PEI-Genesis

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Survey / Audit

About PEI-Genesis

The following standard survey has been developed in support of the large number of individual Quality Survey requests we receive from our customers. The use of this Standard Survey enables PEI-Genesis to supply customers with this detailed information in a timely and efficient manner.

PEI-Genesis is 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, since the year 2003. We are able to offer this world class service because of our commitment to quality, continuous improvement, training, assembly automation, inventory levels, and our unwavering integrity and teamwork. All of these provide the employees of PEI-Genesis the tools necessary to meet the demanding needs of our customers.

Our value-added operations consist of assembly of those components supplied to us by our franchised suppliers. Our quality management system, currently certified to ISO 9001:2015 and AS9100D, details our quality system, our assembly inspections and specifications, record keeping, and packaging requirements to a variety of military specifications.

PEI-Genesis is routinely audited by many of our customers, including DLA. We welcome source inspection at PEI-Genesis and currently accommodate some customers with frequent visits. Our quality processes conform to the following: MIL-I-45208, MIL-C-45662, MIL-STD-105 and MIL-STD-790. All calibrations are traceable to NIST.

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

As always, any customer is welcome to contact the PEI-Genesis Value Added Distribution facility with any quality concerns they may have**.**

Kind Regards,

Stacy Novotny
stacy.novotny@peigenesis.com
Quality Manager

North America Organization:

Steven Fisher	**Chairman/President/ CEO**
Josh Jensen	**Chief Financial Officer**
Peter Austin	**Executive VP & Chief Operations Officer**
Barbara Hawley	**Global Manager Trade Compliance & Logistics**
John Hufnagle	**VP of NA Sales & Engineered Solutions**
Brad Thiel	**Director of Operations, NA**
Stacy Novotny	**Quality Manager**
Debbie Dulin	**NA Regional Operations HR Manager**

CONTACT SHEET

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www.peigenesis.com

Fact Sheet:

PEI-Genesis is a: Corporation – Small Business

Electronic distributor in passive / electromechanical components with a specialty in connector assembly

Business started:	USA 1946 UK 1998
Incorporated:	1949 State of Pennsylvania, USA
Taxpayer ID:	23-1327335
DUNS #:	131088056
Cage Code:	2B395 (Philadelphia); 2A589 (South Bend)
NAICS:	334417

South Bend Value Added Distribution Facility

Employees:	240
Management:	10
Production:	180
Quality:	40
Other:	10

Union Affiliation: None

Products Offered:	Please review our website www.peigenesis.com
Annual Sales:	$200,000,000
Facility:	174,000 sq. ft.

F.A.R. Information:

52.222-21 - Certification of non-segregated facilities

PEI-Genesis certifies that it does not maintain or provide for its employees any segregated facilities and that it does not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained.

52.222-35 - Certification affirmative action for special disabled and Vietnam era veterans

PEI-Genesis agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor (Secretary) issued under the Vietnam Era Veterans' Readjustment Assistance Act of 1972.

52.222-36 - Certification affirmative action for workers with disabilities

PEI-Genesis agrees to comply with the rules, regulations, and relevant order of the Secretary of Labor (Secretary) issued under the Rehabilitation Act of 1973 as amended and enabling FAR Clause.

52.209-5 - Certification regarding debarment, suspension, proposed debarment, and other responsibility matters

As further stated in FAR52.209-5 and 52.209-6, PEI Genesis certifies that, if awarded a contract exceeding $25,000, the supplier or associated Principals are NOT presently debarred, suspended, proposed for debarment, indicted for, or declared ineligible for the award of contracts by any federal agency. Furthermore, if the supplier should be declared ineligible as stated above, it will notify the buyer immediately regarding this change in status.

52.222-26 - Certification of Equal Opportunity

PEI-Genesis certifies that they are in compliance with FAR 52.222-22 and FAR 52.222-26 and further represents that it is in compliance with Equal Opportunity (1984) and Executive Order 11246 and has filed Standard Form 100 within 12 months of current date.

52.222-25 - Certification of Affirmative Action

PEI-Genesis represents that it has developed and has on file, at each establishment, affirmative action programs required by the rules and regulations of the Secretary of Labor (41 CFR 60-1 and 60-2)

52.203-11/12 - Certification and disclosure regarding payments to influence certain federal transactions

PEI-Genesis certifies that, if awarded a contract exceeding $100,000 or more, NO federal appropriated funds have been paid or will be paid to influence certain government officials to award a federal contract or modify a federal contract as further stated in FAR 52.203-11

Quality Capabilities

PPAP

As a value added distributor, PEI-Genesis is not the true manufacturer of the products 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 product. It is very important to note that there may be a fee or charge associated with this request and that the manufacturer may not be willing to provide it based on proprietary concerns.

PEI-Genesis does have the capability of performing PPAP Level 1 or 2, which contains a Part Submission Warrant and some dimensional and visual measurements.

