

IV-06 NOTICE OF SUSPECT NONCONFORMING MATERIAL

Purpose

Notice of Nonconforming Product (IV-06-F01) is a method for communication of possible defect conditions that have already shipped from the supplier location, in transit, or already located at an ADVICS facility.

Supplier Responsibilities:

General Requirements

1. Supplier must have documented procedures to prevent the use or delivery of defective products. This includes non-conformances caused by packaging, including the sustaining the product from the supplier packaging operation to the ADVICS facility receiving dock. This control shall provide for identification, documentation, evaluation, segregation (when practical), disposal of non-conforming parts, and notification to the appropriate personnel.
2. If the supplier suspects non-conforming parts have been shipped to ADVICS, the supplier must:
 - Immediately send a Notice of Nonconforming Product (IV-06-F01) to the ADVICS Quality Engineering department contact and confirm receipt by telephone.
 - The notice must include the following information:
 - Part number and name
 - Description of non-conformance with sketch or digital image
 - Shipment dates and ID # (e.g. Shipper Number, Tracking Number, ASN, etc.)
 - Rate of non-conformance (quantity)
 - Suspected root cause
 - What, where, and when temporary countermeasures /containment will occur
 - Part identification method
 - Formally report the cause of the non-conformance and the corrective action to prevent recurrence to the ADVICS Quality Engineering department within 15 calendar days after original notification (or as requested by the ADVICS Quality Engineering Department), preferably using the Supplier Countermeasure Reply Form found through the ADVICS Supplier Portal, or in the absence of a supplier portal, using the Supplier Countermeasure Reply Form IV-07-F01. Suppliers may use their own form with prior approval from the ADVICS Quality Engineering department. Refer to IV-07-F01 for requirements, including short-term (temporary) and long-term (permanent) countermeasures and activities.
 - A SCAR will not impact the supplier’s PPM or Supplier Scorecard if they
 - Initiate the activity for control of non-conforming parts at the ADVICS facility
 - Have not had non-conforming parts found during ADVICS (or its customers) processes prior to use.
3. A Notice of Suspected Shipment of Non-conforming Product form **DOES NOT eliminate** the supplier’s liability or responsibility for defective material received and utilized by any ADVICS facility.

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