



Perform Evaluate Improve

PEI Genesis UK Ltd

George Curl Way

Southampton

SO18 2RZ

United Kingdom

First Line Response Document

Table of Contents

Page 3	Introduction
Page 4	Organisation
Page 5	Business Addresses
Page 6	UK Accounting
Page 7	UK Site Details
Page 8	Employment Legislation
Page 9	Quality Capabilities
Page 10	Quality Capabilities contd.
Page 11	Frequently Asked Questions – Quality Assurance
Page 12	Frequently Asked Questions – Quality Assurance
Page 13	Frequently Asked Questions – Operations
Page 14	Frequently Asked Questions – Sales/Export
Page 15	Frequently Asked Questions – Purchasing/Product Management
Page 16	Frequently Asked Questions – Handling and Storage
Page 17	Frequently Asked Questions – Business Strategy/Marketing, Company Policy
Page 18	Frequently Asked Questions – Information Technology
Page 19	Frequently Asked Questions – Health and Safety/Product Safety/Environmental



Perform Evaluate Improve

INTRODUCTION

The following response document has been created in lieu of completing the large number of individual Quality Surveys that we receive from our customers. The use of this response document enables us to supply you with this detailed information in a timely and efficient manner.

PEI Genesis is a privately owned company and was founded in the USA in 1946.

We are the world leader in value added assembly of electromechanical devices specializing in electrical connectors and hardware. We offer value added services on many items with a cycle time running just over one (1) day, and have done so since the year 2003. We are able to offer this world class service because of our commitment to quality, continual improvement, training, assembly automation, inventory levels, and our unwavering integrity and teamwork.

Our UK operations opened in 1997 and consists of value-added connector assembly of component parts supplied to us by our franchised original equipment manufacturers.

Our current quality program, certified to ISO9001:2015 and AS9100D, details our quality system, procedures, methods of working, record keeping, and packaging requirements to allow us to work within an array of military and commercial specifications.

PEI Genesis is routinely audited by many of our customers, and we welcome source inspection at PEI Genesis currently accommodating many customers with frequent visits.

All PEI Genesis Procedures and Work Instructions are maintained on our intranet system. This enables each of our employees to have the most current revision of any item at any time.

Kind Regards

CustomersurveyEU@peigenesis.com

ORGANISATION STRUCTURE

Steven Fisher	Chairman	USA
Greg Warsaw	Chief Financial Officer	USA
Jonathan Parry	European Managing Director	UK
Meriel Grubb	EU Business Support Director	UK
Kelly Sunderland	European HR Director	UK

UK Primary contacts

Function	Name	Job Title	Email
ENGINEER MANAGER	<i>Steve Watson</i>	European Engineering Manager	Steve.Watson@peigenesis.com
OPERATIONS MANAGER	<i>Lee Slater</i>	European Operations Manager	Lee.Slater@peigenesis.com
QUALITY MANAGER	<i>Keiran Woodmass</i>	UK Quality, MR & QCC Manager	Keiran.woodmass@peigenesis.com
TECHNICAL	<i>John Embleton</i>	Sales Engineer	John.Embleton@peigenesis.com
COMPLIANCE	<i>Barb Hawley</i>	Trade Compliance Officer	Barb.hawley@peigenesis.com



Perform Evaluate Improve

BUSINESS ADDRESSES

Corporate Offices:

2180 Hornig Road
Philadelphia, PA 19116-4289
Phone: USA 800-523-0727
Fax: USA 215-552-8022

Manufacturing Plants

USA:

4747 W. Cleveland Road
South Bend
IN 46628
Phone: 574-287-2911
Fax: 574-282-3018

United Kingdom:

George Curl Way
Southampton, SO18 2RZ
Phone: +44 (0)2380 621260
Fax: +44 (0)2380 621270

China:

524 Anji East Road
Building 3
Sanzao Town
Jinwan District
Zhuhai
Guangdong
China 519040
Phone: +86 756 7683 088 or +86 756 7619 288
Fax: +86 756 7683 087

