



**GENERAL DYNAMICS LAND SYSTEMS
SUPPLY QUALITY ASSURANCE
SUPPLIER QUALITY MATERIAL REPORT (SQMR)**



This form is to be used when requesting acceptance by General Dynamics Land Systems of material containing minor nonconformances that are not capable of rework to specification configuration. The request will be processed by the Supplier Quality Assurance (SQA) Dept to obtain the necessary approvals allowing shipment of the described hardware with the defined discrepancy. Please fill out form completely and forward to sqa@gdls.com (preferably) or FAX to 586-446-7568 for processing.

PRODUCT AS DESCRIBED BELOW IS NOT TO BE SHIPPED UNTIL AUTHORIZATION IS RECEIVED FROM GDLS-SQA

Supplier Name: _____	GDLS Part Number: _____
P.O. Number: _____	Part Description: _____
GDLS Buyer: _____	Receiving Facility: _____
Contact Name: _____	Phone Number: _____
Email Address: _____	Fax Number: _____
Supplier#/Site Code: _____	

Specification Requirements:

Deviation From Specification:

Root Cause:

Corrective Action:

Short Term:

Long Term:

Quantity of Parts Discrepant: _____	Discrepant Serial Numbers: <div style="border: 1px solid black; width: 200px; height: 50px; display: inline-block;"></div>
Required Delivery Date: _____	
Number of Shipments Which Will Contain Discrepancy: _____	
Beginning Date: _____	Ending Date: _____

Use Attachments if Necessary
Allow 2 Weeks for Processing

If, for some reason, the Email button isn't functioning, fill out the form, print and then fax or scan and email.

E-mail to: sqa@gdls.com or Fax form to: (586) 446-7568

SQMR Form Instructions for Completing

1. Supplier Name	Enter the name of your company.
2. Supplier Number/Site Code	Enter the "Supplier Number" and "Site Code" from the top of the PurchaseOrder (PO).
3. P.O. Number	Enter the Purchase Order Number.
4. GDLS Part Number	Enter the GDLS Part Number of the material being submitted.
5. Part Description	Enter the GDLS Part Number description from the PO.
6. GDLS Buyer	Enter GDLS Buyer. It can be found at the bottom of the P.O.
7. Receiving Facility	Enter the "Ship To" location from the Purchase Order.
8. Contact Name	Enter the name of the person in your organization who is knowledgeable of the issue and may be contacted if necessary to answer questions concerning the request.
9. Phone Number	Enter the complete phone number for the contact (including extension).
10. Email Address	Enter the E-Mail address for the contact.
11. Fax Number	Enter the Fax number for the contact.
12. Specification Requirements	State the drawing/spec requirement (with tolerance). If more than one, use alpha designators (e.g. A, B etc).
13. Deviation From Specification	State the out of tolerance condition for each designator.
14. Root Cause	State the cause for the out of tolerance condition for each designator.
15. Corrective Action	Explain the immediate correction to preclude additional product from containing the same discrepancy associated with each designator.
a. Short Term	
b. Long Term	Describe the systemic closed loop correction (include implementation dates) associated with each designator.
16. Quantity Of Parts Discrepant	For each designator, list the quantity of parts discrepant.
17. Discrepant Serial Numbers	Enter the serial number of the discrepant parts if applicable.
18. Required Delivery Date	Enter the scheduled delivery date from the Purchase Order (at what point SQMR approval is required). Note: Waiting approval of a SQMR is not a legitimate reason for late shipment.
19. Number of Shipments Which will Contain Discrepancy	If at all possible, it is preferred the discrepant lot be shipped as a single shipment. Multiple shipments require GDLS-SQA Manager Approval.
20. Beginning Date	Enter the anticipated date of the first shipment of discrepant material.
21. Ending Date	Enter the anticipated date of the final shipment of discrepant material. Note: If approved for shipment, discrepant material must be shipped as its own lot and not co-mingled with conforming material.