	SECTION 6: ECI IMPLEMENTATION AND CONFIRMATION	Ref: TM-QA-DO-06-329-E
		Revision Level: 1
		Date: 08/09/04
		Page: 1

PURPOSE: To specify the minimum requirements for supplier control and confirmation of Engineering Change Instruction (ECI) implementation


SCOPE: Applies to all TMI suppliers **at all phases as explained in TMI SQAM Section 3**

RELATED DOCUMENT(S):
ENGINEERING CHANGE INSTRUCTION (ECI)

REQUIRED DOCUMENT(S):
ECI IMPLEMENTATION LOG - TMI APPENDIX 6A
TMI SPECIAL IDENTIFICATION CARD - TMI APPENDIX 6B

RESPONSIBILITIES:

- 1) The supplier is required to have a system in place for the control and implementation of engineering changes required by TMI.
- 2) **At each phase**, the supplier must develop and maintain an ECI Implementation Log (TMI Appendix 6A) to show the engineering history **for each production part number supplied to TMI**. This log must identify, at minimum, the following:
 - A) Number of each ECI affecting the part (including any which affect subcomponent parts and raw material)
 - B) **Change Content - Brief description of change indicating original part revision level and new part revision level (i.e. - 72202 – A changes to 72202 – B due to hole size change).**
 - C) Initial shipping date and serial number (where applicable) of the modified part to TMI
 - D) Sign off by a supplier QC representative that the ECI has been implemented, confirmed for accuracy, and that minimum quality confirmation has been completed along with any supporting documentation
- 3) **At phase 1, submission of the “ECI Implementation Log” is required with each shipment of sample parts to TMI Development. The log should be attached to the “Sample Data Sheet” submission.**
- 4) During mass production, the supplier must submit and complete the PCR (Process Change Request - SQAM Section 15) a minimum of three months in advance of implementation of any ECI (unless the ECI implementation timing stipulates a shorter lead time is required).
- 5) If required per the change and / or instructed by TMI plant QC, the supplier must revise any supporting documents - inspection standards, checking fixtures, MQC / CP, etc - before implementing ECI.
- 6) The supplier is responsible for implementing any ECI in a timely manner as instructed by TMI Purchasing.

	SECTION 6: ECI IMPLEMENTATION AND CONFIRMATION	Ref: TM-QA-DO-06-329-E
		Revision Level: 1
		Date: 08/09/04
		Page: 2

- 7) After SOP, parts produced due to an ECI which are sent to TMI must be labelled per TMI's requirements using the TMI SPECIAL IDENTIFICATION CARD (TMI Appendix 6B) unless otherwise approved by TMI QC.

REVISION	REVISION DATE	SECTION	CHANGE DESCRIPTION
0	07/09/01	ALL	Initial release
1	05/20/03	ALL	Added revision record
2	08/09/04	Scope & Responsibility	Added Phase 1 requirements / Revised form routing