**REQUEST {TO BE COMPLETED BY SUPPLIER}**

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| REQUESTOR: |  | | SUPPLIER: |  | | DATE SUBMITTED: |  |
| PART NUMBER: |  | | PROGRAM: |  | | | |
| DESCRIPTION: |  | | | | | | |
| **TYPE OF REQUEST (Check all that apply)**  Parts already produced  Parts to be produced  Other: | | Process  Gauging/Inspection | | | Standard Work  Error Proofing | | |
| REQUESTED DEVIATION: | | | | | | | |
| REASON FOR CHANGE AND ANTICIPATED RESULTS: | | | | | | | |
| JUSTIFICATION: | | | | | | | |
| RISK DESCRIPTION (Include risk of implementing and not implementing. Attach RPN analysis from PFMEA) | | | | | | | |
| STANDARD WORK INSTRUCTIONS FOR DEVIATION (PLEASE ATTACH): | | | | | | | |
| TRACEBILITY METHOD FOR DEVIATED PARTS AND SHIPMENTS, INCLUDING RECORD RETENTION: | | | | | | | |

**APPROVAL {TO BE COMPLETED BY JAC PRODUCTS}**

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| IS JAC CUSTOMER APPROVAL REQUIRED? YES NO  IF YES, ATTACH EVIDENCE OF APPROVAL    **REVIEW DECISION:**  THE DEVIATION REQUEST IS READY TO IMPLEMENT  THE DEVIATION REQUEST NEEDS THE FOLLOWING COMPLETED PRIOR TO IMPLEMENTATION:    THE DEVIATION REQUEST IS NOT APPROVED FOR THE REASONS LISTED BELOW. | | | |
| **SIGN-OFF** (DIGITAL SIGN OFF IS ACCEPTABLE) | |  |  |
| QUALITY MANAGER (OR DESIGNEE) |  | DATE: |  |
| BUSINESS UNIT LEADER (OR DESIGNEE) |  | DATE: |  |
| PLANT MANAGER (OR DESIGNEE) |  | DATE: |  |
| **DEVIATION #:**       **DEVIATION EXPIRATION DATE OR NUMBER OF PARTS:** | | | |

\*\*JAC Products Quality Department is responsible to store this document on the Customer Concern Database and send to supplier. \*\*\*\*\*