

ENGINEERING CHANGE REQUEST FORM

Requester Details

Requested By:	Ramya N	ECR Number:	ECR/29/10/2018---3
Employee Code:	QA23	Site:	Corporate
Job Position	User	Entity:	Corporate

Change Details

Change Title:	Change in Actuator Design Engine Parts.		
Project Name:	1001 - Actuator-SPP	Part Name:	Honda Engine 1000cc
Requested Date:	10/29/2018 4:33:46	Proposed Closure Request Date:	10/31/2018

Change Description

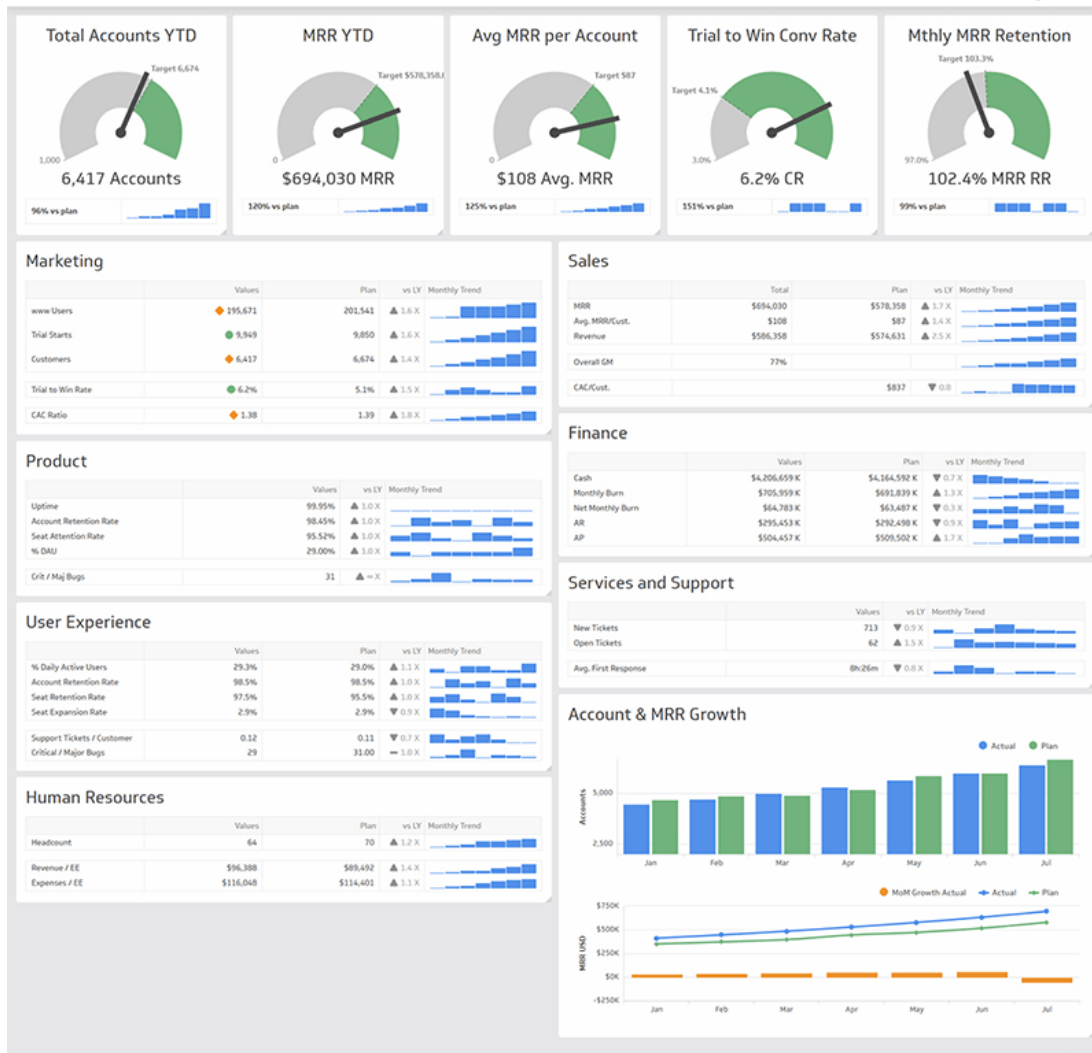
Change Category:

- ☒ Date Change
- ☐ Die change
- ☐ Dimension change
- ☐ Equipment change
- ☐ Machinery change
- ☐ Material change
- ☐ Tooling

Type of Change:

- ☐ Major Change (Class A) (Production line cannot run without sign off)
- ☐ Major Change (Class B) (Production line can run after QC Associate has verified the parts are within specification. RFC form can then be circulated for approval.)
- ☒ Minor Change (Class C) (Production line can run if dimensions are within specification. RFC form can be submitted with the first off part to QC.)

