



# SUPPLIER EXPECTATION MANUAL

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FRANKLIN PRECISION INDUSTRY, INC.  
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## I. Company Background

### ■ Overview

Franklin Precision Industry, Inc. (FPI) TS-16949 Certified. We currently supply air induction (e.g. electronic throttle bodies); emissions-control (e.g. charcoal evaporative emissions canisters) and fuel pump module components for the automotive and transportation industries. Established April 1989, FPI is a wholly owned subsidiary of Aisan Industry Co., LTD, which is headquartered in Obu-City, Japan. We are committed to meeting the demand for high precision and performance products while maintaining customer value. With annual production exceeding 2.8 million units, FPI's strong commitment to engineering and innovative manufacturing methods make us a leader in product quality, cost and delivery.

The throttle body is the heart of the induction system of any fuel-injected engine. Similar to a carburetor, the throttle body's function is to introduce air to be mixed with fuel for the combustion process.

Carbon canisters are designed to meet strict Federal Government evaporative emission standards. FPI 100% conformance tests all products during manufacture to ensure these standards are met. Canisters are an important part of the vehicle emission system and help to protect our environment from fuel hydrocarbon vapors. The high quality necessary to meet government standards is assured through employee training and involvement programs.

Fuel modules are a critical component in automobiles since they deliver precise, regulated fuel from the fuel tank to the fuel injection system. Fuel modules filter gas to high purity levels, then pump a regulated flow of pressurized gas to the fuel injectors for a precise metering to attain maximum fuel efficiency and clean exhaust emissions.

FPI uses computer-controlled assembly equipment with POKAYOKE devices to ensure manufacturing parameters are met throughout the process. Toyota Production System and KAIZEN are used throughout the company to achieve lower costs, just-in-time (JIT) delivery, inventory reduction and world-class defect levels.

### ■ Vision

It is the objective of FPI to be among the low cost producers for our customers. We recognize that being a low cost producer requires superior quality. For our Company to be a low cost producer, each employee must "Commit to Excellence" by doing the job right the first time. We cannot justify the extra costs of scrap and rework. We cannot afford the customer dissatisfaction, which results from poor workmanship.



▪ **Mission Statement**

The FPI mission is to provide automotive parts and service to our customers, which exceed their expectations. While delivering satisfaction and value to our customers, the FPI mission provides for 1) an environment of growth and satisfaction for team members; 2) generation of a return-on-investment for shareholders; and 3) preservation of the environment.

▪ **Quality Policy**

It is the policy of FPI to produce automotive products, which reliably perform their intended function, and meet or exceed the expectations of our customers. FPI will be a leader in quality in the automotive industry by manufacturing all products to exacting product standards and quality assurance requirements.

▪ **Corporate Slogan**

Though teamwork and continual improvement, it is FPI's goal to be a leading North American automotive supplier in the areas of quality, value and service.

▪ **Safety Policy**

FPI shall maintain a safe and healthy work environment to:

- 1) Assure the safety and well-being of team members and visitors
- 2) Assure the continuity of service to its customers
- 3) Assure the preservation of the Company's assets

FPI team members and visitors are expected to comply with established safety rules and guidelines and to refrain from unsafe behaviors. Safety at FPI is promoted through the administration of the FPI Safety Program. Team members will be held accountable for contributing to the successful execution of this policy.

▪ **Environmental Policy**

FPI is committed to providing products of quality and value that improve the lives of the world's consumers. As part of this, FPI continually strives to improve the environmental quality of its products, packaging and operations. FPI feels that the environment is very important and is ISO 14001 certified. We highly encourage our suppliers to obtain certification.



## II. FPI Purchasing Organization and Support Personnel

### ▪ Senior Buyers

Senior Buyers have program responsibilities that include but are not limited to commodity strategy development, supporting pre-production builds, making sourcing decisions, providing ongoing production support, and driving cost reductions. Senior Buyers will ensure that the supply base is capable of meeting or exceeding FPI quality, delivery, and cost expectations. They will work with the suppliers to help identify and correct any deficiencies that may exist within their quality system. The goal is to be proactive and focus on continuous improvement rather than corrective actions.

