

FORWARD TO: Newport News Shipbuilding
 See Instruction for NNS Routing
 4101 Washington Avenue
 Newport News, VA 23607-2770

(REFER TO INSTRUCTIONS ON REVERSE SIDE)

VENDOR INFORMATION REQUEST

1. Supplier VIR Number:

2. SUPPLIER NAME AND MAILING ADDRESS _____ COMPANY NAME _____ ADDRESS _____ CITY, STATE & ZIP CODE _____ _____ _____		3. COMMODITY OR PART NAME IDENTIFIED IN THE PO 7. MATERIAL CONTROL LEVEL (MCL) IDENTIFIED IN THE PO SELECT ONE:	4. NNS Notification Number: 5. PAGE OF 6. VIR DATE 8. HULL 9. VENDOR REQ'D DATE
FAX NUMBER	SUPPLIER ID		

10. PO/VERSION NO.	PO ITEM NO.	11. AFFECTED QTY.	12. MATERIAL NUMBER	13. RESPONSIBILITY	14. MATERIAL LOCATION	
15. DRAWING NUMBER	16. DRAWING REVISION	17. DWG PART / PC NO.	18. VALUE OF PART SUBMITTED	19. PATTERN NO.	20. HEAT NO.	21. SERIAL NO.

22. STATUS OF PART NOT STARTED IN-PROCESS COMPLETED

23. REASON FOR REQUEST:

NONCONFORMANCE SPECIFICATON CHANGE INTERPRETATION WELD NDT DRAWING CHANGE PURCHASER'S SUPPLIED MATERIAL

BUY AMERICAN AMENDMENT SPECIALTY METALS / BERRY AMENDMENT OTHER _____

Does the issue identified in this VIR apply to material previously delivered to NNS? YES NO

If "YES" is checked, the Supplier is requested to provide all PO and Item numbers affected by the issue identified.

24. DESCRIPTION:

25. CAUSE OF NONCONFORMANCE (NOTE: ITEMS 26, 27, AND 28 ARE ONLY APPLICABLE TO NONCONFORMANCES)

26. CORRECTIVE ACTION TAKEN

27. RECOMMENDED DISPOSITION

28. IF APPROVED, DELIVERY WILL BE: _____ IF DISAPPROVED, DELIVERY WILL BE: _____
 DATE DATE

29. TECHNICAL JUSTIFICATION

THE VENDOR ACCEPTS FULL RESPONSIBILITY FOR THE CORRECTNESS OF INFORMATION AFFECTING THE ABOVE PARTS	30. REPORTED BY:	SIGNATURE	PHONE #
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VENDOR: PLEASE DO NOT WRITE BELOW THIS LINE

31. BUYER	32. PHONE #	33. DATE RECIEVED	
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34. DISPOSITION: (LIMIT TO INSTRUCTIONS TO VENDOR)

APPROVED* DISAPPROVED* CONDITIONALLY APPROVED* NOT REQUIRED* ADDITIONAL INFO-VDR ACTION*

BELOW SPACE IS FOR FINAL DISPOSITION AUTHORIZATION USE ONLY VENDOR TO MARK VIR NUMBER IN OQE PACKET: YES NO

35. THE DISPOSITION RESULTS IN: IR/CR/ER/DFS REQUIRED: YES NO IF IR/CR/ER/DFS REQUIRED PROVIDE REFERENCE # _____

APPROVALS (N/A IF NOT APPLICABLE)

36. ENG RESOLVED BY: DATE	37. ENG APPROVED BY: DATE	38. SUPSHIP: DATE	39. SUPSHIP-CONTRACT OFFICER DATE	40. QUALITY DATE
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41. VENDOR RESPONSIBLE REWORK IS REQUIRED BY PURCHASER <input type="checkbox"/> YES <input type="checkbox"/> NO	42. RECEIVING INSPECTION-REJECT UPON RECEIPT <input type="checkbox"/> YES <input type="checkbox"/> NO	43. DISPOSITION SENT TO SUPPLIER BY: _____ DATE
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44. VIR TYPE CODE	45. DISPOSITION CODE
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NOTICE TO SUPPLIER: THE DISPOSITION OUTLINED ABOVE IS APPLICABLE TO THE MATERIAL ON THIS VIR ONLY. SHIPPING DOCUMENTS FOR THIS MATERIAL MUST REFERENCE THIS VIR.

***Any impact to price or delivery necessitated by the disposition of this VIR must be negotiated with the appropriate NNS/EB Sourcing Representative. Such changes may then be authorized only through an official NNS Purchase Order modification.**

INSTRUCTIONS TO VENDOR

A PROPERLY APPROVED VENDOR INFORMATION REQUEST (VIR) OR A SUPPLEMENT TO A PURCHASE ORDER ARE THE ONLY DOCUMENTS WHICH ARE AUTHORIZED TO RESOLVE QUESTIONS OR PROBLEMS INVOLVING ELECTRIC BOAT CORPORATION AND NEWPORT NEWS SHIPBUILDING COMPANY PURCHASE ORDERS.