European Sales Offices:

United Kingdom:

George Curl Way,
Southampton
SO18 2RZ
Phone: +44 (0)844 8716060
Fax: +44 (0)844 8716070
peiuk@peigenesis.com

Italy:

Via Magenta,
77 Palazzo 7 20017-Rho,
Milano 34445
Phone: +39 02 9328501
Fax: 0039 02 93285050
itsales@peigenesis.com

Germany:

Fellbacher Str. 115
70736 Fellbach-Schmiden
Phone: +49 (0) 711 664 78-0
Fax: +49 (0) 711 664 78-25
desales@peigenesis.com

Turkey:

tusales@peigenesis.com

France:

frsales@peigenesis.com

Israel:

32 Habarzel St, Entrance A
Tel Aviv
Israel 6971046
Phone: +972 732277400
Fax: +972 732277444
issales@peigenesis.com



Perform Evaluate Improve

For a detailed list of all Manufacturing Sites and Global Sales Offices, see www.peigenesis.com

UK ACCOUNTING

Tax Registration No:	846/LP1938
Registered No:	3290190 England
VAT Number:	GB 683594194
BANK:	National Westminster Bank 3 London Street Basingstoke Hampshire RG21 7NS
ACCOUNT No:	71076352
SORT CODE:	60-02-49
DUNS No:	365301175
UTR No:	6216805485
EORI Number:	GB 683594194 000
IBAN:	GB86NWBK60024971076352
SWIFT/BIC No:	NWBKGB2L
CURRENCY(IES):	GBP

UK (EU HQ) DETAILS

Site:	129,000 sq. ft. (12,000 sq m)
Building:	65,000 sq ft (6039 sq m)
Storage:	24,200 sq ft (2250 sq m)
Office:	17,200 sq ft (1600 sq m)

Employees:	216
Production:	82
Quality / Customer Care:	10
Sales (Uk and Europe):	76
HR:	3
Training:	2
Finance:	5
IT:	3
Admin:	2
Marketing including e-commerce:	7
Prod / Purchasing:	26

CAGE CODE	KC2W5
IAQG – OASIS	6142859605
ISO9001:2015, AS9100D Cert	C2021-03716 Expiry Sept 14 th 2024
Employers Liability, Public and Product Liability Insurance	100744575CCI – Aviva
Cyber Essentials	IASME-CE-044763

Scope of Supply from UK Site:

Distribution and Assembly of Connectors and Accessories

Main products offered:

Circular Military and Commercial connectors and accessories from the D38999, 5015, 26482 product ranges and D-Sub connectors.

Distributing OEM products from the following manufacturers:

Amphenol, ITT Cannon, ITT Veam, Cinch, Lemo, Conesys, Souriau, Ulti-mate

See www.peigenesis.com for full range of connectors and accessories

EMPLOYMENT LEGISLATION

The Southampton site of PEI Genesis UK is governed by the following UK employment laws, and operates in accordance with the latest revisions of:

1. Immigration, Asylum and Nationality Act
2. Working Time Regulations
3. Health and Safety at work Act
4. The Employment Equality (Age) Regulations
5. Parental Leave (Maternity and Paternity Leave)
6. Access to Medical Reports Act
7. Corporate Manslaughter and Corporate Homicide Act
8. Data Protection Act
9. Disability Discrimination Act
10. ACAS Code of Practice for Disciplinary and Grievance
11. Employment Act
12. Employment Relations Act
13. Equal Pay (amendment) Regulations
14. Flexible Working Regulations
15. Information and Consultation of Employees Regulations
16. Public Interest Disclosure Act
17. Race Relations Act
18. Rehabilitation of Offenders Act
19. Sex Discrimination act
20. Transfer of Undertakings (Protection of Employment) (TUPE)
21. Agency Workers Regulations

Please note that the other European PEI offices will be governed by their own employment laws which are adhered to via the Senior Management Team and external legal representation



Perform Evaluate Improve

QUALITY CAPABILITIES

PPAP

As a value added distributor, PEI Genesis is not the true manufacturer of the lower level components that form part of the assembled product that a customer may receive. As this is the case with most everything we assemble and distribute, we do not have the capability to produce certain levels of PPAP.

