

1. Suppliers must submit a MAC861MRB form via 1 of 2 options to the appropriate MRB Group Mail Box listed in the IR0451.
  - a. Encrypted E-mail
  - b. Message Courier (except GFE/GOM)
2. MAC861MRB forms shall not be submitted to email accounts of individuals assigned to MRB Crib.
3. The Supplier shall submit a “carbon copy” email of all MAC861MRB forms and attachments to the Boeing Procurement Agent when MAC861MRB form is submitted to the MRB mailbox.
4. A MAC861MRB is not required when submitting an initial MRB request through SQIS MR.
5. For submittals to Boeing MRB using the MAC861 form: Boeing MRB will notify the Supplier via e-mail of the Boeing assigned NCR number. Boeing MRB will provide a partial or final disposition to the Supplier via e-mail.
6. Select the appropriate box, Yes or No, whether the product has already been delivered to Boeing.
  - a. If “Yes”, the process stops at this point and the Supplier is advised on the form for next required actions as the issue is beyond material review. The MAC861MRB form entry will be locked.



**SUPPLIER NON-CONFORMANCE DATA**  
Material Review - BDS St. Louis

**SUPPLIER NONCONFORMANCE  
DATA DOCUMENT 861MRB**

**Boeing Defense & Security St. Louis**

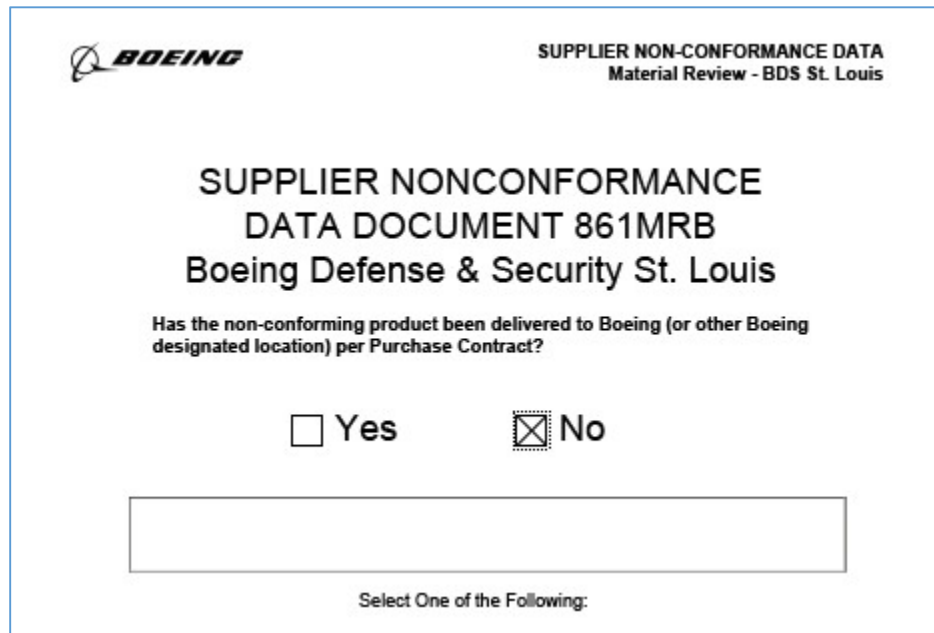
**Has the non-conforming product been delivered to Boeing (or other Boeing designated location) per Purchase Contract?**

**Yes**
 **No**

**Supplier Disclosures or Notices Of Escapement for already delivered goods are not to be submitted via the MAC861MRB form. Refer to the Purchase Contract for the appropriate process or contact the Boeing Purchase Agent.**