TO FACILITATE THE PREPARATION OF THE FORM, A BRIEF DESCRIPTION APPEARS BELOW INDICATING THE INFORMATION REQUIRED TO BE ENTERED IN THE APPROPRIATE BLOCK.

IF MULTIPLE PAGES ARE REQUIRED, LINK ADDITIONAL PAGES BY NUMBER TO THE FIRST PAGE. FOR VIRs THAT INCLUDE MULTIPLE PO LINE ITEMS, USE THE CONTINUATION SHEET (LINK AS MANY CONTINUATION SHEETS AS NECESSARY).

BLOCK # ENTRY

1. REFER TO THIS NUMBER ON ANY INQUIRY, RECORD THIS NUMBER ON THE PACKING LIST PRIOR TO SHIPPING.
2. ENTER YOUR FULL MAILING ADDRESS, INCLUDING SUPPLIER ID, NAME AND FAX NUMBER OF ANYONE TO WHOM THE RETURNED VIR SHOULD BE SENT.
3. A GENERAL DESCRIPTION OF THE COMMODITY OR PART NAME THAT APPEARS ON THE PURCHASE ORDER.
4. NUMBER ASSIGNED BY NEWPORT NEWS UPON INITIAL RECEIPT OF VIR. WHEN RESUBMITTING, VENDOR IS REQUIRED TO REFERENCE THIS NUMBER.
5. SHOW THE NUMBER OF THE FIRST PAGE AND ALSO THE TOTAL NUMBER OF PAGES INVOLVED.
6. THE DATE THE ENTRIES ARE BEING MADE.
7. SELECT THE MATERIAL CONTROL LEVEL (MCL) OF THE ITEM AS IDENTIFIED IN THE PO/ITEM NO.
8. PROVIDE THE HULL/CONTRACT NUMBER IDENTIFIED FOR THE PO/ITEM NO.
9. GIVE DATE RESPONSE TO THE VIR IS REQUIRED BY IN ORDER TO AVOID DELAY OF DELIVERY.
10. ENTER THE PURCHASE ORDER NUMBER, VERSION NUMBER AND THE ITEM NUMBER THAT IS AFFECTED BY THIS REQUEST.
11. QUANTITY OF PIECES AFFECTED BY VIR (NOT QUANTITY ORDERED).
12. NEWPORT NEWS SHIPBUILDING PART NUMBER AS INDICATED IN THE PURCHASE ORDER.
13. VENDOR OR NEWPORT NEWS SHIPBUILDING (NNS).
14. INDICATE WHERE MATERIAL IS PHYSICALLY LOCATED (I.E., YOUR PLANT, SUBCONTRACTOR'S PLANT SHIPPED, ETC.).
15. INDICATE THE DRAWING NUMBER(S) INVOKED BY THE PURCHASE ORDER OR SUPPLEMENT PERTINENT TO THE ITEM(S) REFERRED TO IN THE VIR.
16. REVISION OF THE DRAWING NUMBER MADE APPLICABLE BY THE PURCHASE ORDER OR LATEST PURCHASE ORDER SUPPLEMENT.
17. THE PIECE MARK OR PART NUMBER GIVEN ON THE DRAWING TO THE ITEM REFERRED TO IN THE VIR.
18. INDICATE THE VALUE OF THE PART SUBMITTED FOR DISPOSITION.
19. PATTERN NUMBER IF APPLICABLE.
20. HEAT NUMBER IF APPLICABLE.
21. SERIAL NUMBER IF APPLICABLE.
22. CHECK APPROPRIATE PART STATUS BLOCK.
23. CHECK APPROPRIATE BLOCK.
 - NONCONFORMANCE WITH DRAWINGS, SPECIFICATIONS OR PURCHASE ORDER INVOKED REQUIREMENTS.
 - PROPOSED SPECIFICATION CHANGE.
 - REQUEST FOR INTERPRETATION OF DRAWINGS, SPECIFICATION OR ANY REQUIREMENT OF THE PURCHASE ORDER.
 - REQUEST FOR AUTHORIZATION TO PROCEED WITH OR OBTAIN CLARIFICATION ON WELD RELATED ACTIVITIES ASSOCIATED WITH CASTINGS, PLATE FORGINGS, ETC.
 - PROPOSED DRAWING CHANGE.
 - PURCHASER'S SUPPLIED MATERIAL INCLUDES RECEIPT OF INCORRECT OR INSUFFICIENT MATERIAL FROM NEWPORT NEWS. MATERIAL NOT RECEIVED, NEED ADDITIONAL MATERIAL TO REPLACE REJECTED ITEMS OR INCORRECT TEMPLATE OR TOOLING PROVIDED BY NEWPORT NEWS.
 - IF OTHER, PROVIDE BRIEF STATEMENT FOR REASON.
 - IF MATERIAL WAS PURCHASED BY NNS ON A PREVIOUS ORDER, CHECK YES AND PROVIDE ALL PO AND ITEM NUMERS AFFECTED IN BLOCK #24, IF NOT PREVIOUSLY ADDRESSED IN A VIR.
24. DESCRIBE THE SPECIFIC PROBLEM/QUESTION/ PROPOSED CHANGE, OR NONCONFORMANCE IN DETAIL.
 - INDICATE WHAT, IF ANYTHING, HAS BEEN VIOLATED.
 - WHEN PROPOSING A MATERIAL SUBSTITUTION, INCLUDE A FULL DESCRIPTION OF THE SUBSTITUTE MATERIAL (I.E.: ALLOY, CLASS, CONDITION OR TEMPER, SPECIFICATION, ETC.). ATTACH A COPY OF THE TEST REPORT FOR THE MATERIAL IF AVAILABLE OR WITH THE SHIPMENT OF THE COMPLETED HARDWARE.
 - WHEN REPORTING A NONCONFORMANCE INVOLVING THE HEAT TREATMENT OF MATERIAL, A COPY OF THE APPLICABLE HEAT TREATMENT PROCEDURE USED SHOULD BE ATTACHED.
 - WHEN REPORTING CHEMICAL AND MECHANICAL NONCONFORMANCES, ATTACH A COPY OF THE TEST REPORT APPLICABLE LISTING BOTH CHEMICAL AND MECHANICAL TEST RESULTS OF THE MATERIAL.
 - USE A CONTINUATION OR SKETCH SHEET IF THIS SPACE IS INADEQUATE TO SHOW A SKETCH OR TO FULLY DESCRIBE THE PROBLEM.
 - RECORD PREVIOUS PO AND LINE ITEMS AFFECTED, IF PROMPTED IN BLOCK #23.

