

This list is used for the creation of complete initial sample documents. Please ensure that all documents are available to the responsible person according to the required submission level.

Due to our increased operation expenses, incomplete initial sample documents cause a service fee of 125 €.

Unless otherwise agreed, VDA documents have to be sent according to VDA submission level 2.

VDA Vol. 2	Evidence / documents required if applicable to the product	VDA Submission Stage				AK
		0	1	2	3	L
0	Cover sheet to the PPA report in the present valid edition	X	X	X	X	
1	Test results for product approval (e.g. geometry, dimensions, function, materials (strength, physical characteristics, material certificate), tactile feedback –“feel”- acoustics, odours, appearance, surface, reliability, EMC/ESD tests, electrical reliability)	X*	X*	X	X	
2	Samples (quantity / delivery quantity as agreed)	X*	X	X	X	
3	Technical specifications (e.g. customer drawings, CAD data, specifications, approved design changes, short-circuit resistance, voltage resistance, functional reliability/safety (FUSI))	X*	X*	X	X	
4	Product-/Design-FMEA	X*	X*	X*	X*	
5	Design / development releases by the supplier (if he has development responsibility by agreement)	X*	X*	X	X	
6	Proof of compliance with legal requirements (e.g. environment, safety, recycling, country specific certification)	na	X	X	X	
7	Material data sheet to IMDS*)	X	X	X	X	
8	Software test report, process performance	X*	X	X	X	
9	Process-FMEA	X*	X*	X*	X*	
10	Process flow chart (production and test/inspection operations)	X*	X*	X*	X	
11	Production control plan	X*	X*	X*	X*	
12	Proof of process capability	X*	X*	X	X	
13	Evidence of safeguarding significant characteristics	na		X	X	
14	List of test / inspection equipment (product specific)	X*	X*	X*	X	
15	Test / inspection equipment capability study, where appropriate (result)	X*	X*	X*	X*	
16	Tooling overview (with quantities/number of cavities and information on tooling concept)	X*	X*	X	X	
17	Evidence of achievement of agreed capacity (process validation)	X*	X*	X	X	
18	Written confirmation of compliance with criteria as evaluation matrix for maturity of product and process	X*	X*	X	X	
19	Product life history	X*	X	X	X	
20	Evidence of suitability of the transport and storage facilities used	X*	X*	X	X	
21	Overview of components in the supply chain (purchased parts, setting parts and in-house parts) with PPA decision	X*	X*	X	X	
22	Release of coating systems to customer requirements	X*	X*	X	X	

Key abbreviations on the following page:

Anschrift:
Alleenstr. 36
73230 Kirchheim-Teck
Postanschrift:
Postfach 1325
73221 Kirchheim-Teck

Telefon : 0049 (0) 7021/ 97009-0
Telefax:
Einkauf: 0049 (0) 7021/ 47389
Verkauf: 0049 (0) 7021/ 97009-30
e-mail: info@ak-teck.de
Internet: <http://www.ak-teck.de>

Amtsgericht Stuttgart
HRB 231832
Erfüllungsort u. Gerichtsstand
Ist Kirchheim-Teck
Ust-ID-Nr.: DE 145913225
Geschäftsführer:
Thomas Posovszky

Kreissparkasse Esslingen
(BLZ 611 500 20) Kto. 48 314 961
BIC/SWIFT ESSLDE66
IBAN:
DE27611500200048314961
Voba. Kirchheim-Nürtingen eG
(BLZ 61 290 120) Kto. 310 142
008
BIC/SWIFT GENODES1NUE
IBAN: DE3216290120310142008

Rev. 02
08. Mai 2013



- X: Presentation to the customer
- X*: Realization, documentation and archiving by supplier (available for inspection by the customer)
- V: In particular cases, the extent of the documents has to be agreed upon with the customer
- na Not applicable; presentation level cannot be selected
- *): Independent of the contractual arrangements, the material data sheet must be provided by IMDS for items over the real supply chain

The supplier has to mark in the right column of the table – each identified with „AK“ and „L“ – the documents which he added to the initial sample documentation.