

PURCHASE ORDER ATTACHMENT **TQA-15A-00**

REQUEST FOR ENGINEERING CHANGES TO RMS CONTROLLED ENGINEERING PACKAGES PROCESS (RMS CONCURRENCE REQUIRED BEFORE PROCEEDING WITH CHANGES)

I. Purpose:

Contains the requirements for the preparation **and submission of proposed engineering changes** to the items procured by this Purchase Order and to the applicable engineering drawings and specifications.

This attachment applies when the engineering package is RMS-controlled.

II. Requirements:

- A. Seller **shall not incorporate** any engineering change which affects Raytheon Buyer's, Seller's or Governmental specifications or engineering drawings **prior to receipt of written authorization from Raytheon Buyer.**

Note: This includes any Acceptance Test Procedure or process specification changes or other technical requirements imposed for the acceptance of the procured hardware item.

- B. The Seller is **not authorized to process hardware “at their risk”** by incorporating the proposed engineering change into deliverable hardware prior to:
1. Submitting to the Raytheon Buyer the engineering change request either in the Supplier's format or the Supplier Engineering Change Proposal (SECP) form (Form 13794RMS – see page 5), and
 2. Informing the Raytheon Buyer in writing that the Seller intends to proceed with the engineering change described “at their risk” prior to receiving the Raytheon Buyer's full acceptance of the engineering change, and
 3. And receiving in writing from the Raytheon Buyer permission to proceed “at their risk.”

Note: The Raytheon Buyer may direct the Seller not to proceed with the “at their risk” condition based on the likelihood that the engineering change request will not be accepted.

Note: Any advance coordination for the Seller proceeding “at their risk” does not constitute any implied agreement to the engineering change, and is for information and coordination purposes only. **The Seller shall be liable for any costs incurred by the**

Raytheon Buyer, including any retrofit costs, which result from implementing the engineering change without approval.

- C. In the event an engineering change requires a revision or correction, the Raytheon Buyer will inform the Seller of this need, and the Seller shall submit the revision/correction in writing to the Raytheon Buyer.
- D. Unrelated engineering changes shall not be included in the same request. Each change needs to be submitted separately to the Raytheon Buyer.
- E. Each engineering change request from the Seller shall be accompanied and supported by marked copies of drawings, specifications, and other data required to justify and describe the engineering change.
- F. In the event the Raytheon Buyer disapproves the engineering change request, the Seller will be notified in writing and will be given the reason(s) for the disapproval.
- G. After the Raytheon Buyer has approved the engineering change through the Raytheon Configuration Change Board (CCB) process, copies of all the released engineering documents revised to implement the engineering change shall be sent to the Seller.

III. Information Required When Submitting an Engineering Change Request:

The following information must be submitted to the Raytheon Buyer when submitting a change request. If the SECP form is being used to submit the request there are fields in the form for this information (See Section IV). If the request is being submitted in the Supplier's format, this is the minimum information that must be in the request.

- A. Drawing number(s) and/or specifications affected by the change;
- B. Revision of the drawing(s) and/or specifications affected by the change;
- C. Supplier's part numbers affected by the change;
- D. Engineering Change Classification (Class I or Class II);
- E. Description of the change;
- F. Reason for the change;
- G. How the change effects deliveries;
- H. Estimated production effectivity point for the change (i.e. serial number, lot number, etc);
- I. Effect on the Purchase Order price; and
- J. Whether the change needs to be retrofitted into hardware already delivered.

IV. SECP Form 13794RMS Preparation Instructions:

Note: This section is only applicable if using the SECP form 13794RMS to submit the change request.

