

MIL-STD-481A  
18 October 1972

SUPERSEDING  
MIL-STD-481  
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MILITARY STANDARD  
CONFIGURATION CONTROL-ENGINEERING CHANGES,  
DEVIATIONS AND WAIVERS (Short Form)



PSC MISC.

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18 October 1972

DEPARTMENT OF DEFENSE

WASHINGTON, D.C. 20360

Configuration Control - Engineering Changes, Deviations and Waivers  
(Short Form) MIL-STD-481

1. This Military Standard is approved for use by all Departments and Agencies of the Department of Defense.
2. Recommended corrections, additions, or deletions should be addressed to:

Commander, Naval Air Systems Command  
Engineering Division  
Attn: AIR-52021  
Department of the Navy  
Washington, D.C. 20360

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#### FOREWORD

This standard is intended for use in contracts involving the procurement of multi-application items or items for which the prescribed detail design was not developed by the contractor. MIL-STD-481 sets forth the requirements for preparation and submittal of an abbreviated engineering change proposal, and the information which is required to be submitted emphasizes the impact on the item under contract, with very limited description of the effect on interfaces and integrated logistic support. When this standard is prescribed, the procuring activity must assume the major responsibility for determinations of possible effects of the engineering change on higher level or associated items. Requirements for submittal of deviations and waivers are included.

Where a more complete description of engineering changes is desired, MIL-STD-480 should be specified. MIL-STD-480 requires that the package submitted with an engineering change proposal contain a description of all known interface effects and information concerning changes required in the functional/allocated/product configuration identification.

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CONFIGURATION CONTROL-ENGINEERING  
CHANGES, DEVIATIONS AND WAIVERS (Short Form)

1. SCOPE

1.1 Purpose. This standard prescribes requirements for the preparation and submission of proposed engineering changes and requests for deviations and waivers.

1.2 Application. It is intended that this standard be applied to contracts or orders for procurement of the following:

(a) Multi-application or standard items which were not developed as subdivisions of a specific system.

(b) Items fabricated in accordance with a mandatory detail design which was not developed by the fabricator.

(c) Privately developed items, when the procuring activity has determined that the application of change control to such items is necessary and that the short form ECP is adequate.

2. REFERENCED DOCUMENTS

Handbook H 4-1 Federal Supply Code for Manufacturers

3. DEFINITIONS

3.1 Configuration control. The systematic evaluation, coordination, approval or disapproval, and implementation of all approved changes in the configuration of an item after formal establishment of its configuration identification.

3.2 Configuration identification. The current approved or conditionally approved technical documentation for an item as set forth in specifications, drawings and associated lists, and documents referenced therein.

3.3 Contract Administration Office (CAO). The office which performs assigned functions related to the administration of contracts.

3.4 Deviation. A specific written authorization, granted prior to the manufacture of an item, to depart from a particular performance or design requirement of a specification, drawing or other document, for a specific number of units or a specific period of time. A deviation differs from an engineering change in that an approved engineering change requires corresponding revision of the documentation defining the affected item,

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whereas a deviation does not contemplate revision of the applicable specification or drawing.

3.5 Engineering change. An alteration in the configuration of an item, delivered, to be delivered, or under development, after formal establishment of its configuration identification.

3.6 Engineering change proposal. A term which includes both a proposed engineering change and the documentation by which the change is described and suggested.

3.7 Privately developed item. An item completely developed at private expense and offered to the Government as a production article, with Government control of the article's configuration normally limited to its form, fit and function.

3.8 Procuring Contracting Officer (PCO). The individual authorized to enter into and administer government contracts and make determinations and findings with respect thereto.

3.9 Waiver. A written authorization to accept an item which during production or after having been submitted for inspection, is found to depart from specified requirements, but nevertheless is considered suitable for use "as is" or after rework by an approved method.

#### 4. REQUIREMENTS FOR ENGINEERING CHANGES

##### 4.1 General

4.1.1 The contractor shall not incorporate any engineering change in an item as described in the configuration identification prescribed by the contract unless an engineering change proposal (ECP) has been approved as set forth herein. Contractual authorization will be required prior to incorporation of an ECP which affects contract cost, fee, schedule or technical requirements specified either in the contract or in the configuration identification prescribed directly by its identifying number in the contract.