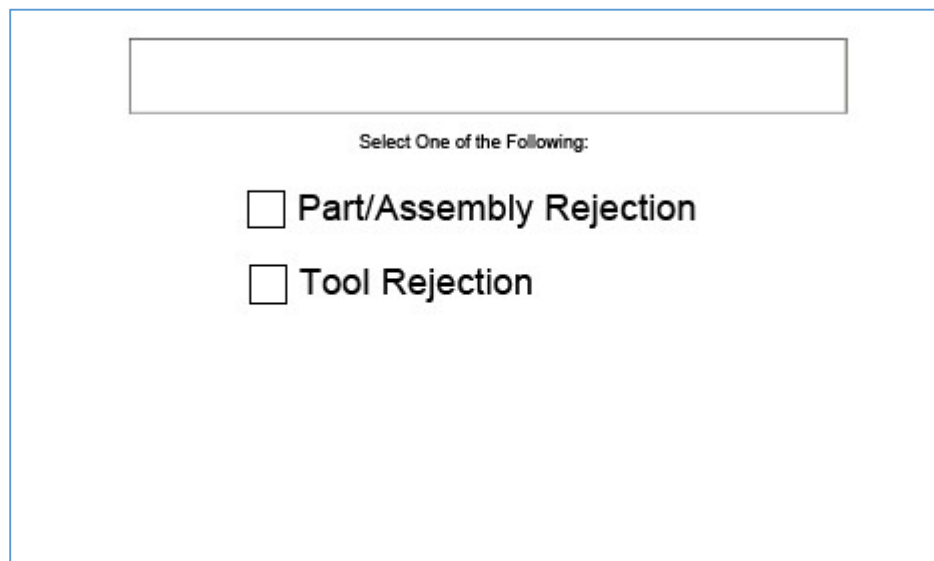
Select One of the Following:

- b. If “No”, proceed to the next step, select the appropriate rejection type. When submitting a NOR, you may select “No” (See item 8 below).



The image shows a portion of a Boeing form titled "SUPPLIER NON-CONFORMANCE DATA DOCUMENT 861MRB". At the top left is the Boeing logo, and at the top right is the text "SUPPLIER NON-CONFORMANCE DATA Material Review - BDS St. Louis". The main title is "SUPPLIER NONCONFORMANCE DATA DOCUMENT 861MRB Boeing Defense & Security St. Louis". Below this is a question: "Has the non-conforming product been delivered to Boeing (or other Boeing designated location) per Purchase Contract?". There are two radio button options: "Yes" (unchecked) and "No" (checked). Below the options is a large empty rectangular box, and underneath it is the text "Select One of the Following:".

- 7. There are two format options for the MAC861MRB form, one format for submitting nonconformance issues on a part or assembly and one format for submitting nonconformance/rejection issues on tooling. Select the appropriate product type to initiate the proper form:



The image shows a portion of a form with a large empty rectangular box at the top. Below the box is the text "Select One of the Following:". Underneath this text are two radio button options: "Part/Assembly Rejection" and "Tool Rejection".

8. Select the applicable information box across the top of the form. Only one box shall be selected. For c and d, the Boeing NCR number provided by Boeing must be referenced on the resubmitted MAC861MRB form:

Date of this submission	<input type="text"/>				
<b>Part Nonconformance:</b>	<input type="checkbox"/> New Tag	<input type="checkbox"/> Corrected Information	<input type="checkbox"/> Partial Disposition Result	<input type="checkbox"/> NOR (Revision to Final Disposition)	
Boeing NCR No.	<input type="text"/>				

Enter Date of this Submission - **Mandatory**

- a) New Tag – First time submittal of nonconformance.
  - b) Corrected Information – For the submittal of pertinent / additional information regarding the nonconformance after the original submittal.
  - c) Partial Disposition Results – Return of information required per the partial disposition.
  - d) NOR – Used to submit a Notice of Revision (NOR) for a discrepancy which Boeing has provided a final disposition on. Enter NCR number of the tag requiring the revision.
9. There are four sections, A – D, to the MAC861MRB form and every block in the form requires an entry, unless identified as “optional”.

**Section A Supplier Data:**

A. Supplier (or Initiator as applicable) Data			
Supplier Name		Contact Name	
Phone No.	Email	Supplier Sequence or Rejection Doc. No.	

10. Supplier Information: Submitting supplier shall enter their supplier name, contact name, phone / fax numbers and e-mail address. (Note: if the nonconformance is for a 3rd tier supplier, include the name and contact information for the 3rd tier supplier in the Other Chargeable Supplier field in section B.)
11. The “Supplier Sequence or Rejection Document No.” block shall be used to record Supplier’s mandatory “Internal Nonconformance Document Number” i.e., the Supplier rejection document on which the nonconformance was initially documented.

