

Skyspares Ltd Standard Response - SSR001

Company	Skyspares Ltd		
Address	Beardown Road Exeter Road Industrial Estate Okehampton Devon EX20 1UA UNITED KINGDOM		
Phone	+44 (0)1837 658091	Email	sales@skyspares.aero
Website	www.skyspares.com		

Position	Name	E-Mail Address
Managing Director	Mike Saywell	mike@skyspares.aero
Customer Service	Katrina Urmston	sales@skyspares.aero
Accounts	Graham Dyne	accounts@skyspares.aero
Warehouse	Paddy Patterson	warehouse@skyspares.aero
Quality Manager (Reports to Managing Director)	Raymond Howe	cs@skyspares.aero

Principal Business	Acquisition and worldwide distribution of aircraft components, spare parts and associated products
Scope of Registration	ISO 9001:2015
Quality Management System	Approved by United Registrar of Systems
Approval No	202550/A/0001/UK/En
Total No. of Employees	17 (Quality Dept 2)
VAT No	GB 238 5957 61

1.0 Supplier Quality Policy		YES	NO
1.1	Quality Policy?	X	
2.0 General Quality Requirements			
2.1	Quality Manual?	X	
2.2	The Quality System is accredited to:		
	ISO 9001:2015	X	
	AS9100/AS9120		X
2.3	Skyspares plan to have our QMS accredited to AS9120		X
2.4	Q.A. have the authority to withhold product that does not meet customer's requirements	X	
2.5	Quality is ultimately responsible for acceptance or rejection decisions	X	
3.0 Contract Review			
3.1	Customer requests/requirements are reviewed prior to accepting a purchase order to insure that all requirements can be met	X	

<u>4.0 Document Control</u>			
4.1	A system is in place to establish, maintain and control documents and data that are an integral part of the Quality System	X	
4.2	Applicable product, specifications and revisions are available at the time and place of inspection	X	
4.3	There is a master list of controlled documents	X	
4.4	Obsolete documents are removed and or identified to assure against unintended use	X	
4.5	Quality records maintained to verify the effectiveness of the Quality System	X	
<u>5.0 Purchasing</u>			
5.1	Purchasing documents contain data clearly describing the product ordered?	X	
5.2	Purchasing documents reviewed and approved for adequacy of specified requirements prior to release	X	
5.3	An Approved Supplier List is held and maintained	X	
5.4	Suppliers are periodically assessed (audits or supplier surveys) to ensure the continued effectiveness of their quality systems?	X	
<u>6.0 Identification and Testing</u>			
6.1	Procedures are established and maintained for identifying the product by suitable means	X	
6.2	Trace-ability being a specified requirement, there are established procedures for identification of individual products and batches	X	
6.3	Fully traceable records are maintained for all batches of material/product for a minimum of seven years?	X	
<u>7.0 Process Control</u>			
7.1	There are work procedures defining the activities for all jobs that affect Quality	X	
7.2	Is there an active SPC program in place	N/A	N/A
7.3	Are management and manufacturing personnel trained in the use of SPC?	N/A	N/A
7.4	Do you have a documented system that demonstrates what action is taken to correct out of control conditions?	N/A	N/A
<u>8.0 Inspection and Testing</u>			
8.1	There are documented processes for:		
	A. Incoming/receiving inspection of product	X	
	B. Final inspection	X	
8.2	Inspected material is identified for acceptance/rejection	X	
8.3	Records are maintained giving evidence that the product has passed all requirements	X	
8.4	Inspection is performed by suitably trained personnel only	X	

9.0 Measuring and Test Equipment			
9.1	A formal calibration system is in place	X	
9.2	There is a scheduled system for calibration at prescribed intervals	X	
9.3	Calibration standards are traceable to nationally recognized standard	X	
	Calibration records kept	X	
9.5	New measuring and test equipment is inspected and calibrated prior to use	X	
9.6	All equipment used is identified and labeled with the next calibration due date	X	
10.0 Non-conforming Product			
10.1	There are written procedures to handle non-conforming material?	X	
10.2	Non-conforming material is identified and isolated from accepted material	X	
10.3	Records are maintained for non-conforming product	X	
10.4	A system is in place to effectively handle customer complaints and reports of product non-conformity?	X	
11.0 Handling, Storage, Packaging and Delivery			
11.1	There are procedures in place for handling, storage, packaging, preservation and delivery of product?	X	
11.2	Items in storage are properly marked and labeled for easy identification and trace-ability?	X	
11.3	Shelf-life limited parts are identified and controlled?	X	
12.0 Auditing and Quality Documentation			
12.1	Internal audits are conducted of the Quality System?	X	
12.2	Records are maintained of these audits?	X	
13.0 Training			
13.1	Training is provided at all levels of the company and it does include new employee training?	X	
13.2	Records are maintained documenting the qualifications and training for personnel performing jobs that directly affect Quality?	X	

Date	Issue	Signature
28/02/2025	14	<i>R. Howe</i>