4.1.2 Expediting engineering change proposals. An engineering change proposal which, in the contractor's judgment, requires immediate action may be initiated by teletype or by telephone or personal contact to be followed by contractor's written statement within three (3) days. If the initial reaction by the addressee of the communication is favorable, a written ECP in accordance with this standard shall be submitted as soon as practicable, but not later than 30 days after the first communication.

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4.1.3 Revision or correction of ECP's. When an ECP requires revision or correction, the contractor shall submit a revised ECP with a new date and the notation "Revised -R1" entered in the space to the left of the date. Subsequent revisions or corrections shall be identified as "R2", "R3", etc.

4.2 Format. DD Form 1693 shall be used for all ECPs submitted under this standard. Local reproduction of this form, as illustrated by figure 1, is authorized.

4.3 Preparation. The ECP form (DD Form 1693) shall be prepared in accordance with instructions in Appendix A.

4.3.1 Coverage. Unrelated engineering changes shall not be covered by the same ECP; rather, a separate ECP shall be prepared for each engineering change.

4.4 Submittal.

4.4.1 Unless otherwise specified, the contractor shall submit to the cognizant CAO the number of copies of the ECP as specified on DD Form 1423, Contract Data Requirements List, (See Appendix D).

4.4.2 Supporting data. Engineering change proposals shall be supported by marked-up copies of technical documentation or parts thereof and the information as required to justify and describe the change. ECP's originated by subcontractors may be included as supporting data for the contractor's ECP.

4.4.3 Classified data. Classified data essential to the evaluation and disposition of an ECP shall be submitted separately in accordance with the approved security procedures and referenced in the basic ECP. The ECP shall bear the lowest classification authorized by regulation. For guidance consult with the CAO.

4.5 Approval/disapproval.

4.5.1 Disapproval. When an ECP is disapproved, the CAO or PCO will notify the contractor of such disapproval in writing.

4.5.2 Approval. Approval of an ECP will be achieved by (a) the signature on the ECP form of an authorized representative of the Government procuring activity, or of a review activity delegated such authority, and by the return of an approved copy (copies) to the contractor, or by (b) contractual authorization when the ECP affects the contract (see 4.1.1). If the procuring activity or purchasing office

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is not the military activity responsible for technical requirements, the concurrence of such military activity (or in the case of a MIPR (Military Interdepartmental Procurement Request) the concurrence of the Requiring Department) shall be obtained prior to contractual action on an ECP affecting technical requirements of the contract or of a document prescribed directly by its identifying number in the contract.

## 5. REQUIREMENTS FOR DEVIATIONS

5.1 General. Prior to manufacture of an item, if a contractor considers it necessary that he be authorized to depart temporarily from the mandatory requirements of the configuration identification he may request that a deviation be authorized. As an example, a deviation relating to an alternative material or process may be requested when the contractor can show that the delivery schedule cannot be met unless the deviation is granted, a deviation being chosen in lieu of an ECP because the documented design is regarded as superior to the alternative. An ECP may be converted to a deviation, or a request for deviation may be converted to an ECP, at the option of the Government. Items shall not be delivered incorporating a known departure from the specified configuration identification unless a request for a deviation or waiver has been approved in accordance with the requirements of this standard, or unless otherwise permitted by contractually authorized procedure.

5.2 Significant factors. The following factors are significant in evaluation of the effects of a deviation: (a) Health, (b) safety, (c) performance, (d) interchangeability, reliability or maintainability of the item or its repair parts, (e) effective use or operation, (f) weight, (g) appearance (when important to use) or (h) cost to the government.

5.3 Restrictions on deviations. Unless unusual circumstances exist, deviations affecting safety shall not be submitted. Suggested deviations which would affect service operation or maintenance should not be submitted or authorized as deviations. Such effects, if approved, should be covered by appropriate revisions in drawings and technical manuals, hence they should be proposed and processed as ECPs.

5.4 Format. DD Form 1694 (see Figure 2) shall be used for all requests for deviations. The form shall be prepared in accordance with Appendix B. Local reproduction of the form is authorized.

