*This form is used for limited release of products which have a deviation to existing specifications (drawings, control plans, etc) but can be used for further production or can be delivered to customers.*

*All products which are produced after this limited release must comply to the specifications.*

|  |  |  |  |
| --- | --- | --- | --- |
| Initiator: |       | Status date: |       |
| Department:  |       | No. of special release: |       |
| Affected supplier: |       |
| Affected E.G.O. company:  |       |
| Affected customer: |       |

|  |  |
| --- | --- |
| Part no.: |       |
| Part name: |       |
| Part used in which assembly/ product |       |
| Affected lot size: |       |
| Affected production period |       |

|  |  |
| --- | --- |
| Deviation to specification: |       |
| Description of deviation:(which dimensions/materials/etc. do not comply with the specifications, what is the biggest deviation in the batch?) |       |
| Further explanation:(sketch if necessary) |       |

|  |  |
| --- | --- |
| Value of the affected products): |       |
| Manufacturing costs\*:(additional costs for further production with the affected products) |       |

| Release by department leaders |
| --- |
| Vice Director Corporate R&D (min. management level 2): | Release Yes [ ]  | Release No [ ]  |
| Reason for decision:      | Date, signature:      |
| Production leader (min. management level 2): | Release Yes [ ]  | Release No [ ]  |
| Reason for decision:      | Date, signature:      |
| Vice Director Corporate QM (min. management level 2): | Release Yes [ ]  | Release No [ ]  |
| Reason for decision:      | Date, signature:      |

Signed special release has to be stored at quality department of the affected production department. Distribution of the signed document to the releasing department leaders.

\* If the additional manufacturing costs are above 500 € (or equivalent value in local currency) the management of the location has to be informed about this special release.