

TopWorx™ Supplier Documents:

1. **[Certificate of Conformance \(Form FRM-COCS\)](#)**: This document is required to accompany each product shipment to TopWorx. It certifies that the supplier made parts which conform to our engineered requirements.
2. **[First Article Inspection Report \(Form FRM-FAIR\)](#)**: This document is used when submitting a first article part. It provides the details on the part item engineering specification, the acceptable tolerances and the actual measurements taken by the supplier for that part.
3. **[NDA \(Form FRM-NDA\)](#)** – This is a non-disclosure agreement. It is a binding document that a new supplier must complete and sign off on prior to TopWorx sending any proprietary part information.
4. **[Part Approval Warrant \(Form FRM-PAW\)](#)** – This form is used when a supplier is submitting a first article for a new or revised part. Following a complete review of the part and the submitted documents the TopWorx SQE will use this form to approve or reject a part.
5. **[Sample Submission Tag \(Form FRM-SST\)](#)** – These tags are applied to the outside of the shipping container when submitting a first article part.
6. **[Supplier Deviation Request Form \(Form FRM-SDRF\)](#)** – This form is used when a supplier is requesting a deviation to the drawing specifications for a part.
7. **[Supplier Performance Manual](#)** – This manual is available to all suppliers as a reference on Supply Chain criteria required to be known by all TopWorx suppliers.
8. **[Supplier Profile Short Form \(Form FRM-SPSF\)](#)** – This form is completed by a new supplier when first being set-up in the TopWorx Purchasing System. It provides some basic information about the company.
9. **[Supplier Set-up Form \(Form FRM-SSF\)](#)** – This form is used to gather all of the data that is required for a supplier to be created in our Purchasing system.