



(9)Supplier Deviation Request Number:

Supplier's Name:	Part Number	Part Revision	Part Name	
	Purchase Order #	ALATUS Work Order #	Customer: <input type="checkbox"/> Chatsworth <input type="checkbox"/> Industry/Walnut <input type="checkbox"/> Brea	Quantity

**Material Accountability Only** – Obvious Scrap, Check if no MRB Review is requested.  
*see Form Instructions on last page.*

(1)Requirement:

(2)Discrepancy:

(3)Direct Cause:

(4) Direct Cause Corrective Action:

(5)Root Cause:

(6)Root Cause Correction Action Plan:

**The Root Cause and Corrective Action Plan must be included with SDR submittal.**

(7)Supplier (QA) Rep:	Title	Phone Number	E-mail:
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**Submit form to email address: [Alatus\\_supplierquality@alatusaero.com](mailto:Alatus_supplierquality@alatusaero.com)**

Also copy the appropriate ALATUS Purchasing Agent on the email.

**Notes:**

1. **Withhold shipments** pending receipt of dispositioned SDR and identify the shipper with SDR #.
2. Final approval of this request shall apply only to those items specified herein and shall not establish a precedent.
3. Supplier agreements establishing time limitations for return parts for credit will not apply to shipments governed under this authorization

(8)Additional Data and/or Pictures:



(9) Supplier Deviation Request Number:

(10) Disposition: For ALATUS Use Only – DO NOT write in this block

Supplier:

ALATUS:

ALATUS APPROVALS

Quality Assurance	Engineering	Manufacturing	Program Manager
QA. ID.#	Lot #	Customer Tag #	

Supplier Deviation Request – Form Instructions

Item	Instructions
<b>All sections of this form shall be filled out including the part information header.</b>	
1	<p><b>Requirement:</b> The text entered here must specifically identify a drawing and / or specification requirement. Examples are: Thickness S/B, Radius S/B, fabricate / process with no damages, etc.</p>
2	<p><b>Discrepancy and Serial Number(s):</b> The text entered here must denote the affected serial number(s) and describe the deviation from the requirement. As applicable, include digital photos to support discrepancy text on a separate page. If different discrepancies exist on multiple parts, the parts should be grouped up by discrepancy type and separate SDRs submitted for each discrepancy type.</p>
3	<p><b>Direct Cause:</b> What event or action “directly” caused the non-conforming condition? Examples are cutter broke, machine crashed, part fell on floor</p>
4	<p><b>Direct Cause Corrective Action:</b> How do you plan to prevent the discrepancy from happening again in the short term? When will the direct cause corrective action take effect? (Immediately? Over the next two weeks? Before the next delivery?)</p>
5	<p><b>Root Cause:</b> Why did the Direct Cause happen? Ask the “5 Whys”. This should be a brief statement about the Root Cause. For example, “Procedure controlling this process was vague and did not provide the necessary detail.”</p>
6	<p><b>Root Cause Correction Action Plan:</b> The actions taken to eliminate the conditions identified in the Root Cause. This statement must address what, who, when, and how the Root Cause will be eliminated.</p> <p>NOTE: ALATUS Supplier Quality may verify Corrective Action effectiveness.</p>
7	<p><b>Supplier (QA) Rep and contact information:</b> This section will be filled out by the supplier at time of submitting the SDR.</p> <p><b>The Root Cause and Corrective Action Plan must be included with SDR submittal.</b></p>
8	<p><b>Additional Data and/or Pictures:</b> All discrepancies listed in #2 must have a clear picture/image attached for the Engineering team to visually locate and evaluate the nonconformance.</p>
9	<p><b>Supplier Deviation Request Number:</b> SDR number will be issued by ALATUS at time of disposition.</p>
10	<p><b>Disposition:</b> This section will be filled out by ALATUS at time of disposition.</p>