



**Jacksonville site**

7575 Baymeadows Way  
Jacksonville, FL 32256  
P: +1 (904) 739-4000  
F: +1 (904) 739-4271

**Norwich site**

5345 NY-12  
P.O. Box 310  
Norwich, NY 13815  
P: +1 (607) 335-5000  
F: +1 (607) 335-5198

**Saltillo site**

Industrial La Angostura  
Carretera Saltillo-Zacatecas, Kilometer #4.5  
Saltillo, Coahuila, Mexico  
P: +52 844-288-6400  
F: +52 844-288-6476

November 7, 2023

Dear suppliers and service providers,

Unison requires that all suppliers and service providers protect the intellect property associated with Unison product. Digital Thread Data Distribution (DTDD), an electronic system for technical data shall be used for submission of documents containing technical data including but not limited to FAIs and PPAPs. Digital Thread Data Distribution (DTDD) is the preferred method of technical documents submission.

If you do not have access to the Digital Thread Data Distribution (DTDD) system, please contact your Unison Sourcing representative. When submitting the FAIs and PPAPs, please submit the documents to the following personnel at the approving Unison site:

- Jacksonville – submit documents to George Diaz, Mcarthur (Mac) Holman and Caridad (Faye) Obenza
- Norwich – submit documents to Cezar Cisu and Pavan Revankar
- Saltillo - submit documents to Cesar Torres

Technical documents may also be submitted using the fax number (shown in the header at the top of the page) for the approving Unison site. Once the documents are submitted via Digital Thread Data Distribution (DTDD) or by fax, the supplier shall notify the inspection team by emailing the applicable site at the email shown below; the sourcing representative should be copied on the email. Do not submit any technical data using the email below; this email is for FAI transmission notification purposes only.

- Jacksonville – [Unison.Jax.FAI@ge.com](mailto:Unison.Jax.FAI@ge.com)
- Norwich – [Unison.Nor.FAI@ge.com](mailto:Unison.Nor.FAI@ge.com)
- Saltillo – [Cesar.Torres@ge.com](mailto:Cesar.Torres@ge.com)

The Unison inspection and quality personnel will review and disposition the FAI and/or PPAP. The supplier shall not ship product unless there is a signed written authorization of approval. For FAI only submissions, there must be a Form 1 approved and signed by a Unison inspection or quality representative. For PPAP submissions, there must be a PPAP warrant approved and signed by a Unison inspection or quality representative. Once the Form 1 or PPAP warrant is approved, supplier can then ship the material and should still include all FAI paperwork with that shipment.

As always, if there are any questions, you may reach out to me or the appropriate Sourcing representative. Thank you for your support.

Sincerely,

Keri Calero, Unison (U1) Supplier Quality Leader

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