### ▪ Quality Engineer and Quality Assurance Specialists

Quality Engineers and Quality Assurance Specialists are responsible for assisting and monitoring the supply base to ensure compliance to both FPI and customer requirements. To develop and/or improve business relationships, they can provide assistance with problem solving, process improvement, training etc. They monitor performance through tracking supplier defect rates (PPM), and Root Cause Analysis Reports (RCAR's).

### ▪ Business Ethics and Conduct Policy

FPI has established a reputation for integrity and excellence in business relationships. The establishment and maintenance of trust and confidence with Suppliers is important to achieving FPI's business objectives and success in the marketplace.

All of FPI's employees, regardless of function, are prohibited from accepting any gifts of money under any circumstances, nor may they solicit non-monetary gifts, gratuities, or other personal benefits from suppliers or customers. FPI employees and members of their immediate families may accept unsolicited, non-monetary gifts from a firm or individual doing or seeking to do business with FPI only if the gift is of nominal value or the gift is primarily of an advertising or promotional nature. Gifts of more than nominal value may be accepted if protocol, courtesy or other special circumstances exist, as sometimes is the case when dealing with other cultures.

FPI employees may not encourage or solicit entertainment from any individual or company with whom FPI does business. From time to time FPI employees may offer or accept entertainment, but only if the entertainment is reasonable for the circumstances, occurs infrequently, and does not involve lavish expenditures. Offering or accepting entertainment that is primarily intended to gain favor or influence must be avoided.

If anyone in your company believes that any FPI employee has violated our policy please call and inform the Human Resources Department at FPI.



### III. Requests for Quotation

All quotations must be submitted on the FPI Request for Quotation Forms (See Appendix A).

#### ▪ RFQ Elements

- Request for Quotation
- Terms and Conditions
- Supplier Price Breakdown
- Injection Molding Tooling Quotation Breakdown
- Stamping Tooling Quotation Breakdown
- Variance Quotation Form for Mass Production Components
- Packaging and Shipping Data

#### ▪ Quotation Submission Policy

Responsibility and authority for commercial issues (quotations, price negotiations, purchase approval, etc.) is limited exclusively to the Purchasing Department. Individuals outside the Purchasing Department are not agents of the company and therefore not authorized to release a purchase order to Suppliers. All price quotations, whether official submissions or engineering estimates, should be directed through the Purchasing Department, with copies to other functional representatives as directed by Purchasing. Direct submissions or purchase agreements made through any other source will jeopardize our business relationship and may not be honored by payment and/or approval.

Engineering changes impacting previously established costs and/or delivery dates must also be authorized by the Purchasing Department prior to commencement of any work. Unauthorized changes may result in delayed or forfeited payments.

The exclusion of the Purchasing Department may jeopardize payment and current or future business opportunities.

#### ▪ Sourcing Policy

FPI Purchasing goal is to create a world-class supply base through proactive supplier development and management.

The Purchasing Department makes all sourcing decisions with the support of applicable functional groups (Management, Sales, Engineering, Quality, and Manufacturing)

Specific criteria evaluated in business awards will include but are not limited to:

- Supplier performance history (quality, delivery, cost reduction participation, on-time PPAP submissions, first PPAP submission approvals, etc.)
- Competitiveness in piece price, sample price, tooling, productivity and cost reduction commitments, tooling and process preparation lead times, etc.
- Supplier ability to manage their supply base and capability of managing technical issues, design, quality, delivery, program management, etc.)
- Supplier Certifications – TS16949, ISO 9001, A2LA, etc.
- FPI Commodity and Minority Sourcing Strategies



#### IV. Purchase Orders

The FPI Terms and Conditions (See Appendix B) supersede and cancel all prior communications between the parties except as specifically shown on the face of the purchase order. None of the terms and conditions may be added to, modified, superseded or otherwise altered except by a written instrument signed by both parties.

