# RECEIVING INSPECTION CHECKLIST
## DETAILS & SUB-ASSEMBLY

<table>
<thead>
<tr>
<th>INSPECTED AT RCQC</th>
<th>INSPECTED SUPPLIER</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<th>ITEM</th>
<th>INSPECTION TASKS per P-05-03-02</th>
<th>ACCEPTABLE</th>
<th>NCR/SNAG (NUMBER &amp; ITEM, Int / Ext)</th>
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<tbody>
<tr>
<td></td>
<td>Quality Clauses per P-03-01-02</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

### Part Accountability

1.1 Verify receipt & content of a Supplier Certificate of Conformance.

1.2 Verify OPSD Revision on COC to Receiving Report & verify correct quantity and traceable to manufacturer's traceability number (If Applicable)

1.3 Verify each part is visually acceptable.

### Product Accountability

#### Raw Material Certificate / Report (N/A for standard bushing, fasteners, hardware)

2.1 Verify receipt of a Material Test Report.

2.2 Verify material conforms to engineering.

*REF: PL, Release Sheets, Drawings referenced in OPSD Engineering Dataset*

2.2.1 Alloy & temper of raw stock, & temper of finished product

2.2.2 Raw stock size (thickness)

2.2.3 Spec. *(e.g. LMA-M7050, AMS, BMS, QQ-A-200/11)*

2.3 Verify the material was manufactured by approved mills & tested by approved sources.

### Special Processes

3.1 Verify if product certification package lists special processes: process name, description or type, specification number & revision

3.2 Verify Special Processors are on the Customer’s approved Processor List.

### Characteristic Accountability & Verification

4.1 Verify the item incorporates noted exceptions in the OPSD Fabrication Instructions.

4.2 Verify additional requirements per RCQC application

4.3 Verify receipt of an FAI/DFAI when the Receiver Report Signal Code indicates a requirement. **Notify Supplier Quality/QE for review & hold parts until approved.**

### Comments:

*If one or more items are answered “NO” for acceptability, follow “Receiving Process” instructions for controlling nonconforming product.*

*Questions regarding incoming product should be forwarded to the applicable Procurement/Logistics/Supplier Quality representative.*

<table>
<thead>
<tr>
<th>Inspector Approval (Stamp):</th>
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**FORM P-05-03-01; ISSUE 23**
RECEIVING INSPECTION CHECKLIST

KITS

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<td></td>
<td>Quality Clauses per P-03-01-02</td>
<td>YES</td>
<td>NO</td>
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### Part Accountability

1.1 Verify receipt & content of a Supplier Certificate of Conformance.

1.2 Verify OPSD Revision on COC to Receiving Report & verify correct quantity and traceable to manufacturer's traceability number (If Applicable)

1.3 Verify each part is visually acceptable.

### Product Accountability

**Raw Material Certificate / Report**

2.1 Verify receipt of a Material Test Report.

2.2 Verify material conforms to engineering.

*REF: PL, Release Sheets, Drawings referenced in OPSD Engineering Dataset*

2.2.1 Alloy & temper of raw stock, & temper of finished product

2.2.2 Raw stock size *(thickness)*

2.2.3 Spec. *(e.g. LMA-M7050, AMS, BMS, QQ-A-200/11)*

2.3 Verify the material was manufactured by approved mills & tested by approved sources.

### Special Processes

3.1 Verify if product certification package lists special processes: process name, description or type, specification number & revision

3.2 Verify Special Processors are on the Customer's approved Processor List.

### Characteristic Accountability & Verification

4.1 Verify the item incorporates noted exceptions in the OPSD Fabrication Instructions.

4.2 Verify additional requirements per RCQC application

4.3 Verify receipt of an FAI/DFAI when the Receiver Report Signal Code indicates a requirement. **Notify Supplier Quality/QE for review & hold parts until approved.**

**Comments:**

*If one or more items are answered "NO" for acceptability, follow"Receiving Process" instructions for controlling nonconforming product. Questions regarding incoming product should be forwarded to the applicable Procurement/Logistics/Supplier Quality representative.*

Inspector Approval (Stamp):
**RECEIVING INSPECTION CHECKLIST**

**RAW MATERIAL**

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<td>Quality Clauses per P-03-01-02</td>
<td>YES</td>
<td>NO</td>
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</table>

**Part Accountability**

1.1 Verify receipt & content of a Supplier Certificate of Conformance

1.2 Verify item on Certificate of Conformance to Receiving Report and verify item quantity is correctly identified & traceable to the manufacturer's lot or batch number.

