

## 10. SUPPLIER REQUEST FOR MATERIAL REVIEW ([QF-MRB-104A](#))

### 10.1. Overview

It is the supplier's responsibility to detect non-conformances and, when appropriate, submit non-reworkable conditions for VACCO MRB's consideration prior to completion and/or shipment of the item.

This applies to non-conformances found by a supplier either during in-process or final inspection, that are not reworkable to drawing or specification requirements, and present a significant cost or adverse schedule impact such that they warrant consideration by VACCO MRB.

### 10.2. Instruction

- A. This section of VI-MRB-100 and SRMR Form ([QF-MRB-104A](#) & [QF-MRB-104B](#)) shall be made available to all suppliers on the ASL via the [VACCO Website – Supplier Portal](#) (refer to [VI-VWS-001](#)).
- B. When necessary for a supplier to request VACCO MRB disposition on nonconforming item, he/she shall fill out the blue highlighted sections of the SRMR Form and send it to the responsible VACCO buyer.
- C. Upon receipt of the SRMR from the supplier, the buyer shall obtain an NCM number from Receiving Inspection, write the NCM Number on the SRMR, and with other pertinent documentation, forward the package to MRB Chairman for disposition.
- D. The MRB Chairman will process the SRMR in accordance with MRB procedures.
  - (1) If the MRB disposition is UAI, Repair or Scrap, the SRMR will be completed and forwarded to Receiving Inspection, who will perform the following:
    - Enter the SRMR disposition into [IQS](#);
    - Forward one (1) copy to receiving to file; and
    - Forward one (1) copy to the buyer for transmittal to the supplier.
  - (2) Repair instructions which will include weld and NDT procedures shall be submitted to VACCO for review and approval prior to its implementation.
  - (3) The supplier must note the NCM number on the packing slip, and a copy of the dispositioned SRMR must accompany the shipment. Nonconforming items must be physically segregated from conforming items and so identified.
  - (4) Receiving Inspection, upon receipt of a lot of items accompanied by a dispositioned SRMR, shall verify that no further discrepancies exist and that the SRMR accurately described the noted discrepancies. If these two conditions are satisfied, Receiving Inspection shall enter the Receiving Report Number on the SRMR.

If more discrepancies are found, the items shall be rejected on a NCR ([QF-MRB-101A](#)) and forwarded to MRB for disposition with all pertinent documentation. The whole discrepant lot will be held in MRB Holding Areas until the NCR is completely processed.

**NOTE: Supplier shall not ship affected parts to VACCO prior to SRMR approval.**

# SUPPLIER REQUEST FOR MATERIAL REVIEW

Page 1 of \_\_\_\_



An ESCO Technologies Company

ISO 9001  
& AS 9100  
Certified

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NCM: \_\_\_\_\_

Date: \_\_\_\_\_

Supplier Name		Number		PO Number		Rev		Line		RR Number				
Part #		Description			Rev		LOT QTY		QTY ACC		QTY REJ		Sales Order	
ITEM	QTY	ZONE	DESCRIPTION OF NONCONFORMANCE (Use Continuation Sheet if necessary)								CODE			
ROOT CAUSE OF DISCREPANCY (Use Continuation Sheet if necessary)											CODE			
CORRECTIVE ACTION (Use Continuation Sheet if necessary)											CODE			
Management Signature			Title			Contact Information				Date				
ITEM	VACCO MRB DISPOSITION										CODE			
MRB Engineer		ID #	Date	MRB Quality Eng.		ID #	Date	Customer/DCMA		Date				

# SRMR CONTINUATION SHEET

Page \_\_\_\_ of \_\_\_\_



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ITEM	QTY	ZONE	DESCRIPTION OF NONCONFORMANCE	CODE
ROOT CAUSE OF DISCREPANCY				CODE
CORRECTIVE ACTION				CODE
ADDITIONAL COMMENTS/NOTES				