If a customer requires a PPAP Level 3, 4 or 5 it will be necessary that we request this information from the true manufacturer of the lower level components. It is very important to note that there may be a fee or charge associated with this request, which may vary dependant on the OEM.

PEI Genesis does have the capability of performing PPAP Level 1 or 2. That is, a part submission warrant with limited dimensional and visual measurements.

As a Value-Added Distributor, and in accordance with our franchise agreements, PEI Genesis does not have access to all manufacturing drawings, and therefore dimensional reports may be based on proprietary catalogue detail.

FIRST ARTICLES (F.A.I.R.)

First article inspection reports may be completed by PEI Genesis on a limited basis. As a Value Added Distributor, there are some component specifications that are proprietary to the original equipment manufacturer, and we may not be authorised access to the component level drawings. In many cases, we are not permitted to forward copies of component drawings to our customers.

However, PEI Genesis can complete a FAIR against a customer issue print, based on limited dimensions and tolerances. If a more detailed FAIR is required we will have to request this from the original manufacturer, and there may be a charge associated with the request.

Full AS9102 FAIRs cannot be completed by PEI Genesis and there may be a charge from the true manufacturer for the completion of this requirement. If this is a requirement from a PEI Genesis customer it MUST be indicated on the purchase order and the customer must agree to pay all associated charges.

REACH

REACH regulation (EC) No 1907/2006 is legislation on chemicals and their safe use, and came into force in June 2007. REACH is aimed at improving the protection of human health and the environment through better and earlier identification of the properties of chemical substances as well as progressive substitution of the most dangerous chemicals when suitable alternatives have been identified.

Substances of Very High Concern (SVHCs)

Under REACH, the most hazardous substances on the market are gradually being added to a list known as the 'Candidate List', with the view of ensuring their use is correctly controlled, and that safer alternatives are found as soon as possible. The substances on this list are termed 'Substances of Very High Concern' (SVHCs). Cadmium was added to the Candidate List, and hence became a SVHC, on 6/20/2013.

Article 33 of REACH

Article 33 requires that any supplier of an article in the EU containing SVHCs above the threshold of 0.1% weight by weight must provide sufficient information to the customer to allow safe use of the article.

The relevance of SVHCs to PEI-Genesis' products

A number of products that PEI-Genesis supply are cadmium plated, and hence contain more than 0.1% by weight cadmium. PEI-Genesis is committed to helping our customers identify parts that contain cadmium and providing information to allow safe use of the substance.



Perform Evaluate Improve

QUALITY CAPABILITIES contd.

RoHS - Hazardous Substances Compliance

EU Directive Requirement - The Directive requires that the homogeneous materials within new electrical and electronic equipment must contain less than 0.1% by weight of lead, mercury, hexavalent chromium, polybrominated biphenyls (PBB), polybrominated diphenyl ethers (PBDE), Bis(2-Ethylhexyl) phthalate (DEHP), Benzyl butyl phthalate (BBP), Dibutyl phthalate (DBP), Diisobutyl phthalate (DIBP), and less than 0.01% Cadmium. A list of exemptions for the use of the above substances in specific items is given in Annexes III and IV of Directive 2011/65/EU. The Directive also allows some additional, broader exemptions, for example equipment intended for Military purposes.

Although PEI-Genesis is a distributor and most of our products are outside the scope of Directive 2011/65/EU, either because they are components, or as they are specifically manufactured for use in the Military or Aerospace sectors, PEI-Genesis is committed to helping our customers find information regarding RoHS to reduce or eliminate hazardous substances, using substitutes as and when they become available to the industry. In certain cases PEI Genesis are able to offer both Non RoHs compliant products and RoHs compliant alternatives.

