For the attention of the Managing Director and Quality Manager.

Dear Sir or Madam,

**Scope / Applicability:**

- All Repair & Overhaul suppliers / Approved Vendors in receipt of LRU Management Purchase Orders from Rolls-Royce U.K. (Repair & Overhaul) covering the repair of Line Replacement Units (LRU’s).

**Process Description:**

- The LRU Management process involves the direct shipment of Line Replacement Units (LRU’s) from global Airline and Military operators to a Rolls-Royce Approved Repair Station - refer to the Process Flowchart on Page 2 for relevant detail.

- The units are repaired under a Rolls-Royce LRU Management Purchase Order before being returned to the operator via a Rolls-Royce nominated logistics provider or as instructed by the Rolls-Royce Purchase Order.

- The delivery, quality and commercial aspects of the order are controlled by the Rolls-Royce Business Unit placing the purchase order(s) - in accordance with relevant Supplier Advanced Business Relationships (SABRe) specification(s).
Notice to Suppliers

Rolls-Royce: LRU Management Process

Process Flow:

1. Unserviceable asset identified
2. Logistics provider informed of movement request
3. Asset shipped to repair vendor
4. Upon receipt Vendor matches asset with Rolls-Royce Purchase Order and confirms receipt with Rolls-Royce
5. Asset inspected and condition report prepared. Quotation provided to Rolls-Royce where necessary
6. Asset reworked
7. Vendor notifies Rolls-Royce of asset anticipated completion date
8. Asset complete. Vendor forwards copies of Release Certification & Shop Findings Report to Rolls-Royce
9. Vendor informs logistics provider & Rolls-Royce that asset is ready for collection
10. Logistics provider collects asset for return shipment
11. Rolls-Royce ensures all certification / paperwork is complete
12. Repair Loop Closed
Rolls-Royce: LRU Management Process

Process Requirements:

The Purchase Order details the specific rework, certification and return shipping requirements in relation to each unit.

The following general requirements should be adhered to without exception, to ensure compliance with the process:

- Units shall be released with airworthiness certification as detailed on the Rolls-Royce (#) Purchase Order.
- Release documentation shall include both the Rolls-Royce (#) and operator (e.g. airline) Purchase Order details.
- Release documentation and Shop Findings report shall be forwarded to Rolls-Royce (#) as per instructions on the Rolls-Royce Purchase Order - which shall also specify all recipient contact details / delivery point(s).
- Where required, quotations shall be sent directly to Rolls-Royce (#).
- Rolls-Royce (#) shall be informed when the unit is ready to be returned / shipped.
- Unit(s) shall be shipped via the logistics provider detailed on the Rolls-Royce (#) Purchase Order.

Note: (#) Rolls-Royce as used in the above context refers to the Business Unit (i.e. Rolls-Royce U.K.) Issuing the purchase order(s).

NTS Category Type: General Information

Authorised by:

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