



Request for Engineering Change (REC)

**P-337
10/2024**

SUPPLIER TO COMPLETE THIS SECTION

1) To:		2) Attention:	
3) PO No.:	4) Release No.:	5) Submittal ID: REC-	
6) Project Name:			
7) Drawing No. & Rev:	<input type="checkbox"/> Attached	8) Specification No. & Rev:	<input type="checkbox"/> Attached
9) Drawing Item No.:	10) Part Name:		
11) Detailed Description of Present Requirement and Proposed Change:			
<i>(Attach additional pages if more space is needed.)</i>			
12) Justification and Benefit to the Government for Acceptance:			
<i>(Attach additional pages if more space is needed.)</i>			
13) Detailed Engineering Basis for Acceptance Including Compounding Effects:			
<i>(Attach additional pages if more space is needed.)</i>			
14) Effect on Price (if none, so state):		15) Effect on Delivery (if none, so state):	
<i>Action taken herein does not authorize any increase in the purchase order price or delay in delivery. If the Supplier considers that any comments made above and/or approval will result in a purchase order price increase or delay in delivery, no action should be taken in complying with this document, and the Supplier's proposal for accomplishing the work should be submitted to the Contracts Professional as soon as possible.</i>			
<i>*Supplier's signature below certifies that all technical specification and purchase order requirements relevant to this submittal have been met and will be implemented during completion for a high quality product which meets all purchase order requirements.</i>			
16) Supplier Name:			
<i>Title</i>	<i>Name</i>	<i>Signature</i>	<i>Date</i>

FMP TO COMPLETE THIS SECTION			
FMP Technical / Project Approval			
17) Disposition:	Approved	Conditionally Approved	Disapproved
18) Comments:	<input type="checkbox"/> See attached page(s) for comments		
19) Technical Approver:	Name	Signature	Date
<i>Technical Approver signatures indicates that the Supplier's proposal has been thoroughly reviewed and, if approved or conditionally approved, is considered to be technically conforming, and that the price/delivery impact is considered to be fair and reasonable.</i>			
20) Technical Manager:	Name	Signature	Date
<i>Technical Manager signature indicates that all required technical approvals have been obtained (NNL and NRLFO), price is within approved tech/funding limits, and funding is available. In accordance FMP Corporate Policy CP-701 (link is only accessible via PrimeNet), Unit Manager signature is required if authority is not formally delegated.</i>			
21) Charge Code(s):			
22) Financial Services:	Name	Signature	Date
<i>Financial Services representative signature is required for actions ≥\$10k using Capital Equipment MIEs and non-MIEs, GPP, or MCP funds (charge codes that begin with 35 or 39). Signature confirms funding availability.</i>			
FMP Contracts Approval			
23) Contracts Professional:	Name	Signature	Date
<i>NOTE: REC is not authorized until Contracts Professional has approved the change. Failure to obtain the proper authorization is a violation of the Purchase Order requirements and the Subcontractor will assume full liability for the performance of unauthorized work.</i>			