



<b>SUPPLIERS' DISCREPANCY ACTION REQUEST</b>						(*) SDAR NO.
*** Boxes with "(*)" To Be Completed By Alcoa personnel- All Other Boxes To Be Completed By Supplier - Please Print Or Type ***						
ATTENTION:		DEPT		DATE		
SUPPLIER NAME		ADDRESS		PHONE NO.	FAX NO.	
P. O. NUMBER	P.O. ITEM DESCRIPTION		P.O. ITEM NO.	SPEC. / REVISION	LOT NO.	LOT QTY.
PROCESS CODE	(*) APP PLANT NAME	(*) SUPPLIER NUMBER & ADDRESS CODE		(*) REASON CODE		
Serial No.'s Affected: YES <input type="checkbox"/> NO <input type="checkbox"/> (If "YES", please attach serial number list) Discrepancy:						
Disposition Requested: <input type="checkbox"/> Use as is <input type="checkbox"/> Repair (Attach Requested Method) <input type="checkbox"/> Other (Attach Description) Corrective Action Initiated:						
Corrective Action Effectivity:						
_____ Signature of Supplier's Authorized Representative				_____ Title		
(*) THIS AREA TO BE COMPLETED BY ALCOA POWER & PROPULSION PERSONNEL						
Disposition: <input type="checkbox"/> Use as is <input type="checkbox"/> Repair (Repair Procedure Attached) <input type="checkbox"/> Not Usable, <u>Do Not Ship</u> <input type="checkbox"/> Other (define)						
Disposition Instructions:						
_____ _____ _____						
Quality Engineer	Date	Process Engineer	Date	Product Engineer	Date	

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**Instructions to suppliers**

1. The supplier may submit a Supplier's Discrepancy Action Request (SDAR) for the following conditions:
  - a.) To request clarification on drawing, specifications or other purchase order documents.
  - b.) When discrepant material cannot be reworked to the B/P configuration or specification requirements but the supplier considers the product or material usable or repairable in the discrepant condition.
2. The supplier must complete in its entirety only the fields without asterisks "\*" on the SDAR form. The supplier must provide a detailed summary of the discrepancy(s) including the characteristic(s), feature(s), dimension(s), etc. In addition, please attach sketches, photographs, Lab. Reports, etc., as necessary, to ensure clarification and an expedient disposition.
3. Enter the process code in the appropriate box to indicate where the nonconformance was generated:

P00	Alloy Manufacturing	P14	Eddy Current Inspection	P28	Radiographic Inspection
P01	Abrasive Blast	P15	Forging	P29	Raw Material Source
P02	Abrasive Hone	P16	FPI Inspection	P30	Shot Peening (all types)
P03	Acid Etch	P17	Heat Treatment	P31	Stripping
P04	Airflow	P18	HIP / CIP	P32	Thermocouple Manufacture
P05	Airfoil Repair	P19	Hot Forming	P33	Tooling Manufacture
P06	Brazing (torch, furnace, etc)	P20	Laser Operations (all types)	P34	Ultrasonic Inspection
P07	Casting (all types)	P21	Machining, Conventional	P35	Vibratory finishing
P08	Chemical Milling	P22	Magnetic Particle Inspection	P36	Welding (all types)
P09	Chemical polishing	P23	Mechanical Finishing	P37	Other
P10	Coatings (all types)	P24	Metal Fabrication	P38	Refractory Manufacture
P11	Core Manufacturing	P25	Pattern Assy./ Manufacture	P39	Elemental Raw Materials
P12	Dimensional Inspection	P26	Plasma Spray		
P13	EDM	P27	Plating (all types)		

4. All SDARs must be submitted through your Alcoa Power & Propulsion (APP) Procurement representative unless otherwise directed by the purchasing facility's quality assurance representative. The shipment of affected discrepant material or product must be withheld at your facility pending receipt of the approved SDAR from APP.
5. If material is urgently required or you are operating to a just-in-time schedule, the document and disposition may be expedited via fax. Please coordinate this activity through your APP Procurement representative.
6. The supplier must attach one copy of the approved SDAR with each shipment of product or material covered by the SDAR. The shipping invoice must reference the SDAR number and each of the affected containers shall be adequately identified (marked) with the SDAR number. All discrepant material must be segregated from conforming material.

Note: as a supplier to Alcoa Power and Propulsion, you are responsible for control of discrepant/ nonconforming materials and products. Discrepant material shall not be shipped without an approved SDAR or authorization of the appropriate APP facility's quality assurance representative. Discrepant materials or products shipped to a APP facility without proper authorization will adversely affect your supplier performance rating and could subsequently result in a severance of business relations.



**SDAR REASON CODES**

REASON CODE	DESCRIPTION	REASON CODE	DESCRIPTION
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**DOCUMENT RELATED DEFICIENCIES**

101	Supplier Certification Omitted
102	Certification Data Incomplete
103	Certification Data Incorrect
104	Issued Wrong Document
105	Invoice / Quantity Discrepancy
106	Shipping Documentation Omitted
107	Inadequate Traceability

**GENERAL DEFICIENCIES**

201	Wrong Material Received
202	Misidentified
203	Unidentified Material
204	Unapproved Material
205	Inadequately Packaged
206	Incorrectly Packaged
207	Identification/Marking Omitted
208	Incomplete/Illegible Identification/Marking
209	Failed Testing
210	Testing Not Performed
211	Unauthorized Shipment
212	Pre-Shipment Sample Not Received
213	Contaminated
214	Prolonged Storage Damage
215	Environmental Damage
216	Shipping/Handling Damage
217	Shelf Life Expired
218	Shelf Life Marking Omitted
219	Lot Number Designation Incorrect
220	Unapproved Material Source
221	Incomplete Operation
222	Incorrect Operation
223	Missed Operation
224	Engineering Change Not Implemented
225	Incorrect Tare Weight
226	Unauthorized Repair
227	Unauthorized Change
228	Incorrectly Assembled

**GENERAL DEFICIENCIES CONT'D**

229	Unacceptable Cleanliness
230	Surface Blemish/Visual Defects
231	Poor Surface Finish
232	Dimensionally Out of Spec.
233	Contour Out of Spec.
234	Chipped
235	Bubbles
236	Bent/Warped/Distorted
237	Broken
238	Cracked
239	Inclusion(s)
240	Burrs/Sharp Edge(s)
241	Incorrect Hardness (Brinell, Rockwell, etc.)
242	Out of Calibration
243	Chatter (tool marks)
244	Excess Material/Plus Metal/Fins
245	Foreign Material
246	Porous
247	Obsolete
248	Wrong Size
249	Insufficient Stock
250	Void/Hallow
251	Weld Defect (splatter, voids, cracks, etc.)
252	Braze Defect (splatter, voids, etc.)
253	Plating Defect
254	Almen Strips out of Spec.
255	Overspray/Underspray
256	Plasma Spray Defect
257	Thickness Undersize/Oversize
258	Damaged Threads
259	Hole(s) Undersize/Oversize/Elongated
260	Countersink Undersize/Oversize/Elongated
261	Geometry Out of Spec. (concentricity, Parallelism, etc)
262	Overblend
263	Poor Bond
264	Poor Seal