FPI Purchasing will issue Purchase Orders to Suppliers for components, materials, tooling and/or services. Please note that the “Ship To” and/or “Bill To” locations may be different on the Purchase Order.

Changes to a previously issued Purchase Order are only authorized by an amendment to the initial order. Any and all consequences (financial, timing, delivery, etc.) resulting from modifications not specified on an approved purchase order or purchase order amendment are the sole responsibility of the Supplier.

- **Spot Buy Purchase Orders**

FPI Purchasing will issue Spot Buy Purchase Orders to Suppliers for the one-time procurement of tools, equipment, components, materials, and/or services.

Typical information included on a Spot Buy Purchase Order are as follows: Purchase order number – revision, Buyer, description of item(s) or service(s) to be purchased, quantity, purchase price, delivery date, payment and delivery terms, drawing number (if applicable), PPAP submission level and date, etc.

- **Blanket Production Purchase Orders**

FPI Purchasing will issue Blanket Purchase Orders to Suppliers for the on-going procurement of production material requirements.

Typically information included on a Blanket Purchase Order is as follows: Purchase order number – revision, shipping instructions and FOB terms, payment terms, Buyer, description of item or service to be purchased, drawing number, contract quantity, purchase price, release quantities, etc.

- **Purchase Order Acknowledgement**

All Purchase Orders are accompanied by a Supplier Acknowledgement Form that is to be returned to the designated Buyer in an expeditious manner not to exceed three (3) working days from the issuance date of the Purchase Order.

- **Releases**

FPI Production Control will provide suppliers with weekly material releases against blanket purchase orders to meet production requirements. Releases will be sent to the Suppliers via facsimile or e-mail. Releases will advise Suppliers of FPI commitments, FPI will only be responsible for specific release quantities.

FPI commitments are as follows unless otherwise agreed upon in writing on the purchase order or purchase order amendment.

Weeks 1 – 2 Firm Fabrication Authorization  
Weeks 3 – 6 Raw Material Authorization Only  
Weeks 7 – 12 Forecast / Planning **ONLY**



It is the Supplier's responsibility to contact the appropriate Production Control representative if an updated weekly release is not received.

Releases must be acknowledged in writing (via email or fax) within five (5) working days to the appropriate Production Control representative. Failure to acknowledge within five (5) working days constitutes late delivery.

Build out forecast will be sent to suppliers 8 weeks prior to build out. Anything beyond 8 weeks, FPI will not pay for obsolescence of parts held by suppliers.

*Key Points:*

1. It is the Supplier's responsibility to follow the Total Cumulative Quantity Received (if applicable) and to advise the respective Production Control representative if there is a discrepancy.
2. Please notify the Commodity Buyer in writing if FPI needs to change the supplier contact name, phone number, fax number, e-mail address, etc. for the production releases or purchase orders.
3. FPI may modify production release quantities to ship in Supplier's standard pack quantities. It is the Supplier's responsibility to request in writing any modifications to the production release (standard pack, lead time, etc.)
4. Suppliers must contact the Production Control Department to discuss any late shipments and their potential impact.
5. Any expense, including premium freight shipping expenses, necessary to meet the required delivery date shall be the Supplier's sole responsibility. The Supplier is responsible for all expenses necessary to meet the delivery date, not just the cost differential between normal expenses and the premium expenses. In addition, the Supplier shall be liable for any cost or expense (consequential and incidental) that FPI incurs as a result of any late deliveries, including all costs or expenses resulting from disruptions to FPI or FPI Customer's manufacturing operations (e.g. line shutdowns, off-lines product, etc.)
6. Before assessing any chargebacks for late deliveries, FPI will consider if sufficient lead-time was provided. It is FPI's expectation that the Supplier can meet a 20% increase in delivery demand within a two (2) week time period.



