

Standardized Information Note (IN)

1. Information Note [IN] basic data			
Customer		Name Customer:	DIGI-KEY CORPORATION
		Contact Email adress:	DigiKey.SupplierInfo@digkey.com, William.Walsh@digkey.com
1.1 Company		ite submitting the change:	Melexis Sofia
		ffected site(s):	Melexis Sofia
1.2 Information Note No.		MCM-16177	
1.3 Title of IN		Streamlining the MOQ and MPQ to the same value	
1.4 Issue date		15-Feb-2023	

2. PCN Team		
2.1 Contact supplier		
2.1.1 Name	Lisa Vanheerswyngiels	
2.1.2 Phone	+32 57 22 62 07	
2.1.3 Email	pcn_mlx@melexis.com	
2.2 Team supplier (optional)		
2.2.1 Name (optional)	2.2.2 Phone (optional)	2.2.3 Email (optional)

3. Description of change		
	Old	New

Change #1	Minimum Packing Quantity per 10.000 pcs (10 * 1000psc) Minimum Order Quantity per 1000 pcs	Minimum Packing Quantity per 5000 pcs (5 * 1000psc) Minimum Order Quantity per 5000 pcs
Change #2		
Change #3		
Change #4		
Change #5		

4. Reason / motivation	
4.1 Motivation	The internal Melexis processes were not aligned with the minimum order quantity and therefore causes unnecessary workload for our shipping team.
4.2 Additional explanation (optional)	Today the bulk packing is in bags of 1000psc and Melexis is putting this on stock in boxes (10 bags of 1000psc). The customer can order per 1000psc, at shipping we need to check each box and adapt - if necessary - the quantity to what the customer wants. With the improved process production will put 5 bags of 1000psc in 1 box and shipping team will need to take the boxes without adapting the inner Qty of the carton box.

5. Marking of parts / traceability of change	
5.1 Description	No change in the marking of the parts. Traceability ensured by lot number and datecode through the Melexis ERP system.

6. Timing / schedule		
6.1 Intended start of delivery	End of Q2 2023	Please contact your Customer Relations responsible for detailed information

7. Attachments (e.g. new datasheet, additional documentation, pictures, process flow, sample plan, ...)	

8. Affected parts	
8.1 Current	8.2 New (if applicable)

