

Concession Application by Supplier

Section A (Supplier)	Supplier:	OPG Purchase Order (PO) #: _____	Release: Revision:
	Equipment:	Purchasing Agent Name:	
	Model #	OPG CAT ID:	
	Serial #:	Project:	
	Name of part affected:	Application #:	
	Drawing # of part affected:	Unit/Equip. #:	
Section B (Supplier)	1) Technical Deviation affects:		
	<input type="checkbox"/> Design <input type="checkbox"/> Form <input type="checkbox"/> Function	<input type="checkbox"/> Performance Deviation	<input type="checkbox"/> Requirements Deviation <input type="checkbox"/> Nonconformance
	<input type="checkbox"/> Safety <input type="checkbox"/> Conventional <input type="checkbox"/> Shelf life <input type="checkbox"/> Configuration Change <input type="checkbox"/> Specification revision required <input type="checkbox"/> Nuclear		
	2) Permanent Change? (i.e., deviation affects future orders and is not one time only): <input type="checkbox"/> Yes <input type="checkbox"/> No		
	If it is Permanent change, will waiting for Purchase Order revision jeopardize a scheduled/committed delivery date?		
	<ul style="list-style-type: none">• <input type="checkbox"/> Yes – Submit both N-FORM-10115, Vendor Parts/Material Substitution Control (to change for future orders) and this N-FORM-10393 (to request a one-time deviation approval).• <input type="checkbox"/> No – Do not submit this N-FORM-10393, instead only submit N-FORM-10115. If acceptable, the Purchase Order will be revised.		
	3) Description of nonconformance and proposed rationale for acceptance:		
Requested by: _____ Date: _____ Print name/signature Title YYYY-MM-DD			
Section C (Supplier)	Jurisdictional involvement <input type="checkbox"/> yes <input type="checkbox"/> no		
	Reference to jurisdiction involvement:		

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Section D (Supplier)	<p>This request does <input type="checkbox"/> / does not <input type="checkbox"/> involve a change in contract price. Estimated price decrease: \$</p> <p>Note: Show details on estimate sheet and attach hereto.</p> <p>_____ Date: _____ Print name/signature Title YYYY-MM-DD</p>
Section E (OPG Engineering or SME)	<p>OPG Engineering or SME Resolution Recommendation (after stakeholder review as applicable):</p> <p><input type="checkbox"/> Request Accepted <input type="checkbox"/> Request Rejected</p> <p>_____ Date: _____ Print name/signature Title YYYY-MM-DD mail location</p>
Section F (OPG Engineering or SME's Supervisor)	<p>Verified & Approved by Engineering or SME's Supervisor (or Delegate):</p> <p>_____ Date: _____ Print name/signature Title YYYY-MM-DD mail location</p>

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Instructions for use of concession application form by suppliers providing Services, Materials or Equipment to OPG specifications.

Purpose

The purpose of this Concession Application is to obtain OPG Engineering or Subject Matter Expert (SME)'s Authority approval of a deviation from the Technical Specification (or other documentation) or any nonconformance with the item/component or service request identified during manufacturing activities.

Nonconformances affecting one or more of the following major areas: design, safety, configuration, interchangeability, performance requirements, reliability, and shelf life require a concession application.

Concession applications may cover nonconformances which are considered suitable for use:

- "As-is"
- After repair by an approved procedure
- By equivalent part/item substitution

Instructions for Completion

Section A The Supplier shall complete all blanks as applicable and assign Application Numbers sequentially commencing from "1" under each OPG order. All applications originating with a sub-contractor shall be submitted by the supplier.

Section B The Supplier shall give a complete description of the nonconformances and details of proposed rectification to bring the services, materials or equipment closer to drawing or specification requirements including rationale as to why it is acceptable to do so. Alternatively they may request with appropriate rationale as to why it is acceptable that the services, materials or equipment be accepted in its present condition. Should this request be made, reason shall be given as to why rectification is not possible or practical. Drawings may be referenced or sketches may be attached, if necessary, to clearly explain the condition. The supplier shall also identify if the deviation is a permanent change that would affect future orders and initiate the permanent change using N-FORM-10115, Vendor Parts/Material Substitution Control.

Section C It is the responsibility of the Supplier to ensure that the Regulatory Authority has been advised when a nonconformance violates prescribed Regulatory requirements. The reference required is documented or other tangible evidence that the Regulatory Authority has been involved with the proposed action identified.

Section D The Supplier shall indicate whether the request **does** or **does not** involve a change in contract price or terms. If the Supplier is unable to give an accurate estimate of the change in contract price at the time of submitting the Request, they may indicate that this shall be provided at a prescribed later date. Approval of the concession does not constitute approval of the change in price. Price changes shall be the subject of further negotiation following appropriate technical approval, with the assigned Purchasing Agent. The Supplier shall complete the concession application for distribution as follows:

- Copy + attachments to the OPG Purchasing Agent.
- Copy + attachments retained by the Supplier

Purchasing Agent to forward concession application to appropriate Engineering technical resource.

Section E The assigned OPG Engineering staff or SME shall be considered the Single Point of Contact for review of the concession application and disposition as applicable to complete this section showing final resolution and sign off.

Note: This review may require the input of other additional Engineering SME's and as such shall be taken into consideration as part of the overall dispositioning. For review and approval of a deviation from the Technical Specification attribute, the OPG Engineering or SME shall be from the Technical Specification document owner department. In addition, concessions affecting OPG Design documentation should only be accepted following consultation with the approving authority of the affected document(s).

If concession application is to accept, as a one time concession, a Code Effective Date (CED) for a Nuclear Class component or category C to H fitting other than ASME Section III, Division I, 2010 Edition, 2011 Addenda:

Confirm that the proposed CED is acceptable for **all** Equipment Bill of Material verified end uses **and** that the item is **not** being procured for a modification. For repair/replacement, acceptable CED is the

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same as or later than the required CED for all end uses, with the latest allowable CED being 2010 edition, 2011 addenda.

- Copy + attachments to the responsible Purchasing unit
- Copy + attachments retained by Engineering or SME

Section F Obtain the appropriate Engineering or SME's Supervisor approval and sign off.

- Engineering or SME then returns dispositioned and signed off N-FORM-10393 to appropriate purchasing agent (Supply Chain)
- Purchasing Agent issues Copy + attachments to the Supplier.
- Purchasing Agent sends signed N-FORM-10393 to Inspection Services SCQS-SRCE SURV-NUCLEAR in-box (scqs.ssn@opg.com)
- Copy + attachments retained by Purchasing Agent in Contract File