



**Verizon NEBS™ Compliance: Declaration  
of Readiness by FOC ITL for Factory Audit**  
Verizon Technical Purchasing Requirements  
VZ.TPR.9455  
**Issue 2, May 2009**





**CHANGE CONTROL RECORD:**

<b>Version</b>	<b>Date</b>	<b>Action*</b>	<b>Reason for Revision</b>
1	<i>1/23/2009</i>	New	Guidelines for FOC ITL factory audit
2	<i>5/21/2009</i>	Add	Statement for hosting a conference call before audit
* New, Add, Delete, Change, Reissue			

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# Table of Contents

**1.0 PURPOSE..... 5**  
**2.0 SCOPE ..... 5**  
**3.0 REFERENCES..... 5**  
**4.0 ABBREVIATIONS ..... 5**  
**5.0 PROCEDURE FOR SETTING UP AN AUDIT ..... 5**

## 1.0 **PURPOSE**

The purpose of this Verizon Technical Purchasing Requirement document is to provide guidelines to FOC ITLs and Suppliers on requesting an on-site factory audit by Verizon FOC team.

## 2.0 **SCOPE**

FOC ITLs and Suppliers Labs

## 3.0 **REFERENCES**

<b>VZ.TPR.9404</b>	Factory Move Test Requirements
<b>VZ.TPR.9445</b>	Factory Audit Requirements

## 4.0 **ABBREVIATIONS**

<b>FOC</b>	Fiber Optic Components
<b>ITL</b>	Independent Testing Laboratory

## 5.0 **PROCEDURE FOR SETTING UP AN AUDIT**

- ITL shall conduct a review of documentation related to all requirements that require documentation in VZ.TPR.9404 and **ensure compliance**.
- This shall be done for all products to be audited.
- This review shall include a complete listing of supplier's document numbers and sections in the VZ.TPR.9404 "Comment" section and complete listing of any documented evidence to demonstrate compliance to the requirements.
- ITL shall ensure that all of the documentation is in English Language.
- This review is paper review to ensure that all the documents is in order and compliant to VZ.TPR.9404 requirements.

- This review doesn't require any on-site manufacturing floor review and can be conducted off-site as well. It is up to manufacturer and ITL to decide where this review will be conducted.
- ITL shall submit Two (2) hard and soft copies of all of the evidence of compliance, filled in VZ.TPR.9404 checklist for each product and Declaration of Readiness to FOC Program Manager.
- Upon receipt, FOC team will review the documentation and advise the ITL if the documentation provided is sufficient to proceed to an audit.
- FOC team will check the availability and advise the ITL of open dates.
- FOC team will conduct a conference call between ITL auditors, Supplier's team and Verizon auditors to clarify audit expectations and answer any question from the Supplier and ITL regarding the logistics, audit process and requirements.
- Following Declaration Form shall be used

**"Declaration of Manufacturing Facility FOC Audit Readiness - Proceed with Audit"**

Documentation related to all of the requirements that require documentation in VZ.TPR.9404, for Product(s)-\_\_\_\_\_ have been reviewed and found compliant by me and are ready for the Verizon Manufacturing Facility FOC Audit. This review included a complete listing of supplier's document numbers and sections in the VZ.TPR.9404 "Comment" section and complete listing of any documented evidence to demonstrate compliance to the requirements. The review was performed for all the products against all applicable requirements. I have ensured that all of the documentation is in English Language. I am the ITL Technical Manager responsible for this audit. The review was performed during these dates: \_\_\_\_\_ at following location:\_\_\_\_\_

I do declare that this Manufacturing facility: \_\_\_\_\_, is ready for Product(s): \_\_\_\_\_, Verizon Manufacturing Facility FOC Audit.

Name: \_\_\_\_\_

Title: \_\_\_\_\_