



**Flow down of requirements for providers of the  
The London & Brighton Plating Company Ltd  
(for AS9100 / Specification work)**

Document No	LBP.COP.06.01
Issue	3.00
Date	25/06/2024
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### **1.0 Flow down requirements to Suppliers / Sub-Contractors**

The following applies to providers of the London & Brighton Plating Company Ltd for high specification work and where indicated specific requirements to the aerospace standard AS9100. The company reserves the right along with our customer or nominated third party to access a provider's facilities and records pertaining to an order, even after a completion of a job or contract. Unless authorised and approved by The London & Brighton Plating Company Ltd a provider shall not sub-contract work themselves unless formally agreed. Where stipulated flow down of all applicable requirements to a providers supplier shall be required in agreement with The London & Brighton Plating Company Ltd.

### **2.0 Quality Management System / Inspection**

The provider shall maintain a quality management system and inspection process which conforms to the requirements of AS9100 (ISO 9001) and ISO 14001 where this applies.

### **3.0 Certificate of Conformance (CofC)**

For suppliers of chemicals, anodes etc, plant equipment, machinery, servicing, test analysis etc and sub-contracted work a CofC with specific test reports (where applicable) must accompany items or services supplied to The London & Brighton Plating Company Ltd.

As a minimum the CofC shall include and reference; provider name, date, purchase order number, description of the part or service provided, drawing number & issue status (if applicable), specification (if identified), batch / lot numbers / serial numbers (if applicable) and any supporting documentation, such as a Quality Plan, pertinent to the order. All Certificate of Conformance are to be signed off by an authorised representative by the provider.

The supply of alternative products / items will not be accepted by The London & Brighton Plating Company Ltd unless prior approval and authorisation is given by a concession or production permit specific to items, parts machinery, services and equipment being supplied.

### **4.0 Control of Special Processes**

In addition to section 3.0 if a special process is required, which may be covered by a Quality Plan, to source specific items, provide a process for parts or materials or to provide a specific function or service from a certain provider in the supply chain, then this shall be stipulated in the Purchase Order (PO) and Quality Plan where stipulated by The London & Brighton Plating Company Ltd.

Any changes to product, procedure, location, process, status or any change that may have a detriment to quality and the ability to supply must be notified to the London & Brighton Plating Company Ltd.

### **5.0 Right of Access & Product / Service Verification**

The provider shall ensure that access to their facility is given to The London & Brighton Plating Company Ltd, our customer, or regulation bodies and/or authorities to determine a process, part, material, function or service and to include verification of documentation and records when there is a requirement to do so.

### **6.0 Record Retention & Certifications**

Unless otherwise specified, records must be retained for up to 30 years and must be retrievable at the request of The London & Brighton Plating Company Ltd and shall be traceable to source within the organisation and supply chain where applicable.

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**The London & Brighton Plating Company Ltd, 100 North Street, Portslade, Brighton, BN41 1DG**



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### **7.0 The Control and Prevention of Use and Supply of Counterfeit Parts**

The provider must ensure that adequate measures are in place at their facility to control and prevent the use and / or supply of counterfeit products and parts to The London & Brighton Plating Company Ltd.

### **8.0 The importance of Ethical Behaviour**

The provider must have adequate controls in place to ensure that at their facility they can demonstrate the importance of ethical behaviour within the products/ services that are provided to The London & Brighton Plating Company Ltd.

### **9.0 Prohibited Practises / Supply of Prohibited Chemicals / Materials**

Adherence and compliance to COSHH, REACH and Regional/National government legislation and regulations shall be fully met by the provider (where this is a requirement).

### **10.0 Foreign Object Debris (FOD)**

The provider shall maintain and have appropriate control measures in place to detect, remove, and ensure FOD is not present in the supply of parts, products or materials supplied to The London & Brighton Plating Company Ltd and ensure that FOD prevention requirements is flowed down to the providers supply chain.

### **11.0 Obsolescence**

Where applicable the provider shall notify The London & Brighton Plating Company Ltd when a supplied part, product, material or service is obsolete / or soon to be made obsolete.

### **12.0 Product Safety**

When The London & Brighton Plating Company Ltd is informed by a customer or by notification from an aerospace / aviation safety awareness board, the provider would be expected to investigate safety concerns or a non-conformance and provide corrective actions where critical safety characteristics are compromised. This may relate specifically to a provider's processed part, chemical, material or a particular service supplied to the company (see also section 13.0).

### **13.0 Packaging**

As a minimum the provider shall ensure all packaged materials / parts are suitably protected according to their hazardous / non-hazardous properties. Where chemicals are supplied they must be suitably sealed, packed, labelled and protected for transit and delivery to The London & Brighton Plating Company Ltd.

For Sub-contracted work the original packaging should be utilised as provided by The London & Brighton Plating Company Ltd or suitably packaged for transit where stipulated.

### **14.0 Reporting Non-conformities / Inconsistencies with Product / Services**

The provider shall inform The London & Brighton Plating Company Ltd of any inconsistencies or non-conformance at their facility or within the supply chain where a part/product or service provided to the company has reliability, conformity and/or compliance issues to a given standard, certification or specification. The provider is expected to notify the company in the first instance of suspected counterfeit products (see also section 7.0).

In the event of concerns regarding safety, reliability issues or non-conforming product a non-conformance shall be raised against the provider by The London & Brighton Plating Company Ltd to detail the cause, corrective action, risk evaluation and actions required for rectification. Should rectification or replacement not be possible then re-imburement to the company is required.

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