Notice to Suppliers



Changes to SABRe Protection, Packaging & Labelling

Originator: Phil Lewin **Job Title:** Supplier Quality Manager **Business Unit:** Corporate HQ – Global Quality NTS Number: 348 Issue: 1 Date: 23rd September 2013

For the attention of the Quality Manager

Dear Sir or Madam,

Scope/Applicability:

All suppliers contracted to supply items in accordance with SABRe.

Introduction:

Following the release of NTS338 in February 2013, we have undergone the process of enhancing our receipting mechanism for serialised materiel and in order to support this enhancement we have updated the SABRe Protection, Packaging & Labelling information published on the <u>Global Supplier</u> <u>Portal</u>.

The latest version (Issue 26) of the above document contains new requirements surrounding the production of individual labels for containers holding multiple serialised items, as well as clarification on the definition of "Date of Manufacture" and various other minor corrections and clarifications.

Action Required:

At your earliest opportunity you should visit the "Briefs & Guidance" section of the <u>Global Supplier Portal</u> where you will find the updated requirements under section B3.11.

The above changes have been summarised in the change history table towards the back of the document but you are encouraged to fully review the entire contents in order to ensure your organisation remains compliant to all of the requirements applicable to the items you supply to us.

If you should have any questions as a result of these changes please direct them to your usual Rolls-Royce purchasing point of contact.

NTS Category:

SABRe

Authorised by:

Paula Adkins

Executive Vice President – Quality Assurance and Supplier Quality