Reason: Change in business is good, but it's seldom easy and can often be expensive. Managers are often drawn to change by imagining the possibilities and positive impact it can have on their organization. Before launching an idea, however, spend a little time wrestling with the costs and disadvantages also a part of the change.



Area of change:

Benefits of Change:

- ☒ Capacity
- ☒ Customer Satisfaction
- ☐ Improve productivity
- ☐ Improve quality
- ☐ Prevent defect
- ☐ Reduce unit cost
- ☐ Technical Development

Risk Analysis

Select Risk Template : Risk Form

[View Risk](#)

Dimensions (if Required)

- ☐ Capability
- ☐ Compactibility
- ☐ Critical Roughness
- ☒ ES Test Report
- ☒ Overlap study
- ☒ Parts layout

Documents to Change

- ☐ Design Risk Assessment
- ☐ Dimensional Reports
- ☐ Initial Process Studies
- ☐ Measurement System Analysis Studies
- ☒ PFMEA
- ☒ Process Control Plan
- ☒ Process Flow Diagram
- ☒ Process Readiness Study
- ☒ Production Purchase Order
- ☐ Released Production Drawings
- ☐ SPRD

Customer Notification Required

Does this change request require customer notification?

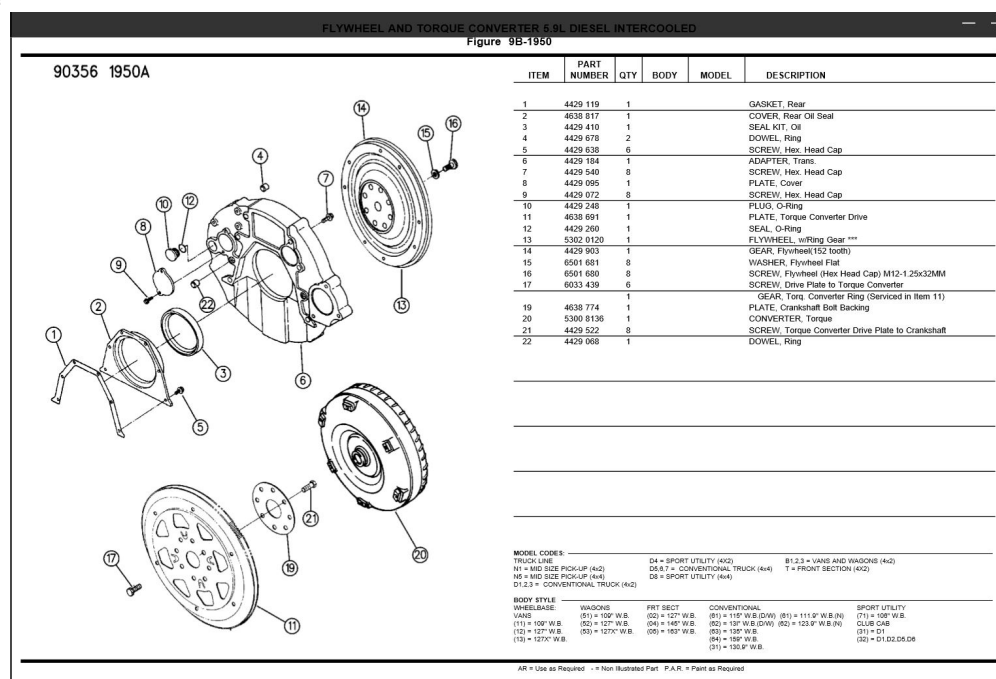
If YES, did customer approved the change requested?

☒ YES

☐ NO

Attachment [Records of material and performance test results.xlsx](#)

Remarks:



Ramya N commented as Internal Resistance According to an article by organizational change expert Garrison Wynn, the top two reasons people resist change are lack of knowledge about coming changes and fear of the unknown. You can expect some level of resistance to any change, no matter how small or how much benefit it might promise. The key tools for managing this problem are complete, honest, and timely communication with your work force, clear communication of the value of the change, and patience with your team as they go through an inevitable adjustment phase.

Ramya N commented as Change is never free. Changing the oil in your car takes time and materials, which cost money. Changing the phone system in your building costs time, money and training. Every change also has opportunity cost; spending your equipment budget on new computers means you have to wait to upgrade the phones. And there are intangible costs such as morale and customer satisfaction during the adjustment period. Determine whether the cost of a change is outweighed by the benefit that change will create.

RISK FORM

Risk Number	Risk Area	Risk Category	Risk Item	Consequences	Impact	Likelihood	Cause	Mitigation	Raised by	Responsibility	Action plan	Score
21	None	Schedule	Scope of the project	Low	Medium	High	The schedule doesn't provide enough time to complete the project	Get a clear understanding in the scope of the project.	Ramya N	deepika durai	View Action plan	32303.00

COMMENTS

No comments found