

**Cover sheet**

<b>Sender</b>	<b>Production process and product approval report</b>	<b>Submission level:</b> _____
	<b>Report covering other samples</b>	Reapproval of PPA Process
<b>Recipient</b>	Sample submission	Long-term production stop (more than 12 months)
	New parts	Modification in the supply chain
	Product modification:	
	Production process modification:	

**Attachments / items for inspection**

**Product / Process**

1.1 Geometry, dimension check	1.9 ESD test	8 Software test report	16 Tooling list
1.2 Function check	1.10 Reliability tests	9 Process FMEA	17 Confirmation of agreed capacity
1.3 Material check	2 Samples	10 Process flow chart	18 Written self-assessment
1.4 Haptic check	3 Technical specifications	11 Control plan	19 Part history
1.5 Acoustics check	4 Product FMEA	12 Confirmation of process capability	20 Confirmation of suitability of transport equipment
1.6 Odour check	5 Design release	13 Achievement of special characteristics	21 PPF status of the supply chain
1.7 Appearance check	6 Compliance with legal requirements	14 Test / inspection equipment list	22 Approval of coating systems
1.8 Surface check	7 Material data sheet / IMDS	15 Capability study testing equipment	23 Others

**Supplier details**

Supplier / production location:	Ident. no. / DUNS:	Customer:
Part description:	Delivery note no.:	Report no.:      Index:
Part no.:	Quality supplied:	Goods Inwards no.:      Date:
Drawing no.:	Batch no.:	Order schedule no.:      Date:
Issue / Date:	Weight of sample:	Unloading point:

**Supplier details** – It is hereby confirmed that the sample submission has been carried out in accordance with the agreed submission level to VDA volume 2.

Name:	Telephone:	The IMDS data-set has been drawn up under IMDS ID-No.:
Dept.:	Fax/E-Mail:	
Comments:	Date	Signature

**Customer's decision**

**Approval**

**Product / Process**

	Overall	Overall process	Overall product	1.1	1.2	1.3	1.4	1.5	1.6	1.7	1.8	1.9	1.10	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23			
				1.1	1.2	1.3	1.4	1.5	1.6	1.7	1.8	1.9	1.10	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23			
<b>OK</b>																																						
<b>Conditionally OK – follow-on submission required</b>																																						
<b>NOK – Reapproval of PPA Process is required</b>																																						

Deviation approval No.:	Valid until:	Quantity:	Date of reapproval PPA Process:	If returned: Delivery note No. & date:										
Name:	Telephone:													
Dept.:	Fax/E-Mail:													
comments:	Date	Signature												
Distribution:	1	2	3	4	5	6	7	8	9	10	11	12	13	14