5.5 Submittal. Unless otherwise specified, the contractor shall submit to the cognizant CAO the number of copies of the request for deviation as specified on DD Form 1423, Contract Data Requirements List, (See Appendix D).

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## 5.6 Review and Approval

5.6.1 Unless otherwise specified in the contract, deviations which do not affect any factor listed in 5.2 shall be authorized (or disapproved) by the CAO.

5.6.2 Deviations affecting one or more of the factors listed in 5.2 can be authorized only by the PCO or his authorized representative. The concurrence of the military activity responsible for technical requirements, (or in the case of a MIPR the requiring department), shall be obtained before authorizing a deviation.

5.7 Recurring deviations. A determination should be made concerning a means of eliminating the need for a recurring deviation prior to its submittal and/or authorization. If a proposed deviation is recurring (a repetition or extension of a previous deviation) it is probable that either the requirements of the documentation are too stringent or the practices of the manufacturer are questionable.

## 6. REQUIREMENTS FOR WAIVERS

6.1 General. Supplies or services which do not conform in all respects to the contract requirements normally should be rejected. An item which through error during manufacture does not conform to the specified configuration identification shall not be delivered to the Government unless a waiver has been processed and granted in accordance with this standard. If a local Material Review Board (MRB) is properly constituted, such MRB will review and grant, or review and prepare recommendations concerning waivers.

6.2 Restrictions on waivers. Unless unusual circumstances exist, requests for waivers affecting safety shall not be authorized.

6.3 Format. DD Form 1694 (see Figure 2) shall be used for all requests for waivers, excepting those on which the MRB takes final action (see paragraph 6.5.1). This form shall be prepared in accordance with Appendix C. Local reproduction of the form is authorized.

6.4 Submittal. Unless otherwise specified, the contractor shall submit to the cognizant CAO, or to the local MRB (see paragraph 6.1) the number of copies of the request for waivers as specified on DD Form 1423, Contract Data Requirements List (See Appendix D).

## 6.5 Review and Approval

6.5.1 Unless otherwise specified by the procuring activity, waivers which involve only defects classified as "minor" and/or which do not affect any of the factors listed in 5.2 shall be granted (or disapproved) by the local MRB when such a board is properly constituted, or in



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the absence of such MRB, by the cognizant CAO. Unless otherwise specified by the procuring activity, waivers which have an effect on any of the factors listed in 5.2 shall be reviewed by the MRB or CAO, as appropriate, and forwarded to the PCO with recommendations.

6.5.2 Waivers of critical or major defects or waivers which affect one or more of the factors listed in 5.2 can be granted only by the PCO or his authorized representative. If the procuring activity or purchasing office is not the military activity responsible for technical requirements, the concurrence of such military activity (or in the case of a MIPR, the concurrence of the Requiring Department) shall be obtained prior to contractual action on such waivers.

Custodians:

ARMY-MU  
NAVY-AS  
AIR FORCE-10

Review Activities

ARMY-MU, MD, MI, EL, WC  
NAVY-AS, ES, OS, SH, YD  
MARINE CORPS-MC  
DSA-DH  
NSA

Preparing Activity

NAVY-AS  
Project Number  
MISC-0813

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ENGINEERING CHANGE PROPOSAL (SHORT FORM)  
(SEE MIL-STD-481 FOR INSTRUCTIONS)

DATE PREPARED

ECP NO.

PROCURING ACTIVITY NO.

1. ORIGINATOR NAME AND ADDRESS

2. MFR. CODE

3. CLASS OF ECP

4. JUST. CODE

5. PRIORITY

6. SPECIFICATIONS AFFECTED

7. DRAWINGS AFFECTED

MFR. CODE	SPECIFICATION DOCUMENT NO.	MFR. CODE	NUMBER	REV.

