

# Notice to Suppliers



## Product Safety Briefing Pack for Civil & Defence Aerospace Suppliers

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**Issue:** 1  
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For the attention of Managing Director and Quality Manager

### Scope/Applicability:

This NTS applies to all Suppliers or Partners who supply to Rolls-Royce Civil and Defence Aerospace contracts/purchase orders.

**Dear Supply Partner,**

### Introduction:

In line with the requirements detailed in Aerospace SABRe Edition 4, section 8.1.3 Product Safety, suppliers shall, "Provide training and communication on product safety to relevant personnel. To support this, a Product Safety Awareness Briefing pack developed by Rolls-Royce will be available for suppliers to use. This is recommended for all suppliers, and is mandatory for suppliers identified by Rolls-Royce to conduct every 4 years."

This pack is now available for supplier use and cascade to their teams.

### Action Required:

The briefing presentation slides, presenter notes and associated videos are saved on the Global Supplier Portal under Supplier Documents> SABRe Edition 4> Civil and Defence Aerospace> Forms, Briefs and Guidance under 8.1.3 Product Safety. It can also be accessed through the following link:

[https://suppliers.rolls-royce.com/GSPWeb/appmanager/gsp/guest?\\_nfpb=true&\\_windowLabel=supplierdocuments\\_2&supplierdocuments\\_2\\_actionOverride=%2Fcom%2Frollsroyce%2Fgsp%2Fportlets%2Fsupplierdocuments%2FshowPageContent&supplierdocuments\\_2subPageURLPath=Civil+and+Defence+Aerospace&supplierdocuments\\_2pageURLPath=SABRe+4&supplierdocuments\\_2bgflag=1](https://suppliers.rolls-royce.com/GSPWeb/appmanager/gsp/guest?_nfpb=true&_windowLabel=supplierdocuments_2&supplierdocuments_2_actionOverride=%2Fcom%2Frollsroyce%2Fgsp%2Fportlets%2Fsupplierdocuments%2FshowPageContent&supplierdocuments_2subPageURLPath=Civil+and+Defence+Aerospace&supplierdocuments_2pageURLPath=SABRe+4&supplierdocuments_2bgflag=1)

Within each supplier team, the briefing should be shared with the following individuals: Engineering function personnel, quality function, manufacturing engineers, manufacturing function and factory staff personnel. Contractors/agency workers are also included. Business discretion can be applied for temporary workers depending on the role or task being undertaken.

Q&A sessions to support suppliers leading their presentations will be held during Q1 2022 on the following dates:

Tuesday 22<sup>nd</sup> February 2022 7am GMT  
Thursday 24<sup>th</sup> February 2022 3pm GMT

Joining instructions for both sessions are:

**Join on your computer or mobile app**

[Click here to join the meeting](#)

OR

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_YjdiYWE1NmEtZjUzMC00OWMwLWl3YTUtYjhIMmU2YzBjNTQ3%40thread.v2/0?context=%7b%22Tid%22%3a%22fbc7ad4e-59c4-494d-aad7-214fb4e80573%22%2c%22Oid%22%3a%22f92e10ee-1a6f-4b1d-9eb4-bec04449d8b7%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_YjdiYWE1NmEtZjUzMC00OWMwLWl3YTUtYjhIMmU2YzBjNTQ3%40thread.v2/0?context=%7b%22Tid%22%3a%22fbc7ad4e-59c4-494d-aad7-214fb4e80573%22%2c%22Oid%22%3a%22f92e10ee-1a6f-4b1d-9eb4-bec04449d8b7%22%7d)

**Or call in (audio only)**

+44 20 4534 2960,683291697# United Kingdom, London

Phone Conference ID: 683 291 697#

[Find a local number](#) | [Learn More](#)

It is recommended that all suppliers share the Product Safety Awareness Briefing pack with their teams every 4 years. In addition, Rolls-Royce will define a list of suppliers for which completion of this specific briefing pack is mandatory. Suppliers for which mandatory completion is required, will be notified separately to this NTS.

Mandatory suppliers will be required to complete a quarterly progress update which will be shared directly via Ivalua, Rolls-Royce's direct procurement tool.

It is expected that the briefing will be rolled out to all identified staff by the end of 2022 in line with SABRe 4 transition dates.

**NTS Category:**

Safety

**Authorised by:**

Tracey Lockhart/Peter Lord

Head of Quality Defence/  
Quality Director – Civil Aerospace Operations