**V. Invoicing**

Supplier invoices must match the purchase order and packing slip / bill of lading in order to be approved for payment. The following information must be included on all invoices:

- Purchase Order Number
- Part Number (if applicable)
- Description of Product or Service
- Quantity Shipped or Service Duration
- Price (unit price and extended price)
- Packing Slip Number
- Invoice Number & Date

Failure to include this information exactly as written on the FPI purchase order will result in payment delays.



## VI. Production Preparation Process

FPI Purchasing monitors and manages selected suppliers from new product release through the start of production. New product / process launch readiness measures are implemented to ensure that suppliers are able to produce in accordance with the requirements of the purchase order.

### ▪ **Supplier Risk Assessment**

FPI Purchasing will conduct Supplier Risk Assessments to determine which supplier's products are to be identified as "selected suppliers" and will be tracked by FPI Purchasing. Criteria includes but is not limited to:

- Product / process complexity
- Past product / process concerns
- Impact on final product
- Past warranty concerns
- New product / process for supplier
- New product / process for FPI
- Product environmental impact
- Supplier launch history
- New supplier / production location

### ▪ **Component Review Meeting**

Component Review Meetings are held with selected suppliers to identify key product/process characteristics that must be statistically monitored to ensure stability.

### ▪ **Advanced Product Quality Planning**

All suppliers are required to produce advanced quality plans to support the development of new products and/or services, in accordance with the guidelines in the *Advanced Product Quality Planning and Control Plan (APQP)* manual published by the Automotive Industry Action Group (AIAG)

The Advanced Product Quality Planning process documents the progress of the supplier's product quality plan. FPI Purchasing audits the supplier's documentation and manufacturing site, and monitors the supplier's progress in closing any open issues.

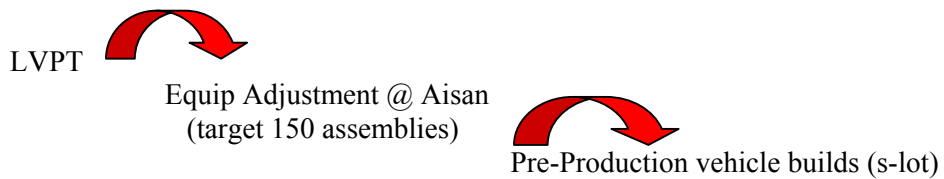
### ▪ **Production Trial Run**

A Production Trial Run is performed to verify that a supplier's actual production process is able to meet program volumes at an acceptable quality level. The supplier's process must be able to produce 115% of the quoted volume with production tools and equipment and in the quoted pattern(s). All suppliers are required to perform a Production Trial Run (Run at Rate or HVPT), prior to

launch. The Production Trial Run data results must be maintained by the supplier and made available at FPI's request.

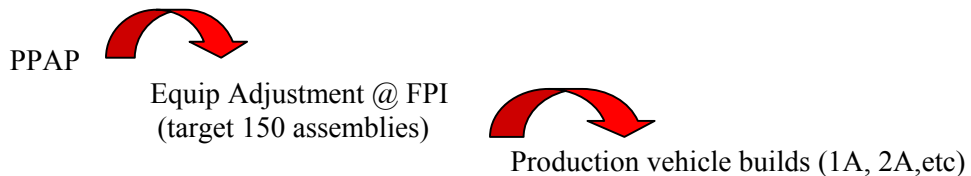
The three types of production trial runs are as follows:

- Low Volume Production Trial (LVPT)-A managed internal trial run at the supplier's manufacturing facility used to:
  - 1) Identify problems, develop and implement countermeasures at earlier stage possible
  - 2) Confirm process capability, productivity and part quality to include possible impact of any ECI implementation activity
  - 3) Verify readiness to successfully complete the HVPT requirement

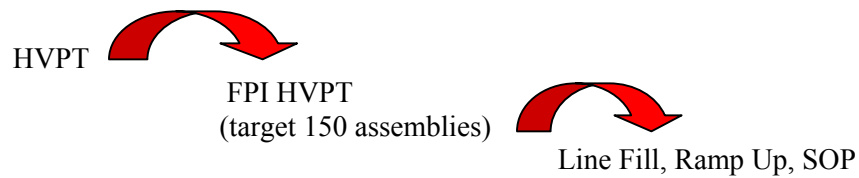


- Production Parts Approval Process (PPAP)- Production parts are manufactured at the production site using the production tooling, gaging, process, materials, operators, environment, and process settings, e.g., feeds/speeds/cycle times/pressures/temperatures.

