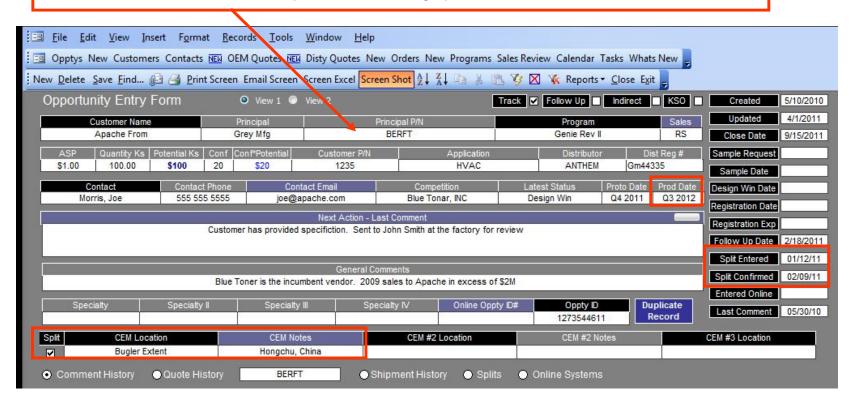# Using SJAMs to Track Splits

Key fields are highlighted by red outline. Capturing and maintaining the information required in these fields is recommended

Important: The Principal Part Number must be accurate in order for SJAMs to accurately search the commissions database and confirm shipments. Common mistakes are not using the RoHS or Leaded suffixes, having dashes in the incorrect places, or not including tape and reel suffixes.

<Split> Must be Checked Yes

<CEM Location> Should be as descriptive as possible. CEM Name, CEM Location, CEM Country. ie "*SCI, Guadajara, Mexico*"

<CEM Notes> Use to track the split approvals. Split Approval IDs, Verbal Approvals, Email approvals

<Prod Date> Very important to determine whether the program is in production

<Split Entered> Date split was submitted to the Vendor

<Split Confirmed> Date Vendor acknowledged and confirmed the split request