8. TITLE OF CHANGE

9. CONTRACT NO. & LINE ITEM

10. CONFIGURATION ITEM NOMENCLATURE

11. IN PRODUCTION

YES

NO

12. NAME OF PART OR LOWEST ASSEMBLY AFFECTED

13. PART NO. OR TYPE DESIGNATION

14. DESCRIPTION OF CHANGE

15. REASON FOR CHANGE

16. EFFECT ON ASSOCIATED EQUIPMENT

17. EFFECT ON EFFECTIVITY BY SERIAL NO.

18. EFFECT ON PRODUCTION DELIVERY SCHEDULE

19. RECOMMENDED RETROFIT EFFECTIVITY

20. ESTIMATED RET. DELIVERY SCHEDULE

21. ESTIMATED COST SAVINGS

22. SUBMITTING ACTIVITY AUTHORIZING SIGNATURE

TITLE

23. APPROVAL/DISAPPROVAL

24. PROPOSED DATE

SIGNATURE

DATE

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REQUEST FOR DEVIATION/WAIVER  
(SEE MIL-STD-481 FOR INSTRUCTIONS)

DATE PREPARED

DEFENSE ACTIVITY NO.

1. INITIATOR NAME AND ADDRESS				2. <input type="checkbox"/> DEVIATION <input type="checkbox"/> WAIVER	
3. <input type="checkbox"/> MINOR <input type="checkbox"/> MAJOR <input type="checkbox"/> CRITICAL					
4. DESIGNATION FOR DEVIATION/WAIVER				5. BASE LINE AFFECTED	
6. MODEL TYPE	7. MFR. CODE	8. SYS. DESIG.	9. DEV/WAIVER NO.	<input type="checkbox"/> FUNCTIONAL	<input type="checkbox"/> ALLOCATED
				<input type="checkbox"/> MODIFIED	10. OTHER SYSTEMS/CONFIGURATION ITEMS AFFECTED
				<input type="checkbox"/> YES	<input type="checkbox"/> NO
7. SPECIFICATIONS AFFECTED-TEST PLAN				8. DRAWINGS AFFECTED	
	MFR. CODE	SPEC./DOC. NO.	SCN	MFR. CODE	NUMBER
9. SYSTEM					
10. ITEM					
11. TEST PLAN					
9. TITLE OF DEVIATION/WAIVER				10. CONTRACT NO. & LINE ITEM	
12. CONFIGURATION ITEM NOMENCLATURE				CLASSIFICATION OF EFFECT	
				12. CD NO.	13. DEFECT NO.
				14. DEFECT CLASSIFICATION	
				<input type="checkbox"/> MINOR	<input type="checkbox"/> MAJOR <input type="checkbox"/> CRITICAL
15. NAME OF PART OR LOWEST ASSEMBLY AFFECTED		16. PART NO. OR TYPE DESIG.		17. LOT NO.	18. QTY.
				19. RECURRING DEVIATION/WAIVER	<input type="checkbox"/> YES <input type="checkbox"/> NO
20. EFFECT ON COST/PRICE				21. EFFECT ON DELIVERY SCHEDULE	
22. EFFECT ON INTEGRATED LOGISTIC SUPPORT, INTERFACE, ETC.					
23. DESCRIPTION OF DEVIATION/WAIVER					
24. REEL FOR DEVIATION/WAIVER					
25. PRODUCTION EFFECTS BY SERIAL NUMBER					
26. SUBMITTING AGENCY & AUTHORIZING SIGNATURE				27. APPROVAL / DISAPPROVAL	
28. <input type="checkbox"/> APPROVAL RECOMMENDED				<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED	
29. GOVERNMENT ACTIVITY				SIGNATURE DATE	

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## APPENDIX A

## INSTRUCTIONS FOR PREPARATION OF ECP

## UTILIZING DD FORM 1693

10. General. Local reproduction of DD Form 1693 is authorized. The ECP package shall provide the information required by this appendix. Enclosures (supplemented with necessary exhibits, sketches and drawings) referenced in blocks on the ECP form shall be used when necessary to enable an understanding of the total impact of the change.

10.1 Engineering Change Proposal (ECP), Figure 1

Date. Enter the date of submittal of the ECP or revision date (See paragraph 4.1.3).

Procuring Activity No. To be used by procuring activity for entry of internal processing number if desired.

ECP number. Once an ECP number is assigned to the first submittal of a change proposal, that number shall be retained for all subsequent submittals of that change proposal. The contractor shall use a numbering plan that assures that a number is not assigned to more than one ECP.