CUI MARKING PLACEHOLDER

INSTRUCTIONS TO VENDOR (CONT'D)

25. INCLUDE THE CAUSE OF THE NONCONFORMANCE.
26. INDICATE THE CORRECTIVE ACTION TAKEN.
27. INDICATE THE RECOMMENDED DISPOSITION.
28. INDICATE THE DELIVERY IMPACT IF NEWPORT NEWS DOES / DOES NOT GRANT ACCEPTANCE OF THE REQUEST.
29. INCLUDE THE TECHNICAL JUSTIFICATION FOR ACCEPTING PERMANENT NONCONFORMANCES BY INDICATING THE EFFECT OF THE DEVIATION ON THE FORM, FIT OR FUNCTION OF THE MATERIAL, PART OR COMPONENT. STATE IF UNABLE TO PROVIDE TECHNICAL JUSTIFICATION AND PROVIDE RATIONALE FOR PERCEIVED BENEFIT TO PURCHASER.
30. GIVE NAME OF PERSON TO CONTACT IN CASE OF ANY QUESTIONS REGARDING VIR.

INSTRUCTIONS ON ROUTING TO NNS

REFER TO THE PURCHASE ORDER CODED NOTE V1010 (Non-Nuclear Carrier and Nuclear). TO BE COMPLETED BY PERSONNEL PROCESSING, REVIEWING OR APPROVING THIS VIR.

BLOCK # ENTRY

4. ENTER NOTIFICATION NUMBER.
- 31.-33. ENTER REQUIRED INFORMATION.
34. MARK THE APPROPRIATE DISPOSITION BLOCK AND ENTER FINAL DISPOSITION TEXT. MARK THE VIR AND VENDOR MATERIAL.
35. ENTER REQUIRED INFORMATION.
- 36.-42. MARK AS APPLICABLE.
43. INDICATE DATE COMPLETED VIR SENT TO SUPPLIER.
44. INDICATE THE APPROPRIATE VIR TYPE CODE.
45. INDICATE THE APPROPRIATE VIR DISPOSITION CODE.

VIR Continuation Sheet

Requirements for Utilizing this Continuation Sheet:

- The problem/issue must be the same for all Line Items included in the VIR.
- Only applicable if all Line items/ have a Material Control Level of "STD" or "NA".
- Ensure that all Line Items involved are for the same NNS End Use (i.e. same Contract/Hull).
- Contact your Purchasing Agent for approval prior to submission.
- NNS Planning & Scheduling Personnel Complete Block 4 of this Continuation Sheet.
- Refer to the "Instructions to Vendor" for completing Blocks 10 - 21.

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