), (f) and (g);
- The responsibilities of a POA holder/applicant, in case of products prior to type certification to assist a Design Organisation in demonstrating compliance with CS (access and suitability of production and test facilities for manufacturing and testing of prototype models and test specimen);
- The procedures to deal adequately with production deviations and non-conforming parts;
- The procedures and associated responsibilities to achieve adequate configuration control of manufactured parts, to enable the production organisation to make the final determination and identification for conformity or airworthiness release and eligibility status;
- The identification of the responsible persons/offices who control the above;

- The acknowledgment by the holder of the TC/STC/repair or change approval/ETSO authorisation that the approved design data provided, controlled and modified in accordance with the arrangement are recognised as approved.

In many cases the production organisation may receive the approved design data through an intermediate production organisation (see paragraph 7.2). This is acceptable provided an effective link between the design approval holder and the production organisation can be maintained.

The POA holder must demonstrate to the competent authority that it has entered into an arrangement with the Design Organisation.

The arrangement must be documented in order to facilitate the POA holder to demonstrate compliance with the requirement of Part 21 Subpart G by means of written documents agreed with AW DO.

In all other cases to define such a design/production interface the QRS.110.F01 Form (for DO-PO Arrangement) or QRS.110.F02 (IPO-PO Arrangement) shall be used.

7.2 IPO-PO Arrangement

In case AW PO decides to subcontract manufacturing activities, an IPO-PO between AW PO and Supplier PO holding an EASA Part 21 Certification can be put in place.

In this case, AW PO acts as a link between AW DO and Supplier PO (see form QRS.110.F02).

The requirements to be met through an IPO-PO Arrangement are the same defined in paragraph 7.1 of this procedure.

7.3 SADD Preparation

This form provides a visible Statement of Approved Design Data.

The supplier is requested to prepare and maintain the attachment 1 of the Form QRS.110.F03 highlighting the parts that have to be enclosed into the Capability List.

The Supplier shall highlight new part numbers inserted or deleted from SADD, indicating in the dedicated column the revision of the attachment that introduced such a modification.

As the attachment 1 is ready, it has to be sent to SQA for AW review from the involved departments.

Once the SADD has been signed, it will be sent back to the supplier by SQA.

8 Forms

QRS.110.F01	DO-PO Arrangement
QRS.110.F02	IPO-PO Arrangement
QRS.110.F03	SADD

9 Annexes/Supplements

N/A

10 Appendixes

N/A

The undersigned agree on the following commitments:		No.	
		Relevant interface procedures	
The design Organisation AgustaWestland S.p.A. takes responsibility to a) assure correct and timely transfer of up-to-date applicable design data (e.g. drawings, material specifications, dimensional data, processes, surface treatments, shipping conditions, quality requirements, etc ...) to the Production Organisation Approval Holder XXXXX b) provide visible statement(s) of approved design data		DOA N°: EASA.21J.005 QRS-115 paragraph 5.2.5	
The Production Organisation Approval Holder XXXXX takes responsibility to c) assist the Design Organisation AgustaWestland S.p.A in dealing with continuing airworthiness matter and for required actions d) assist the Design Organisation AgustaWestland S.p.A in case of products prior to type certification in demonstrating compliance with certification specification e) develop, where applicable, its own manufacturing data in compliance with the airworthiness data package		POA N°: XXXXX	
Design Organisation AgustaWestland S.p.A. and the Production Organisation Approval Applicant XXXXX take joint responsibility to f) deal adequately with production deviations and non conforming parts in accordance with the applicable procedures of the Design Organisation and the Production Organisation Approval Holder g) achieve adequate configuration control of manufactured parts, to enable the Production Organisation Approval holder to make the final determination and identification for conformity.			
h) The scope of production covered by this arrangement is detailed in XXXXXX			
i) <i>[When the Design Organisation is not the same legal entity as the Production Organisation Approval Holder]</i> Transfer of approved design data The TC holder AgustaWestland S.p.A. acknowledges that the approved design data provided, controlled and modified in accordance with the arrangement are recognised as approved by the Competent Authority and therefore the parts and appliances manufactured in accordance with these data and found in a condition for safe operation may be released certifying that the item was manufactured in conformity to approved design data and is in a condition for safe operation.			
j) <i>[When the Design Organisation is not the same legal entity as the Production Organisation Approval Holder]</i> Direct Delivery Authorisation This acknowledgment does not include the general agreement for direct delivery to end users in order to guarantee continued airworthiness control of the released parts and appliances. AgustaWestland S.p.A allows XXXXXX to ship spare parts directly to XXXXXX authorized Repair Stations. Furthermore allows XXXXXX to ship complete units to other AgustaWestland legal entities in the world for helicopter final assembly or maintenance.			
For the AgustaWestland S.p.A.		For the XXXXX	
Head of Design Organization		Accountable Manager	
Date		Date	
Signature		Signature	
XXXXX		XXXXXX	

