

SUPPLIER REQUIREMENTS MANUAL TABLE OF CONTENTS

SECTION	SUBJECT
I	INTRODUCTION AND GENERAL INFORMATION
I-01	Table of Contents
I-02	Revision Record
I-03	Introduction to the Supplier Requirements Manual
I-04	Safety, Environmental, and Security Requirements
I-05	ADVICS North America Contact Information
II	BUSINESS PREPARATION
II-01	Request for Quote (RFQ)
II-01-F01	Request for Quote (RFQ) Form
II-02	Supplier Profile (General Information Sheet)
II-02-F01	Supplier Profile Form
II-03	Letter of Intent (LOI)
II-04	General Terms and Condition of Purchase Document QF-0007
II-04-A	General Terms and Condition of Purchase Document QF-0007 ATTACHMENT 1
II-05	Designation of Supplier Representative
II-05-F01	Supplier Contact List Form
II-06	Confidentiality Agreement
II-06-F01	Confidentiality Agreement Form
II-07	Supplier Audit
II-08	Software Quality Assurance
III	PRE-PRODUCTION (PILOT) PREPARATION
III-01	Overview of Mass Production Preparation Activities (APQP)
III-02	Part Inspection Standard
III-02-F01	PPAP Notification Form
III-02-F02	Part Inspection Standard Form
III-02-F03	Inspection Standard Revision Request Form
III-03	High Volume Production Trial (HVPT)
III-03-F01	High Volume Production Trials (HVPT) Tracking Sheet Form
III-03-F02	High Volume Production Trial (HVPT) Check Sheet Form
III-03-F03	High Volume Production Trial (HVPT) Problem Follow-Up Sheet Form
III-04	Interim Approval / Final Approval (PPAP)
III-04-F01	PPAP Warrant Form
III-05	Initial Mass Production Quality Confirmation
IV	MASS PRODUCTION
IV-01	Sub-supplier Quality Assurance
IV-02	ECI Implementation and Confirmation
IV-02-F01	Engineering Change Request Form
IV-03	Process Change Request
IV-03-F01	Process Change Request Form
IV-03-F02	Change Point Tag Form
IV-04	Deviation Request
IV-04-F01	Deviation Request Form
IV-04-F02	Deviation Request Tag Form
IV-05	Supplier Performance Reporting

IV-06	Notice of Suspect Nonconforming Material
IV-06-F01	Notice of Suspected Shipment of Non-Confirming Parts Form
IV-07	Nonconforming Parts (SCAR-QPR/QPI) and Cost Of Quality Responsibility
IV-07-F01	Supplier Countermeasure Reply Form
IV-08	Supplier Quality Systems Audit / Process Audit
IV-09	Packaging, Labeling, Preservation and Shipping
IV-09-F01	Packaging Worksheet Form
IV-10	Delivery Requirements
IV-10-F01	Premium Freight Form
IV-11	Warranty / Field Quality Assurance and Cost Of Quality Responsibility
IV-12	Annual Revalidation of Parts and Customer Specific Requirements
IV-13	NAFTA Reporting Requirements
IV-14	International Material Data System Reporting
IV-15	Conflict Minerals Reporting
APPENDIX A	GLOSSARY
A-01	Nomenclature
A-02	Special Characteristics Symbols
APPENDIX B	QUALITY TOOLKIT
B-01	Gage, Poka Yoke, Error Proof Device List
B-02	Histogram
B-03	Performance Test Results
B-04	PPAP Dimensional Results
B-05	PPAP Material Analysis Report
B-06	Product Capability Plan
B-07	Sample Data Sheet
B-08	X-Bar R Control Chart
B-09	Quality Assurance Self-Assessment Form
B-10	Supplier Capacity Review Form
B-11	SOC – Substance of Concern Form
B-12	Supplied Part Master Schedule Form
B-13	Part Evaluation Plan Form
B-14	Special Characteristics List Form
B-15	Process Control Plan Form
B-16	FMEA Form
B-17	Certified Material Tag Form
B-18	Supplier Assessment and Judgement Form