Guidance to complete Section 1 of Philips SICR-Form

• Suppliers are requested to always use the latest SICR Form found on webpage
  https://www.philips.com/a-w/about/suppliers/supplier-tools.html

• Changes proposed or intended to be made by Supplier (including changes from sub-
tier suppliers) shall be included in the form in full compliance with requirements of
applicable Quality Agreement and/or Change Notice Agreement.

• Supplier is required to fill out all Section 1 fields of the form. Do not leave any fields
  of the form blank. If information cannot be provided, please fill the field with “N/A”.

• Limit each SICR to one purchased part (12NC), unless the purchased part(s) belongs
to a part family (e.g., 3 similar cables, only difference is in length).

• Avoid inclusion of multiple purchased 12NC’s that require different dispositions, as
  this will delay the closure of the SCIR to the longest implementation schedule

• Submit all SICRs/PCNs to Philips SICR Functional Account. Reference SICR
  communication from Philips for functional account address, or Philips Supplier
  Account Manager (SAM).
  o After submitting the SICR form, the supplier may contact the Philips SAM
directly for urgent change requests (e.g., Assurance of Supply), to determine
appropriate action.
  o If issues are found in the SICR Form, the Philips SICR Coordinator may return
the form to the supplier for clarification/completion.

• Philips will notify supplier of SICR status, and project teams may reach out directly to
Supplier for additional information and/or implementation project planning.