

Coded Note Number: **D1390**

Revision: **C008**

Date: **July 15, 2016**

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

**This revision history is provided for convenience and does not alleviate the supplier's responsibility with understanding and complying with the full coded note.**

**Change from Revision C007 is removing e-mail address submittal option.**

**Bolded font indicates changed/added content**

**[Text deleted] inserted in the document indicates the removal of content**

This requirement may be satisfied by one of the following methods.

**1. CATALOG CUTS/SKETCHES SUBMITTAL:**

Submit all new catalog cuts/sketches required for approval, and/or any listed catalog cuts/sketches if revised subsequent to the last approval, shall be submitted for approval within 30 days after receipt of this purchase order. Include clearly marked on the submittal:

- a. This current purchase order/item number(s),
- b. NN Material Number(s),
- c. This coded note number,
- d. The catalog cut/sketch number/revision.

Note: catalog name, issue date or revision and figure numbers or part numbers shall serve as the catalog cut/sketch number. Each catalog cut/sketch 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.

**2. NOTIFICATION OF (UNLISTED) APPROVED/PENDING APPROVAL CATALOG CUTS/SKETCHES:**

If previous approval has been obtained from NNS OR the catalog cut/sketch has been submitted and is pending approval from NNS but the catalog cut/sketch number and revision is not listed on this purchase order/item, re-submittal of the catalog cut/sketch is not required. Submit notification of the previous OR pending approval, including 1.a. through d. above and the PO and item number of the previous submittal. For previously approved procedures, also include the previous approval letter number/identification.

**3. USE OF (LISTED) APPROVED CATALOG CUTS/SKETCHES:**

If the catalog cut/sketch and revision used is listed on this purchase order/item, this requirement is satisfied, the supplier is authorized to perform work and no submittal is required.

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:

The suggested file types for drawing submittal to NNS are Autodesk .DWG or .DWF/x.

SPARS (Shipbuilding Partners and Suppliers) enabled suppliers are required to submit through <https://spars.huntingtoningalls.com/ngcspars/Auth>

All other suppliers shall submit via:

**[Text deleted]**

or mail to:

Newport News Shipbuilding

4101 Washington Ave.

Newport News, VA 23607

Attn: E45 Software Coordinator

Bldg. 902-2