



SUPPLIER NON-CONFORMANCE REQUEST

Supplier NC#		Ontic SNAR #	
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Ontic Buyer		Date	
Supplier Name		Purchase Order #	
Supplier Rep. Name		Line #	
Supplier Rep. Title		Lot Size	
Ontic Part Number		Lot Trace #	
Revision		Qty Rejected	

Ontic or OEM furnished material (raw or otherwise)?	
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Serial Numbers	
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Specification/Drawing Requirement

Description of Non-Conformance

Root Cause of Discrepancy (Tutorial attached)

Corrective Action (To Correct Root Cause)

Preventative Action (To prevent recurrence)

CHECKLIST MUST BE COMPLETED BY SUPPLIER

1. Is this a new occurrence that doesn't impact previous deliveries to either Ontic or previous OEM?		
2. If answer to Q1 is NO , you must provide Ontic with a ' Notice of Escape ' letter in accordance with SQAR PU-101/3 or detail previous SNAR numbers below.		
3. Can parts be reworked or remade to meet drawing?		
3a. Estimated New Delivery Date		
4. Pictures of visible effects provided (attached to email)?		
5. For alternative material proposals, <u>have you supplied the following?</u>		
5a. Evidence of obsolescence e.g. obsolescence notifications. (Every effort must be made to source drawing material incl. US Standards)		
5b. Technical Datasheet for New Material (attached to email)?		
5c. Relevant covering standard name (EN BS, ASTM etc), material grade and temper? (Material Cert is acceptable)		
6. If a dimensional non-conformance, are results provided worst case?		
7. Confirm sample size for measurements provided		
8. For Ontic owned Tooling related non-conformances, please provide, Tool #., Quote and Estimated new product delivery date for correction to tooling		
8a. Tool Number		
8b. Quote (exclude VAT)		
8c. Estimated New Delivery Date		
<p><i>Every effort has been made to meet drawing requirements and to establish, root cause, corrective and preventative actions and the detail provided is a full disclosure to the best of our knowledge in accordance with the requirements of SQAR PU-101/3.</i></p>		

Supplier Signature		Date	
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[Setting up a Digital Signature](#)

Note: Approved copy must accompany every shipment of affected part



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The following is to be completed by Ontic in the event the Custom Apps Detail Report is unavailable

Approved?	
ECN Needed?	
ECN Number	

Gov./Customer Contract Number	
MRB Verification	

Justification (Full Engineering Disposition rationale required):

Quality Requirements

Engineering Signature		Date	
Quality Signature		Date	
Purchasing Signature		Date	

Purchasing to Print to PDF (non-editable form) prior to returning to Supplier