DO-PO Arrangement Filling Instruction

Title: The title of the relevant document must clearly indicate that it serves the purpose of a design/production interface arrangement in accordance with 21.A.133(b) and (c).

Commitment: The document must include the basic commitments between the design organisation and the POA holder as addressed in AMC 21.A.4 and AMC No. 1 to 21.A.133(b) and (c).

Relevant Procedures: Identify an entry point into the documentary system of the organisations with respect to the implementation of the arrangement (for example a contract, quality plan, handbooks, common applicable procedures, working plans etc.).

All the relevant procedures referred to into the DO-PO Arrangement shall be provided to AgustaWestland.

Scope of arrangement: The scope of arrangement must state by means of a list or reference to relevant documents those products, parts or appliances that are covered by the arrangement.

Transfer of applicable design data: Identify the relevant procedures for the transfer of the applicable design data from the design organisation to the POA holder. The means by which the design organisation advises the POA holder whether such data is approved or not approved must also be identified.

Direct Delivery Authorisation: Where the design organisation and the POA holder are separate legal entities the arrangement must clearly identify whether authorization for direct delivery to end users is permitted or not.

Signature: EASA Part 21 requests the identification of the responsible persons/offices who control the commitments laid down in the arrangement.

Therefore the basic document must be signed mutually by the authorised representatives of the design organisation and the POA holder in this regard.

The undersigned agree on the following commitments:		Relevant interface procedures	
The Intermediate Production Organisation AgustaWestland S.p.A. takes responsibility to a) assure correct and timely transfer of up-to-date applicable/approved design data (e.g. drawings, material specifications, dimensional data, processes, surface treatments, shipping conditions, quality requirements, etc. ...) supplied by AgustaWestland S.p.A. Design Organisation to the Production Organisation Approval Holder XXXXXX b) forward visible statement(s) of Approved Design Data (SADD), issued by AgustaWestland S.p.A. Design Organization, to the Production Organization Approval Holder XXXXXX .		POA N° IT.21G.0007 DOAH AgustaWestland S.p.A. C750-02 Arrangement DO-PO AgustaWestland S.p.A. C740-15 QRS-110	
The Production Organisation Approval Holder XXXXXX takes responsibility to c) assist through the XXXXXX Production Organization the Design Organisation AgustaWestland S.p.A. in dealing with continuing airworthiness matter and for required actions d) develop, where applicable, its own manufacturing data in compliance with the airworthiness data package			
The Intermediate Production Organisation XXXXXX and the Production Organisation XXXXXX take joint responsibility to e) deal adequately with production deviations and non-conforming parts in accordance with the applicable procedures of the XXXXXX and the Production Organisation Approval Holder XXXXXX . f) achieve adequate configuration control of manufactured parts, to enable the Production Organisation Approval holder XXXXXX e to make the final determination and identification for conformity.		DOAH AgustaWestland S.p.A. C750-02 Arrangement DO-PO AgustaWestland S.p.A. C740-01 POE AgustaWestland S.p.A. C750-01	
g) The scope of production covered by this arrangement is detailed in XXXXXX			
Transfer of approved design data h) The Intermediate Production Organisation AgustaWestland S.p.A. on behalf of TC holder AW SpA, acknowledges that the approved design data provided, controlled and modified in accordance with the arrangement are recognised as approved by the Competent Authority and therefore the parts and appliances manufactured in accordance with these data and found in a condition for safe operation may be released certifying that the item was manufactured in conformity to approved design data and is in a condition for safe operation.			
Direct Delivery Authorisation i) This acknowledgement does not include the general arrangement for direct delivery to end users in order to guarantee continued airworthiness control of released parts and appliances. AgustaWestland S.p.A allows XXXXXX to ship spare parts directly to XXXXXX authorized Repair Stations. Furthermore allows XXXXXX to ship complete units to other AgustaWestland legal entities in the world for helicopter final assembly or maintenance.			
For the AgustaWestland S.p.A. Intermediate Production Organisation		For the XXXXXX Production Organisation	
Deputy Accountable Manager		Accountable Manager	
Date		Date	
Signature		Signature	
XXXXXX		XXXXXX	