Conflict Minerals

In July 2010, the U.S. government signed the Dodd-Frank Wall Street Reform and Consumer Protection Act (the "Dodd-Frank Act"). Section 1502 of the Dodd-Frank Act requires all U.S. publicly traded companies to file disclosures and reports with the U.S. Securities and Exchange Commission ("SEC") related to the use of "Conflict Minerals" in their products. The regulation was adopted by the SEC in August 2012.

"Conflict Minerals" in this context refers to specific minerals originating from mines controlled by armed groups in the Democratic Republic of the Congo (DRC) or adjoining countries. The "Conflict Minerals" include Gold (Au), Tin (Sn), Tantalum (Ta), and Tungsten (W). PEI-Genesis Inc. is committed to complying with this legislation and is taking steps to comply with the regulations. We are in the process of finalizing our supply chain review and collecting information with regard to the presence of Conflict Minerals in our product lines. To date, all PEI-Genesis suppliers who have responded to our survey and to the best of our knowledge, have confirmed that minerals used in our products do not originate from conflict areas.

Source Inspection

PEI Genesis welcomes source inspection. In fact, we are regularly visited by many of our customers. All we ask is that the source inspection visit is scheduled to ensure that the products, testing equipment, and personnel are available. Please be sure that you tell your relevant salesperson that you require Source Inspection when you place your Purchase Order. Due to our extremely rapid cycle time we must make special arrangements to prevent your order from shipping in advance of your visit.

Facility Audits

PEI Genesis welcomes customer audits of our UK facility. Please contact the PEI Genesis Sales team with your request and dates will be scheduled.

PEI Genesis currently performs internal audits every six months.

These audits alternate between the PEI Genesis internal audit team and our third party registrar, Perry Johnson. We will be happy to share the results of these audits upon your arrival at PEI Genesis.

Counterfeit Materials

PEI-Genesis certifies the following for all products that we sell:

1. PEI is the Original Manufacturer of the product, or
2. PEI is a Franchised/Authorized Distributor of the product, or
3. PEI purchased the product from an Authorized Distributor of the product.

FREQUENTLY ASKED QUESTIONS

	YES	NO	N/A	COMMENTS
<u>QUALITY ASSURANCE</u>				
Is there a current quality manual available?	Y			Can be viewed at www.peigenesis.com
Is the manual reviewed and approved by senior management?	Y			
Is the quality manual available to all personnel?	Y			
Does the quality manual reference quality system procedures that provide specific work instructions and define responsibilities?	Y			
Is there a documented Quality Policy that defines the organisation and its goals?	Y			Can be viewed at www.peigenesis.com
Are the Quality Policy documents available to all?	Y			
Has a person been assigned responsibility for managing the quality system?	Y			
Does this person have authority to ensure effective conduct of the quality system?	Y			
Are internal and external audits conducted on a regular basis?	Y			
Are the personnel conducting the audits trained in auditing techniques and procedures?	Y			
Are the results of internal audits brought to the attention of personnel having responsibility for the area?	Y			
Has the need for statistical techniques been established and implemented?	Y			
Is there a documented management review of all final inspection/ test procedures to ensure adequacy and contract compliance?	Y			
Are there a sufficient number of trained people assigned to inspection and test activities?	Y			
Do inspection and test personnel have a reporting structure that allows them to properly perform their assigned task?	Y			
Is there a document providing the standards for acceptability for all features and requirements?	Y			
Is there a documented procedure for the control of all documents and data relating to the product?	Y			
Is there a procedure for obtaining and maintaining external documents such as standards and drawings?	Y			
Are there controls to ensure that all invalid documents, drawings etc. are removed from all points of use, or otherwise precluded from unintended use?	Y			
Is there a documented procedure for the control of verification, storage, and maintenance of customer supplied product that is provided for incorporation into the supplies or for related activities?	Y			
Is there a procedure for recording and reporting to the customer when any customer supplied product is lost, damaged, or is found to be otherwise unsuitable for use?	Y			