- A. The SECP Form 13794RMS begins on page 5 of this TQA.
- B. The numbers for the preparation instructions below correspond to the numbers 1 through 20 on the blocks of the SECP form:
1. Name and address of the Seller.
 2. The Federal Supply Code for Manufacturers' (FSCM) number, as shown in Defense Supply Agency (DSA) cataloging Handbook H 4-I, for the supplier.
 3. SECPs shall be numbered with consecutive Arabic numerals. The first SECP is assigned number 1. A revision or correction SECP, issued per Paragraph II.B., will retain the original SECP number and utilize alpha suffixes to distinguish the consecutive order of such revisions. SECP numbers shall not be duplicated.
 4. The number of this Purchase Order and the line number applicable to the item shown in block 8.
 5. Date the SECP is prepared.
 6. The "yes" box shall be marked if deliveries of the items shown in block 8 have not been completed, whereas the "no" box shall be marked if deliveries have been completed.
 7. The document number, revision letter or number and the FSCM number of each engineering drawing and specification affected.
 8. The Seller's part number and name for the item.
 9. Classify the engineering change in accordance with criteria listed in EIA-649 paragraphs 5.3.1.2 and 5.3.1.3 or in MIL-STD-973, paragraphs 5.4.2.2.1, 5.4.2.3, and 5.4.2.4 as either Class I (Class S-I) or as Class II (Class S-II).
 10. A brief descriptive title that indicates the purpose of the SECP.
 11. Mark the appropriate block to indicate the initiator of the change.
 12. Describe the nature of the proposed engineering change in sufficient detail that it may be clearly understood and evaluated. If the proposed engineering change cannot be described completely in words, supporting data in the form of sketches or marked drawings shall be furnished and referenced in this block.
 13. Describe the reason for engineering change.
 14. Enter in this block, as appropriate, one of the following: (a) "no change in schedule", (b) specific delivery dates contingent upon SECP approval by a stated date, or (c) an estimated schedule in terms of day after SECP approval.

15. Enter the Seller's estimated production effectivity point for the change in terms of the production items, serial number, or other item identification as approved by Raytheon Buyer.
 16. Enter the total estimated impact of the SECP on the order price for the subject items.
 17. If there are known effects of the SECP on support equipment, other aspects of integrated logistic support or interfaces with other items, describe such effects on an enclosure and reference such enclosure in this block. If it is thought there is no such effect, enter the following: "No known effect".
 18. Check the factors affected by this change and explain the effect.
 19. Describe the recommended retrofit actions if retrofit is deemed necessary. (If retrofit is recommended by the Seller or required by the Raytheon Buyer, completion of page two of the SECP is required.)
 20. Describe the effect on logistic support materials and related publications and data.
- C. Page 2 of the SECP form, blocks number 21 through 29, also is required to be completed if retrofit is recommended by the Seller or required by the Raytheon Buyer. It is self-explanatory.

1. SELLER'S NAME & ADDRESS	2. SELLER'S MFG CODE	3. SECP NO.
	4. PURCHASE ORDER NO.	5. DATE
	4. PURCHASE ORDER LINE NO.	6. IN PRODUCTION <input type="checkbox"/> YES <input type="checkbox"/> NO

7. SPECIFICATIONS AND ENGINEERING DRAWINGS AFFECTED

SPECIFICATION OR DRAWING NO.	REV	MFG CODE	SPECIFICATION OR DRAWING NO.	REV	MFG CODE

8. SELLER'S PART NO. AND NAME	9. ENGINEERING CHANGE CLASSIFICATION S-1 <input type="checkbox"/> S-11 <input type="checkbox"/>
10. TITLE OF CHANGE	11. <input type="checkbox"/> INITIATED BY RAYTHEON BUYER <input type="checkbox"/> INITIATED BY SELLER