FIRST ARTICLE REPORTS (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 authorized 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 issued 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 if they are willing to satisfy the request.

AS9102 First Articles

These **cannot** be completed by PEI Genesis and there is 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 and Substances of Very High Concern

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.

A number of products that PEI-Genesis supplies 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.

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) or polybrominated diphenyl ethers (PBDE) and less than 0.01% Cadmium. 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.

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.

"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. With that said, we have worked to identify the manufacturers who utilize any of the high risk smelters within their supply chain. Consequently, we have asked these manufacturers to take action to have these smelters removed from their supply chain. As PEI-Genesis is not the manufacturer of any of the goods we sell, we are obligated to pass through in our CMRT the information provided from the manufacturers.

PEI-Genesis' updated CMRT is available on our website www.peigenesis.com.

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 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 South Bend facility. Please contact the PEI-Genesis Quality Manager with your request and dates will be scheduled.

PEI-Genesis currently performs internal audits at regular frequencies. These audits are in addition to the surveillance and recertification audits performed by our third-party registrar, Perry Johnson Registrars. We will be happy to share the results of these audits upon your arrival at PEI-Genesis.

FREQUENTLY ASKED QUESTIONS

FAQ	YES	NO	COMMENTS
Is there a documented Quality Policy that defines the organization and its goals?	Y		Quality Policy available on our website www.peigenesis.com
Are the Quality Policy documents available to all?	Y		Available on Website
Has a person been assigned responsibility for managing the quality system?	Y		Stated in Quality Manual - Stacy Novotny, Quality Manager
Does this person have authority to ensure effective conduct of the quality system?	Y		Stated in Quality Manual
Are there job descriptions that clearly define authority and responsibility of all personnel?	Y		Job descriptions detail Essential Tasks and Responsibilities along with Expected Outcomes
Are internal and external audits conducted on a regular basis?	Y		Reference QPM 024 Internal Audits with Audit Schedule
Is there a documented management review of all final inspection/ test procedures to ensure adequacy and contract compliance?	Y		10.1.3.0 Managing the Document Control System, in regard to 40.3.5.25 Testing Requirements, requires Quality Manager Approval
Are there a sufficient number of trained people assigned to inspection and test activities?	Y		15.2.8.0 SB Org Chart, 40.3.5.25 Testing Requirements
Do inspection and test personnel have a reporting structure that allow them to properly perform their assigned task?	Y		Test Cell and Packaging Inspectors reports to Quality
Is there a current quality manual available?	Y		Quality Manual available on our website www.peigenesis.com
Is the manual reviewed and approved by senior management?	Y		10.1.3.0 Managing the Document Control System, in regard to the Quality Manual, requires Site Manager and Quality Manager Approval
Does the quality manual reference quality system procedures that provide specific work instructions and define responsibilities?	Y		Quality Manual references Process Name with QPM Procedure(s) along with Responsibility and Authority
Is the quality manual available to all personnel?	Y		Quality Manual is electronically available in WIKI along with Procedure, Work Instruction and Forms

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		QPM 019 Operational Planning and Control
Is there a document providing the standards for acceptability for all features and requirements?	Y		40.3.6.0 Workmanship Standards along with dimensional specifications
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		70.4.2.0 Customer PO Review
Is there a method for resolving conflict between contract or accepted order requirements?			40.5.6.0 Customer Returns along with 70.8.1.0 PEI Terms and Conditions of Sale (US)
Is analysis performed to ensure capability and capacity exist to meet order requirements?	Y		QPM 019 Operational Planning and Control
Is there a documented procedure defining how a contract is amended or modified and its terms transferred to each department and/or applicable party?	Y		80.3.1.0 Product Setup, 80.3.2.0 Product Structure Setup with 70.4.2.0 Customer PO Review
Are records of contract review maintained for a specific period of time?	Y		QPM 016 Control of Records, listed in 10.1.4.0 Master List for Record Retention – 15 years
Is there a documented procedure for the control of all documents and data relating to the product?	Y		QPM 015 Control of Documents
Is there a procedure for obtaining and maintaining external documents such as standards and drawings?	Y		QPM 015 Control of Documents, includes control of external documents
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		QPM 015 plus 40.8.17.0 Document Transmittal Form ensures positive retrieval
Are there documented procedures ensuring that product purchased conforms to specified requirements?	Y		80.3.1.0 Product Setup, 80.3.2.0 Product Structure Setup with 70.4.2.0 Customer PO Review
Do purchasing documents contain data clearly describing the product ordered?	Y		80.3.1.0 Product Setup, 80.3.2.0 Product Structure Setup with 70.4.2.0 Customer PO Review
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		40.9.7.0 Property Belonging to Others

