



PPAP Review Checklist

Supplier
Location
Contact
Phone

Part Number
Part Name

Submission Date
Submission Level
Print Rev Level

Reviewed By

	YES	NO	Comments
Part Submission Warrant			
Correct part name and part number			
Correct drawing change level and revision dates			
Weight of the part in kg. to three (3) decimal places			
Additional EC and/or SMCR number noted (If required)			
Production process and production rate given			
Remainder of form filled in correctly			
Action plan to address discrepancies included (Interim Approval)			
Drawing / Change Documents	YES	NO	Comments
Released drawing at latest change level and matches warrant			
Ballooned drawing			
All characteristics ballooned and numbered (Including Notes)			
Approved Supplier Engineering Change Request (80QPP-F-042)			
Process Flow Diagram (PFD)	YES	NO	Comments
Diagram accurately reflects process, including rework and inspection stations			
Header information accurate			
Relevant process and product characteristics (DC/SC/CC) are listed and match with Control Plan and Drawing PFD, CP, and PFMEA linked (Same Step Numbers, Names, Process, Etc.)			
Control Plan (CP)	YES	NO	Comments
Complies to AIAG format or equivalent			
Plan type is clearly identified (Prototype, Safe Launch/Pre-Production, Production)			
DC/SC/CC and other pertinent characteristics are identified			
Controls type and frequency are adequate			
Annual revalidation activities are included			
Off-line and/or off-site processes are included (i.e. Rework, Warehouse Activity, Receiving, Shipping, Etc.)			
Defect / Poke - Yoke masters are identified (Where Applicable)			
Process Failure Mode Effects and Analysis (PFMEA)	YES	NO	Comments
Complies to AIAG FMEA Manual, with appropriate rankings			
Print date and level match			
DC/SC/CCs addressed			
Highest RPNs / severity addressed (Target RPN<100)			
Address typical / historical failure modes			
Dimensional Results	YES	NO	Comments
Report complies to AIAG format or equivalent			
Correct part number and change level			
Marked dimensions match with ballooned print and are within spec.			
OK / NOT OK column checked properly			
Supporting documentation dated within six (6) months;			
Dimensional Data within three (3) months			
Material Tests	YES	NO	Comments
Report complies to AIAG format or equivalent			
Test results reported per specification and/or print			
Test results conform with specs and have been performed within six (6) months			
Tests performed at an accredited facility, with proof of accreditation and scope (ISO/TS 16949 Internal Labs - ISO/IEC 17025)			
Performance Tests	YES	NO	Comments
Report complies to AIAG format or equivalent			
Test results reported per specification and/or print			
Test results conform with specs and have been performed within six (6) months			
Tests performed at an accredited facility, with proof of accreditation and scope (ISO/TS 16949 Internal Labs - ISO/IEC 17025)			
Capability Studies	YES	NO	Comments
Studies performed per AIAG standards or equivalent			
Part number and change level correct			
Special Characteristics have Cpk studies per ABC Group SQM requirements			
Data is normally distributed and meets the ABC Group SQM Ppk (Short Term) / Cpk (Long Term) requirements			
Studies performed within six (6) months of submission date			
Gage R&R Studies	YES	NO	Comments
Report complies to AIAG format or equivalent			
Gage name and characteristics properly identified			
Studies performed per acceptable AIAG method			
Studies performed on all gages used on DC/SC/CC features, at a minimum (Including On-Line Gages and Testers)			
Studies were done within six (6) months			
Results meet AIAG guidelines (GR&R<10% Acceptable, 10-30% May Be Acceptable Based On Application, >30% Need Improvement Plan)			
Bulk Material	YES	NO	Comments
PPAP contains a Bulk Materials Checklist (Meets ABC Group SQM Requirements)			
Sample Parts	YES	NO	Comments
Samples are included			
Checking Aids	YES	NO	Comments
Checking aids are included (If Requested)			
Customer Specific Requirements	YES	NO	Comments
Additional customer-required documents included (If Required)			
Packaging Information	YES	NO	Comments
Submission includes packaging plan and sample label (Meets ABC Group SQM Requirements)			
Packaging is acceptable to ABC Group Purchasing / Logistics			
IMDS:	YES	NO	Comments
IMDS Submitted (Under ABC Group IMDS Identification Number - 4486)			
IMDS Approved (Must Be Verified At WWW.MDSYSTEM.COM)			
Run at Rate	YES	NO	Comments
Supplier has passed Run @ Rate			
Corrective Action attached (If Required)			
Sub-Supplier Information	YES	NO	Comments
Sub-supplier PSWs are included and approved			
Interim approved sub-supplier PPAP's require a Corrective Action plan to be included with submission			
Sub-suppliers are ISO 9000 certified or ISO/TS 16949 compliant			