

Form

Quality planning for purchased parts

Product area :	Supplier :	
Part description :	Issue date :	SUSPA-Author :
Part number :	Version :	

1. General requirements

	Target Date	Number of parts	Initial Sample Procedure acc. to
Initial Samples			<input type="checkbox"/> VDA Submission Level: ____ (level 3; unless otherwise specified)
			<input type="checkbox"/> PPAP Submission Level: ____ (level 3; unless otherwise specified)

Characteristics	Char.- Number	Requirements / Remarks (Details: see chapter 3)
Characteristics with documentation duties (D-Parts)		
Inspection characteristics for series production		Inspection characteristics shall be listed in Control Plan
Inspection characteristics for Initial Samples Report		
Investigation of short term capability (see 3.11)		Machine Capability Study, Cmk with Initial Samples
Investigation of process capability (see 3.12)		Process Capability Study, Cpk for series production

2. Contact persons

Contact person SUSPA				
Function	Name, First Name	Phone	Fax	e-Mail
Purchasing				
Quality				
Engineering				
Disposition				
Environment				

Contact person Supplier				
Function	Name, First Name	Phone	Fax	e-Mail
Sales				
Quality				
Engineering				
Disposition				
Environment				

Form

Quality planning for purchased parts



Product area :	Supplier :	
Part description :	Issue date :	SUSPA-Author :
Part number :	Version :	

3. Tasks, responsibilities and status

Tasks, to be performed and to be documented by supplier	Required, defined by SUSPA	To be provided with Initial Sample Inspection Report, defined by SUSPA	On Request of SUSPA, defined by SUSPA
3.1 Project Plan. Time schedule for 3.1 to 3.14 has to be provided to SUSPA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2 Design-FMEA (only if supplier has Design responsibility)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3 Quality planning with sub-suppliers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.4 Planning of production site, manufacturing and inspection equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.5 Process flow-chart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.6 Process-FMEA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.7 Measurement Systems Analysis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.8 Work instructions / Training of manufacturing staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.9 Specification/Agreement of packaging (see form F 06 03 15)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.10 Inspection- / Control-Plan (= PLP Produktionslenkungsplan) (incl. Product-Audit-Plan and Re-Qualification-Plan, if requested in 3.18 or 3.19)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.11 Investigation of short term capability (Cmk) with Initial Samples Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.12 Investigation of process capability (Cpk) for series production	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.13 Material Certificate acc. EN 10204 3.1 with declaration of material composition and declaration of material specific properties	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.14 IMDS entry (SUSPA GmbH: ID=435; data-set No. to be declared on ISIR/PSW)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.15 RoHS-Compliance Confirmation together with feasibility declaration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.16 REACH-Compliance Confirmation together with feasibility declaration. (Conformance acc. SVHC and/or substances which are subject to authorisation acc. to annex XIV REACH-Regulation)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.17 POP-Compliance Confirmation acc. to (EG) Nr. 850/2004	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.18 Yearly re-qualification and statement in Control-Plan acc. IATF16949. Re-qualification documents must be clearly marked as such. Results are archived by the supplier and will be provided to SUSPA on SUSPA request.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.19 Re-qualification acc. appropriate supplier planning and statement in Control-/Inspection Plan. Re-qualification documents must be clearly marked as such. Archiving and presentation to SUSPA as described under 3.18.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Form

Quality planning for purchased parts



F 06 03.05 L
Page 3 of 4

Product area :	Supplier :	
Part description :	Issue date :	SUSPA-Author :
Part number :	Version :	

4. Additional requirements to ISIR (Initial Sample Inspection report) / Remarks by SUSPA

5. Feasibility assessment / remarks by Supplier

yes	no	Criteria
<input type="checkbox"/>	<input type="checkbox"/>	Is the product sufficiently specified for feasibility assessment?
<input type="checkbox"/>	<input type="checkbox"/>	Are all necessary data specified for manufacturing of the product and will they be met?
<input type="checkbox"/>	<input type="checkbox"/>	Can all requirements as specified on the drawings and in this document (see page 1) be adhered to and can they be inspected?

Questions marked with "no" shall be explained by the supplier in the below field for remarks

Confirmation of Feasibility by the Supplier		
<input type="checkbox"/>	feasible	The product can be manufactured according specification.
<input type="checkbox"/>	Limited feasible	The product has to be modified before manufacturing (see remarks).
<input type="checkbox"/>	Not feasible	The product cannot be manufactured to specification.

Form

Quality planning for purchased parts



F 06 03.05 L
Page 4 of 4

Product area :	Supplier :	
Part description :	Issue date :	SUSPA-Author :
Part number :	Version :	

Confirmation of RoHS-Compliance; Supplier to mark the relevant tick box and to sign with date, if requested on page 2:

yes no

Supplier Signature Date

Confirmation of REACH-Compliance; Supplier to mark the relevant tick box and to sign with date, if requested on page 2:

All substances are pre-registered or registered: yes no

Supplier Signature Date

Confirmation of POP-Compliance; Supplier to mark the relevant tick box and to sign with date, if requested on page 2:

The article is free of substances of the chemical list: yes no

Supplier Signature Date

Supplier remarks related to deviations concerning the SUSPA-requirements:

Place / Date

Supplier Name / Function / Signature