



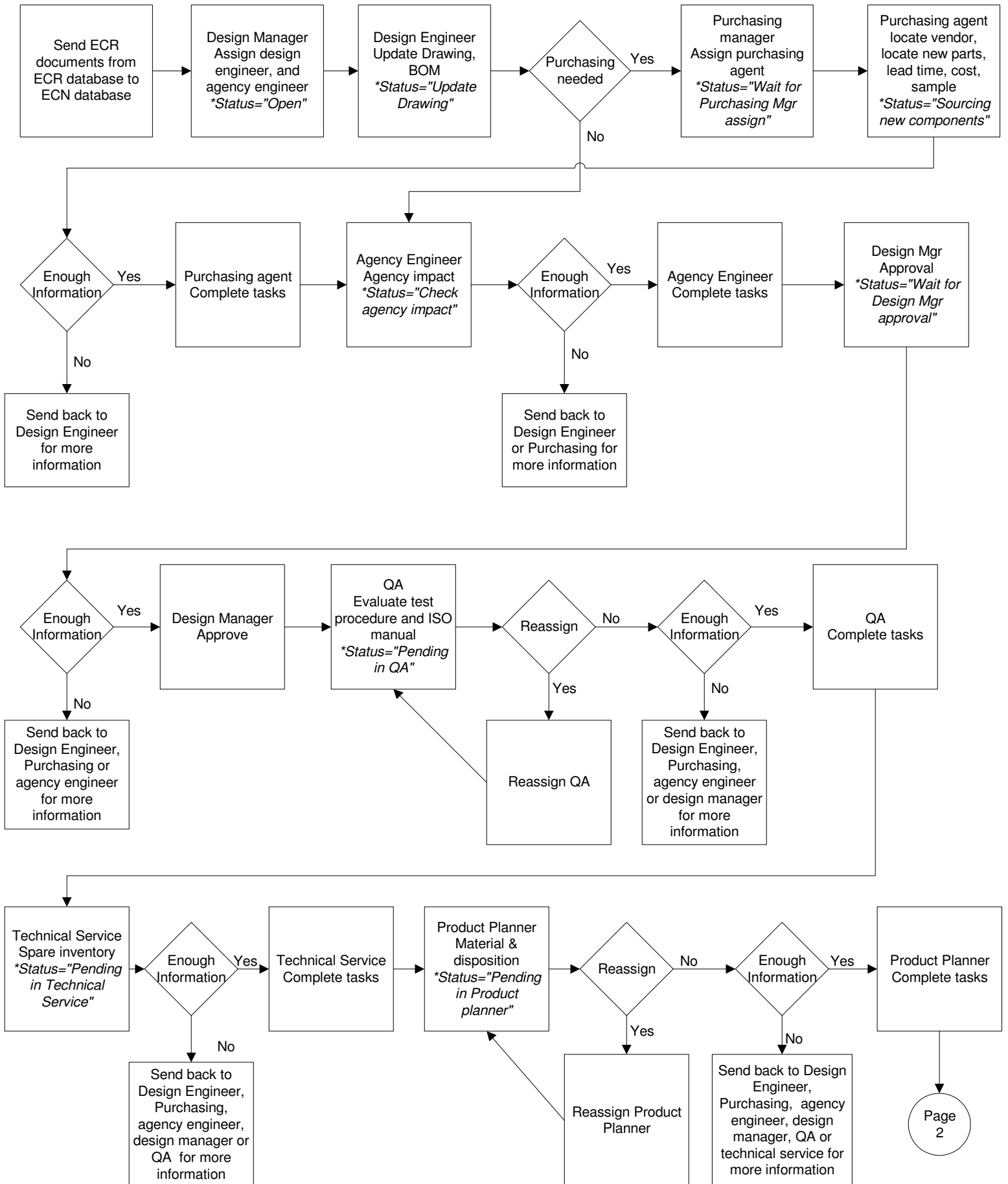
About the Engineering Change Notice data base

