



TEAM Industries

ENGINEERING CHANGE REQUEST

Requester's Use

Requestor is required to fill out all information below and submit to the applicable DDC person.

Requesting Plant/Supplier:			
Submitted by:			
Part Number:		Revision Level:	
Part Description:			
Describe Change Requested:			
Reason for Change:			
Effective Date Requested:			

Attach print, photo, etc. for additional clarity

TEAM/Customer Use

TEAM will assign a number and date once received from requestor

ECR #:		(TEAM plant specific tracking number)	Date:	
Deviation #:		Only used when Deviation requests an ECR for traceability.		

Project and Design Engineers are responsible for completing the info below and approving/rejecting TEAM prints.

Will Testing be needed before Engineering Change can be approved?				
If Yes to above? Projected Date of Decision:			Est. Cost of Testing:	
Will final approval be required from customer:				
Is this an Interchangeable or Non-Interchangeable Change:				
Fast Track Change Process:			Full Track Change Process:	
End OEM:				
Signature	Title	Approve / Reject	Date	

Project or Design Engineer is required to summarize the reason for the rejections of TEAM prints. The rejected ECR will be returned to the requester to close out the original request.

Comments for rejection:
