

Transformer Technology Inc

Quality Manual

Date	Revision	Comments
1/5/22	A	Initial release
1/11/22	B	
5/10/22	C	Updated preventative action process
5/13/22	D	Add EH&S statement
12/20/22	E	Update process and monitoring statements.
2/28/23	F	Update to include bi-annual review

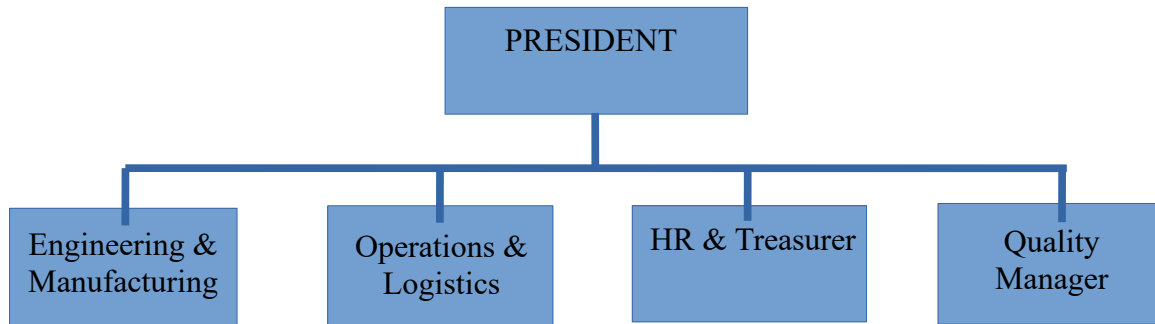
Mission Statement

Transformer Technology Inc is a custom transformer manufacturer that designs and builds custom magnetic products across several industries. Transformer Technology has over 2000 designs in the field. The company's mission is to provide quality magnetic solutions with cost effective designs to provide valuable products to our customers.

Company Profile

Transformer Technology has been in business since 1973. We have a reputation for providing high quality transformers, inductors and DC power supplies. Located in Durham Connecticut, we are a small family owned business that designs and builds magnetics for several industries including, elevators, construction, air filtration, power regulation, and more.

Organizational Chart



Backup roles:

Function	Back-up
Engineering Manager	President
Quality Manager	President
Operations and Logistics Manager	Engineering Manager

Introduction

TTI has adapted this Quality Management System to improve its overall performance and provide a sound basis for sustainable development initiatives.

TTI employs the Plan Do Check Act cycle and risk-based thinking as part of its process approach. The PDCA cycle ensures processes are adequately resourced and managed. Process improvement is continually looked for and acted upon to keep organization competitive in quality, delivery, and cost.

The quality management principles include:

- Customer focus
- Process approach
- Continual improvement
- Engagement of people
- Leadership

TTI uses the process approach to enable

- Understanding of and meeting our requirements
- Achieving effective process performance
- Improvement of processes based on evaluation of data