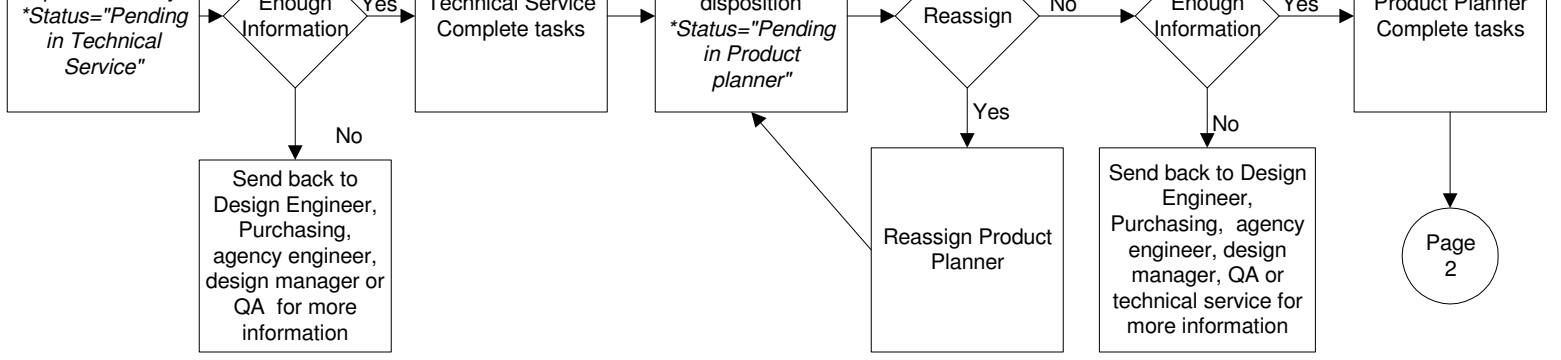
This database is used to collect all the engineering change notice. The original documents are come from Engineering Change Request (ECR) database. The ECR number will become ECN number. Product, category, model, parts information, cost result, change request, inventory cost information, name of design manager, IE, finance, technical service and QA are inherited from ECR documents. However, parts information, cost result, change request and inventory cost information fields can be modified if is necessary. After got the ECN documents from ECR database; design manager needs to assign design engineer and agency engineer. Then pass to design engineer for updating drawing and bill of material information. E-mail will send to purchasing manager to ask for assigning purchasing agent after design engineer completed the job. When purchasing manager click the "assign purchasing agent" button, purchasing agent will get e-mail to notify for sourcing new components or review purchased parts cost. Purchasing agent should identify any purchased parts, and locate the vendor, locate new parts, and get the sample and parts cost information if sourcing new components is needed. After purchasing agent completed the job, e-mail will send to agency engineer for agency impact. If agency engineer done with agency impact, e-mail will send to design manager for approval. After design manager approved, e-mail will send to QA for testing procedure and ISO evaluation. After QA done with evaluation, e-mail will send to technical service for spare inventory information. After technical service done with spare inventory information, e-mail will send to product planner for material and disposition. After product planner done with material and disposition, e-mail will send to IE for updating cost analysis. If IE done with updating cost analysis, e-mail will send to finance for updating inventory information. After finance done with updating inventory information, e-mail will send to VPs and CEO, if there is cost increase, for final approval. If any VP has more concern, he would call for ECN meeting to discuss the ECN changes. During the meeting, committee will decide whether to reject or approve. If ECN is rejected, e-mail will send to original ECR requester and people who approve this original ECR. If ECN is approved, ECN is in implementation stage. E-mail will send to product planner for assigning implementation date. However, if All VPs and CEO approve the ECN, no ECN meeting is needed. ECN is in implementation stage after all VPs and CEO approved ECN.

