

# Air Parts & Supply Company

## Quality Survey Response

Facility Name and Address:

	<p><b>Factory Authorized Distributor</b>          12840 S.W. 84th Ave. Rd.          Miami, Florida 33156          Phone: 305-235-5401          Fax: 305-235-8185          Email: sales@apscomiami.com          Web: www.apscomiami.com</p>
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Principal Service or Product:

<p>We are an aircraft parts supplier specializing in the distribution of aircraft ignition, fuel control, &amp; starter-generator parts for turbine engines. We are a "Factory Authorized Distributor" for Honeywell International, Inc., Skurka Aerospace, and The BG Service Company.</p>
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Certificates:

ISO 9001/2008 Certificate	Our current ISO Certificate is posted on our website at <a href="http://www.APSCOMiami.com">http://www.APSCOMiami.com</a>
FAA AC 00-56A Registered	
System Approval by Major Customers: General Electric, Pratt & Whitney, Honeywell, Rolls Royce, Goodrich, Nordam, Standard Aero, H & S Aviation	

Management Officials:

Name: Sheri Murray	Position: President & CEO
<i>Quality Assurance Organization (Reports to Vice President of Operations)</i>	
Name: Kerri Crowley	Position: Quality Manager

General Information:

Total # of Employees: 17	Duties shown on organizational chart.
Number Quality Control: 2.5	Employee summaries are up to date.
Office: 12	Warehouse: 5

Facility:

Number of buildings: 1	Construction: Brick/Stone
Total Facility Area: 20,000 SF	Warehouse Area: 18,000 SF
	Offices: 2,000 SF

Facility is of adequate size for work contracted.

Shop layout is satisfactory including lighting, ventilation, workspace, availability and storage.
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Environmental protection is adequate for material storage.

Food and drink are restricted where necessary.

Shipping and receiving areas have adequate space, lighting, shelving, security, and fire protection.

Work stands, ladders, and storage racks are of adequate capacity and in proper working condition.

All safety items are clearly identified.

Facility is kept clean and orderly.

Facility is designated as non-smoking.

Environmental controls meet industry standards.

### Training:

Training program is documented.

New employees go through a set training course.

Training records are kept and maintained throughout an employee's career.

### Records and Technical Data:

Technical Data and Quality Record programs are maintained.

Controlled manuals and other technical data are up to date and include the current revision status.

Records of revision changes are retained.

Obsolete documents are removed from circulation and/or identified as "obsolete" or for "reference only".

Controlled records and data are stored in a manner that protects them from damage, alteration, deterioration or loss.

All traceability documents are maintained for a period no less than ten years.

### Quality Assurance:

QA organization's authorities and responsibilities are clearly defined in writing.

Documented quality program is in place and includes a quality policy, quality manual, and procedures.

APSCO's quality manual is approved by management, customers, suppliers, regulatory agencies, and is available to all personnel.

APSCO quality manual contains a written policy, quality assurance program and organizational chart.

QA has the authority to reject items that have not met acceptable quality standards.

A corrective action procedure is in place for discrepancies noted during receiving, or

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final inspections.

QA includes both internal and third party audits.

Audit findings and corrective actions are kept for a period no less than 3 years.

### Inspection / Control of Purchased Material:

Supplier qualification system is in place. An approved supplier list is maintained.

Receiving, and final inspections are performed, recorded, and retained.

Established receiving inspection system is in place.

Incoming shipments are withheld from use until inspected.

Certificates of conformity, FAA 8130-3, JAA forms, or other traceability documents as required for purchased material are kept on file.

Incoming materials are identified to the applicable purchase order and material certifications.

Records indicate acceptance or rejection of incoming material, including quantities. Rejected material is segregated and supplier is notified of non-conforming material.

Corrective action requests are issued to suppliers with discrepant material.

### Material Control:

Material storage is controlled to prevent unauthorized access.

Procedures exist to assure segregation of product by OEM and condition.

Customer assets are properly identified, segregated, and protected from damage.

There is an active documented shelf life program in place. Shelf life items are stored in such a way that their shelf life expiration limit is displayed. System is adequate to ensure that no item will be sold past its expiration date.

Material is properly handled and protected from contamination, damage, weather, loss and deterioration.

### Material packaging, Storage and Handling:

Adequate storage facilities are available and in use to safeguard the quality of the product between receiving and shipment.

Controls are in place to ensure materials are adequately packaged to prevent damage during handling and shipping.

Whenever possible, parts are stored in the original manufacturer's packaging, and retain all original markings.

All repackaging of product meets or exceeds industry standards.

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Prepared by: Kerri Crowley

Date: 1/1/2010

Kerri Crowley

Quality Manager

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