IPO-PO Arrangement Filling Instruction

Title: The title of the relevant document must clearly indicate that it serves the purpose of an intermediate production/production interface arrangement in accordance with 21.A.133(b) and (c).

Commitment: The document must include the basic commitments between the intermediate production organization and the POA holder as addressed in AMC 21.A.4 and AMC No. 1 to 21.A.133(b) and (c).

Relevant Procedures: Identify an entry point into the documentary system of the organizations with respect to the implementation of the arrangement (for example a contract, quality plan, handbooks, common applicable procedures, working plans etc.).

All the relevant procedures referred to into the IPO-PO Arrangement shall be provided to AgustaWestland.

Scope of arrangement: The scope of arrangement must state by means of a list or reference to relevant documents those products, parts or appliances that are covered by the arrangement.

Transfer of applicable design data: Identify the relevant procedures for the transfer of the applicable design data from the intermediate production organization to the POA holder. The means by which the design organization advises the POA holder whether such data is approved or not approved must also be identified.

Direct Delivery Authorization: Where the intermediate production organization and the POA holder are separate legal entities the arrangement must clearly identify whether authorization for direct delivery to end users is permitted or not.

Signature: EASA Part 21 requests the identification of the responsible persons/offices that control the commitments laid down in the arrangement.

Therefore the basic document must be signed mutually by the authorized representatives of the intermediate production organization and the POA holder in this regard.

2. Date	XX/XX/201X	3. Ref. :	SADD/Supplier/XXX rev. X
Product, Part or Appliance Identification and/or Documentation			
4. Make Supplier Address	5. Type Type Certificate see Remarks	6. Eligibility see Attachment 1	7. Issuing Organisation AGUSTAWESTLAND S.p.A.
8. Identification	9. Description SEE ATTACHMENT 1		
10. Purpose of Data Provision of Approved Design Data to a Production Organization XXXXXXXXXX to permit manufacture of the above parts.			
11. Remarks Ref. DO--PO Arrangement doc. n° XXXXXXXXXXXX			
12. Declaration – The technical information described above is approved : <i>(tick box as appropriate)</i>			
(i) by the NAA through document reference :			<input type="checkbox"/>
(ii) under the authority of EASA Approved Design Organisation Number EASA.21J.005			<input checked="" type="checkbox"/>
(iii) Not applicable			<input type="checkbox"/>
This Statement provides evidence of “Approved Design Data” as required for EASA Part 21A.133 (b) and 21A.122.			
Authorised signatory			
13. Name Xxxx Xxxx CPE AW1X9	14. Signature		