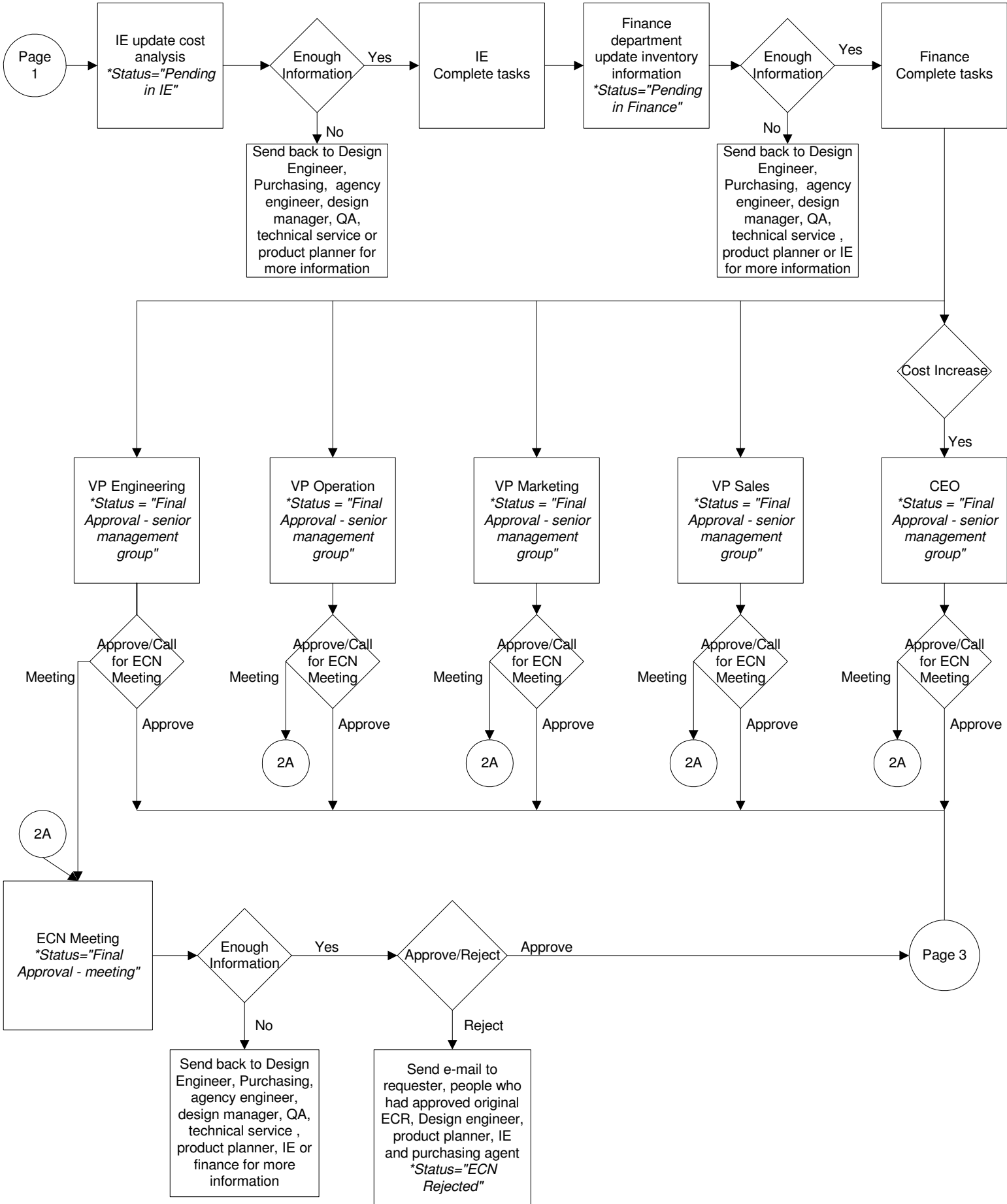
Product planner will send e-mail to purchasing after choice the ECN implementation date and there are new components or purchased parts. If purchasing does not agree with the date, purchasing should re-assign the date and send e-mail back to product planner. If purchasing agrees with the implementation date, e-mail will send to production manager. If production manager does not agree with the date, production manager should re-assign the date and send e-mail back to product

planner. If production manager agrees with the implementation date, e-mail will send to IE. If IE does not agree with the date, IE should change the implementation date and send e-mail to product planner. Otherwise product planner, purchasing, production manager and IE all agree with the implementation date, then e-mail will send to production supervisor, QA, technical service and design engineer to notify implementation date. The date before the implementation, agent will send e-mail to notify people for the implementation. E-mail will send to purchasing for updating TRD screen if there are new components or purchased parts. Otherwise, e-mail will send to design engineer for promoting drawing. After purchasing done with TRD screen updating, e-mail will send to design engineer for promoting drawing. After design engineer promoting drawing, e-mail will send to IE for installing new prints, changing NC program, setup sheet, update BOM and cheat sheet. After IE done with the job, e-mail will send to production supervisor for delivering new prints and new material. After every production supervisor done with the job, e-mail will send to product planner for updating IRM screen. After product planner done with updating IRM screen, the ECR is implemented. E-mail will send to IE, production manager, design engineer, purchasing and ECR requester to notify them that ECN has been implemented.

Engineering Change Notice









No

Send back to Design Engineer, Purchasing, agency engineer, design manager, QA, technical service , product planner, IE or finance for more information

Reject

Send e-mail to requester, people who had approved original ECR, Design engineer, product planner, IE and purchasing agent
**Status="ECN Rejected"*

