

			<h2>Engineering Specifications</h2>
QMS PQ18	Rev A	Date 09-26-17	Procedure Authority: Quality Manager

Purpose: The purpose of this procedure is to describe and direct activities associated with customer engineering specifications.

Scope: This procedure applies to customer engineering specifications, regarding review, distribution and implementation as appropriate.

Responsibility: The Quality Manager is responsible for administering this procedure and the appropriate Production Manger, is responsible to facilitate specification reviews and implementations as appropriate.

Definitions:

Reference Documents: NA

Procedure:

1. As part of process design, customer engineering specifications will be considered and incorporated as appropriate.
2. Upon realization of original specifications, or revised specifications, the Quality Manager shall be notified to incorporate proper control in accordance with procedure PQ1 “Document Control”.
3. Once the original document is controlled, copies will be distributed as appropriate and a multidisciplinary team, facilitated by the appropriate Production Manager, will review the requirements to determine feasibility. This review process should be completed within 10 working days of receipt of notification.
4. As process changes are deemed necessary, changes will be implemented based on customer schedules and in accordance with procedure PQ11 “Process D & D” and procedure PQ15 “Planning and Control of Changes”
5. Implementation shall include updated documents as appropriate.

AMENDMENT RECORD

Revision	Date	Details	Authority
A	09-26-17	Originated	Ed Ide