

This document explains some fields you can find on a maxon Purchase Order.

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Owner: MINTSUTH

How to read a maxon Purchase Order

Work Instruction for suppliers

Line / Rel	Line/Release indicates multiple delivery schedules (same line number, different release) or different parts (different line numbers) on a purchase order. Make sure to reference this on your delivery note (see Packaging Guidelines chapter 7.1.1 https://www.maxongroup.com/en/company/supplying-to-maxon)
Our Part No	The number maxon has given for this part, e.g. 683176 You will find Our Part No as a reference also on the maxon drawings and other specifications. Suppliers must always use the part number exactly as stated on the purchase order - if a version (e.g. 987654.V01) is included, use it; if not, use only the base part number. The version may still appear on the drawing provided with the purchase order for reference.
Your Part No	The supplier's part number maxon has in the system for this part. Be aware that this is for information only - our part number is always the relevant data
Part Revision	The revision of the part maxon orders from you. Make sure to check if you have received all necessary documents regarding this part/revision before/with the order (RFQ or document exchange)
Maturity Level	Production, Small Volume, Mass Production: Released parts, approved by PPA with different submission levels <u>Qualification Sample</u>: Qualification samples to release the parts with a PPA, make sure that you provide the PPA according to the PPA requirements attached to the order <u>Engineering Parts</u>: Parts used for design verification and validation or first manufacturing setup. Make sure you provide the records according to the standard delivery specification (document No. 6439324) <u>SpaceLab FM</u>: Parts used for space applications. Make sure you provide the records according to the attached delivery specification
Document No	Documents referenced on the Purchase Order may not be a complete list of all documents assigned to this part (especially for assemblies). Always make sure to have all relevant documents ready (from an RFQ or document exchange) For parts which require production lot batch tracking, the standard delivery specification (document No. 8349564) is added.
Document Revision	The revision of the document referenced on the order. This revision can be different from the Part Revision, they don't necessarily correspond with each other. Make sure you use the relevant document revisions.
Conditions of Purchase	The text block at the end of the order contains essential information about how the order must be processed and how the parts must be delivered.

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Example of a maxon drawing

726026		EN 1.4104 X14CrMoS17				370.07	
maxon MATERIAL NO		MATERIAL				WEIGHT [g]	
TOLERANCING	GENERAL TOLERANCES	SCREW THREAD TOLERANCES	GEOMETRICAL TOLERANCES	SURFACES	EDGES	N/A	
ISO 8015	ISO 2768:1989-mK	ISO 965-1	ISO 1101	ISO 1302:2002	ISO 13715	N/A	
DOCUMENT TYPE	Detail Drawing			CD-NO.	DATE	NAME	SCALE
TITLE EN				A100007965	17.08.2023	MMSFASC	1:1
TITLE DE				CREATED	17.08.2023	MMSFASC	A3/1/1
Flange				MODIFIED	17.08.2023	MMSFASC	10513554
Flansch				RELEASED	17.08.2023	MMSFASC	ISO 5456-1
PART NUMBER	PART REVISION		DOCUMENT NUMBER				DOC REVISION
843301	01		10513655				01
maxon				www.maxongroup.com			

Example of a maxon cover sheet for off the shelf parts:

The cover sheet links the maxon part no. and rev. with the manufacturer's part no., rev. and data sheet.

maxon		Page 1/1	
Manufacturer Data Sheet		IFS Part No. 875256 Rev. 01	
Pinion - DIN867(U2) z15 m0.5 d7.5		IFS Doc. No. 11202324 Rev. 01	
Content			
- maxon cover sheet:		1	
- Manufacturer data sheet:		2ff	
Manufacturer Information			
- Manufacturer:		250.3040.C3K	
- Part number:		Pinion Motor	
- Part description:		250.3040.C3K	
- Data sheet number:		10.07.2008	
- Data sheet released:			
- Environmental standards applied by maxon:		x RoHS / REACH compliant	
Attribute Classification			
Type	Value	Classification of Characteristics	Position (optional)
- Innerdiameter	Ø4 S6	HM1	
- Length	5.5		
- Number of teeth	z15		
-			
Legend:			
HM1, 2, 3 = relevant for function			
KM = relevant for safety			
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Order Confirmation

- Always check that the details are correct before confirming your maxon order. In case of discrepancies, please inform maxon purchasing department.
- Clearly list/reference every order line you confirm