Purpose

The purpose of this job aid is to explain how to submit RT Film Requests utilizing the enhanced RT Film submission process in SPARS VIR

Audience

This job aid applies to:

- Electric Boat Suppliers

Topics

The job aid will provide step by step instructions to perform actions for the following topics:

- Topic 1: Introduction to RT Film changes
  - Sub-Topic: What is Radiographic Testing Film
  - Sub-Topic: How is RT Film used at Electric Boat
- Topic 2: SPARS VIR2 layout – Accessing VIR for RT Film
- Topic 3: RT Film Submission Process
- Topic 4: RT Film Revisioning

Pre-Requisites & Reference Material

- SPARS VIR2 access

Topic 1: Introduction to RT Film changes

An updated process has been introduced in SPARS where Suppliers may submit RT Film requests with enhanced functionality.

This enhanced functionality is designed to improve first time quality and decrease the number of disapprovals.

- **Sub-Topic: What is Radiographic Testing (RT) Film?**

- Radiographic Testing (RT) is a non-destructive testing (NDT) method which uses either x-rays or gamma rays to examine the internal structure of manufactured components identifying any flaws or defects.

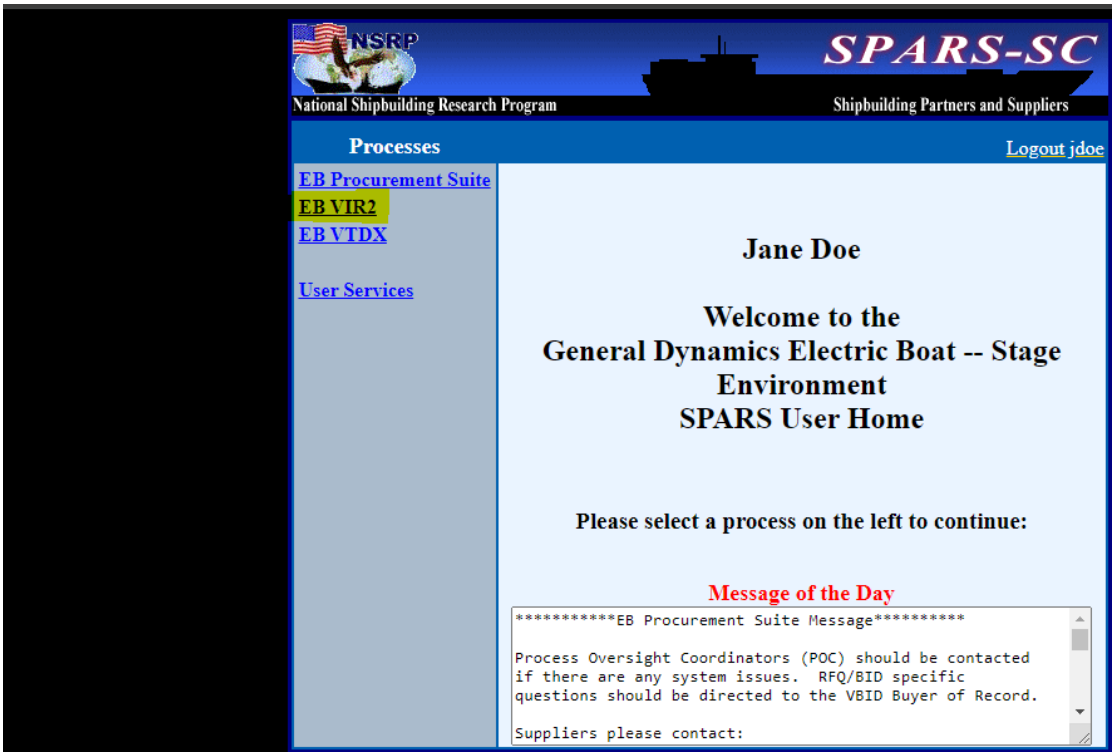
- **Sub-Topic: How is RT Film used at Electric Boat?**

- Commonly used at EB manufacturing facilities to verify weld quality or to profile in-service piping in corrosion under insulation (CUI) inspections, or to determine flow-accelerated corrosion (FAC), or remaining wall thicknesses.

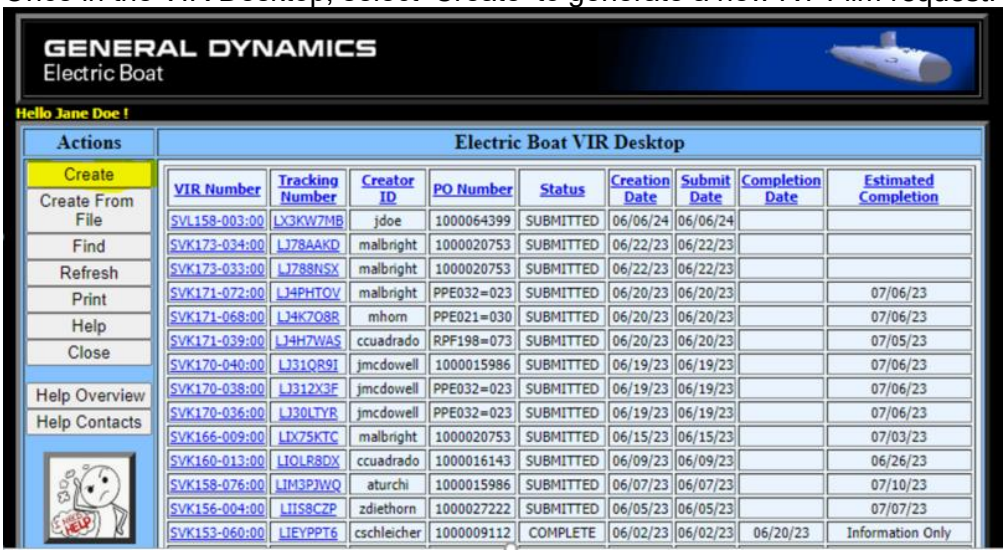
Topic 2: SPARS VIR2 layout – Accessing VIR for RT Film