**Section B Charge Data:**

<b>B. Charge Data and Purchase Order Number</b>			
Who should be charged for this rejection?			
<input type="checkbox"/> Above Named Supplier <input type="checkbox"/> Other (please explain below)			
Other Chargeable Supplier Information (include vendor name, contact, phone, and explanation)			
Where is the current location of the part? <input type="checkbox"/> Above Named Supplier <input type="checkbox"/> Other (please explain below)			
Other Location of Part and Reason			
<b>Purchase Order and Line Item Must Be Open and Current for the Assembly Part Number and Must Have Enough Open Quantity to Cover the Number of Nonconforming Parts Entered on This Submission</b> <b>*****Non-conforming material must be shipped on its own unique PO/Line Item</b>			
Purchase Order Number or Contract No.	Purchase Order Line No.	Contract Delivery Date	Ship No.

12. Identify whom Boeing should charge for the rejection. See guidance for identifying Charge in the Definitions section of this document.
13. Check the appropriate box to denote the location of the nonconforming product.
14. Provide the requested information on the physical location of the part.
15. Purchase Order and Line Item Number. Enter the appropriate data for the product that is nonconforming. This is key information Boeing personnel load into system and therefore must be correct. Failure to provide this information may delay the creation of the Supplier’s nonconformance document. When the PO is unknown, contact the Boeing Procurement Agent for information to enter in the “PO Number” and “PO Line Item Number” fields.
  - a. Attention: Only 1 Purchase Order (PO) and Line item can be submitted per document.
  - b. The PO and Line item used must have enough open quantity to cover the number of parts in the request.
  - c. Unless otherwise directed by Boeing in a nonconformance document disposition, the parts being submitted on this request MUST be shipped on the PO and Line item documented on the form.
16. Enter “Contract Delivery Date” (if known).
17. Ship No. Enter Boeing assigned ship or A/C number (if known).

**Section C Nonconforming Part Information:**

C. Non-conforming Part Information			
Failed Part Number		Failed Part Name	
Program	Charge No. (When Known)	Failed Part Serial No.	<input type="checkbox"/> N/A
Total Qty. Discrepant	Assembly Part No.	Assembly Serial No.	
Is the material Boeing furnished? <input type="checkbox"/> Yes <input type="checkbox"/> No			

18. "Failed Part Number" - See the Definition section of this document for requirements for the failed part number / discrepant part number.
19. "Failed Part Name" - Failed part name entered shall be as defined in the product definition, reference the ADPL for the proper part names.
20. "Program" - Enter the Program number as referenced on the purchase contract.
21. "Charge No." - Enter Charge number, when known.
22. "Failed Part Serial No." - Enter all serial numbers affected. Add specific serial numbers in each entry on the "Quantity of parts..." line (i.e., 1 pc for line item 045 for S/N BAD001). The S/N shall contain the serial number only without any data identifiers. If no serial number then check N/A.
23. "Total Quantity Discrepant" - Enter the total quantity of units rejected. Raw material should be documented per bulk unit, such as a roll.
24. "Assembly Part Number" - This entry must match the part number on the purchase order and line item listed in Section B Charge Data (Purchase Order and line item number). Note: This purchase order may be for an assembly, detail part or kit. This field is independent of the failed part number field entry (Ref. 1 above for failed part number entry requirements).
25. "Assembly Serial No." – Provide the assembly serial number if applicable.
26. "Is the material Boeing furnished?" Check "Yes" or "No" Boeing has furnished the material for the manufacture of the item.

**Section D: Reported Nonconformance** (Note: There are specific additional requirements for submittals for “Corrected Information” and “NOR”)

<b>D. Reported Nonconformance</b>							
Please indicate additional information on applicable on each applicable discrepancy number.							
+	Discrepancy No.			Qty of Parts this Entry	Attached Graphic Sketch	Proposed Disposition Attached	Blueprint (B/P) Drawing No. Sheet No. and Zone or Model No.
-	1	of	1				
+	Should Be / As-Is (Reference IR0451 Section 2, 6 and 10 for Guidelines on Write-Ups and specific requirements for submittals for “Corrected Information” and “NOR (Revision to Final Disposition)”)						
-	1	of	1				