10.2 Block 1. Enter the name and address of the contractor or Government activity, submitting the ECP.

10.3 Block 2. Mfr. code. Enter the code identification as shown in DSA cataloging Handbook H 4-1 of the activity assigning the ECP number.

NOTE: The CAO or other review activity shall apply the definitions of MIL-STD-480 in assigning Classes (Block 3), Justification Codes (Block 4) and Priorities (Block 5).

10.4 Block 3 Class of ECP. Unless otherwise specified in the contract, this block shall not be filled in by the contractor. The CAO or other designated review activity will enter the appropriate classification.

10.5 Block 4. Justification code. When the contract contains a value engineering clause, each value engineering ECP shall be identified both by the entry of the "V" in block 4 and by the entry of the following notation at the top of the form: "VALUE ENGINEERING CHANGE PURSUANT TO CONTRACT CLAUSE." For other than VECs, justification codes will be entered by the cognizant CAO or other designated review activity.

10.6 Block 5. Priority. Unless otherwise contractually specified, this block shall not be filled in by the contractor. The cognizant CAO or other designated review activity will enter the proper priority.

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10.7 Block 6. Specifications affected. If specifications are affected by the ECP, their identity by code identification of the design activity, document number, and revision letter shall be entered.

10.8 Block 7. Drawings affected. Enter the indicated information relating to the highest level drawing affected. The code identification to be entered is that of the design activity whose number is assigned to the listed drawing(s). Other significant drawings and all drawings directly referenced in the item specifications(s) which are affected by the ECP shall be listed on an enclosure referenced in this block.

10.9 Block 8. Title of change. Enter a brief descriptive title indicating the purpose of the ECP.

10.10 Block 9. Contract no. and line item. Enter the number of the prime contract and the item no. in the contract applicable to the item shown in block 10.

10.11 Block 10. Item nomenclature. Enter the Government assigned name and type designation, if applicable, or authorized name and number of the item(s) affected by the ECP.

10.12 Block 11. In production. The "yes" box shall be marked if deliveries of the item shown in block 10 have not been completed, whereas the "no" box shall be marked if deliveries have been completed.

10.13 Block 12. Name of part or lowest assembly affected. An appropriate, complete descriptive name of the part(s) shall be given.

10.14 Block 13. Part no. or type designation. The number(s) of the part(s) named (in Block 12) shall be entered.

10.15 Block 14. Description of change. Describe the nature of the engineering change in sufficient detail that it may be clearly understood and evaluated. If the engineering change cannot be described completely in words, supporting data in the form of sketches or marked drawings shall be furnished and shall be referenced in block 14. If the contract makes compliance with a detail design mandatory, the exact revision proposed in each drawing, list or other document shall be described.

10.16 Block 15. Need for change. Describe the reason the engineering change is required. If the engineering change involves a material substitution because the specified material is unavailable, or if a redesign is required to permit use of different machining processes because the tooling and machines needed for the existing design are not on hand, so state. If the proposed engineering change is intended to improve performance, describe the proposed improvement in quantitative terms. If the engineering change is intended to eliminate a deficiency or

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malfunction, describe the need accordingly. If the engineering change is a cost reduction or value engineering change proposal, include that statement here and reference block 21. Previous correspondence regarding the proposed engineering change shall be referenced. The results of any testing already accomplished on the item as modified in accordance with the ECP shall be described or reference made to an enclosed report.

10.17 Block 16. Effect on associated equipment. If there are known effects of the ECP on support equipment, other aspects of integrated logistic support or interfaces with other items, describe such effects on an enclosure and reference such enclosure in this block. If it is thought there is no such effect, either the following: "No known effect."

10.18 Block 17. Production effectivity. Enter the contractor's estimated production effectivity point for the change in terms of the production items, serial number, or other item identification as approved by the Government. The firm effectivity by date and serial number shall be confirmed as soon as practicable.

10.19 Block 18. Effect on production delivery schedule. Enter in this block, as appropriate, one of the following: (a) "No change in schedule," (b) specific delivery dates contingent upon ECP approval by a stated date, or (c) an estimated schedule in terms of days after ECP approval.

