



Waste Treatment Plant Project

Supplier Deviation Disposition Request (SDDR)

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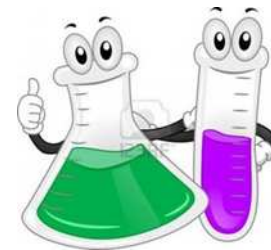
Bechtel National, Inc.

URS



Supplier Deviation Disposition Request (SDDR)

- Purpose - To define the actions taken when a supplier discovers a reason to request a deviation from the procurement document requirements before the release of material for shipment
- Deviation - A departure from the requirements of the procurement documents, which the supplier proposes to incorporate in the completed item
 - Examples of procurement documents include, but are not limited to, purchase orders (POs), non-construction subcontracts (SCs), specifications, drawings, datasheets, and any supplier documents that require WTP review prior to proceeding with work
- Examples of deviations
 - Substitution of materials
 - Minor deviations from tolerances
 - Code edition reconciliation





Supplier Deviation Disposition Request (SDDR)

- The SDDR may also be used to approve alternatives
- Change Document:
 - An SDDR can be used as a change document for WTP documents only
- An SDDR is not a change document for supplier submittals
 - Approval of the SDDR authorizes the supplier to proceed, but the SDDR does not implement the design change for the supplier's submittals
 - The “Affected Supplier Submittals” section of the SDDR identifies supplier submittals requiring SDDR incorporation and resubmittal for the purchase order to which the SDDR applies





Supplier Deviation Disposition Request (SDDR)



■ SDDR Approval

- The approval or disapproval of SDDRs is handled by WTP, to be exercised at the discretion of the cognizant engineering manager responsible for the affected material requisition (MR)
- Approval of the SDDR by WTP does not relieve the supplier of responsibility for the accuracy, adequacy, or suitability of the item being provided as defined in the procurement
- Approval of the SDDR by WTP does not constitute waiver of the right to renegotiate the terms of the procurement documents
- If approved and implemented, the document becomes “fully executed”
- A superseding SDDR is required if you wish to revert to the original configuration

Supplier Deviation Disposition Request (SDDR)

- Acceptance of supplier submittals does not constitute approval of deviations to the contractual obligations in a purchase order

*This section is only needed if document does not have a sticker.
Mark the appropriate box above.* G-321 Document Category(ies): _____

Supplier
 Status
 Status
 Status
 Status

Supplier Document Status:
 Status 1 - Work may proceed.

Permissic
 materials developed or selected by the supplier and does not relieve supplier from full compliance with contractual obligations.

Supersedes Document No. (when applicable): _____ Revision: _____

Accepted by/
 Responsible Engineer:

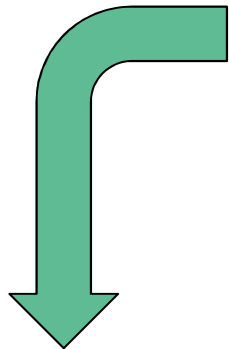
_____	_____	_____
<i>Print Name</i>	<i>Signature</i>	<i>Date</i>

Supervisor:

_____	_____	_____
<i>Print Name</i>	<i>Signature</i>	<i>Date</i>

Released by
 (when applicable):

_____	_____	_____
<i>Print Name</i>	<i>Signature</i>	<i>Date</i>



Permission to proceed does not constitute approval of design details, calculations, analyses, test methods or materials developed or selected by the supplier and does not relieve supplier from full compliance with contractual obligations

- An SDDR is the only mechanism to approve deviations

Supplier Deviation Disposition Request (SDDR)

- Division of Responsibility – Supplier
 - Required to identify and document all deviations
 - Propose a recommended disposition based on appropriate analysis
 - Submit requests for deviations from lower-tier suppliers to the WTP

- Division of Responsibility – Buyer/Expeditor
 - Receives SDDR
 - Provides SDDR number
 - Forwards numbered SDDR to the Responsible Engineer



Supplier Deviation Disposition Request (SDDR)

- Division of Responsibility – Responsible Engineer (RE)
 - Coordinates with the expeditor to ensure that the equipment or material has not already been shipped
 - Reviews the SDDR and supplier's justification for acceptability, including cost and schedule impact of the proposed change
 - Provides disposition
 - Obtain reviews and approval



- Division of Responsibility – Supplier Quality Representative (SQR)
 - Ensures the supplier has implemented the requested change of an approved SDDR
 - Confirms that applicable SDDRs are attached or referenced in the Qualify Verification Document package



Supplier Deviation Disposition Request (SDDR)

Yes No THIS DOCUMENT CONTAINS EXPORT CONTROLLED INFORMATION, SEE BASE DOCUMENT FOR FULL LABEL AND RESTRICTIONS

Attachment to MR

BECHTEL Supplier Deviation Disposition Request Page ___ of ___

PROJECT: River Protection Project Waste Treatment Plant JOB No.: 24590

FOR WTP USE			
WTP SDDR No.	Rev.	DATE RECEIVED	
FOR SUPPLIER USE			
SUPPLIER SDDR No.		DATE SUBMITTED	
1. Supplier Name	Address	City & State	Zip
2. Supplier's Order No.	3. WTP P.O. or SC		
4. Deviation Description (Attach extra sheets, photographs, sketches, etc. as necessary and identify quantity and serial numbers as applicable)			
4a. Supplier's NCR: (See instructions for applicability) Number:			
5. Supplier's Proposed Disposition: <input type="checkbox"/> Use As-Is <input type="checkbox"/> Repair <input type="checkbox"/> Modify WTP Requirement			
6. Supplier's Estimated Cost Impact:		7. Supplier's Estimated Schedule Impact:	
8. Proposed Disposition and Technical Justification (plus Cost/Schedule if applicable): (Attach extra sheets, sketches, etc., as necessary.)			
9. Supplier's Authorized Representative		Signature	
Name			
Title		Date	
10. WTP Engineering Action <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> See Below			