27. “Discrepancy No. of No.” - Add the entry number and total of all discrepancies (i.e., 2 of 4). Click the green “+” for discrepancy no. for the number of discrepancies you are adding then the green “+” for the “should be” / “actual” condition for the same number of discrepancies. All of the discrepancy no. information is required for each entry.
28. Qty of Parts This Entry” - Enter the number of parts rejected for this entry number only.
29. “Attached Graphic” Check this box “YES” if graphics or attached files are associated with this entry or “NO” if there are no attachments/graphics provided. See Graphics in the Definitions section for additional definition for graphical attachments.
30. “Blue Print (B/P) Drawing No., Sheet No., and Zone No.” - See B/P in the Definitions section for additional definition for supplying Blue Print information.
31. Should Be Condition – See IR0451 Section 2.11
32. Actual Condition – See IR0451 Section 2.11
33. Check the green “+” to add discrepancies and additional Should Be / Actual Conditions.
34. Suppliers with delegated Material Review Authority must provide recommended dispositions; for all other suppliers it is optional to include a recommended disposition. Any recommended disposition must be provided as an attachment. Indicate Y/N reference Section D. Include the name and contact information of person providing the recommended disposition.
35. Send to Boeing – After all data fields are complete and graphics attached, save a copy of the completed MAC861MRB form, all associated graphics, data files and attach to:

- a. Encrypted email / message courier and send to the proper MRB group email noted in IR0451 Section 5.1 / 2.11.4 and include your Boeing Procurement Agent as a CC on the email.

**Tooling Rejection Form Completion:**

**Section A Supplier Data:**

36. Supplier Information: Enter Supplier name, contact name, phone / fax numbers and e-mail address. The “Supplier Sequence or Rejection Document No.” block shall be used to record Supplier’s mandatory “Internal Nonconformance Document Number;” i.e., the Supplier rejection document on which the nonconformance was initially documented, Include the tooling order “T-order” in this block. Example: Reject doc / tooling order.

A. Supplier (or Initiator as applicable) Data			
Supplier Name		Contact Name	
Phone No.	Email	Supplier Sequence or Rejection Doc. No.	

**Section B Charge Data:**

B. Charge Data			
Who should be charged for this rejection? <input type="checkbox"/> Above Named Supplier <input type="checkbox"/> Other (please explain below)			
Other Chargeable Supplier Information (include vendor name, contact, phone, and explanation)			
Where is the current location of the part? <input type="checkbox"/> Above Named Supplier <input type="checkbox"/> Other (please explain below)			
Please Explain Other Location and Reason			
Purchase Order Number or Contract No.	Purchase Order Line No.	Contract Delivery Date	Ship Number

37. Identify whom Boeing should charge for the rejection, select:
- a. “Above Named Supplier” (your company) if your company is responsible for the nonconformance.
  - b. “Other” if someone other than your company is responsible for the nonconformance and is to be charged for the rejection, provide information requested in “Other Chargeable Supplier Information” section of the form.
  - c. If Boeing is to be charged please state “Boeing” and the appropriate Boeing location, i.e., Boeing - St. Louis. Note: A Boeing NCR is required for all nonconformances (not caused by the Supplier, i.e., present on delivery) on Boeing furnished materials or products.

- 38. Check the appropriate box to denote the location of the nonconforming tools.
- 39. Provide the requested information on the physical location of the tooling.
- 40. Purchase Order and line item number. Enter the appropriate data for the tooling that is nonconforming. This is key information Boeing personnel load into the system and therefore must be correct. Failure to provide this information may delay the creation of the Supplier’s nonconformance document. When PO is unknown, contact the Boeing Procurement Agent for information to enter in the “PO Number and “PO Line Number” fields. Note: Only 1 Purchase Order (PO) and Line item can be submitted per document.
- 41. Enter “Contract Delivery Date” (optional).

**Section C Rejected Tool Information**

C. Rejected Tool Information							
Tool Code	Basic Tool No.	First Dash No.	Second Dash No.	Design/Non-Design	Unit	Series	Program
Complete Tool No.			Bar code (Part Name in MES)		Charge No.	Cage Code	
Detail Numbers							

- 42. “Tool Code” – Two to four characters at beginning of tool ID (AJ, AFT, CKF, BJ, DRP, etc.)
- 43. “Basic Tool Number” – Main tool number. (i.e. 68AXXXXXX)
- 44. “First Dash Number” – Designator for left-hand/right-hand (i.e. YYYY from section C item 2)
- 45. “Second Dash Number” – if applicable
- 46. “Design/Non-Design” – “TD” at the end of the Tool ID indicates a Design tool. All others are Non-Design.
- 47. “Unit” – Numeric only. An original tool will be entered as Unit/Dup “0”.
- 48. “Series” – If applicable (Series follows immediately after Tool code, i.e. AJ2 68AXXXXXX-YYYY is a Series 2 tool)
- 49. “Program” – Required field: enter the Program number as referenced on the purchase contract.
- 50. “Complete Tool Number” – Enter data from entries 1 – 7.