Parts for production part approval must be taken from a significant production run. This run would typically be from one hour to one shift's production, with the specific production quantity to total 300 parts minimum unless the customer has agreed upon some other quantity in writing. Parts from each position of a multiple cavity die, mold, tool or pattern are to be measured and representative parts tested.



- High Volume Production Trial (HVPT)- A limited production trial run at the suppliers manufacturing facility simulating mass production conditions by using mass production tooling, equipment, manpower and material. It should be the final confirmation of the process (es) following previous trials conducted independently at the supplier to confirm process capability. FPI may attend the HVPT run for final PPAP approval.



- **Launch Support**

During any program launch at FPI, selected suppliers may be required to provide on-site representation. The supplier's launch support representative(s) must be knowledgeable, capable and empowered to make decisions.

- **Process Preparation**

FPI Purchasing, in conjunction with Aisan Engineering, will issue Process Preparation Drawings for North American localization components for production preparation. A Request for Quotation and/or Variance Quotation Request will be issued to the supplier to firm-up quotations to new or revised drawings.



## VII. Quality Requirements

### ■ General Quality System Requirements

All suppliers to the organization (FPI) must be certified to ISO 9001-2000 or TS16949 unless approved by the organization's customer.

Suppliers are assessed as follows:

- Suppliers with third party ISO 9000-2000, TS16949, etc. registration are required to provide a copy of the certification.
- The organization will perform on-site audits as required.

### ■ Quality Expectations

- The organization expects all products and services supplied will meet or exceed its expectations and that of its customers.
- *The Automotive Customers of FPI target defects at 0 PPM therefore, target supplier defect rates (PPM) are defined on an annual basis.*
- Submittal of all documentation and countermeasures on time. If the supplier cannot meet deadlines, the supplier must contact the organization's supplier quality department and submit a Supplier Request for Deviation/Waiver (SRDW) [See Appendix C]. The supplier is expected to provide updates on current situations and request an extension if delinquent.

### ■ Advanced Quality Planning

All production suppliers (components, materials, tooling, etc.) may utilize Advanced Product Quality Planning (APQP) methods. Suppliers are required to participate in the early planning to provide their expertise. Upon request, suppliers may be asked to attend the organizations planning stage meetings and allow the FPI associates to attend the Supplier's APQP meetings upon request. Suppliers are required to provide APQP timing charts to monitor their progress.

### ■ Prototype/ Process Preparation Parts

All Suppliers responsible for prototype/process preparation parts are required to complete the following items and have the supporting documentation available for review. The documentation must be retained for 1 year after Start of Production.

- Design Record / Drawing - Any deviations require the organizations approval. If the design record/drawing is not available for parts submission, a SRDW is required.
- Inspection Results and/or Test Device - A complete characteristic inspection shall be conducted on 3 parts per shipment or 3 parts per prototype production run unless otherwise specified by the Organization QA Section. Special or important characteristics are to be verified on all parts to insure conformance to the design records / drawings. If the design record/drawing does not designate critical dimensions, it is the Supplier's



responsibility, as the expert, to identify a minimum of 3 Key Product Characteristics.

