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| **Supplier Manufacturing Change Request Form** | | | | | | | **KE Log Number (KE use only):** | | | |
|  | | | | | | | **Page Number (KE use only):** 1  **of \_\_\_\_\_** | | | |
| **Attention Supplier: The following sections are to be completed in their entirety.** | | | | | | | | | | |
| **Requested By:** | **Supplier Name:** | | | | | | | | **Date:** | |
| **Supplier Phone Number:** | **KE Purchasing Contact:** | | | | | | | | | |
| **KE Part Number(s) & Description(s** | | | | **Supplier’s Part Number(s) & Description(s):** | | | | | | |
| **Reason For Change:** | | | | | | | | | | **Supplier Log Number:** |
| **Description of Change:** | | | | | **Change Schedule:** | | | | | |
| **Qualification Testing Performed/To be Performed (DVPR)**: | | | | | | | | | **Supportive Documentation Attached?**  **🞏No 🞏Yes** | |
| **Part Characteristics Affected:** | | | | | | | | **Cost Impact:**  **🞏No 🞏Yes** | **Is change reversible?**  **🞏No 🞏Yes** | |
| **Does the change affect the components ability to comply with ELV or ROHS requirements? 🞏No 🞏Yes (if YES, describe in detail)** | | | | | | | | | | |
| **SMCR Status (KE use only):** | | | | | | | | | | |
| **SMCR final status is: 🞏 Approved 🞏 Rejected for:**  **SMCR follow up status is: 🞏 Reversible change requires additional action to be approved 🞏 Non-reversible change requires additional action to be approved 🞏 Approval given for non-reversible change, additional action required after change for final approval** | | | | | | | | | | |
| **Additional Requirements (KE use only):** | | | | | | | | | | |
| **PPAP Submission Level : 🞏 1 🞏 2 🞏 3 🞏 4 🞏 5 🞏 N/A** | | | **Sample submission of \_\_\_\_\_\_ parts** | | | **KE customer approval required? 🞏No 🞏Yes** | | | | |
| **KE assembly level testing required? 🞏No 🞏Yes** | | | **Non-reversible change, requires plan to bridge production requirements? 🞏No 🞏Yes** | | | | | | | |
| **AEC testing and test results required? 🞏No 🞏Yes** | | | **Completion and submittal of test data (DVPR)? 🞏No 🞏Yes** | | | | | | | |
| **Does change have ELV implications? 🞏No 🞏Yes** | | | **Does KE Customer need to be notified regarding ELV condition? 🞏No 🞏Yes** | | | | | | | |
| **Additional Requirements:** | | | | | | | | | | |
| **Changed Material Tracking Information (To be completed after approval)** | | | | | | | | | | |
| **Effective Date Code(s):**  **Effective Lot Number :** | | **Material Ship Date:**  **Identification of Initial Shipment:** | | | | | | | | |