- 51. "Barcode" – Important in identifying the tool correctly. (e.g. Number from the annual inventory list 3MXXXXX or 3VXXXXX. In the case of tools in fabrication, barcode number will not be assigned until tool acceptance.
- 52. "Charge Number" – Enter if known
- 53. "Cage Code" – Supplier Cage Code or Supplier Code
- 54. "Detail Numbers" – Enter all discrepant detail numbers

**Section D Reported Nonconformance**

D. Reported Nonconformance							
Please indicate partial results or changes or additional information on each applicable discrepancy number.							
+	Discrepancy No.		QTY of Parts this Entry	Cause / Responsibility	Attached Graphic Sketch	Proposed Disposition Attached	Blueprint (B/P) Drawing No. Sheet No. and Zone
-	1	of	1				
+	Should Be / As-Is						
-	1	of	1				

- 55. "Discrepancy No. of No." - Add the entry number and total of all discrepancies (i.e., 2 of 4).
- 56. "Qty of Parts This Entry" - Enter the number of parts (tools/details) rejected for this entry number only.
- 57. "Attached Graphic" Check this box "YES" if graphics or attached files are associated with this entry or "NO" if there are no attachments/graphics provided. See Graphics in the Definitions section for additional definition for graphical attachments.
- 58. "Blue Print (B/P) Drawing No., Sheet No., and Zone No." See B/P in the Definitions section for additional definition for supplying Blue Print information.
- 59. "Should Be Condition" - See B/P in the Definitions section for additional definition for supplying the "Should be" Condition.

60. "Actual Condition" - Document the actual (nonconforming) condition of the tool or detail(s) in a clear manner to provide a complete understanding of the situation. See Section III for additional guidance. Previous ND's of similar conditions may be referenced in the Reported Nonconformance following the Actual Condition to aid in evaluation, but the ND MUST NOT depend upon another document to explain the discrepancy. Each defect type must be documented as a separate entry. Examples: Should be: Tool Rest pads should be flush with the OML surface. Actual condition: Detail 20, 21, 23 forward side pads have a visible gap of approximately .115 in between pads and part 74AXXXXXX-YYYY. Ref: AFT 74AXXXXXX-5007/5008TD REV B, Sheet 1 Zone 11A and Graphic attachment Details 1, 2, 3, 4, and 5: S/B 1 of each detail. Actual: Missing Detail 5. Detail 1: S/B R/H configuration. Actual: Detail made to L/H configuration. Detail 1: Out of tolerance condition. S/B 20.000 +/-0.010 inches per AJ74XXXXXX Sheet 2B7. Actual: 20.030 inches. Note: See Appendix B for defect description details required for specific defect types, documenting this information will facilitate a faster evaluation of the nonconformance.
61. Suppliers with delegated Material Review Authority must provide recommended dispositions; for all other suppliers it is optional to include a recommended disposition. Any recommended disposition must be provided as an attachment. Indicate Y/N reference Section D. Include the name and contact information of person providing the recommended disposition.
62. Fields may be duplicated (cut & paste) for multiple entries.
63. MRB Inspection (ref Section I) for any additional information requests.
64. Upon completion of the MAC861 the supplier shall complete the signature box.
65. Send to Boeing - After all data fields are complete and graphics attached, save a copy of the completed MAC861MRB form, all associated graphics, data files and attach to:  
d. Encrypted email / message courier and send to the proper MRB group email noted in IR0451 Section 5.1 / 2.11.4 and include your Boeing Procurement Agent as a Cc on the email.
66. Processing Request - Upon receipt of the MAC861MRB form at Boeing, MRB QA personnel will either approve or reject the request. If approved, the Supplier will be notified (e.g. by e-mail or Supplier Portal) of the Boeing assigned nonconformance number. If rejected, the Supplier will be notified with reasons for the rejection. The Supplier shall make all corrections and resubmit to Boeing. (See specific instructions in Section 8 of IR0451 for how to submit corrections to discrepancies)