

CEPEDA Associates, Inc.

Number: Q-22

Revision: 1/18/2024

Title: TRACEABILITY

Clause: All items furnished on this order shall have documentation on file for at least seven (7) years after delivery to permit traceability from the delivered item back through its manufacture and inspection to the procurement records on its constituent parts and materials. These records shall be sufficient to prove conformance to all applicable specifications and drawings and shall provide means for identifying all like items.

Note: When Q-15 (Raw material Test Reports) is referenced on CEPEDA Purchase Orders along with Q-22 (Traceability), parts must be identified with the identical traceability data that is marked on the material delivered. The traceability data shall consist of one or more of the following, as applicable, such that positive traceability from hardware to the objective quality evidence is maintained.

- (A) Heat No.
- (B) Lot No.
- (C) Lot/load No.
- (D) Serial No.

In the case of small parts (marking areas less than 0.25 sq. in.), fasteners (under ¼") or where physically marking a part would cause damage to the part, the traceability shall be maintained by tagging individual pieces, marking the carton, or bagging the parts in identified bags.

For more information refer to [QCP300.2, Supplier Quality Assurance Requirements](#).