Access SPARS with your User Login ID and Password

Select EB VIR2 from the Processes List



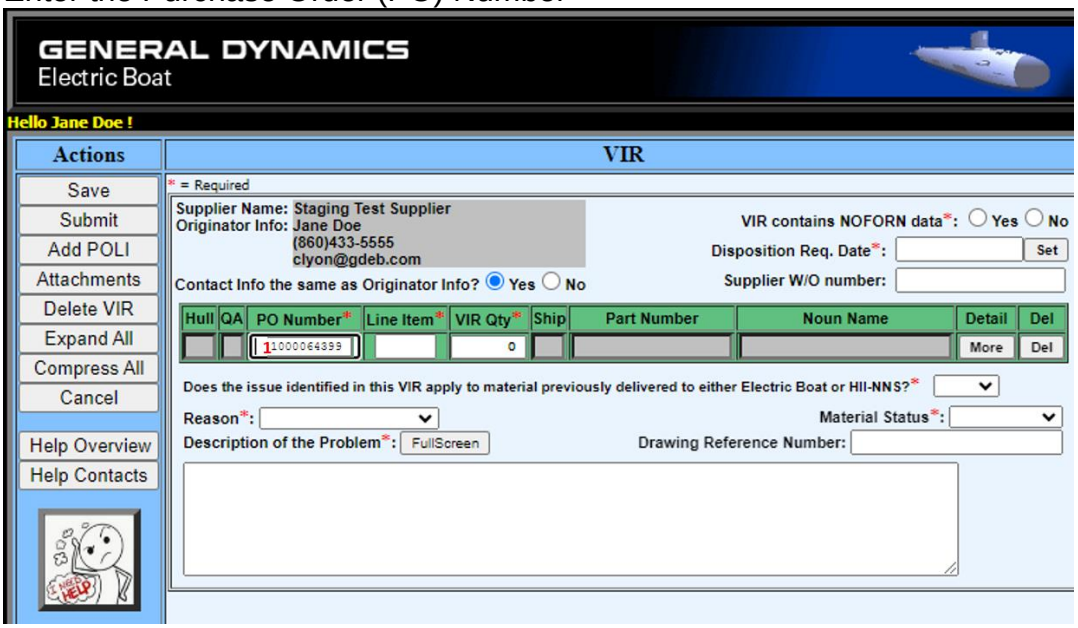
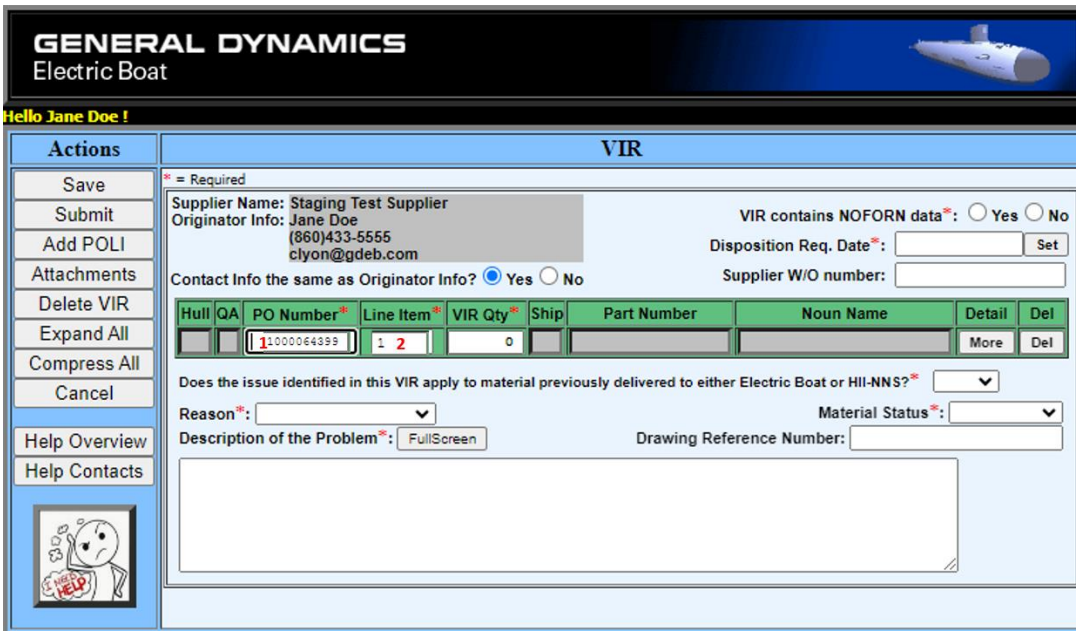
Once in the VIR Desktop, select ‘Create’ to generate a new RT Film request.

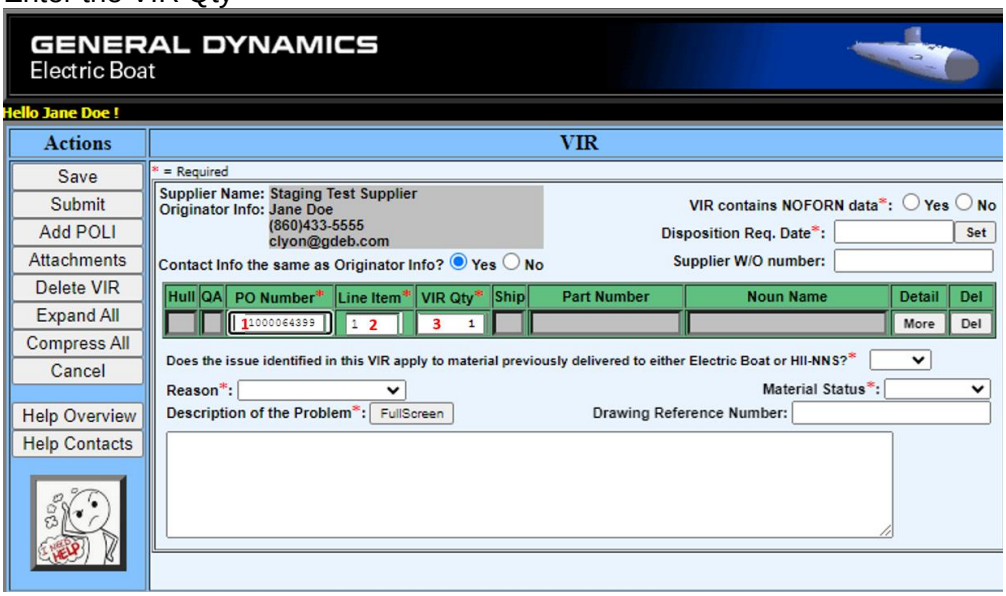
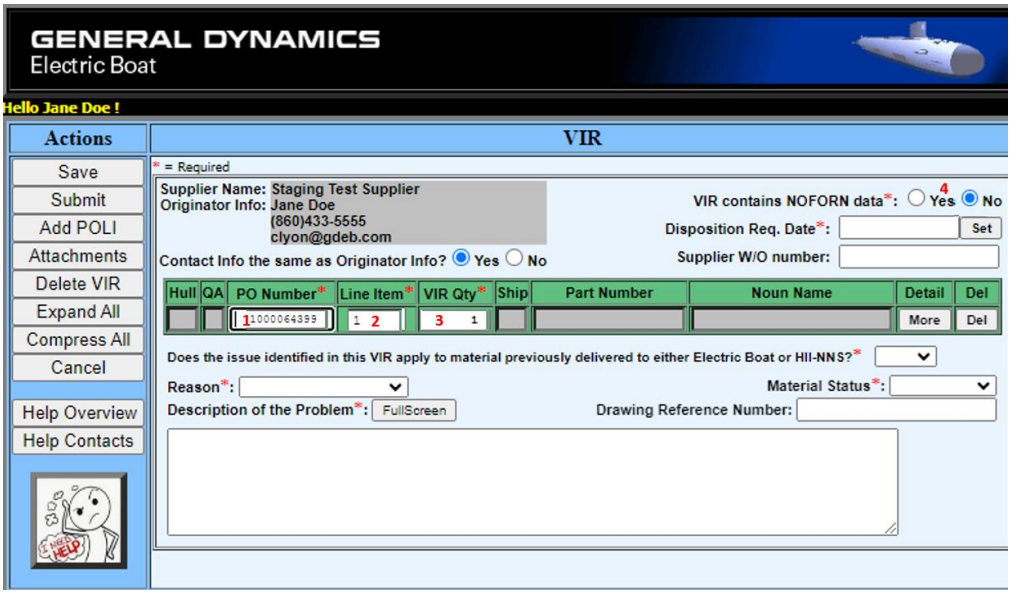