1.3 Verify each item is visually acceptable.

**Product Accountability**

**Raw Material**

2.1 Verify receipt of a Material Test Report.

2.2 Verify material conforms (e.g. LMA, EMCM-001, BAC, QQ-A-200/11):

<table>
<thead>
<tr>
<th>SubItem</th>
<th>Description</th>
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<tbody>
<tr>
<td>2.2.1</td>
<td>alloy &amp; temper of raw stock</td>
</tr>
<tr>
<td>2.2.2</td>
<td>raw stock size</td>
</tr>
<tr>
<td>2.2.3</td>
<td>material specification</td>
</tr>
<tr>
<td>2.2.4</td>
<td>grain direction (per Purchase Order line item text in Vision)</td>
</tr>
</tbody>
</table>

2.4 Verify the material was manufactured by approved mills & tested by approved sources.

**Special Processes**

3.1 Verify if product certification package includes lists special processes: process description, supplier name & location, specification & specification revision

3.2 Verify Special Processors are on the Customer's approved Processor List.

**Characteristic Accountability & Verification**

4.1 Verify the item incorporates noted instructions per Purchase Order line item text in Vision

4.2 Perform additional tests per RCQC Receiving Inspection Control Plans. (e.g. EMCM-001, BAC1503, QQ-A-200/11, etc.)

**Comments:**

*If one or more items are answered "NO" for acceptability, follow "Receiving Process" instructions for controlling nonconforming product.*

*Questions regarding incoming product should be forwarded to the applicable Procurement/Logistics/Supplier Quality representative.*

Inspector Approval (Stamp):

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**FORM P-05-03-01; ISSUE 23**
# RECEIVING INSPECTION CHECKLIST

**SUB-CONTRACT PROCESSES AND CUSTOMER SUPPLIED GOODS**

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### Part Accountability

1.1 Verify receipt of a Supplier Certificate of Conformance.

1.2 Verify item & quantity is correctly identified & traceable to the manufacturer's lot or batch number.

1.3 Verify each part is visually acceptable. *(e.g. no handling damage, scratches, gouges, dents, paint uniformity or removal, etc.)*

1.4 Verify application meets finish drawing requirements. *(eg. Masking)*

### Product Accountability

### Characteristic Accountability & Verification

2.1 Verify additional requirements **per RCQC application.**

### Comments:

*If one or more items are answered "NO" for acceptability, follow "Receiving Process" instructions for controlling nonconforming product.*  
*Questions regarding incoming product should be forwarded to the applicable Procurement/Logistics/Supplier Quality representative.*

Inspector Approval (Stamp):

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**FORM P-05-03-01; ISSUE 23**
**RECEIVING INSPECTION CHECKLIST**  
**HARDWARE/CONSUMABLES**

**INSPECTED AT RCQC** □  **INSPECTED AT SUPPLIER** □  **Date:**

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**ITEM**  
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<th><strong>ACCEPTABLE</strong></th>
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</tr>
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<tbody>
<tr>
<td></td>
<td></td>
<td>YES</td>
<td>NO</td>
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**Part Accountability**

1.1 Verify receipt & content of a Supplier Certificate of Conformance.  
**REF: P-03-01-02, Q11 (Certificate of Conformance)**

1.2 Verify item matches product description, delivered quantity is correct*, and identification.

1.3 Verify shipment/shipping units are excluded from any damages.  
(e.g. no handling damage, ripped packages, etc.)

1.4 Verify hardware was manufactured by an approved facility and distributed by authorized distributor (if applicable).  
***(eg 2GNA00001, SC10, D1-4426, QD 4.6-40).**

Verify name and address against CAGE CODE

1.5 Verify Consumable was manufactured by an approved facility and distributed by authorized distributor (per EMAP).  
***(eg 2GNA00001, SC10, D1-4426, QD 4.6-40).**

**NOTE:**  
* This is an approx. validation verifying shipping units delivered matches Bill of Lading/P.O. based on correct number of containers, weight, packages etc. An exact count is not required.

**For F-35 (BAE) program all items 1.1 thru 1.4 apply. For all other programs 1.1 thru 1.3 only apply unless items are controlled by a QPL or a Specification. See detailed instructions per P-05-03-02.

**Product Accountability**

**Characteristic Accountability & Verification**

2.1 Verify additional requirements per RCQC application - Validation.  
Check N/A if no additional requirements available.

