

SMPP Requirements

1. The SMPP should document, in a step-by-step manner, the sequence of all manufacturing operations, inspections and in-process controls required to ensure compliance with all applicable requirements of the associated Boeing specification. The SMPP should not be a copy or restatement of the specification requirements. The operator should be able to properly complete the described process by referring to the SMPP alone.
2. The SMPP should have a title page that includes, as a minimum, the information outlined in Section 'A' of the format guide presented below.
3. The supplier should assign the SMPP a unique identification number and revision letter relating it to the associated specification number and revision. The SMPP revision designation should ensure traceability of changes to the basic process procedure. Please maintain the same SMPP revision letter throughout the review and approval cycle of the same basic SMPP. Once an SMPP is approved, the next change requires an updated revision letter.
4. SMPPs should be submitted to the Boeing Group Mailbox: SMPPSubmittal@exchange.boeing.com. Documented approval by Boeing Engineering is required prior to implementation of each new or revised SMPP. In some cases a revision change to the governing specification may not require a change to the process steps defined in the associated SMPP. In this case the full review cycle may not be necessary.

SMPP Format Guide

Except for the requirements in Section A (Title page), it is not the intent of Boeing to impose a specific document format on the supplier. The outline that follows is presented as a checklist and guide for the preparation of an SMPP.

- A. Title page
 - a. Supplier name
 - b. SMPP title
 - c. SMPP identification number and revision
 - d. Issue date
 - e. Boeing specification number and revision
- B. Revision record page to document the specific changes to each SMPP revision.
- C. Scope - Brief description of the applicability and intended use of the procedure.
- D. Applicable documents and materials.
- E. General Notes - Informational background, safety requirements, etc.
- F. Procedures
 - a. Sequential presentation of processing steps described in sufficient detail to ensure repeatability.
 - b. In-process inspection control points described.
 - c. Applicable data recording requirements specified.
 - d. Applicable test specimen processing described.
 - e. Process/part qualification procedures, if required.
- G. Equipment and Tooling - Applicable equipment, special tooling, and measuring instruments.
- H. Quality Assurance
 - a. Each inspection, test, and processing control adequately described.

- b. Describe the following controls (as applicable):
- Environmental and contamination
 - Instrument calibration
 - Equipment maintenance
 - Equipment limitations
 - Process limitations and restrictions
 - Chemical solution controls including composition, temperature and impurity controls
 - Personnel qualification/ certification
 - Laboratory analyses
 - Thermal surveys
 - Parameter sheets
- I. Packaging and Handling - Describe controls to preclude damage, contamination, or corrosion during processing, handling, and shipping.

SMPP Requirements and Format Guide Revision Record

Revision	Date
New	6/25/19