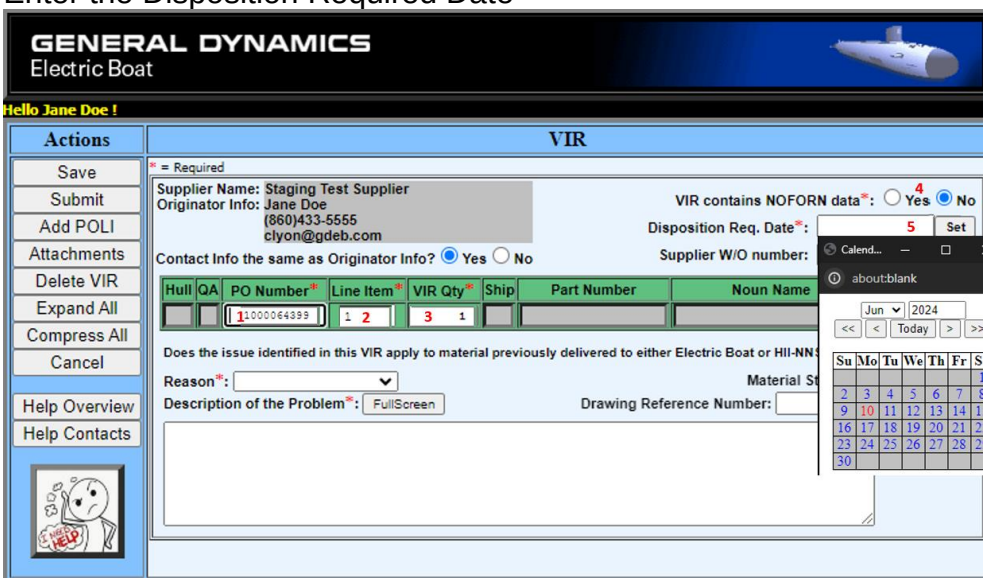
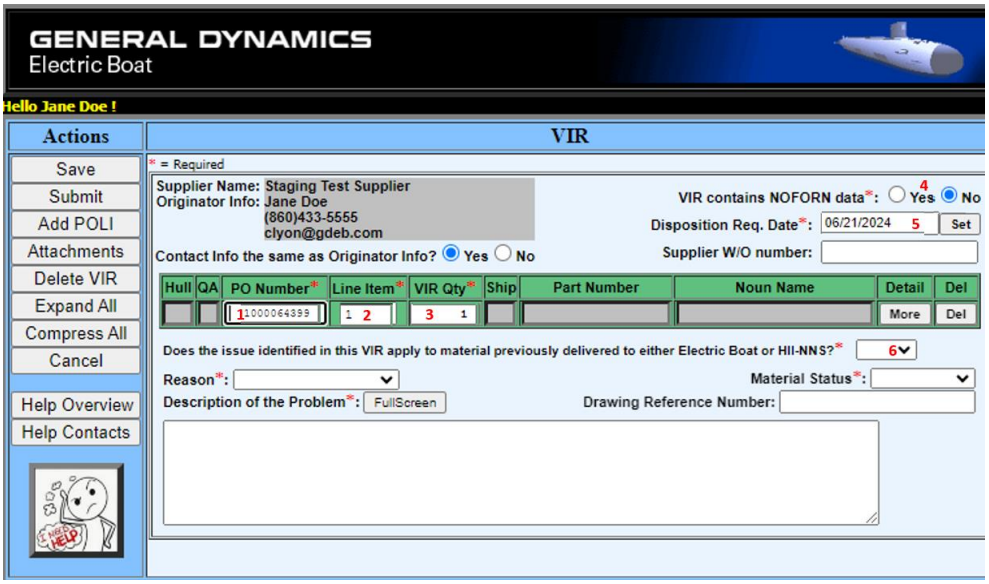
VIR Number	Tracking Number	Creator ID	PO Number	Status	Creation Date	Submit Date	Completion Date	Estimated Completion
SVL158-003:00	LX3KW7MB	jdoe	1000064399	SUBMITTED	06/06/24	06/06/24		
SVK173-034:00	LJ78AAKD	malbright	1000020753	SUBMITTED	06/22/23	06/22/23		
SVK173-033:00	LJ788NSX	malbright	1000020753	SUBMITTED	06/22/23	06/22/23		
SVK171-072:00	LJ4PHTOV	malbright	PPE032=023	SUBMITTED	06/20/23	06/20/23		07/06/23
SVK171-068:00	LJ4K7O8R	mhorn	PPE021=030	SUBMITTED	06/20/23	06/20/23		07/06/23
SVK171-039:00	LJ4H7WAS	ccuadrado	RPF198=073	SUBMITTED	06/20/23	06/20/23		07/05/23
SVK170-040:00	LJ31QR9I	jmcdowell	1000015986	SUBMITTED	06/19/23	06/19/23		07/06/23
SVK170-038:00	LJ312X3F	jmcdowell	PPE032=023	SUBMITTED	06/19/23	06/19/23		07/06/23
SVK170-036:00	LJ30LTYR	jmcdowell	PPE032=023	SUBMITTED	06/19/23	06/19/23		07/06/23
SVK166-009:00	LIX75KTC	malbright	1000020753	SUBMITTED	06/15/23	06/15/23		07/03/23
SVK160-013:00	LIOLR8DX	ccuadrado	1000016143	SUBMITTED	06/09/23	06/09/23		06/26/23
SVK158-076:00	LIM3PJWQ	aturchi	1000015986	SUBMITTED	06/07/23	06/07/23		07/10/23
SVK156-004:00	LIIS8CZP	zdiethorn	1000027222	SUBMITTED	06/05/23	06/05/23		07/07/23
SVK153-060:00	LIEYPPT6	cschleicher	1000009112	COMPLETE	06/02/23	06/02/23	06/20/23	Information Only

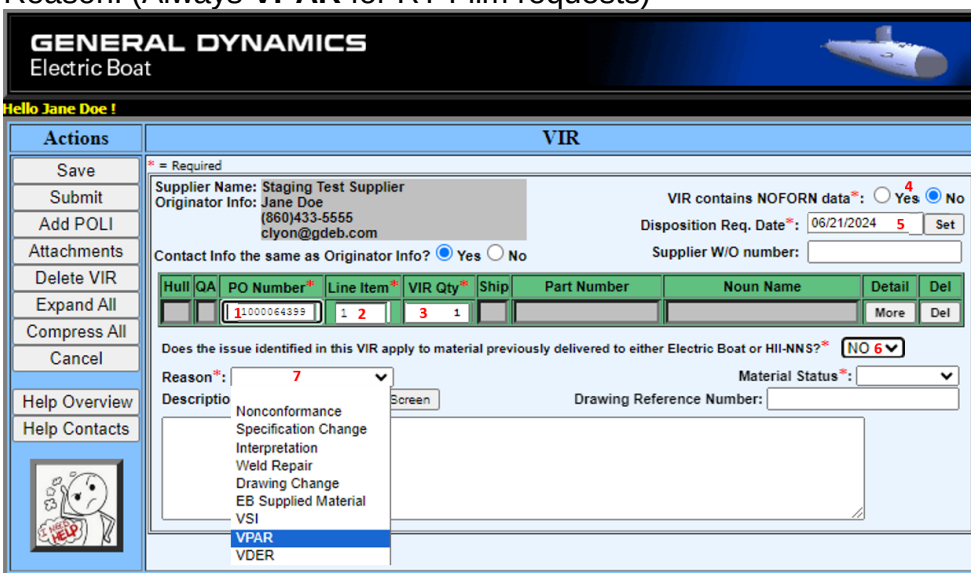
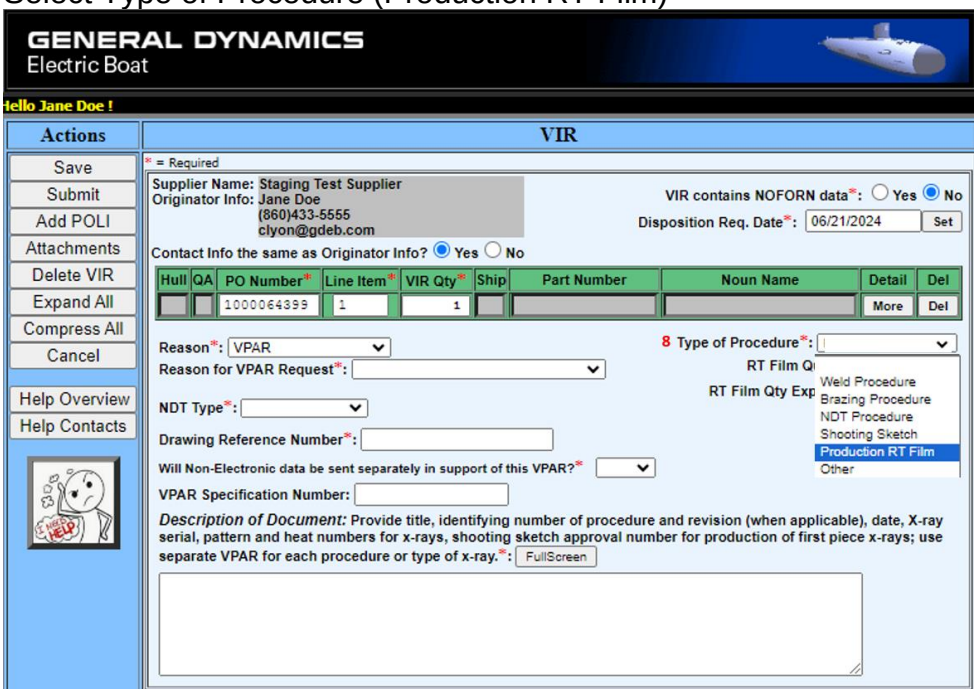
Topic 3: RT Film Submission Process

