

RF020
CHANGE CONTROL REQUIREMENTS FOR SUPPLIER DESIGNED ITEMS

SCOPE

This Code defines the minimum requirements for the Seller to control changes to its designed and manufactured articles which fulfill the requirements of the Buyer's control drawing or procurement specification.

PURPOSE

The purpose of this requirement is to establish a method of implementing change control for the Seller to control its design, materials, and processes, so that:

1. The Buyer is notified of Seller's proposed or implemented changes; and
2. The buyer has the opportunity to evaluate the impact such changes will have upon the usage and reliability of the Seller's article in the Buyer's product.

BACKGROUND

As a product proceeds through the design, development and qualification cycle, the Seller shall document the configuration changes of the item as they are changed, so that once a given configuration has been qualified successfully, the Seller shall be able to reliably reproduce the same configuration.

Further, the Buyer shall have qualified the Seller's item operating with other products in the Buyer's compliment of equipment and within its operating environment. Therefore, the Buyer shall have the opportunity to evaluate the effects of any proposed change by the Seller on the continued reliability of the product, and assure that the Seller's product remains compatible with the Buyer's related equipment.

Change visibility and control are required.

REQUIREMENTS

CHANGE CONTROL: The Seller shall not make any change in the design, materials and/or processes specifically controlled by the Buyer's drawing and/or specification, without prior approval by the Buyer.

The Seller shall notify the Buyer, prior to shipment, of changes in its design, materials, and/or processes not specifically controlled by the Buyer's drawings and/or specifications. This includes all changes except editorial type changes, clarifications and other changes which will not impact: the form, fit function of the part; the ability to reliably reproduce the same configuration; the continued reliability of the product; and the compatibility of the Seller's product with the Buyer's related equipment.

The initial baseline is established at the start of the initial contract and will evolve as product definition matures and the product is qualified. A new baseline will be established prior to each follow-on contract

award (i.e. re-order). During the pre contract award phase the Seller and Buyer shall review any changes in its design, materials, and/or processes not controlled by the Buyer's drawing and/or specification which was made subsequent to the last delivery of the previous contract and establish the new baseline.

CHANGE VERIFICATION:

The Seller shall have a formal method for verifying and identifying which hardware the Buyer-approved changes have been incorporated. Seller shall assure that only authorized changes are incorporated into engineering documents and hardware.

RECORD OF NOTIFICATION OF CHANGES:

In addition to the notifications described in the Change Control section, the appropriate Change Verification Statement shall be incorporated in the Seller's Certificate of Conformance:

- A. If no changes have been made: "Seller certifies that no changes have been made in the design, materials or processes used to produce this article."

- B. If changes have been made: "Seller certifies that notification was made of all changes to the design, materials or processes used to produce this article. Notification was sent to Pratt & Whitney Rocketdyne, Inc representative _____(insert name) on _____(insert date)."

CHANGE CONTROL REQUIREMENTS FOR SUBORDINATE SUPPLIERS: - The Seller shall impose the change control requirements stated in this Code on its suppliers of parts, materials, and processes as applicable.