### SECTION 1: GENERAL DATA

<table>
<thead>
<tr>
<th>Watlow Part Number/ Rev:</th>
<th>Supplier Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part Description:</td>
<td>Control Level: (1-4)</td>
</tr>
<tr>
<td>Submission Type</td>
<td>Watlow Buyer Name</td>
</tr>
</tbody>
</table>

P/N sold to which Watlow sites?
- [ ] Columbia
- [ ] Hannibal
- [ ] Houston
- [ ] Jiading
- [ ] Mexico
- [ ] Richmond
- [ ] San Jose
- [ ] Singapore
- [ ] Saint Louis
- [ ] Winona

### SECTION 2: REASON FOR CHANGE REQUEST (Select All That Apply)

- [ ] Design Change
- [ ] Equipment/Tooling Change
- [ ] Correction of Discrepancy
- [ ] Material Change
- [ ] Process Change/Sequence
- [ ] New/different Sub-Tier
- [ ] Manufacturing moves
- [ ] End of Life, Obsolescence
- [ ] Other:

### SECTION 3: DESCRIPTION OF CHANGE (Add attachments as necessary)

Define both the current state of the part/process versus the proposed state of the part/process

<table>
<thead>
<tr>
<th>Schedule</th>
<th>Pre-change inventory available: [ ] pcs</th>
<th>Last time buy available?</th>
<th>YES [ ] NO [ ]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>First run post change date</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Supplier Change Team: Name / Contact info

Primary Contact:
Quality Contact:
Technical Contact:

### SECTION 4: SUPPORTING DOCUMENTATION

- [ ] Process Flow Diagram
- [ ] Gage R&R
- [ ] Reliability/Performance Test Data
- [ ] DFMEA
- [ ] Process Capability (Cpk)
- [ ] Material Certification
- [ ] PFMEA
- [ ] Work Instructions
- [ ] Technical Data Sheets
- [ ] Control Plan
- [ ] Sample Parts
- [ ] Redlines (instructions, drawings, etc.)
- [ ] FAL report
- [ ] PPAP
- [ ] Sub tier qualification audit
- [ ] Other – Specify: [ ] 5M+E Before/After
- [ ] Customer Submittal Package

### SECTION 5: WATLOW CHANGE CONTROL REVIEW AND APPROVAL

- [ ] Accept –
- [ ] Reject Change Request (list reason below)
- [ ] Reject with additional data required - Resubmit

Site Quality Manager Name (Printed): Site Quality Manager Signature: Date:

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**Watlow Proprietary Information**

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