Suppliers or Vendors submitting an RT Film Request through the VIR application in SPARS shall follow the below steps to ensure all required fields and request details have been entered correctly.

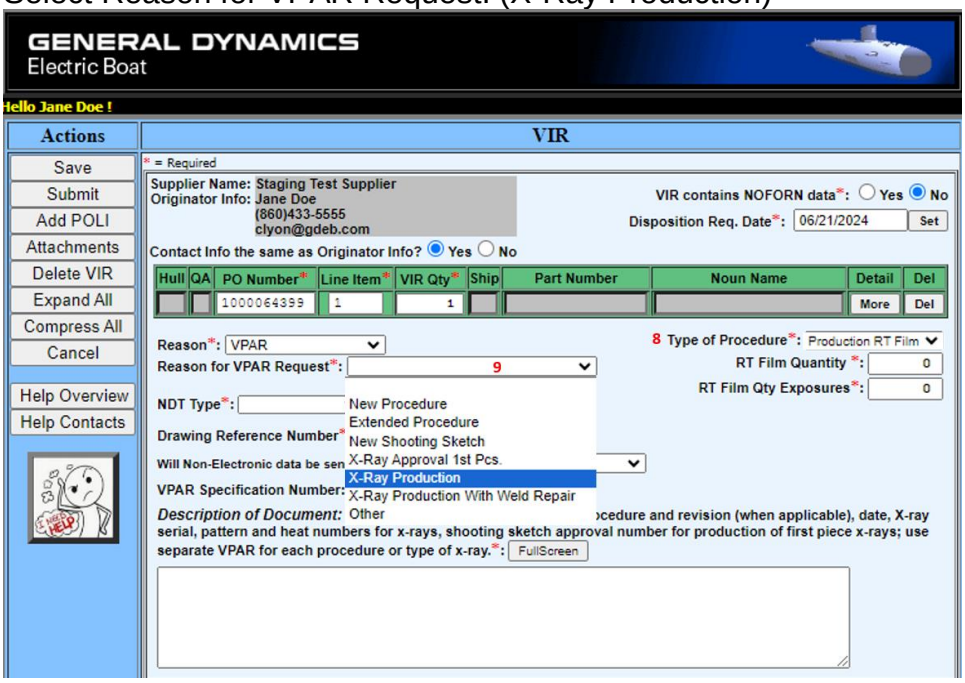
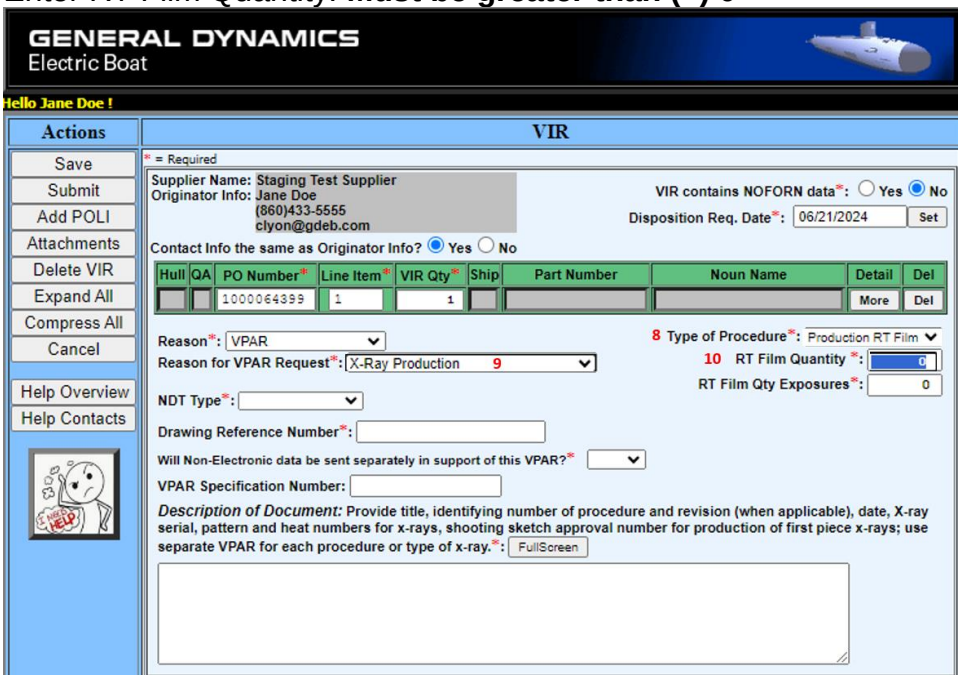
Steps	Action
1.	Enter the Purchase Order (PO) Number 
2.	Enter the Line Item # on the Purchase Order 

