



Hemtack

ENGINEERING CHANGE ORDER

| REQUEST DATE | 3/23/2021 | REQUESTED BY | H. AMEZQUITA | REQUESTED RELEASE DATE | 3/26/2021 | ECO # | ECO-00025 |
|--|--|---------------------|-------------------------------------|------------------------|--|---|-------------------------------------|
| AFFECTED PRODUCT LINES | CUSTOM ROMAN SHADES (CRS) | | | | | | |
| REASON FOR CHANGE | EXTEND 3" TUCK-UNDER FACE RETURNS FEATURE TO ALL CRS (ALL CLIENTS) | | | | | | |
| DESCRIPTION OF CHANGE | 3" TUCK-UNDER FACE RETURNS FEATURE IS CURRENTLY APPLICABLE TO CATALOG CLIENTS ONLY (TEXTON, BUDGET BLINDS, WORLDWIDE, SUNBURST SHUTTERS). THIS FEATURE WILL BE EXTENDED TO ALL CLIENTS TO SUPERSEDE THE "DOG EARS" TYPE RETURNS. | | | | | | |
| COST IMPACT | N/A | | | | | | |
| DOCUMENT / PART NUMBER | OLD REV | NEW REV | DOCUMENT/ PART DESCRIPTION | CHANGE DESCRIPTION | FORM, FIT, OR FUNCTION AFFECTED <small>Yes, or No</small> | PART DISPOSITION <small>(USE AS IS) (REWORK) (SCRAP) (OBSOLETE) (RETURN TO VENDOR) (OTHER)</small> | |
| N/A | N/A | N/A | N/A | N/A | NO | N/A | |
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| ADDITIONAL INFORMATION | | | | | | | |
| AFFECTED DOCUMENTS / PROCESSES (CHECK ALL THAT APPLY) | | | | | | | |
| BOM / CONFIG | <input checked="" type="checkbox"/> | PRODUCT / PART SPEC | <input checked="" type="checkbox"/> | QC CHECKLIST | <input checked="" type="checkbox"/> | PART DRAWING | <input type="checkbox"/> |
| | | | | | | ASSEMBLY DRAWING | <input type="checkbox"/> |
| | | | | | | INSTR SHEET | <input checked="" type="checkbox"/> |
| | | | | | | PROCESS VISUAL AIDS | <input checked="" type="checkbox"/> |
| | | | | | | WORK INSTRUCTIONS | <input checked="" type="checkbox"/> |
| ECO APPROVALS ROUTING | | | | | | | |
| APPROVER | APPROVAL REQUIRED | APPROVER NAME | APPROVAL STATUS | APPROVED ON | NOTES | | |
| PHASE II MANAGEMENT (US - DL) | <input checked="" type="checkbox"/> | T. DAVIDSON | APPROVED | 03/23/2021 | | | |
| PHASE II PROD DEV (US - NY) | <input checked="" type="checkbox"/> | L. HUNT | APPROVED | 03/23/2021 | | | |
| MANAGEMENT (MX) | <input checked="" type="checkbox"/> | L. MONTEJO | APPROVED | 03/25/2021 | | | |
| QC / ENG (MX) | <input checked="" type="checkbox"/> | H. AMEZQUITA | APPROVED | 03/23/2021 | | | |
| IT (MX) | <input checked="" type="checkbox"/> | E. CASTELLANOS | APPROVED | 03/24/2021 | | | |
| PRODUCTION (MX) | <input type="checkbox"/> | | | | | | |
| MATERIALS (MX) | <input type="checkbox"/> | | | | | | |

ACTIONS REQUIRED

| | | |
|---------------------|-------------------------------------|--------------------------------|
| BOM / CONFIG | <input checked="" type="checkbox"/> | WILL BE MODIFIED BY IT (MX) |
| PRODUCT / PART SPEC | <input checked="" type="checkbox"/> | WILL BE MODIFIED QC / ENG (MX) |
| QC CHECKLIST | <input checked="" type="checkbox"/> | WILL BE MODIFIED QC / ENG (MX) |
| PART DRAWING | <input type="checkbox"/> | WILL BE MODIFIED QC / ENG (MX) |
| ASSEMBLY DRAWING | <input type="checkbox"/> | WILL BE MODIFIED QC / ENG (MX) |
| INSTR SHEET | <input checked="" type="checkbox"/> | WILL BE MODIFIED QC / ENG (MX) |
| PROCESS VISUAL AIDS | <input checked="" type="checkbox"/> | WILL BE MODIFIED QC / ENG (MX) |
| WORK INSTRUCTIONS | <input checked="" type="checkbox"/> | WILL BE MODIFIED QC / ENG (MX) |

PICTURES, DRAWINGS, ETC.



OBSOLETE RETURN DESIGN
"DOG EARS"



STANDARD RETURN DESIGN
3" TUCK UNDER FACE