**Comments:**

*If one or more items are answered “NO” for acceptability, follow “Receiving Process” instructions for controlling nonconforming product. Questions regarding incoming product should be forwarded to the applicable Procurement/Logistics/Supplier Quality representative.*

**Inspector Approval (Stamp):**

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**FORM P-05-03-01; ISSUE 23**
## RECEIVING INSPECTION CHECKLIST
### NON-METALLIC DETAILS

### INSPECTED AT RCQC [ ]

### INSPECTED AT SUPPLIER [ ]

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### ITEM

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</table>

### Part Accountability

1.1 Verify receipt & content of a Supplier Certificate of Conformance.  
1.2 Verify OPSD Revision on Certificate of Conformance to Receiving Report.  
1.3 Verify item & quantity is correctly identified & traceable to the supplier's lot or batch number.  
1.4 Verify each part is visually acceptable. (e.g. no handling damage, scratches, gouges, dents, paint uniformity or removal, etc.)  
1.5 Verify hardware was manufactured by an approved facility for F-35. (e.g. 2GNA000001) Verify Name/Address against CAGE CODE

### Product Accountability

**Raw Material**

2.1 Verify receipt of a Raw Material Test Report.  
2.2 Verify the raw material was manufactured & tested by approved sources.

### Special Processes

3.1 Verify if product certification package lists special processes: process description, supplier name & location, specification & specification revision  
3.2 Verify Special Processors are on the Customer's approved Processor List. (e.g. D1-4426, BAPR, LOA)

### Characteristic Accountability & Verification

4.1 Verify the item incorporates noted exceptions in the OPSD Fabrication Instructions and PO line item text in Vision  
4.2 Verify additional requirements per RCQC application  
4.3 Verify receipt & status of NCR's  
4.4 Verify receipt of an FAI/DFAI when the Receiver Report Signal Code indicates a requirement. Notify Supplier Quality/QE for review & hold parts until approved.

### History Card (JSF Only)

5.1 Verify boxes 1-14, 17 & 23-30 per BAES-JSF-QMS-3607-07-FM. Special notice to: NCR & SFB numbers-box 23/on part & serial numbers are correct-box 26.

### Comments:

*If one or more items are answered "NO" for acceptability, follow "Receiving Process" instructions for controlling nonconforming product. Questions regarding incoming product should be forwarded to the applicable Procurement/Logistics/Supplier Quality representative.*

Inspector Approval (Stamp):
**RECEIVING INSPECTION CHECKLIST**

**DETAILS / SUB-ASSEMBLIES (JSF ONLY)**

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### Part Accountability

1.1 Verify receipt & content of a Supplier Certificate of Conformance. **REF: P-03-01-02**

1.2 Verify OPSD Revision on Certificate of Conformance to Receiving Report.

1.3 Verify item & quantity is correctly identified & traceable to the supplier lot #.

1.4 Verify each part is visually acceptable. *(e.g. no handling damage, scratches, gouges, dents, paint uniformity or removal, etc.)*

1.5 Verify hardware was manufactured by an approved facility for F-35. *(eg 2GNA00001)* Verify: Name and address against CAGE CODE

### Product Accountability

#### Raw Material

2.1 Verify receipt of a Raw Material Test Report, except for hardware. **REF: P-03-01-02**

2.2 Verify material conforms to engineering.

**REF: PL, Release Sheets, Drawings ref. in OPSD Engineering Dataset**

2.2.1 alloy & temper of raw stock, & temper of finished product

2.2.2 raw stock size *(thickness)*

2.2.3 material specification *(e.g. LMA-M7050, AMS, QQ-A-200/11)*

2.3 Verify the material was manufactured by approved mills & tested by approved labs. **REF: P-03-01-02** *(eg EMAP, LOA) / SC10*

#### Special Processes

3.1 Verify if product certification package lists special processes: process description, supplier name & location, specification & specification revision  
**REF: P-03-01-02**

3.2 Verify Special Processors are on the Customer’s approved Processor List. *(eg BAPR, LOA, SC10)*

#### Characteristic Accountability & Verification

4.1 Verify the item incorporates noted exceptions in the OPSD Fab. Instructions.

4.2 Verify additional requirements per RCQC application.

4.3 Verify receipt & status of NCR’s. **REF: P-03-01-02**

4.4 Verify receipt of an FAI/DFAI when the Receiver Report Signal Code indicates a requirement. **Notify Supplier Quality/QE for review & hold parts until approved.**  
**REF: QP-05-05-02**

#### History Card (JSF Only)

5.1 Verify boxes 1-14,17 & 23-30 per BAES-JSF-QMS-3607-07-FM.

**Special Note:** NCR & SFB numbers-box 23/on part & serial numbers are correct-box 26.

### Comments:

*If one or more items are answered "NO" for acceptability, follow "Receiving Process" instructions for controlling nonconforming product. Questions regarding incoming product should be forwarded to the applicable Procurement/Logistics/Supplier Quality representative.*

**Inspector Approval (Stamp):**

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**FORM P-05-03-01; ISSUE 23**