

Supplier Guidance to Request Source Inspection

Purpose:

To identify the process for suppliers to request source inspection for Lockheed Martin materials.

Scope:

Lockheed Martin Space Systems Corporation purchase orders where Q-Codes QAQC14 are included in a PO.

Required Actions:

- Log into the supplier's Exostar Account
- Access the Lockheed Martin P2P Portal.
- Click on the "Ship to LMC" tab
- Select the PO line item
- Click on the "Inspection Scheduling" button
 - Located at the bottom of the page.
- Enter the following:
 - Quantity to be inspected
 - The desired date for the source inspection to occur
- Click on the "SUBMIT" button.
- Upon the submission, the inspection lot will be displayed within the supplier's ship to portal display.

If the supplier does not currently maintain an EXOSTAR account, one may submit a request through the EXOSTAR website:

<https://portal.exostar.com/userRegistration>

Once logged in the supplier may complete the online registration from. The supplier may also contact EXOSTAR at (703) 793-7800. Should further assistance be needed; one may contact EXOSTAR directly at (863) 647-0558.

All other questions may be directed to the Lockheed Martin Procurement Representative for the purchase under consideration.