10.20 Block 19. Recommended retrofit effectivity. If the contractor recommends accomplishment of the ECP in accepted items by retrofit (retroactive alteration), the quantities and serial (or lot) numbers of accepted and unaccepted items in which the change will not be incorporated in production shall be entered in block 19, or in a referenced enclosure. Such statement regarding items currently in production shall be based upon the estimated approval date of the ECP.

10.21 Block 20. Estimated kit delivery schedule. If retrofit kits are involved, state estimated kit delivery schedule by quantity and date.

10.22 Block 21. Estimated cost/savings. Enter the total estimated cost/saving impact of the ECP on the contract for the applicable item. If a VE (Value Engineering) ECP is involved, reference an enclosure showing estimated cost/saving analysis, including impact on integrated logistic support insofar as can be determined, and the additional information required by the VE clause. If both production and retrofit are involved, show a breakdown of both production and retrofit cost/savings.

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10.23 Block 22. Submitting activity authorizing signature. An authorized official of the activity entered in block one shall affix his signature and title in this block. This indicates the ECP has the official sanction of the submitting activity.

10.24 Block 23. Government approval/disapproval. Under the provisions of 4.1.1, certain ECPs require contractual authorization. If such is the case and if approval is desired, a representative of the Government procuring activity shall enter the notation "CONTRACTUAL AUTHORIZATION REQUIRED APPROVAL RECOMMENDED" in block 23, and shall draw a line through the words "Approval/Disapproval." If only technical approval is required, a representative of the procuring activity shall enter the word "APPROVED" in block 23. If the ECP is disapproved, the word "DISAPPROVED" shall be entered in block 23, and a line shall be drawn through the word "APPROVAL." The name of the procuring activity shall be entered, together with the signature of the authorized representative taking the approval/disapproval action.

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APPENDIX B  
INSTRUCTIONS FOR THE PREPARATION  
OF REQUEST FOR DEVIATION  
UTILIZING DD FORM 1694

20. Request for deviation/waiver, Figure 2. Local reproduction of DD Form 1694 is authorized. Appendix A instructions are applicable for all blocks having the same or similar titles with "deviation" substituted for "ECP", unless specific instructions are given below.

20.1 Block 2. Enter an "X" in the deviation box.

20.2 Block 3. No entry by contractor required.

20.3 Block 4. Deviation designation

(a) Block 4d. Deviation no. The contractor shall assign a number from a numbering plan that assures that the same number is not assigned to more than one request for deviation. The series of numbers assigned to requests for deviations shall be a separate series from that used for ECP's and requests for waivers.

20.4 Blocks 5 and 6. No entry by contractor required.

20.5 Block 12. CD no. If either a Government or contractor's classification of defects (CD) applies, enter the number assigned.

20.6 Block 13. Defect no. If a CD applies enter the defect number(s) which correspond(s) with the characteristic(s) from which an authorized deviation is desired.

20.7 Block 14. Defect classification. If a CD applies check the box which states the proper classification of the defect number(s) entered in block 13.

20.8 Block 17. Lot no. If lot numbers have been assigned, the number(s) applicable to the lot(s) for which the deviation is requested shall be entered. Lot may be defined by serial numbers of the applicable items.



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20.9 Block 18. Quantity. Enter the quantity for which the deviation is proposed.

20.10 Block 19. Recurring deviation. Show whether the same deviation has been requested and approved for a previous contract or lot by placing an "X" in the proper box. If "yes", reference the previous correspondence and request number in Block 23.

20.11 Block 20. Effect on cost/price. If a reduction in contract price, cost, or fee is being offered as a concession for the proposed authorized non-conformance with technical requirements, state the proposed reduction here. If no change in price, cost, or fee is considered equitable, so state.

20.12 Block 22. Effect on integrated logistic support, interfaces, etc. If there is no effect on logistic support or interfaces, enter the words "No effect." If the deviation will have an impact on logistic support or interfaces, describe such effects on an enclosure and reference the enclosure in this block.

20.13 Block 23. Description of deviation. Describe in detail the nature of the proposed departure from the technical requirements of the configuration identification. The deviation shall be analyzed to determine whether it affects any of the factors listed in 5.2. Describe any effect on each of these factors which has not been covered in Block 22. If there is no effect on any factor in 5.2, enter the following note: "No effect on factors in Para 5.2 of MIL-STD-481." Marked up drawings shall be included when necessary to a full explanation of the deviation.