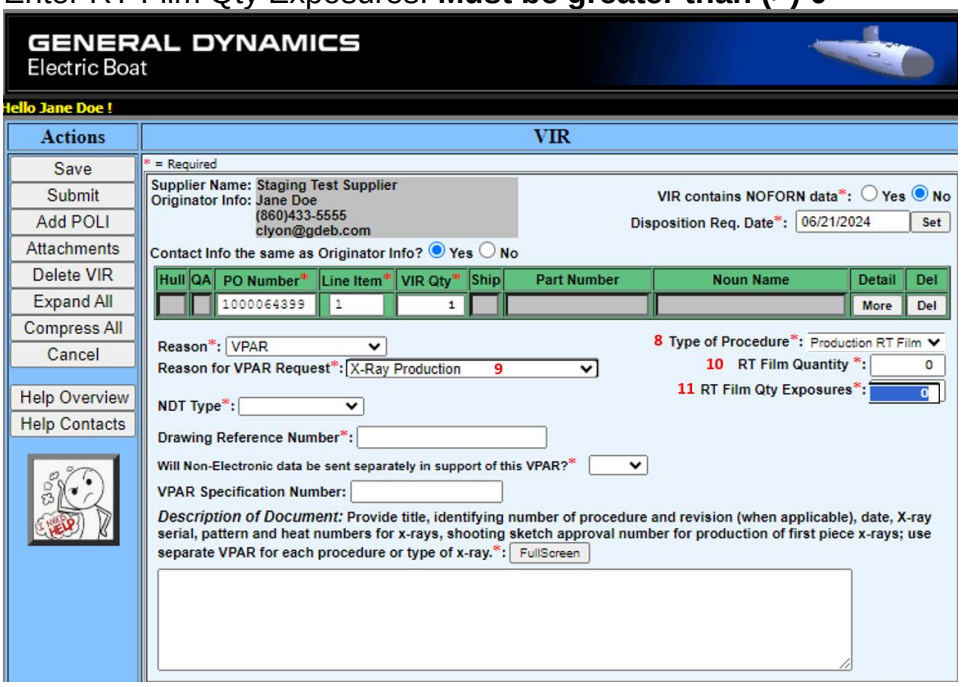
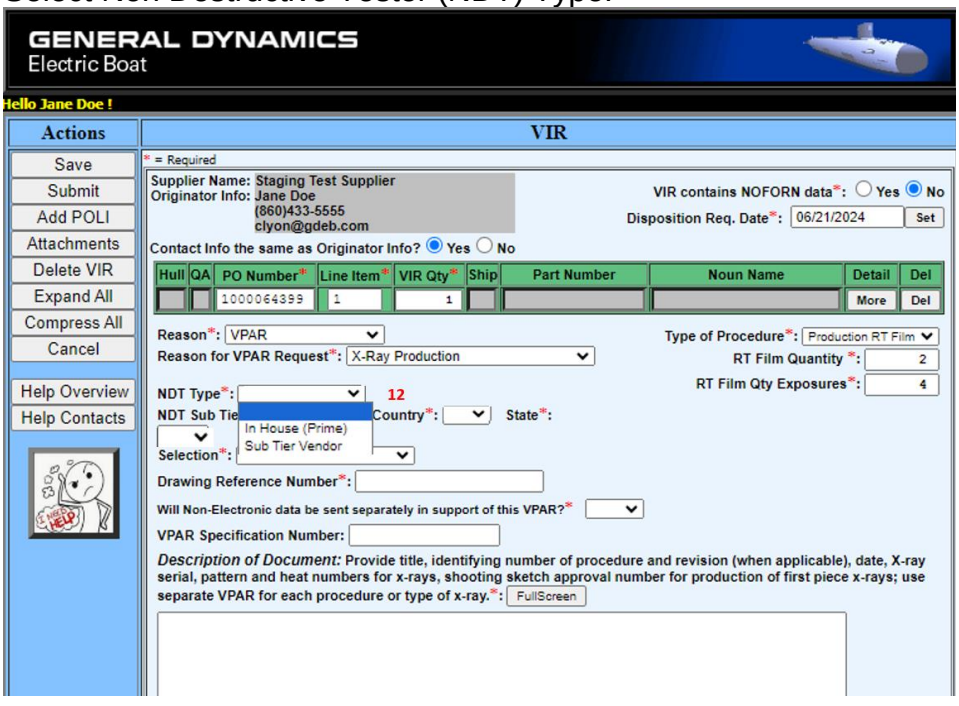
Steps	Action
3.	Enter the VIR Qty 
4.	Annotate whether the VIR contains NOFORN data. 

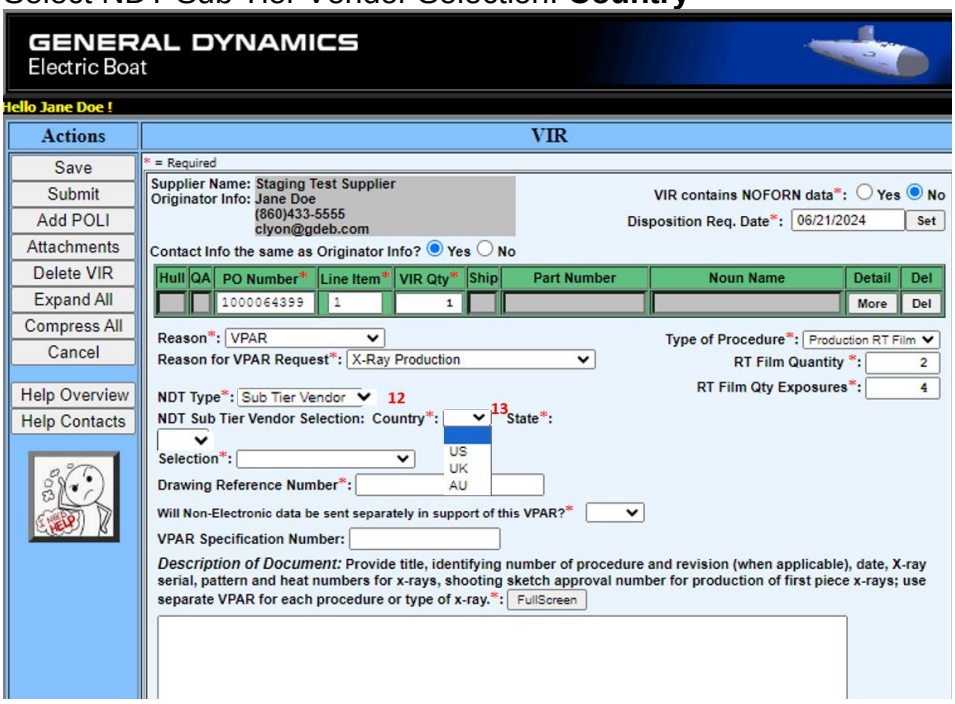
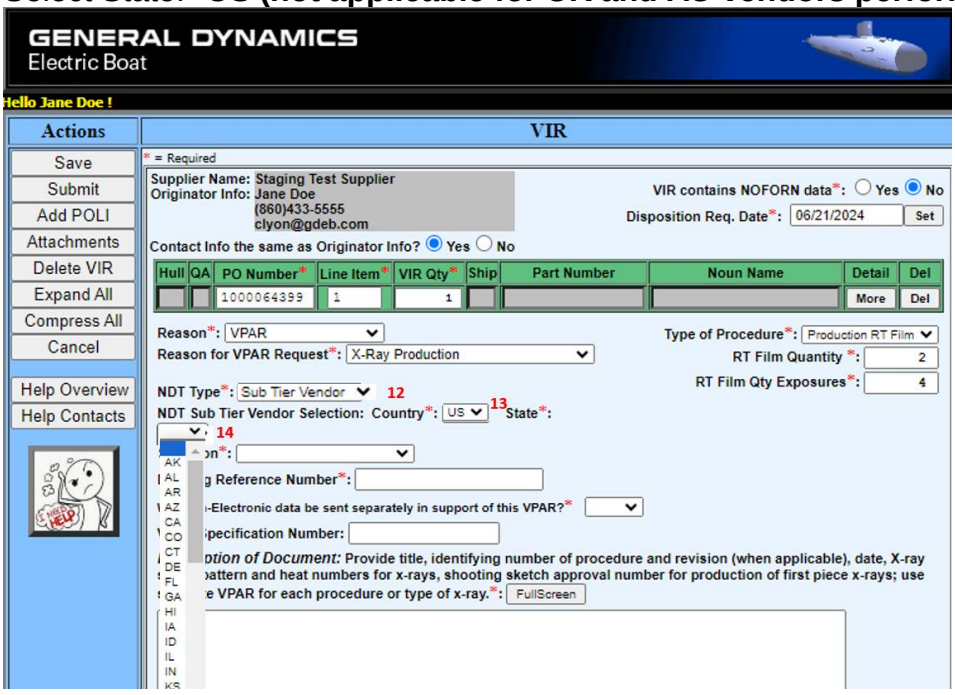
Steps	Action
5.	Enter the Disposition Required Date 
6.	Does the issue identified in this VIR apply to material previously delivered to either Electric Boat of HII-NNS? 