Scope

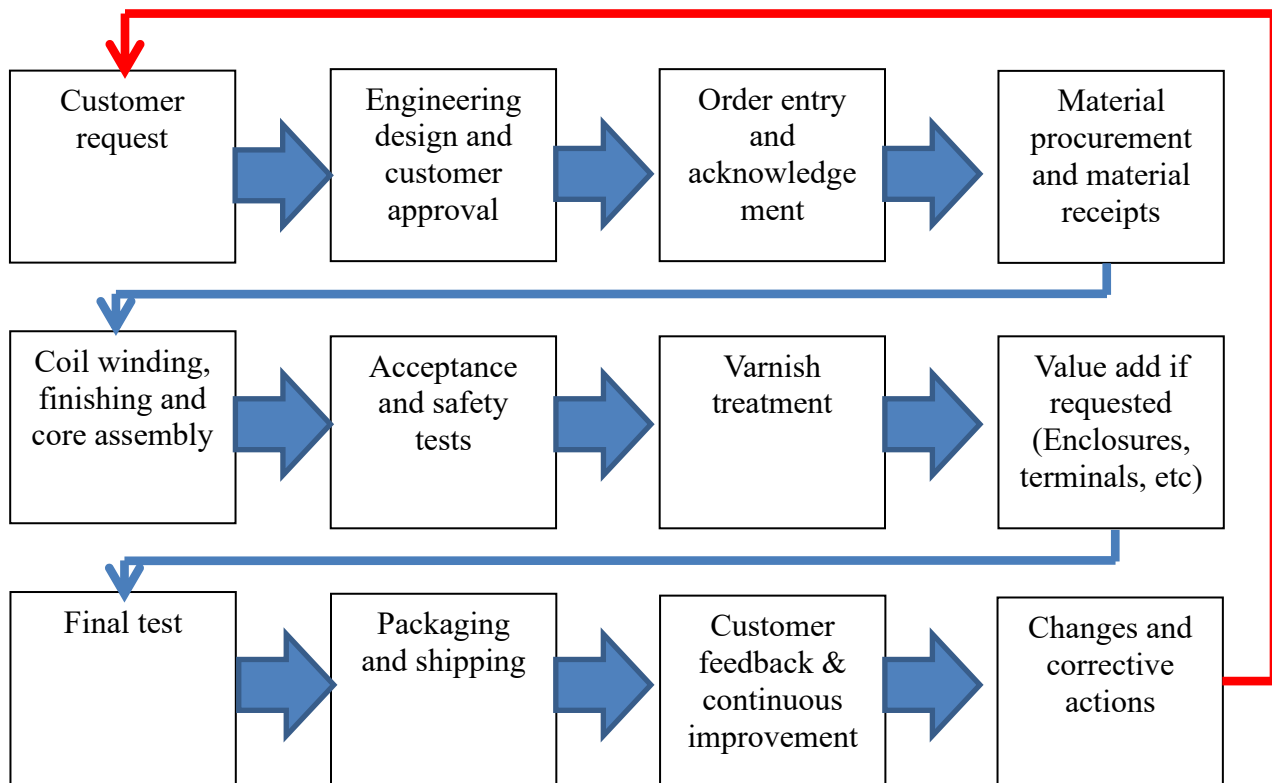
This Quality manual describes the quality management system and controls the creation of quality related documents. It will be reviewed and updated as required to stay current to the systems in use at Transformer Technology. The local network copy is controlled. All other copies, printed or digital are to be considered uncontrolled.

Transformer Technology Inc prides itself in manufacturing high quality products. In order to ensure that quality is maintained a quality manual has been developed that documents the QMS. The quality manual provides evidence to all interested parties that there are controls to produce high quality products that meet or exceed customer requirements.

This quality manual will be reviewed by the appropriate personal at least twice a year.

The scope of TTI's quality system includes the products that TTI manufactures as well as the sub components and process steps that go into the product. TII bases the quality system on the Plan Do Check Act feedback cycle.

QUALITY PROCESS



Control of Non-conforming Parts

Non-conforming purchased parts are segregated from general part storage on rack labeled “Non-conforming Parts – do not remove parts or use in production unless authorized by Joshua Plitnick or Bruce Gueble”. For items that are too large or too involved to move, segregation is accomplished through physical identification of part by hanging a sign with large letters stating Quarantine: not for production use.

Corrective and Preventive Action

TTI documents internal and external corrective actions. Internal corrective actions are recorded in the turnback log. External corrective actions are documented on customer supplied forms. Corrective and preventive actions are implemented to remove the risk of future nonconformances.

Non-conformances reported from the field will be investigated and tracked using customer-provided root cause corrective action (RCCA) forms. If customer does not provide RCCA forms, TTI will use industry standard root cause corrective action forms such as but not limited to 5-Why diagram, Ishikawa diagram, mistake-proofing templates, and new or revised standard work. Where practical, mistake proofing techniques are used to prevent defects.

Process Improvement

TTI monitors the outcome of acceptance test and final test to track output and control the production process. First pass yield or other quality metrics may be measured or calculated to understand data and assist in process control. First pass yield is calculated after part development is complete and approved. Test failures are documented in the turnback log. This manual will be reviewed twice annually by management to ensure that it is correctly documenting the quality process.

Monitoring and measuring resources

TTI Calibration program ensures gauges and equipment used to measure physical and electrical characteristics are calibrated at regular intervals, records are maintained and gauges are properly marked with visual labels. Out of calibration gauges are segregated. Out of date calibration labels on equipment too large to segregate in dedicated area, are overlaid with labels stating calibration is out of date. Equipment is calibrated according to annual schedule controlled by Quality Manager. First pass yield may be monitored. Other statistical techniques are evaluated and used as necessary.

Environmental Health and Safety

TTI has reviewed all aspects of operations to reduce or eliminate safety incidents. PPE is supplied to employees as needed. Operations that have enhanced dangers have requirements posted for the necessary PPE. All products are disposed of according to the manufacturer’s instructions and in accordance with all local and federal laws.