

# TEMPORARY CHANGE REQUEST

TCR NO. TCR-P-079,R0-002

(e.g., TCR-ENG-021,R0-001)

The Temporary Change Request (TCR) Form is to be used to process urgent or minor changes for PPPL Policies, Organization/Mission Statements and Procedures. The TCR should be used when changes are:  
1) urgent, and can not wait the 2-4 week period for Department Head review/comment, or  
2) minor, and do not warrant Department Head review.

Person Requesting Change: Valeria Riccardo Phone Ext: 2866

Department Name: Engineering

Document Number: P-079 Revision No.: 0

Document Title: Identification and Control of Materials

**Reason for change:**  
Update Initiated by Title

**Change description:** (Summarize and attach changed pages, with changes clearly indicated)  
Changed Initiated Title to Head, Engineering Department

1. Does this TCR significantly alter the intent or scope of the document? YES:        NO: X

2. Does this TCR significantly impact **ES&H**? YES:        NO: X

If 1 or 2 is **YES**, Explain why the changes should not be routed for Department Head review:

\_\_\_\_\_  
**Department/Division Head Approval**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Head, Quality Assurance/Quality Control**

\_\_\_\_\_  
**Date**

Release/Effective date of this TCR: \_\_\_\_\_

Incorporate this TCR into next revision of this document? YES: X NO:

<b>Subject:</b>  <b>Identification and Control of Materials</b>	<b>Effective Date:</b>  June 30, 1995	<b>Initiated by:</b>  Head, Engineering Department
	<b>Supersedes:</b> TOP 23.004	<b>Approved:</b>  Director
	<b>TCR-P-079, R0-002</b>	

- Management System (Primary):** 03.00 Engineering
- Management System Owner:** Head, Engineering
- Management Process:** 03.04 Engineering Programs and Processes
- Process Owner:** Head, Engineering
- Sub-Process:** 03.04.06 Materials and Engineering Services
- Sub-Process Owner:** Head, Engineering
- Subject Matter Experts (SMEs):** Head, Fabrication and Operations

Using appropriate levels of identification and control of materials is an effective method to ensure that only correct and accepted materials are used or installed. It is PPPL's policy that the responsible individual determine the identification and material control requirements for their work activities. The results of these determinations are included in the documents providing direction for the task, such as procedures, specifications, or statements of work. The following should be considered:

- a. The specific materials requiring identification from initial receipt and fabrication through installation and use. Examples of such materials include valves, pumps, vessels, instruments, piping/tubing, racks/panels, cables, and weld filler material.
- b. The identification methods to be used for these materials. Examples are stenciled or etched markings, strip markings, imprinted tape, taggings, and color coding.
- c. The identification or traceability requirements, such as the traceability of material to specific heat batches or lots, the identification of part or serial numbers, or the traceability to specified inspection or test records.
- d. Provisions for the maintenance or replacement of markings and identification records, as necessary. These may be necessary due to usage of the material, such as removing a section of a pipe from a larger identified pipe, or damage from handling or aging.

Projects, Departments, or Divisions may establish standards for the identification and control of materials, if desired.