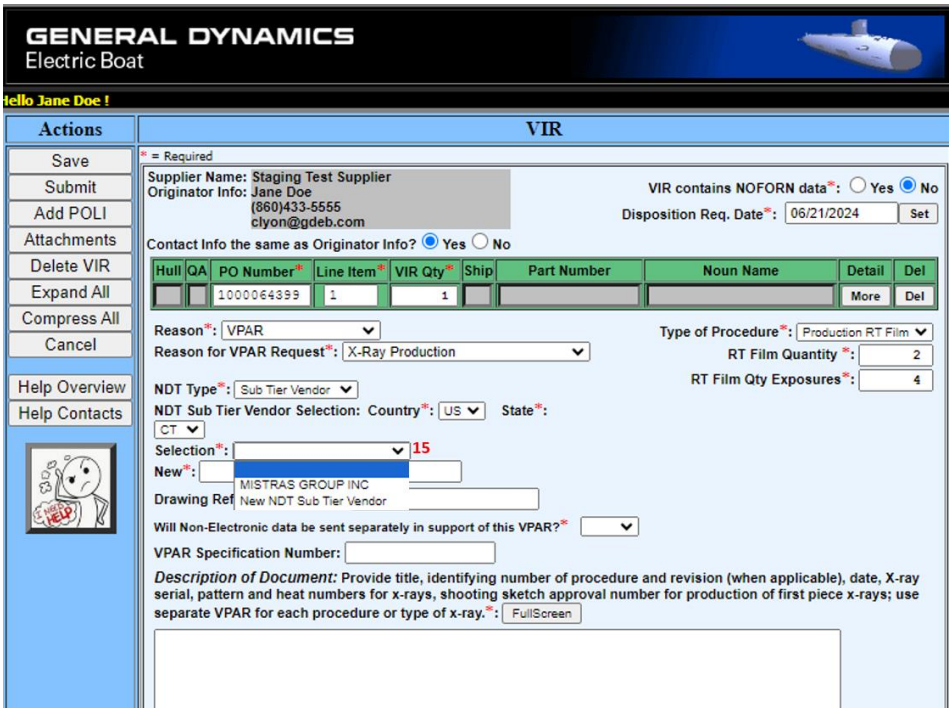
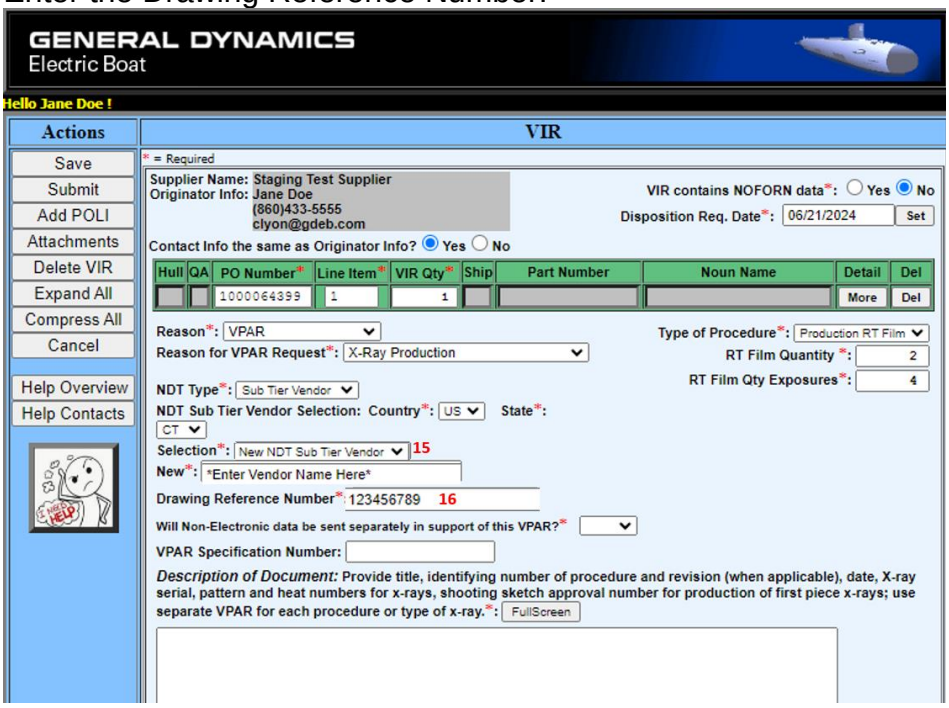
Steps	Action
7.	Reason: (Always **VPAR** for RT Film requests) 
8.	Select Type of Procedure (Production RT Film) 

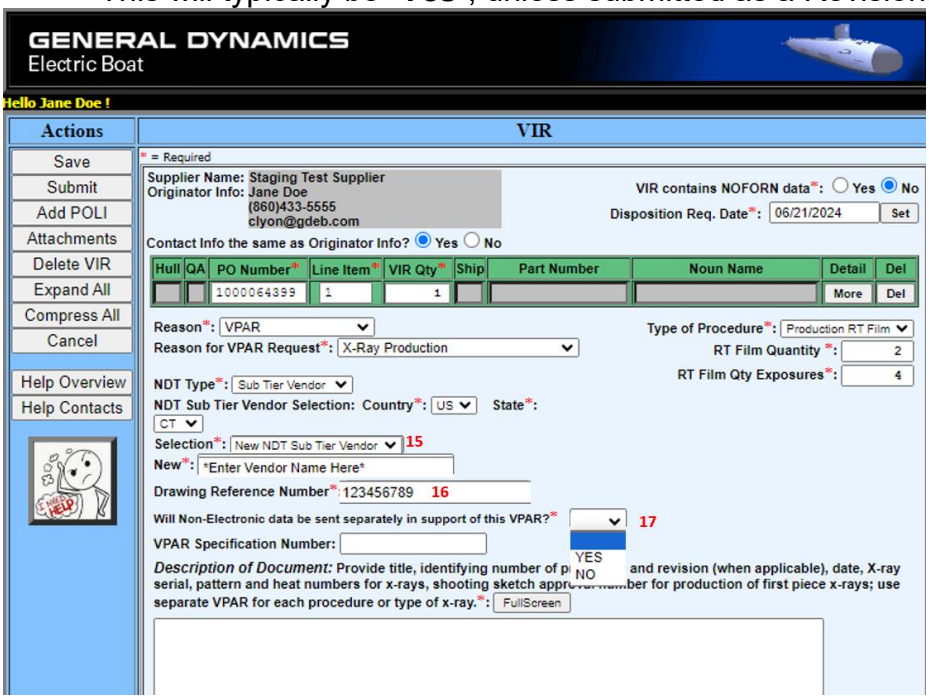
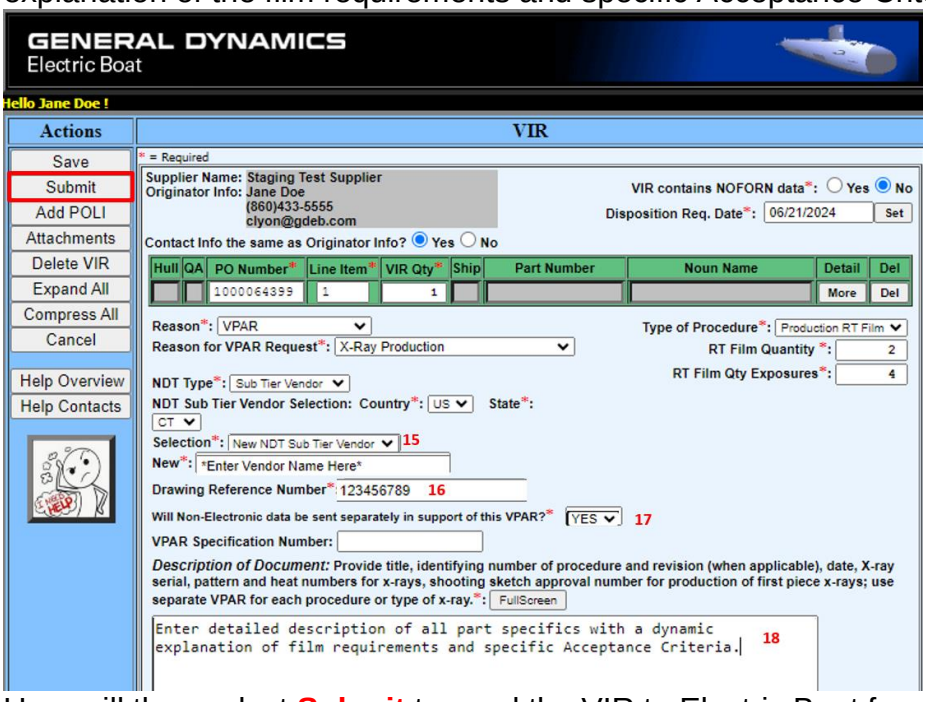
UNCLASSIFIED