- Material Certification – A material certification is a document from the material producer specifying the manufacturing location, lot number, product name, test dates, and test data. Certifications must state compliance with any additional specifications that is called out on the drawing (i.e. ASTM, TSE, etc).
- Manufacturing Lot Numbers - Parts must have manufacturing lot numbers that are traceable to the test / inspection results. Lot numbers are to be in sequence throughout the prototype phase. Design records/drawings, test results, and supplementary inspection results must have the lot numbers clearly indicated. Lot numbers are required unless otherwise specified by the organization's Quality Engineer.
- Production Material and Process – Suppliers are required to submit a Production Part Approval Process (PPAP) as soon as parts are being produced off production tooling utilizing the production process.
- Material Tags - Each box/tote must be identified with the part number, lot number and revision number. For multiple lines or machinery used in assembly must be identified by the supplier and approved by the organization. The Supplier Quality Contact may waive the material tag requirements.

▪ ***Run at Rate***

*A Run at Rate is required for each PPAP submission to prove capability, (i.e. acceptable parts per hour off production tooling and utilizing production processes and personnel). The organization's representatives may be present during the Run at Rate.*

▪ **PPAP Sample Submissions**

PPAP sample submissions must follow the Production Part Approval Process (PPAP) procedure (See Appendix F). It is the sole responsibility of the supplier to submit a PPAP that complies with the FPI requirements. The FPI QA section will review the PPAP for detailed accuracy. PPAP judgment will be based upon three categories. Category (1) will be zero nonconformances, category (2) will be minor nonconformances and category (3) will be a major nonconformance. Category definitions are as follows, (Category 1) Zero nonconformance's means the PPAP was approved at the first submission, (Category 2) Minor nonconformance is an omission of a document, typing errors, wrong document revision etc. the PPAP will not be rejected, however FPI QA will contact the supplier via PSR and the supplier must make the corrections and resubmit within 5 working days. (Category 3) will be a major nonconformance, which is data that does not meet the drawing requirements, un-approved (DCR) drawing change request, PFMEA with RPN of 100 or more without countermeasures and recalculated RPN and material that does not match the drawing.

The major nonconformance will be rejected and the PPAP given to the FPI buyer along with the PSR and the supplier must negotiate with FPI buyer for



correction timing and re-submission. If the supplier re-submits and a nonconformance is found, then the FPI QA section will issue a RCAR to the supplier and all costs associated with the RCAR issuance will be charged to the supplier.

### **PPAP Level Requirements**

**Level 1 - Submit a Part Approval Submission Sheet (PASS) only.**

**Level 2 - Submit a PASS and *supporting data as determined by FPI.***

**Level 3 - All PPAP requirements submission.**

**Level 4 - Same as Level 3 except omit sample parts.**

**Level 5 - Same as Level 3 except PPAP review is at supplier location.**

- **Part Approval Submission Sheet (PASS)** – The PASS along with the PTS must be submitted for each trial stage shipment. FPI will use these documents to monitor the supplier’s process preparation activities and PPAP approvals. Trial stage shipments do not need FPI approval unless the submission is for PPAP.
- **Inspection Standard** – *Approved Inspection Standard is required at PPAP submission. Draft is required prior to sending any sample / prototype parts. The Inspection Standard cannot conflict with the drawing specification, but is intended to clarify and enhance quality assurance related requirements.*

*The inspection standard, at a minimum, must define the following items:*

- a. Datum Structure if noted on print*
- b. Dimension and Tolerance*
- c. Appearance*
- d. Performance*
- e. Function*
- f. Weight*
- g. Color if noted on print*
- h. Identification Method / Label*
- i. Material*
- j. Special Inspection Items*

*Note: All critical items listed on the drawing must be included on the Inspection Standard.*








*The Inspection Standard must include a sketch or drawing cutout clearly showing part details. Sketch or drawing cutout must be ballooned to reference key inspection data.*

- **Sample Product** - Parts must be numbered to correspond with the sample data sheets, unless otherwise approved by FPI. Single cavity/tool, n=3. Multiple cavity/tool, n=1 per cavity/tool.

- **Inspection Results and /or Test Device - 100% of dimensions on the print with ballooned drawing.** Single cavity/tool, n=3. Multiple cavity/tool, n=1 per cavity/tool.
- **Material Certifications** - A material certification is document from the material producer specifying the manufacturing location, lot number, product name, test dates, and test data. Certification must state compliance and represent the material used with any additional specifications that is called out on the drawing. (ASTM, TSE, etc) Include certification or test data for any secondary processes such as plating, electro-coating, annealing, etc. (i.e. ASTM, TSE, etc).

