

Pratt & Whitney
400 Main Street
East Hartford, CT 06108

September 1, 2000

TOOL SUPPORT SERVICES QUALITY DIRECTIVE

“Non-Conformance Inquiry” (N.C.I.) form # “SEOVEND-1”. GUIDELINES FOR COMPLETING.

Each time a non-conformance is produced on a tool, a deviation from the engineering drawing is requested, or an engineering drawing error is discovered, a Non Conformance Inquiry must be sent in.

Forms are to be faxed to Henry Bell, at 565-4852 or Ron Lepak, at 610-2680.

The fact that a non-conformance is accepted once does not mean that if the same tool is made again, with the same deviation it will be acceptable the second time. Similarly, blue print errors or omissions must be reported each time that the tool is made. A new NCI must be sent in to Henry or Ron.

When non-conformances are produced, they must be noted in the “DEVIATIONS” column on the back of the F-7739 Certificate of Conformance. The “COMMENTS” column will contain the name of the person accepting the deviation; (Usually Ron Lepak or Henry Bell) and the date that the NCI was returned to you with their disposition. If two separate NCI’s are generated for the same tool, the applicable row of the “comments” column will show the dates of each individual disposition.

*Please note that when a Non-Conformance Inquiry is generated, a copy of the form with Henry or Ron’s disposition must be included with the F-7739 Certificate of Conformance when sending the associated tool in to Pratt.

Thank you for your cooperation.

As always, questions concerning quality procedures should be addressed to;

RANDY YASNY
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