Steps	Action
9.	Select Reason for VPAR Request: (X-Ray Production) 
10.	Enter RT Film Quantity: **Must be greater than (>) 0** 

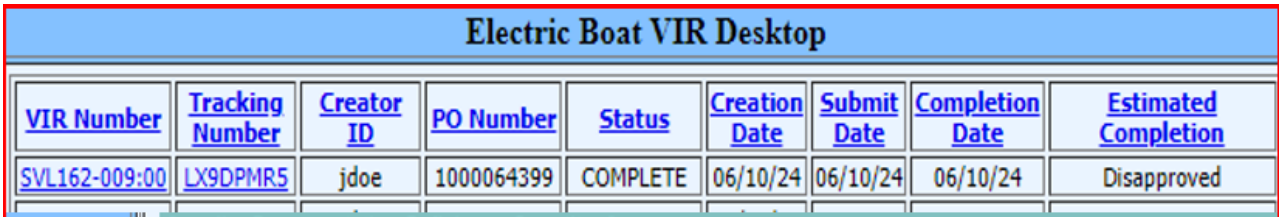
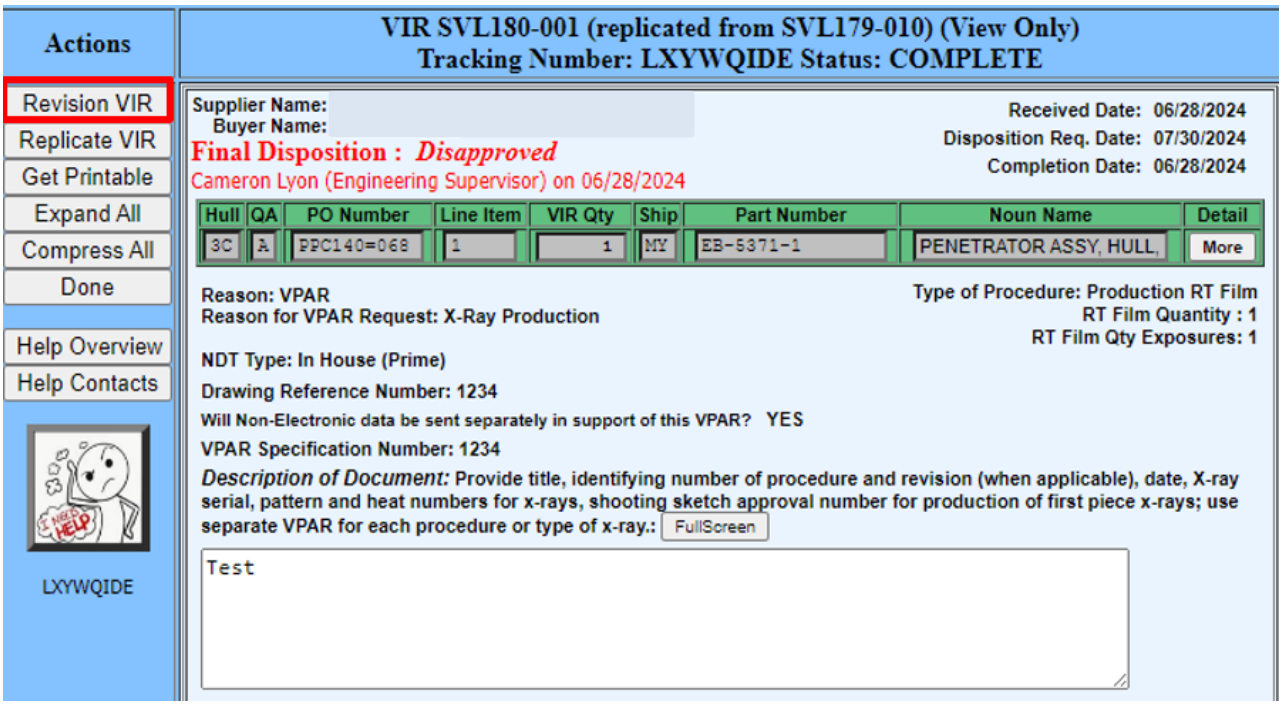
Steps	Action
11.	Enter RT Film Qty Exposures: **Must be greater than (>) 0** 
12.	Select Non Destructive Tester (NDT) Type: 

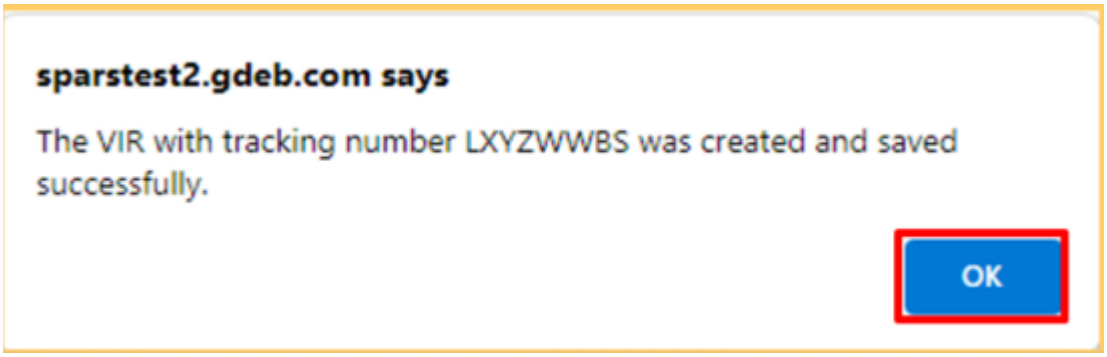
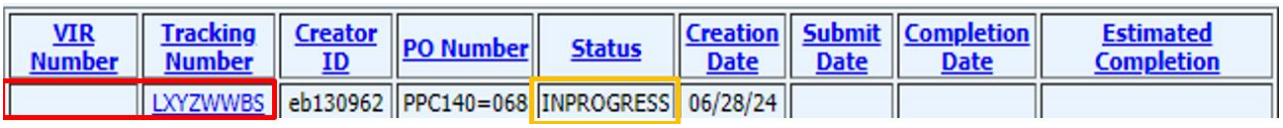
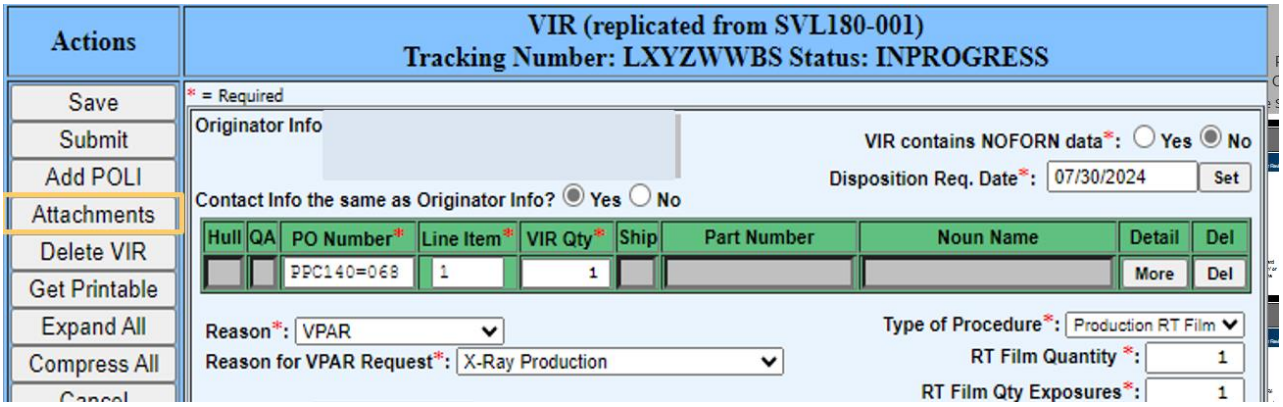
Steps	Action
13.	Select NDT Sub Tier Vendor Selection: **Country** 
14.	Select State: ***US (not applicable for UK and AU vendors performing testing)** 

