Supplier Deviation Request Form

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A | SUPPLIER AND PART INFORMATION | | | | | | | | | | | | | | |
| SDR # (Quality to Input)  Date  Originator | | |  | | | | | | Part Number / Rev Level  Drawing Number | | | |  | | |
| Supplier Name / Vendor# | | |  | | | | | | Part Description | | | |  | | |
| Supplier Location | | |  | | | | | | Machine Model / Project | | | |  | | |
| Supplier Contact | | |  | | | | | | PO Number | | | |  | | |
| Telephone # | | |  | | | | | | Quantity | | | |  | | |
| Email | | |  | | | | | | Required Date | | | |  | | |
|  | | |  | | | | | |  | | | |  | | |
| B | DEVIATION INFORMATION | | | | | | | | | | | | | | |
| Deviation Request is:  (check one) | | | | Product Related | | | | | | Process Related | | | | |  |
| Deviation Request is due to:  (check all that apply) | | | | Dimensional NC  Material Change | | | | | | Process Change (new/changed process or location)  Drawing/Spec Change (dimensional/tolerance, paint, mfr. p/n, etc.) | | | | | |
| Deviation/change is:  (check one) | | | | Temporary | | | | | | | Permanent (requires ER number below) | | | | |
| **IF SDR IS DUE TO A SUPPLIER NON-CONFORMANCE, SUPPLIER MUST PROVIDE CORRECTIVE ACTION NOTED ON THIS SDR FORM TO ENSURE NON-RECURRENCE.** | | | | | | | | | | | | | | | |
| Current Specification or Process | | | | | | | | Proposed Deviation | | | | | | Reason for Deviation  Corrective Action | |
|  | | | | | | | |  | | | | | |  | |
| C | SULLAIR APPROVAL/DISAPPROVAL | | | | | | | | | | | | | | |
|  | | Printed Name & Signature | | | | | Approve/  Disapprove | | | | Date | Comments | | | |
| Supply Chain | |  | | | | |  | | | |  |  | | | |
| Engineering | |  | | | | |  | | | |  |  | | | |
| Quality | |  | | | | |  | | | |  |  | | | |
| Manufacturing | |  | | | | |  | | | |  |  | | | |
| Other | |  | | | | |  | | | |  |  | | | |
| D | DISPOSITION | | | | | | | | | | | | | | |
| Document Change Required? | | | | | Yes | No | | | If Yes, ER # | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | Rework Required? | Yes | No | If Yes, |   Comments: | | | | | | | | | | | | | | | |

**NOTE: Please provide a red-line markup of any requested change to a Sullair print.**

**(Feel free to use page break if more space is needed).**

ISO Revision Log

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| --- | --- | --- | --- |
| ***Revision*** | ***Date*** | ***Revised By*** | ***Description*** |
| 01 | 03/18/09 | Jeff Stewart | Section “D” Disposition Area: PCA # was revised to read ECO #. |
| 02 | 08/07/2012 | K Maple | Add Rework Required in Section “D” |
| 03 | 01/01/2015 | K Maple | Reviewed no changed |
| 04 | 06/07/2018 | Noe Vega | Added requirement for Printed Name |
| 05 | 6/26/2019 | Terry Dotson | Moved Certification note outside of comment section |
| 06 | 9/26/2019 | Brad Nusbaum | added note for to require RCCA for non-conformances |
| 07 | 12/22/2020 | Barb Kopko | Revised to include Part Number / Rev in same box. Added Model / Project  Removed reference to certifications email box. Revised order of approval |
| 08 | 08/31/2022 | Noe Vega | Updated nomenclature references from ECO to ER. Added note requiring evidence/markup for print change requests. Updated corrective action request note. |
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