Perform Evaluate Improve

Do the procedures for control of nonconforming product provide for identification, documentation, evaluation, segregation, and disposition of nonconforming product?	Y			
Is all reworked product reinspected per a customer specification or quality plan?	Y			
Is there a documented procedure of implementing corrective and preventive actions?	Y			
Do corrective action procedures include the effective handling of product non-conformance?	Y			
Do corrective action procedures address both the short term and long term?	Y			
Is there a procedure for the verification of corrective and preventive actions?	Y			
Do preventive action procedures outline the steps needed to deal with any problems requiring preventive action?	Y			
Is there a documented requirement for the submission of reports of corrective and preventative action to management for review?	Y			
Are there documented procedures for the identification, collections, indexing, access, filing, maintenance, and disposition of quality records?	Y			Master List for Record Retention
Are quality records legible and stored in an area that prevents deterioration?	Y			
Are there documented procedures for inspection and test activities?	Y			
Is product held at in process inspection test points until it has been inspected and /or tested and accepted?	Y			
Are records of inspection and testing maintained?	Y			10 years
Is inspection, measurement, and test equipment used in a manner that ensures measurement uncertainty is known and is consistent with measurement capability?	Y			
Are test software and inspection tooling rechecked at prescribed intervals to ensure acceptability?	Y			
Has all inspection, measuring, and test equipment that can affect product quality been identified and are those items calibrated and adjusted at prescribed intervals or prior to each use?	Y			
Is each item of test equipment, used for acceptance, identified by a label, suitable indicator, or approved identification record to show the calibration status?	Y			
When inspection, measurement, and test equipment is found to be out of calibration are there procedures for notifying the customer if previously shipped product has been evaluated using that equipment?	Y			
Is the inspection and test status of product identified by suitable means, that indicate the conformance or the non-conformance of product with regard to inspections and test performed?	Y			

FREQUENTLY ASKED QUESTIONS

OPERATIONS				
What manufacturing processes are on site				Connector Assembly, Cable (Copper and Fibre) Assembly, Soldering
Is analysis performed to ensure capability and capacity exists to meet order requirements?	Y			
Is product released to production without inspection in cases of urgent need?	N			Not permitted
Are there job descriptions that clearly define authority and responsibility of all personnel?	Y			
Do you operate Just in Time strategies	Y			≤ 1.5 day lead time
Is there a document providing for the identification, and acquisition of any controls, processes, equipment, fixtures, resources and skills that may be needed to achieve the required quality?	Y			
Have procedures been established for identifying the product by suitable means from receipt and during all stages of production, delivery, and installation?	Y			
Has there been an identification of, and plan for, the production, installation, and servicing processes that directly affect quality?	Y			
Do process control procedures ensure the use of suitable production, installation, and servicing equipment, and a suitable work environment?	Y			
Do procedures call for monitoring and control of suitable process parameters and product characteristics?	Y			
Do procedures stipulate suitable maintenance of equipment to ensure continuing capability?	Y			
Is continuous improvement monitored including the effectiveness of training?	Y			
Is there a documented procedure for identifying training needs and providing for training of all personnel?	Y			
What is the man hour plant capacity ?				4736-man hours/week
What is the current level of capacity				75%
How is Inventory accuracy maintained				Perpetual (cycle) Count

FREQUENTLY ASKED QUESTIONS

SALES EXPORT				
Is there a procedure that identifies the review of incoming contracts and/or purchase orders to verify that all requirements are adequately defined and documented?	Y			
Are records of contract review maintained for a specific period of time?	Y			
Is there a method for resolving conflict between contract or accepted order requirements?	Y			
Is customer satisfaction monitored and considered when evaluating the processes of the facility?	Y			
Are any products subject to ITAR, EAR control	Y			