12. DESCRIPTION OF CHANGE

13. NEED FOR CHANGE (REASON)

14. EFFECT ON DELIVERY SCHEDULE	15. PRODUCTION EFFECTIVITY
16. EFFECT ON P.O. PRICE	17. EFFECT ON ASSOCIATED EQUIPMENT

18. FACTORS AFFECTED BY THIS CHANGE

<input type="checkbox"/> SAFETY	<input type="checkbox"/> OPERATING PROCEDURE	<input type="checkbox"/> INTERCHANGEABILITY
<input type="checkbox"/> PERFORMANCE	<input type="checkbox"/> MAINTENANCE PROCEDURE	<input type="checkbox"/> LIFE TEST RESULTS
<input type="checkbox"/> SERVICE LIFE	<input type="checkbox"/> SPARE PARTS LISTS	<input type="checkbox"/> QUALITY TEST RESULTS
<input type="checkbox"/> OVERHAUL METHODS	<input type="checkbox"/> SUPPORT EQUIPMENT	
<input type="checkbox"/> COMBAT EFFECTIVENESS	<input type="checkbox"/> WEIGHT	

19. SELLERS RECOMMENDED RETROFIT ACTIVITY

20. EFFECT ON LOGISTIC SUPPORT MATERIAL INCLUDING PUBLICATIONS AND DATA

IF RETROFIT IS RECOMMENDED BY THE SELLER OR REQUIRED BY RAYTHEON, 21. SECP NO.
COMPLETION OF THIS PAGE BY SELLER IS REQUIRED

22. IDENTITY OF ITEM(S) INTO WHICH IT IS PROPOSED THE RETROFIT WILL BE INCORPORATED

23. PROPOSED RETROFIT (STATE ITEMS ADDED, DELETED, OR TO BE REWORKED AND DESCRIBE METHOD OF PERFORMING RETROFIT.)

24. WHICH OF THE ABOVE ITEMS DOES SELLER PROPOSE TO FURNISH?

WHICH ITEMS ARE TO BE FURNISHED BY OTHERS, AND RECOMMENDED SOURCE OF SUCH ITEMS

25. SELLER'S ESTIMATE OF THE NUMBER OF RETROFIT KITS REQUIRED

SELLER'S ESTIMATE PRICE PER KIT

26. FOR SELLER FURNISHED KITS:

A. FIRST KIT AVAILABLE

B. RATE & SCHEDULE OF KIT DELIVERY THEREAFTER

C. DOES ABOVE SCHEDULE OF KIT DELIVERIES CONTEMPLATE USE OF ABNORMAL EFFORT? EXPLAIN

27. PROPOSED PLAN FOR ACCOMPLISHING RETROFIT

A. WHERE?

- FIELD
- DEPOT
- SELLER'S FACILITIES
- RAYTHEON BUYER'S FACILITIES

B. BY WHOM?

- USING PERSONNEL
- SELLER'S PERSONNEL
- OTHER PERSONNEL (EXPLAIN)

C. WHEN?

- URGENT INCORPORATION
- AS SPECIFIED BY TECHNICAL ORDER OR SERVICE BULLETIN
- DURING NEXT IRAN (INSPECTION & REPAIR AS NECESSARY)
- DURING SCHEDULED MOD. PROGRAM
- OTHER (EXPLAIN)

D. IF INCORPORATED BY OTHERS

SELLER'S ESTIMATE OF MAN-HOURS PER UNIT

E. IF INCORPORATED BY SELLER

1) SCHEDULE

2) TURNAROUND TIME

3) ESTIMATED LABOR PRICE/UNIT FOR INCORPORATION

28. A. DESCRIBE SPECIAL TOOLS, JUGS, FIXTURES, TEST EQUIPMENT, ETC., REQUIRED

B. SOURCE OF SUCH SPECIAL EQUIPMENT SELLER OTHERS (EXPLAIN)

IF FURNISHED BY SELLER

C. AVAILABILITY AND RATE OF SPECIAL EQUIPMENT DELIVERY

D. ESTIMATED TOTAL PRICE

29. A. DESCRIBE SPECIAL INSTRUCTIONS REQUIRED

B. SOURCE OF SUCH SPECIAL INSTRUCTIONS SELLER OTHERS (EXPLAIN)

IF FURNISHED BY SELLER

C. WHEN AVAILABLE

D. ESTIMATED TOTAL PRICE