



An ESCO Technologies Company

ISO 9001  
& AS 9100  
Certified

VACCO INDUSTRIES  
10350 Vacco Street, South El Monte, CA 91733  
TEL (626) 443-7121 FAX (626) 442-6943  
WEB [www.vacco.com](http://www.vacco.com)

Date: September 14, 2023

Subject: Supplier Request for Material Review (SRMR)

**To: VACCO Suppliers**

The SRMR form shall be completed when there is a need to request an approval of a nonconforming product, a waiver or a deviation from the Purchase Order. The supplier shall complete the electronic form located on the VACCO web site (QF-MRB-104) and submit the form to the Buyer prior to the shipment of the product. All the fields with blue highlighted header sections on this form shall be completed by the supplier.

Description of Non Conformance must be submitted using the following format:

IS : Detail or description of the product actual condition

S/B (Should Be): VACCO requirement (drawing specification or PO requirement)

The supplier shall hold the shipment of the product until the Buyer provides them with the approved form with an NCR number. All SRMR forms are required to be approved by VACCO Supplier Quality, Engineering and Quality. The supplier shall note the NCR number on the packing slip and a copy of the approved SRMR shall accompany the shipment. Nonconforming items shall be physically segregated from conforming items, if applicable.

Each Purchase Order non-conforming part number shall have its own separate SRMR. Line items can be combined on a single SRMR if the non-conforming part numbers are same. Failure to provide the approved SRMR copy with the shipment may result to part rejection and return to supplier.

This process shall only be used when the product cannot be reworked to conform to the Purchase Order or when the rework process would pose significant risk, cost or adverse schedule impact.

Regards,

Tony Tan  
Sr. Supplier Quality Engineer  
626-258-6839