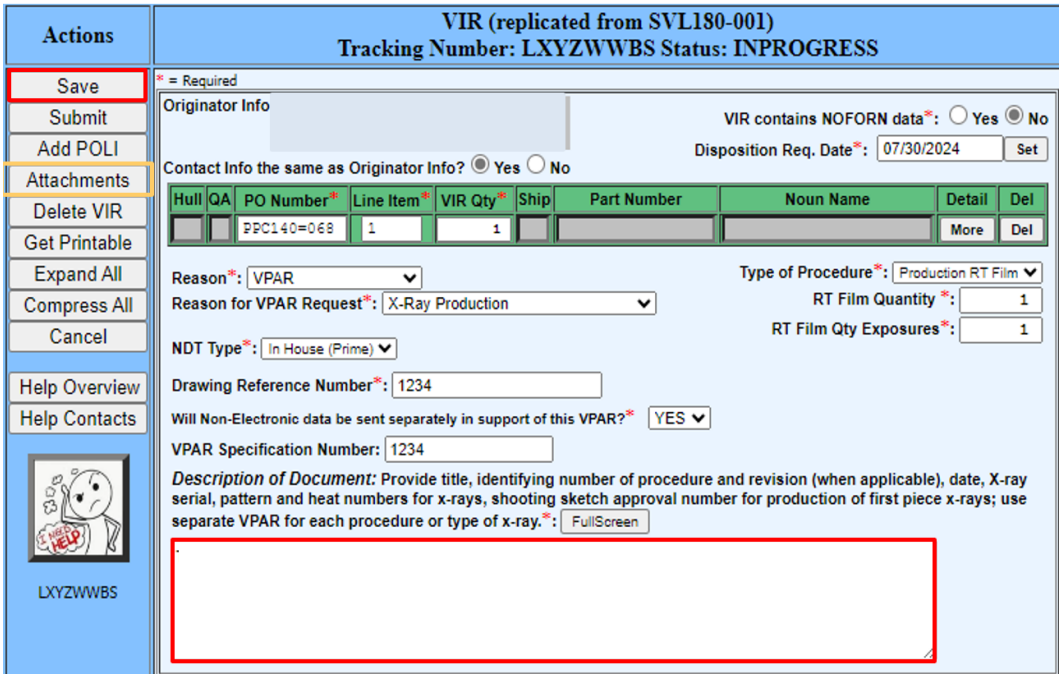
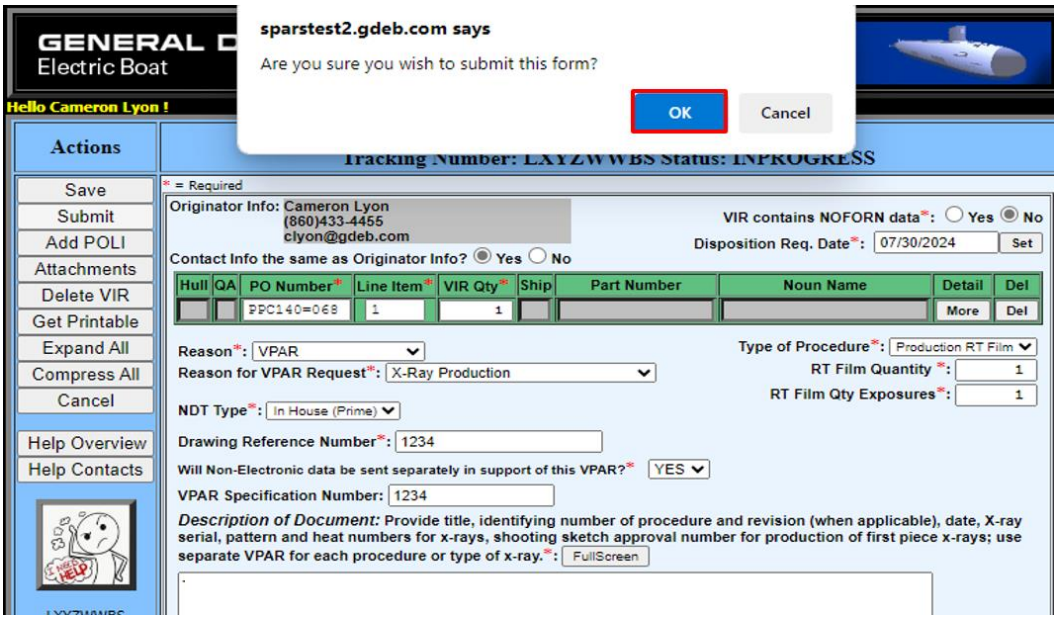
Steps	Action
15.	Selection: **Select the Vendor Name** If applicable, a *New Vendor Name block will appear allowing you to enter a Vendor not yet listed. 
16.	Enter the Drawing Reference Number: 

Steps	Action
17.	Will Non-Electronic data be sent separately in support of this VPAR? - This will typically be "**Yes**", unless submitted as a Revision. 
18.	Description of Document: Enter detailed description of all part specifics with a dynamic explanation of the film requirements and specific Acceptance Criteria.  User will then select **Submit** to send the VIR to Electric Boat for routing and review.

Topic 4: RT Film Revisioning Functionality

1.	Revisions allow EB Suppliers the ability to resubmit their VIR with the correct information with a reference to the previous associated VIR number, streamlining the approval process. - Provides a new VIR number upon submission, which will be associated with the original VIR or the previous revision submitted. - The previous VIR must have a Disapproved disposition
2.	Select an RT Film VIR request that has been dispositioned as "**Disapproved**" that you would like to Revision 
3.	Select '**Revision VIR**' from the Actions menu 

4.	A popup will appear displaying a new tracking number Select **OK** 
5.	The VIR number will NOT appear and a new Tracking Number will be displayed, status is In Progress 
6.	Once in the Revision users are able to add **Attachments** to provide further details on required corrective actions. 

7.	Ensure Problem Description is updated in the '**Description of Document**' field. This is important to ensure future approval. Select **Save** when all required fields are complete and Revision details have been notated. 
8.	Select **OK** to submit your Revision