

July 2020

Notice of Certificate of Compliance, Packing Slip Requirements and Test Reports

In preparation for its annual AS9100 Quality audit, Digital Systems Engineering discovered we have not given concise required criteria for Packing Slips; we apologize for the oversight.

Overall, the following information is required for product being delivered to DSE. Some Suppliers put this information on a **Certificate of Compliance/Packing Slip** combined form while others separate into two documents, CoC and Packing Slip.

Required Data.

- Supplier Name and Address
- Supplier Contact Information
- Supplier Reference Number
- Date of Shipment
- Compliance Statement
- Authenticator's Title and Signature
- Purchase Order
- Part Number
- PN Revision as applicable
- Part Quantity Shipped
- Part Quantity Backordered
- Serial Number Label Data as applicable
- Date/Lot Code as applicable
- Expiration Dates as applicable*

* if not indicated on packaging

Certificate of Compliance (CoC) statement shall be the Manufacturer/Supplier's assurance of accuracy.

- CoC states Part Number is in compliance with Purchase Order requirements. This includes exact specifications as per supplied print as applicable
- CoC covers Part Number(s) on the shipment, and
- CoC for Complete or Partial shipments.



DSE does not accept incoming product without a Certificate of Compliance or Packing Slip.

Test Reports, as applicable, shall accompany the Packing Slip.

If there are questions, please call or e-mail us at Purchasing@digitalsys.com.



Paul Hirschi
Purchasing Manager
480.515.1110 x109



Meredith Downing
Quality Assurance Manager
480.515.1110 x118



Greg Zipperer
Chief Financial Officer
480.515.1110 x110