EXPORT CONTROLLED INDICATION

SUPPLIER DOCUMENT NUMBER

DEVIATION DESCRIPTION

SUPPLIER'S COST & SCHEDULE IMPACT

SUPPLIER'S AUTHORIZED REPRESENTATIVE

WTP SDDR DOCUMENT NUMBER AND REVISION

WTP PURCHASE ORDER NUMBER

SUPPLIER'S Non-Conformance Report (NCR) NUMBER

PROPOSED DISPOSITION & TECHNICAL JUSTIFICATION

WTP APPROVAL

NOTES:

1. Complete Instructions provided at end of form.
2. Items 1 through 9 and 15 to be completed by Supplier
3. Items 10 through 14 to be completed by WTP.

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4. Non applicable items to be marked "N/A"
5. Attach additional information whenever necessary
6. WTP must be notified within 5 days after detection of deviation
7. WTP selects "Yes", if the SDDR contains or references ECI documents.

Ref: 24590-WTP-3DP-G04B-00063
MR Number: TBD, Rev TBD



Supplier Deviation Disposition Request (SDDR)

Attachment to MR



Supplier Deviation Disposition Request Engineering Disposition

PROJECT: River Protection Project Waste Treatment Plant JOB NO.: 24590 SDDR: _____ Page ___ of ___
Rev. _____

Title of SDDR: _____

COMMERCIAL
TERMS IMPACT

WTP
DISPOSITION

WTP DESIGN
CHANGE
PACKAGE

WTP
TECHNICAL
JUSTIFICATION

11. WTP Procurement & Subcontracts Action: Commercial Terms Impact: <input type="checkbox"/> Yes <i>This SDDR grants relief from requirements or changes the requirements and; check each (consideration) item that applies:</i> <input type="checkbox"/> Modifications to governing terms are required and/or; <input type="checkbox"/> An increase in price is requested by Seller and/or; <input type="checkbox"/> A price credit from the Supplier is due and/or; <input type="checkbox"/> An increase/decrease in the Seller promise delivery date is required. <input type="checkbox"/> Cost impact, if any is subject to a separate approval process as required by the changes clause. <input type="checkbox"/> No <i>This SDDR grants relief from requirements or changes the requirements and all of the following apply:</i> <ul style="list-style-type: none"> • No commercial impact (No modification of governing commercial terms is required) and; • No increase in price is requested by Seller and; • No decrease in price is anticipated or required by Buyer and; • No extension of promised shipment is required 	
12. Part of DCP? <input type="checkbox"/> Yes <input type="checkbox"/> No	DCP Number: _____ Rev. _____
13. WTP Disposition Statement (Attach extra sheets, sketches, etc., as necessary). _____ _____ _____	
WTP Justification (Attach extra sheets, sketches, etc., as necessary). Is the SDDR associated with a Q SSC? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, was margin reduced? <input type="checkbox"/> Yes <input type="checkbox"/> No If margin was reduced provide Calculation or MAJ number: Justification _____ _____	
REQUIREMENTS REVIEW	
Client Approval Required* <input type="checkbox"/> Yes <input type="checkbox"/> No	Interface Resolution Required* <input type="checkbox"/> Yes <input type="checkbox"/> No
*Address these "yes" answers in the WTP Disposition Statement (above).	

NOTES:
 1. Complete instructions provided at end of form.
 2. Items 1 through 9 and 15 to be completed by Supplier
 3. Items 10 through 14 to be completed by WTP.
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4. Non applicable items to be marked "N/A"
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Supplier Deviation Disposition Request (SDDR)

Attachment to MR



Supplier Deviation Disposition Request Engineering Disposition

PROJECT: River Protection Project Waste Treatment Plant JOB NO.: 24590 SDDR: _____ Page ___ of ___
Rev. _____

Title of SDDR: _____

Affected WTP Documents:

Document Number	Rev	Remarks	Specification-Retroactive?		Incorporation By	
			Yes	No	Design Change	Reference
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Affected Supplier Submittals:

Document Number	Rev	Document Number	Rev

Reference Documents:

Document Number	Rev	Document Number	Rev

14. WTP Disposition Approval:

RE/Originator: _____
Print/Type Name _____ Signature _____

Checker: _____
Signature _____ Date _____

Procurement & Subcontracts Representative: _____
Signature _____ Date _____

Approver(s): _____
Print/Type Name _____ Signature _____ Date _____

APPROVED

SPECIFICATION
RETROACTIVE
INDICATION

DESIGN CHANGE
INCORPORATION
METHOD

REFERENCES

AFFECTED WTP
DOCUMENTS

AFFECTED
SUPPLIER
SUBMITTALS

WTP REVIEW AND
APPROVALS

- NOTES:
1. Complete instructions provided at end of form.
 2. Items 1 through 9 and 15 to be completed by Supplier
 3. Items 10 through 14 to be completed by WTP.

4. Non applicable items to be marked "N/A"
5. Attach additional information whenever necessary
6. WTP must be notified within 5 days after detection of deviation
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Supplier Deviation Disposition Request (SDDR)

- Common SDDR Issues
 - Incomplete technical justification
 - Submittals do not incorporating or referencing SDDRs
 - SDDRs do not include the acknowledged signature page (not returned to PDC)





Supplier Deviation Disposition Request (SDDR)

- Conclusions
 - SDDRs are the only mechanism to approve deviations or alternatives
 - Accepted supplier's submittals do not approve deviations
 - Proposed dispositions require technical justification
 - We are here to help



QUESTIONS?

Email or Text

wtpmse@bechtel.com