
REQUEST FOR DEVIATIONS AND WAIVERS PROCESS

REVISION HISTORY

- Revision 5 replaces revision 4 dated 10/24/14.
 - Transferred to new template.
- The applicable revision of this document is determined by:
 - The revision specified on the purchase order, or
 - The revision in effect at the time of the purchase order if no revision is listed on the purchase order.

REQUIREMENTS

1. Seller shall maintain Configuration Management (CM) control in accordance with the criteria in EIA 649, paragraph 5.3.2.
2. Authorized deviations or waivers are temporary departures from requirements and do not constitute a change to the configuration documentation identified on the purchase order. In the event the engineering departure will be permanent or affect the remaining number of deliverable units of the product, an engineering change request shall be processed.
3. If acceptable, deviations or waivers shall be approved by the Subcontract Manager in writing and include any additional requests for further negotiations.
4. Items shall not be delivered incorporating a known departure from documentation unless a request for deviation(s) or waiver(s) has been processed in accordance with the requirements of this Quality Note. Subcontract Manager will send approval or disapproval to requests for deviation(s)/waiver(s), in writing to Seller.
5. Requirements for Deviation(s):
 - 5.1. Prior to manufacturing an item, if Seller considers it necessary to depart temporarily from the mandatory requirements of the engineering drawings and specifications for the items procured by this purchase order, Seller shall request deviation(s) be authorized. As an example, a deviation relating to an alternative material or process may be requested when it is claimed the delivery schedule cannot be met unless the deviation is granted.
 - 5.2. Unless unusual circumstances exist, deviations affecting safety shall not be submitted. Suggested deviations that would alter service operation or maintenance shall not be submitted or authorized as deviations, but proposed and processed as engineering change proposals. The engineering changes shall be captured in updated revisions in the drawings and technical manuals.
 - 5.3. Seller shall submit the request for deviation in Seller's format in accordance with EIA 649, paragraph 5.3.2. Seller's request package with the summary of the deviation request shall be reviewed and approved on an "as needed" basis by the Subcontract Manager.
 - 5.4. Seller shall classify the request for deviation as either "Major/Critical" or "Minor" in accordance with:
 - 5.4.1. Major/Critical Deviation: A deviation which affects the following:

- Performance
 - Effective use or operation
 - Interface characteristics defined in the drawing or specification
 - System requirements defined in the specification (if applicable)
 - Health/Safety
- 5.4.2. Minor Deviation: Any deviation that is not a Major/Critical deviation.
- 5.5. Deviation Approval / Disapproval shall include:
- 5.5.1. Seller shall not deliver items that incorporate a known deviation from the engineering drawings or specifications unless a deviation request has been submitted to, and approved by the Subcontract Manager, and the Seller has been notified of the approval in writing.
- 5.5.2. In the event the Subcontract Manager disapproves a deviation request, Seller will be notified in writing and will be given the reasons for the disapproval, to include next steps, such as but not limited to: rework, repair, replace, and/or disposition actions.
6. Requirements for Waivers:
- 6.1. An item which, through error during manufacturing, does not conform to the engineering drawings and specifications for the items procured by this purchase order shall not be delivered to the Subcontract Manager unless a waiver has been authorized, in writing, by a Buyer representative (Subcontract Manager, Supplier Quality Engineering, Supplier Engineering, etc.).
- 6.1.1. A material review and disposition of minor nonconformance(s), shall be accomplished by the Seller with Subcontract Manager authorization / approval, in writing.
- 6.2. Unless unusual circumstances exist, waivers affecting safety shall not be submitted. Suggested waivers that would alter service operation or maintenance shall not be submitted or authorized as waivers, but shall be proposed and processed as engineering change proposals. The engineering changes shall be captured in updated revisions in the drawings and technical manuals.
- 6.3. Seller shall submit the request for waiver in Seller's format in accordance with EIA 649, paragraph 5.3.2. Seller's request package with the summary of the waiver request shall be reviewed and approved on an "as needed" basis by the Subcontract Manager.
- 6.4. Seller shall classify the request for deviation or waiver as either "Major/Critical" or "Minor," as outlined above.
- 6.5. Waiver Approval / Disapproval:
- 6.5.1. A material review and disposition of minor nonconformance(s) shall be accomplished by Seller with Subcontract Manager authorization/approval, in writing.
- 6.5.2. If the Subcontract Manager disapproves a waiver, or if the waiver is classified as "Major/Critical," Seller shall not deliver items that incorporate a known waiver from the drawings or specifications unless the waiver request has been submitted and approved by the Subcontract Manager, and the Seller has received written approval.

6.5.3. In the event the Subcontract Manager disapproves a waiver request, Seller will be notified in writing and will be given the reasons for the disapproval.

DATA SUBMISSION SUMMARY

- Seller to deliver the following data to Buyer for Buyer approval:
 - Seller will notify Subcontract Manager with requests for engineering changes and request approval. Subcontract Manager will send approval or disapproval in writing to Seller.
 - Seller will classify and submit requests as “Major/Critical” or “Minor” deviations or waivers to the Subcontract Manager and request approval. Subcontract Manager will send approval or disapproval in writing to Seller.
 - A material review and disposition of minor nonconformance(s) will be authorized as either approved or disapproved by the Subcontract Manager. Subcontract Manager will send approval or disapproval in writing to Seller.