

Coded Note Number: **D1390**

Revision: **C004**

Date: **July 9, 2012**

Title: **CATALOG CUTS/SKETCHES FOR NNS APPROVAL**

CATALOG CUTS/SKETCHES SUBMITTAL:

All catalog cuts/sketches required for approval shall be submitted for approval within 30 days after receipt of this purchase order.

The request for approval shall include:

Current purchase order/item number(s),

NN Material Number(s),

This coded note number,

The drawing number/revision.

Note: catalog name, issue date or revision and figure numbers or part numbers shall serve as the drawing number. Each catalog cut shall be clearly marked with the above information. All sketches shall be assigned a drawing number and revision.

In the event the scheduled date for submittal cannot be met, the supplier shall provide a complete list of all documents and revisions to be used in advance of submittal.

Full compliance to this submittal requirement is expected.

PRIOR APPROVED CATALOG CUTS/SKETCHES

If prior approval has been obtained from NNS but the drawing number and revision **is not listed** on this purchase order, re-submittal of the drawing is not required. A request for extension of the previous approval shall be submitted and shall include the information detailed above.

NO SUBMITTAL REQUIRED:

If prior approval has been obtained from NNS and the drawing and revision **is listed** on this purchase order, no additional submittal is required to satisfy this requirement. In this instance the supplier is authorized to perform work.

The above requirements do not relieve the seller of his responsibility to comply with the specification requirements of the purchase order.

Documents/extensions shall be submitted as follows:

SPARS (Shipbuilding Partners and Suppliers) enabled suppliers are required to submit through

<https://spars.huntingtoningalls.com/ngcspars/Auth>

All other suppliers shall submit via:

e-mail to pmo@hii-nns.com

or

Newport News Shipbuilding

4101 Washington Ave.
Newport News, VA 23607
Attn: E45 Software Coordinator
Bldg. 600-1