

# Supplier Change Request



<b>Date (dd-mm-yy)</b>

<b>Supplier</b>	
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<b>Supplier name /address</b>

<b>LINAK Supplier no.</b>

<b>Requestor's name</b>	<b>Requestor's title</b>

<b>Requestor's Phone No.</b>	<b>Requestor's Email</b>

**Supplier request type**

Change of			
<input type="checkbox"/> Product	<input type="checkbox"/> Sub-supplier	Other:	
<input type="checkbox"/> Process	<input type="checkbox"/> Material		
<input type="checkbox"/> Manufacturing site	<input type="checkbox"/> Tools		

**Supplier**

<b>Description of change</b>

<b>Reason for change</b>

<b>Effect of the change</b>

<b>How to assure that specifications are fulfilled</b>

Action Plan/schedule	Implementation date	Responsible

<b>LINAK</b>
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<input type="checkbox"/>	Approved change request with the following required documentation
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OR

<input type="checkbox"/>	Rejected change request
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<b>Why if checked:</b>

**Required documentation**

<input type="checkbox"/>	Complete PPAP
<input type="checkbox"/>	Process Flow Chart
<input type="checkbox"/>	PFMEA
<input type="checkbox"/>	Control Plan
<input type="checkbox"/>	MSA
<input type="checkbox"/>	Process Capability Study
<input type="checkbox"/>	Measurement results

<input type="checkbox"/>	<b>Additional requirements</b>

**LINAK Approval**

<b>Date (dd-mm-yy)</b>	<b>Approved by</b>