PURCHASING PRODUCT MANAGEMENT				
Do purchasing documents contain data clearly describing the product ordered?	Y			
Are there documented procedures ensuring that product purchased conforms to specified requirements?	Y			
Do you only purchase from approved suppliers?	Y			
Do you have a list of approved suppliers	Y			
Do you require documented evidence of conformity to specification from your suppliers?	Y			
Do you have a process for managing product obsolescence	Y			

FREQUENTLY ASKED QUESTIONS

HANDLING AND STORAGE				
Have methods of handling product been developed that prevent damage and / or deterioration?	Y			
Are there designated storage areas to prevent damage of product pending use or delivery?	Y			
Are appropriate methods of preservation and segregation of product applied?	Y			
Is the quality of the product protected after final inspection and packaging?	Y			
What is the size and weight of products you are able to handle?				2 x 2 x 3.5 m 1.8 tons
Does PEI deal with and control Hazardous Substances and SVHCs as defined under REACH regulations	Y			
Do storage, handling and packaging systems regulate for Limited Shelf Life items	Y			
Do have facilities for handling Static Sensitive Devices			N/A	Currently not required

FREQUENTLY ASKED QUESTIONS

BUSINESS STRATEGY MARKETING				
What percentage of business is derived from Aerospace sales	17%			
Military End Use market	45%			
Civil End Use market	55%			
European market	30%			
USA market	70%			
Mil-DTL-5015 percentage of turnover	14%			
Mil-DTL-38999 percentage of turnover	11%			
Mil-C-26482 percentage of turnover	10%			
D-Subminiature percentage of turnover	10%			

PEI Genesis looks to increase its business by expanding into new geographic regions (primarily in Asia), and targeting vertical markets which offer above average long term rates of growth.

The business goal is to increase revenue by 50% over the next five years

FREQUENTLY ASKED QUESTIONS

COMPANY POLICY				
Does PEI have a documented policy in respect of anti-bribery/corruption	Y			See Code of Ethics
Does PEI have a Continual Improvement Policy	Y			
Does PEI have a Sustainability Policy		N		
Does PEI have a Code of Conduct Policy	Y			See Code of Ethics
Does PEI have an Environmental Policy	Y			
Does PEI have a Waste Management Policy	Y			
Is Waste Policy in accordance with 1990 Environmental Protection Act	Y			
Are Chemicals disposed of in accordance with Hazardous Waste Regulations	Y			
Does PEI have an Anti-Slavery and Human trafficking Policy	Y			
Does PEI have an Environmental Policy	Y			
Does PEI have a Health & Safety Policy	Y			

INFORMATION TECHNOLOGY				
Manufacturing hardware/methodology				IBM AS400
				ASW (JWalk)
EDI system				Edifact
CAD tools				Solid Edge ST7
Bar Coding system for Inventory/Order Control	Y			
Cyber Security/Cyber Essentials				Cyber essentials certificate number IASME-CE-019215

FREQUENTLY ASKED QUESTIONS

HEALTH AND SAFETY				
PRODUCT SAFETY MANAGEMENT				
ENVIRONMENTAL				
Do you have a signed and dated Health and Safety Policy ?	Y			
Do you have a signed and dated Environmental Policy?	Y			
Do you have objectives to improve Health and Safety performance?	Y			
Do you have a Health and Safety Management System?	Y			
Do you have a Health and Safety Management System certified by an accredited body?	Y			PETA
Have you identified, documented and maintained your Health and Safety risk assessments?	Y			
Have you identified, documented and maintained your Environmental hazards?	Y			
Have Health and Safety roles and responsibilities been defined in your company?	Y			
Have Environmental roles and responsibilities been defined in your company?		N		
Does the organisation have a Management System in place to cover Product Safety	Y			Covered within QMS
Has the organisation identified a senior individual who is accountable for Product Safety	Y			
Does the organisation have arrangements that allows all employees to report product safety concerns, including Hazards and Threats	Y			
Are accidents reported and monitored in accordance with RIDDOR regulations	Y			
Are NON RIDDOR accidents reported internally	Y			