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		40.9.7.0 Property Belonging to Others along with 40.9.7.1 Customer Property Disposition Form
Have procedures been established for identifying the product by suitable means from receipt and during all stages of production, delivery, and installation?	Y		40.9.2.0 Identification and Traceability Work Instruction
Has there been an identification of, and plan for, the production, installation, and servicing processes that directly affect quality?	Y		QPM 019 Operational Planning and Control
Do process control procedures ensure the use of suitable production, installation, and servicing equipment, and a suitable work environment?	Y		QPM 019 Operational Planning and Control
Do procedures call for monitoring and control of suitable process parameters and product characteristics?	Y		Flowed down from Manufacturer via QPM 019 Operational Planning and Control
Do procedures stipulate suitable maintenance of equipment to ensure continuing capability?	Y		QPM 019 Operational Planning and Control
Are there documented procedures for inspection and test activities?	Y		40.3.5.26 Test Cell Flow Chart with 40.3.5.25 Testing Requirements
Is product released to production without inspection in cases of urgent need?		N	Not permitted
Is product held at in process inspection test points until it has been inspected and /or tested and accepted?	Y		40.3.5.26 Test Cell Flow Chart
Are records of inspection and testing maintained?	Y		QPM 016 Control of Records, listed in 10.1.5.0 Master List for Record Retention – 50 years
Is inspection, measurement, and test equipment used in a manner that ensures measurement uncertainty is known and is consistent with measurement capability?	Y		QPM 023 Monitoring and Measuring Resources
Are test software and inspection tooling rechecked at prescribed intervals to ensure acceptability?	Y		QPM 023 Monitoring and Measuring Resources
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		QPM 023 Monitoring and Measuring Resources
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		QPM 023 Monitoring and Measuring Resources
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		QPM 023 Monitoring and Measuring Resources
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		40.9.2.0 Identification and Traceability Work Instruction

Are there procedures to ensure that product that does not conform to specified requirements is prevented from unintended use or installation?	Y		QPM 025 Control of Nonconforming Product
Do the procedures for control of nonconforming product provide for identification, documentation, evaluation, segregation, and disposition of nonconforming product?	Y		QPM 025 Control of Nonconforming Product
Is all reworked product re-inspected per a customer specification or quality plan?	Y		QPM 025 Control of Nonconforming Product: All reworked product is subject to 100% inspection after rework activities have been complete.
Does a formal counterfeit part prevention program exist?	Y		Plan meets the meet the requirements of AS6496 Fraudulent/Counterfeit Electronic Parts: Avoidance, Detection, Mitigation, and Disposition – Authorized/Franchised Distribution
Is there a documented procedure of implementing corrective and preventive actions?	Y		QPM 026 Corrective Action
Do corrective action procedures include the effective handling of product non-conformance?	Y		QPM 026 Corrective Action plus 40.8.9.0 Problem Solving
Do corrective action procedures address both the short term and long term?	Y		QPM 026 Corrective Action plus 40.8.9.0 Problem Solving
Is there a procedure for the verification of corrective and preventive actions?	Y		QPM 026 Corrective Action plus 40.8.9.0 Problem Solving
Do preventive action procedures outline the steps needed to deal with any problems requiring preventative action?	Y		
Is there a documented requirement for the submission of reports of corrective and preventative action to management for review?	Y		QPM 017 Management Review
Have methods of handling product been developed that prevent damage and / or deterioration?	Y		All product moved in production thru totes, plastic or fiberglass. 60.2.1.0 Packaging and Labeling Standards
Are there designated storage areas to prevent damage of product pending use or delivery?	Y		All product moved in production thru totes, plastic or fiberglass. 60.2.1.0 Packaging and Labeling Standards
Are appropriate methods of preservation and segregation of product applied?	Y		All product moved in production thru colored totes for segregation of Manufacturer by Work Order referenced in

			30.4.11.0 Standard Color Codes in South Bend
Is the quality of the product protected after final inspection and packaging?	Y		QPM 031 Distribution along with 65.3.40.0 How to Box an Order
Are there documented procedures for the identification, collections, indexing, access, filing, maintenance, and disposition of quality records?	Y		QPM 016 Control of Records plus 10.1.4.0 Master List for Record Retention exists
Are quality records legible and stored in an area that prevents deterioration?	Y		QPM 016 Control of Records
Are the personnel conducting the audits trained in auditing techniques and procedures?	Y		QPM 024 Internal Audits
Are the results of internal audits brought to the attention of personnel having responsibility for the area?	Y		QPM 024 Internal Audits along with QPM 026 Corrective Action
Has the need for statistical techniques been established and implemented?	Y		Flowed down from Manufacturer via QPM 019 Operational Planning and Control
Is customer satisfaction monitored and considered when evaluating the processes of the facility?	Y		QPM 017 Management Review
Is continuous improvement monitored including the effectiveness of training?	Y		QPM 017 Management Review
Is there a documented procedure for identifying training needs and providing for training of all personnel?	Y		QPM 018 Competence and Training
Is there a FOD (Foreign Object Debris/ Damage) Training and Awareness plan in place?	Y		30.4.10.0 FOD Awareness and Prevention Work Instruction