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SUPPLIER MATERIAL REVIEW REQUEST

1 PART NO:		2 CHG LTR:		3 SUPPLIER REJECTION NO:		4 SUPPLIER NAME:		5 M&LS VENDOR CODE		6 SMRR NO:	
7 PART NAME:		8 SERIAL. NO./LOT NO:		9 DATE (MM/DD/YR):		10 ADDRESS:		11 PURCHASE ORDER:			
12 RESPONSIBILITY: <input type="checkbox"/> SUPPLIER <input type="checkbox"/> M&LS		13 SOURCE INSPECTION OR SURVEILLANCE: <input type="checkbox"/> N/A <input type="checkbox"/> GOVT <input type="checkbox"/> M&LS			14 QTY DEFECTIVE:		15 CITY, STATE:			16 SHEET: OF	
17	18	19	20	21	35	22					
ITEM	DESCRIPTION OF DISCREPANCY	OCC	ITEM	DISPOSITION INSTRUCTIONS:	CLASS: I OR II	TYPE: I OR II					
23 CAUSE(S) OF DEFECT:											
24 CAUSE OF FAILURE OF THE PROCESS THAT MISSED DETECTION:											
25 ACTION TAKEN OR PLANNED TO CORRECT DEFECTS:											
26 RISK MITIGATION PLAN IMPLEMENTED OR PLANNED TO PREVENT RECURRENCE OF THE DEFECT(S) IN THE PROCESS:											
27 PREVIOUSLY BUILT HARDWARE AND/OR RELATED PROCESSES AFFECTED AND IF YES, WHAT ARE THOSE ACTIONS TO ENSURE COMPLIANT PRODUCTS SUPPLIED:											
34 EFFECTIVITY (TARGET) OF ALL ACTIONS STATED:											
28 SUPPLIER QUALITY REPRESENTATIVE: DATE:						36 SUPPLIER ADDITIONAL COMMENTS:					
29 M&LS QUALITY APPROVAL: DATE:						30 M&LS ENGINEERING APPROVAL: DATE:					
31 OTHER: DATE:				32 MRB ACTION: <input type="checkbox"/> USE AS IS <input type="checkbox"/> REPAIR <input type="checkbox"/> RETURN TO VENDOR <input type="checkbox"/> UNUSABLE				33 GOVT INSP APPROVAL DATE:			

SMRR**FORM PREPARATION AND DISTRIBUTION INSTRUCTIONS**

This form shall be utilized by Textron Systems' Marine & Land Systems (TSM&LS) Suppliers/Subcontractors for requesting Material Review Action on hardware nonconformances to Textron Systems requirements when Material Review authority has not been granted by M&LS or to request disposition for Waiver nonconformances. The use of an SMRR constitutes no commitment on the part of Textron Systems Marine & Land Systems insofar as the acceptance of material.

Preparation:	1.	All entries must be filled in with black ball point pen or typewritten to ensure complete legibility.
	2.	Gray shaded, numbered blocks are for Textron Systems use only.
	3.	If additional space is required to complete information in the heading of the SMRR form, enter an asterisk in the block and insert the information in block 18.

The following instructions apply to those numbered areas of the SMRR form that may require further explanation or are not self-explanatory:

<u>Block</u>	<u>Title</u>	<u>Data Required</u>
1 + 2	Part Number Change Letter:	Only one (1) part number per SMRR shall be entered; this includes Dash No.
3	Supplier Rejection No:	Enter the supplier rejection number, if applicable.
4	Supplier Name:	Enter the name of the supplier who provides the part.
5	Vendor Code:	Supplier Code Number as it appears on the Textron Systems Purchase Order.
6	SMRR No:	Enter the SMRR/QN number on the form
7	Part Name:	Enter the name of the part that is being investigated.
8	Serial. No./Lot No:	Enter the serial or lot number associated with the part, if applicable.
9	Date:	Enter the date in which the SMRR was generated.
10	Address:	Enter the supplier's physical address.
11	Purchase Order:	Enter the purchase number and the line item.
12	Responsibility:	If responsibility is Textron Systems, explain fully in block 18 or 36.
13	Source Inspection or Surveillance:	If Textron Systems or government source is involved then check the appropriate box. If not check N/A.
14	Qty Defective:	Enter the number of defective parts.
15	City, State:	Enter location.
16	No. of sheets:	Enter the number of attachment, if applicable. If not denote with N/A.
17	Item:	Enter the number of discrepancy items.
18	Description of Discrepancy:	State the drawing/specification requirements. Enter a brief concise description of the nonconformance and indicate the quantity of parts/serial number(s) involved.
19	Occurrence No:	Enter the total number of occurrences for the same discrepancy.
20	Item:	Enter the number of disposition instruction items corresponding to the discrepancy number.
21	Disposition Instructions:	Design Engineering (DE) and/or Quality Engineering (QE) enter the disposition for each discrepancy.

22	Nonconformance Type:	Enter I or II for the type of nonconformance.
23	Cause of Defect:	Clearly define the cause of defect for each item noted in block 17.
24	Cause of Failure:	Clearly define the cause of failure for each item noted in block 17.
25	Action Taken:	Enter a concise and specific statement of meaningful and effective action taken to prevent recurrence.
26	Prevention Action:	Enter a concise and specific statement of meaningful and preventive action taken to prevent recurrence.
27	Previously Built Hardware Affected:	State if any affected and if the answer is 'yes', disposition what to do with the hardware.
28	Supplier Quality Representative:	The responsible supplier person signs here attesting to the accuracy and completeness of all entries. (Typed or handwritten is acceptable however legible)
29	Marine & Land Systems Quality Approval:	Supplier Quality Engineer (SQE) to sign the form in concurrence with the completeness of the form and concurrence with the disposition. (Typed or handwritten is acceptable however legible)
30	Marine & Land Systems Engineering Approval:	Design Engineer (DE) MRB to sign in concurrence with the disposition and clause of defect. (Typed or handwritten is acceptable however legible)
31	Other:	If another significant signature is required (i.e., if the DE working the issue is Non-MRB then he signs here and the Engineering block is MRB approval. (Typed or handwritten is acceptable however legible)
32	MRB Action:	Quality Engineer (QE) designated the disposition of the form.
33	Gov't Approval:	If required obtain the government approval for the SMRR (defined by contract).
34	Effectivity Date(s):	Target of all actions stated
35	Nonconformance Class:	Enter I or II for the class of nonconformance.
36	Additional Comments:	Supplier may enter additional comments, if any.

Distribution:

1.	A copy will remain with the material at the Supplier's facility and the original SMRR will be submitted to the Procurement department, M&LS, attention of the Buyer handling Purchase Order.
2.	Upon completion of the M&LS Material Review, a disposition will be made on the SMRR and a copy will be returned to the Supplier.
3.	The Supplier will attach one copy of the completed (M&LS disposition) SMRR to the material involved and another copy stapled to the packing sheet for shipment to M&LS. The packing sheet shall reference the SMRR number, applicable quantity, part number and/or serial/lot numbers.
4.	All SMRRs that have been voided or are unused at the conclusion of a contract must be returned to M&LS, Procurement Department, and attention of the Buyer handling Purchase Order.
5.	Electronically attach the SMRR to the Quality Notification (QN Files) and process the QN for disposition.