

ECIA Publication

ECIA Design Registration Form

April 2015

Electronic Components Industry Association

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Overview

NEDA has long maintained the Design Registration form for our industry. Widely used, this form has not been updated since the mid-1990s. A committee of Component Manufacturers, Distributors, and Manufacturers Reps met and updated the old NEDA form.

The ECIA Design Registration Form addresses the authorized electronic components industry's need for a standardized methodology for design registration requests and approval. There are many options for transmitting Design Registration data. These may include EDI, RosettaNet, manufacturer web portal, etc. An industry survey did show that some companies use these electronic transactions, however, the large majority of companies were using Email and a form based on the old NEDA form. This ECIA form should be used as a guide when designing web access options and for email transmissions.

ECIA Design Registration Reporting Form

Manufacturer		Submitted By		Email	
Date Submitted		Product Liability Concern	Yes ☐	No ☐	Joint Visit Date

Distributor Information				Distributor Tracking Number	
Name					
Branch Location (City, State)					
Salesperson		Phone		Email	
FAE		Phone		Email	

End Customer Information									
Name					Account Number				
Address			City			State		Zip	
Country									
Mfg. Rep. Sales Person			Phone			Email			
Supplier Contact			Phone			Email			

Purchasing Customer Information									
Name					Account Number				
Address			City			State		Zip	
Country									
Mfg. Rep. Sales Person			Phone			Email			
Supplier Contact			Phone			Email			

Design Customer Information									
Name					Account Number				
Address			City			State		Zip	
Country									
Mfg. Rep. Sales Person			Phone			Email			
Supplier Contact			Phone			Email			

Project Information										
Status	Concept ☐	Prototype ☐	Design Win ☐	Production Win ☐	Prototype Date		EST Production Date			
Project Name						EAU				
Application Description						Board Name				
Project Engineer				Phone			Email			
Additional Engineer				Phone			Email			
Purchasing Contact				Phone			Email			

Part Numbers For Registration										
Part #					R=Registerable A=Associated		Dist. Cost		Target Resale	
Description							Total Part Qty		Value 1 st year prod.	
Registration Level	Dist. Only		Joint		Fulfillment		Customer Part #			
COMPETITION	Mfg					Part #			Resale	
Comment										

Part #					R=Registerable A=Associated		Dist. Cost		Target Resale	
Description							Total Part Qty		Value 1 st year prod.	
Registration Level	Dist. Only		Joint		Fulfillment		Customer Part #			
COMPETITION	Mfg					Part #			Resale	
Comment										

Part #					R=Registerable A=Associated		Dist. Cost		Target Resale	
Description							Total Part Qty		Value 1 st year prod.	
Registration Level	Dist. Only		Joint		Fulfillment		Customer Part #			
COMPETITION	Mfg					Part #			Resale	
Comment										

Part #					R=Registerable A=Associated		Dist. Cost		Target Resale	
Description							Total Part Qty		Value 1 st year prod.	
Registration Level	Dist. Only		Joint		Fulfillment		Customer Part #			
COMPETITION	Mfg					Part #			Resale	
Comment										

Registration Information – To be completed by the manufacturer									
Accepted		Rejected		Date		Registration #			
Reason								Expires/Renewal date	
Distributor Account Number							Distributor Branch ID		

Comments:										
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Design Registration Fields

Field	Definition
HEADER INFORMATION	
Manufacturer	Name of the manufacturer to whom this registration is being submitted
Submitted By	Name of the person submitting the form
Email	Email address of the person submitting the form
Date Submitted	The date this form was presented to the manufacturer Date Format MMDDYYYY
Product Liability Concerns	Identify Yes or No if this product will be used in a life support or endangering application
Joint Visit Date	The date the Mfg. or Rep and the distributor visit the customer. Date Format MMDDYYYY
DISTRIBUTOR INFORMATION	
Name	Distributor Name
Distributor Tracking Number	Tracking number assigned by the distributor to track this registration
Branch Location (City and State)	Location of the distributor branch City and State
Sales Person, Phone, Email	Distributor Account representative, phone, and Email
FAE, Phone, Email	Distributor FAE, Phone, and Email
END CUSTOMER INFORMATION	
Name	Name of account
Account Number	Internal distributor assigned account number for the customer
Address	Address
City, State, Zip	Address
Country	Country location of the customer
Mfg. Rep. or Sales Person	Applicable manufacturer's representative assigned to the account with phone and Email. This can be the Rep firm if no individual is identified.
Supplier Contact	Applicable manufacturer's responsible sales person with phone and Email
PURCHASING CUSTOMER INFORMATION	
Name	Name of account
Account Number	Internal distributor assigned account number for the customer
Address	Address
City, State, Zip	Address
Country	Country location of the customer
Mfg. Rep. or Sales Person	Applicable manufacturer's representative assigned to the account with phone and Email. This can be the Rep firm if no individual is identified.
Supplier Contact	Applicable manufacturer's responsible sales person with phone and Email
DESIGN CUSTOMER INFORMATION	
Name	Name of account
Account Number	Internal distributor assigned account number for the customer
Address	Address
City, State, Zip	Address
Country	Country location of the customer
Mfg. Rep. or Sales Person	Applicable manufacturer's representative assigned to the account with phone and Email. This can be the Rep firm if no individual is identified.
Supplier Contact	Applicable manufacturer's responsible sales person with phone and Email

PROJECT INFORMATION	
Status	Check: "Concept", "Prototype", "Design Win", or "Production Win" depending on project progress to date
Prototype Date	Date the prototype was constructed or is expected to be constructed. MMDDYYYY
EST Production Date	Estimated date the project will go into production. MMDDYYYY
Project Name	Name of the project involving the part subject to registration
EAU	Estimated Annual Unites - Number of devices, systems, or units to be built under this project
Description (Application)	Description of the application or elements of the project
Board Name	Name assigned to the board where this part will be placed
Project Engineer, Phone, Email	Customer's engineer assigned to manage the project with phone and Email
Additional Engineer, Phone, Email	Any other engineers critical to the project with phone and email
Purchasing Contact, Phone, Email	Name of the person who will be directing the purchase of the registered part with phone and email
PART NUMBER FOR REGISTRATION	
Part number	Enter the complete part number including packaging information where available. This can be the part number or the part description/family. There should be only 1 part number per Socket.
R/A R=Registerable A=Associated	Indicate "R" if this is a part for Registration or "A" if this is an Associated part
Description	Description of the device (i.e.: Microcontroller)
Distributor Cost	Standard Distributor Cost
Target Resale	Distributor Target Resale Price
Total Part Qty.	Total number of devices to be used on this project
Value 1 st yr. Prod.	Total Part Qty. X Target Resale
Registration Level	Indicate supplier registration level where applicable or enter comments on part here 3 Levels: Distributor only, joint, fulfillment
Customer Part Number	Part number assigned by the customer
COMPETITION	
Mfg.	Competition Manufacturer's name
Part #	Competitions part number
Resale	Unit price customer is paying for the competitor's part.
Comments	Enter any comments that might have an effect on this design
REGISTRATION INFORMATION	
Accepted	Check if Accepted
Rejected	Check if Rejected
Date	The date the registration was accepted or rejected. MMDDYYYY
Registration Number	Enter registration number when approved
Reason	The reason for the rejection
Expires/renewal Date	Date the registration expires or must be renewed. MMDDYYYY
Distributors Account Number	Manufacturer account number assigned to the Distributor
Distributor Branch ID	Unique ID for this branch if applicable
Comments	Any general comments regarding the registration.