

Coded Note Number: **V1010**  
Revision: **C008**  
Date: **March 18, 2015**  
Title: **VENDOR INFORMATION REQUESTS**

**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.**

**Bolded font indicates changed/added content.**

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

**[Text deleted]** The purchaser **shall** be advised of and **[Text deleted] review for acceptance** all departures and all proposed departures from the requirements specified herein. **[Text deleted]** Requests are to comply with the section in our Appendix "A" titled "Vendor Information Requests". Examples of departures **[Text deleted] include but are not limited to:** changing specifications; offering an alternate vendor model/type/style/ or part number; using later or earlier issues of specifications (both primary and sub-tier); non-compliance with drawing requirements; requests for repair welding; weights exceeding those given in quotation; etc.

**[Text deleted]** Technical justification is **[Text deleted] required** for each requested departure and/or proposed departure from the requirements of this purchase order. **Requests must be submitted as soon as possible following discovery of the departure.** **[Text deleted] Shipment of nonconforming material** without obtaining prior approval from the purchaser **is prohibited.**

**Requests for exception to the following Specialty Metals DFAR clauses must include a properly completed Specialty Metals Information Checklist, form NN 9647 (available at [http://supplier.huntingtoningalls.com/sourcing/po\\_forms.html](http://supplier.huntingtoningalls.com/sourcing/po_forms.html)):**

**DFAR 252.225-7008, "Restriction on Acquisition of Specialty Metals"**

**DFAR 252.225-7009, "Restriction on Acquisition of Certain Articles Containing Specialty Metals"**

Vendor Information Requests (VIR) Form 3409 shall be submitted as follows:

SPARS (Shipbuilding Partners and Suppliers) enabled suppliers are required to submit through [SPARS](#).

All other suppliers shall submit via:

e-mail to [pmo@hii-nns.com](mailto:pmo@hii-nns.com)

or

Mail to:

Newport News Shipbuilding

4101 Washington Ave.

Newport News, VA 23607

Attn: E45 Software Coordinator  
Bldg. 902-2

**Submissions received by other means may be rejected.** A copy of each resolved and approved VIR applicable to a material item must be included with each shipment of material.