20.14 Block 24. Need for deviation. Explain the reasons which make it impossible or unreasonable to comply with the documentation within the specified delivery schedule. Also explain why a deviation is proposed in lieu of a permanent design change. If the deviation is recurring, an explanation should be made as to the steps being taken to prevent a future recurrence.

20.15 Block 27. Government approval/disapproval. (See paragraph 5.6).

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APPENDIX C  
INSTRUCTIONS FOR THE PREPARATION  
OF REQUEST FOR WAIVER  
UTILIZING DD FORM 1694

30. Request for waiver. A single DD Form 1694, Figure 2, shall be completed for one or more parts having the same part number for which a waiver of a common defect(s) is requested. Appendix B instructions are applicable with "WAIVER" substituted for "DEVIATION".

30.1 Block 4d. Waiver no. The series of numbers assigned to Requests for Waivers shall be a separate series from those used for ECPs and Deviations.

30.2 Block 23. Description of waiver. Describe in detail the nature of the nonconformance with the configuration identification. Describe any effect on each of the factors listed in 5.2 which has not been covered in block 22. If there is no effect on any factor in 5.2, enter the following note: "NO EFFECT ON FACTORS IN PARA 5.2 of MIL-STD-481." Describe the corrective action taken to prevent recurrence of the nonconformance.

30.3 Block 26. Authorized representatives of both the quality and engineering departments of the activity requesting the waiver shall sign this block.

30.4 Block 27. Government approval/disapproval. (See paragraph 6.5).

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APPENDIX D  
DELIVERY OF ECP'S AND REQUESTS FOR  
DEVIATIONS AND WAIVERS

40. Ordering Data

40.1 Data specified in paragraphs 4.4.1, 5.5 and 6.4 as identified on an appropriate DD Form 1664, Data Item Description, will be listed on a DD Form 1423 incorporated into the contract.

## STANDARDIZATION DOCUMENT IMPROVEMENT PROPOSAL

(See Instructions - Reverse Side)

1. DOCUMENT NUMBER

2. DOCUMENT TITLE

3a. NAME OF SUBMITTING ORGANIZATION

4. TYPE OF ORGANIZATION (Mark one)

 VENDOR USER MANUFACTURER OTHER (Specify) \_\_\_\_\_

b. ADDRESS (Street, City, State, ZIP Code)

5. PROBLEM AREAS

a. Paragraph Number and Wording

b. Recommended Wording

c. Reason/Rationale for Recommendation

6. REMARKS

7a. NAME OF SUBMITTER (Last, First, MI) - Optional

b. WORK TELEPHONE NUMBER (Include Area Code) - Optional

c. MAILING ADDRESS (Street, City, State, ZIP Code) - Optional

8. DATE OF SUBMISSION (YYMMDD)

(TO DETACH THIS LINE) CUT ALONG THIS LINE.

**INSTRUCTIONS:** In a continuing effort to make our standardization documents better, the DoD provides this form for use in submitting comments and suggestions for improvements. All users of military standardization documents are invited to provide suggestions. This form may be detached, folded along the lines indicated, taped along the loose edge (*DO NOT STAPLE*), and mailed. In block 5, be as specific as possible about particular problem areas such as wording which required interpretation, was too rigid, restrictive, loose, ambiguous, or was incompatible, and give proposed wording changes which would alleviate the problems. Enter in block 6 any remarks not related to a specific paragraph of the document. If block 7 is filled out, an acknowledgement will be mailed to you within 30 days to let you know that your comments were received and are being considered.

**NOTE:** This form may not be used to request copies of documents, nor to request waivers, deviations, or clarification of specification requirements on current contracts. Comments submitted on this form do not constitute or imply authorization to waive any portion of the referenced document(s) or to amend contractual requirements.

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(Fold along this line)

DEPARTMENT OF THE NAVY

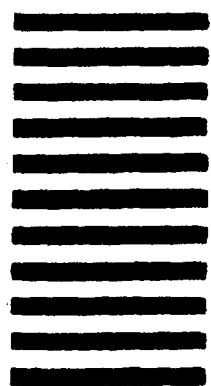


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