The supplier shall submit a Technical Standard Request Form (See Appendix H) if the supplier does not have access or needs the latest revisions of applicable technical standards or manuals. (TSE, TSM, TSB, AST, etc.)

- **Process Flow Diagram**
- **MQC/Control Plan** –The supplier is required to control all-important characteristics denoted on the drawing. The control plan shall also include the symbol associated with each control item.

	Safety characteristic.
	Emission regulation
	Regulation characteristic
	Function or performance characteristic
	Characteristic influencing a safety feature
	Characteristics that support or guarantee other important characteristics
	Customer assembly characteristic

At a minimum, the sample size and frequency of important characteristics shall be one of the following:

- 1) n=5 per cavity/tool for each lot



- 2) First/last piece inspection (n=1 per cavity/tool for each lot at the beginning and end of shift or run)

Instances where there is 100% guarantee at assembly for detection of non-conforming parts, the organization may, at its discretion, give suppliers approval to omit regular inspection of important characteristics. Approval must be in writing, using the Supplier Request for Deviation/Waiver. (SRDW)

- **PFMEA** - Suppliers are required to use the AIAG supplemental manual “Potential Failure Mode and Effects Analysis” as a reference for proper methods and procedures for conducting PFMEA.

Risk priority number (RPN) with values of 100 or greater must be counter measured to reduce this calculated risk. As countermeasures are implemented, the results are recorded, and RPN’s recalculated.








The supplier shall re-submit PFMEA’s when they have been revised to reflect pilot production evaluations or have been affected by ECI, PCR, specification changes, issuance of a Root Cause Analysis Report (RCAR) [See Appendix I] or countermeasures.

Note: The Process Flow Diagram, Control Plan and PFMEA processes should match, unless the “family approach” is utilized for similar parts or processes. Potential failures for every process listed must be included in the PFMEA.

- **Gage R&R Studies** – Studies should be submitted for each instrument listed on the control plan. Any study with a gage R&R value over 10% must be accompanied with a SRDW for approval. If a gage or fixture is developed to determine conformity of parts, the calibration results must be submitted upon request.
- **IMDS entry data** - *All Suppliers to the Automotive Industry are required to ensure compliance to the environmental policies of our Customers, International Standards, Legal Regulations, and the Law in other countries in which we operate. As such, we are prohibited from purchasing or supplying products that contain specific chemical substances. The supplier must provide detailed material information for all sub-components and materials used in the products shipped to FPI. This information must be entered into the IMDS system and submitted to FPI via the IMDS website and verified with FPI during the PPAP on the PASS.*
- **FPI Supplier Quality Assurance Contact Sheet** [See Appendix D]
- **FPI Supply Chain Management Sheet** [Appendix P]



- Process Capability Study** – Capability Studies for each important characteristic item denoted on the drawing must be submitted. Exceptions will be considered upon request by supplier and must be approved by the organization. Requirements are as follows:

Symbol	Process Capability	Average defect ratio	Control Method*
    	$C_{pk} \geq 1.33$ $C_p \geq 1.33$	$P < 0.01$	- First product check  - Control chart or record graph
	$1.0 \leq C_{pk} \leq 1.33$ $1.0 \leq C_p \leq 1.33$	$0.01 \leq P \leq 0.30$	100% Inspection
	$C_{pk} \leq 1.00$ $C_p \leq 1.00$	$P > 0.3$	100% Inspection
 	$C_{pk} > 1.00$ $C_p > 1.00$	$P < 0.3$	- First product check  - Control chart or record graph
	$C_{pk} \leq 1.00$ $C_p \leq 1.00$	$P \geq 0.3$	100% Inspection

\*First product check – 30-piece capability study of the first lot/delivery of mass produced parts that are off tool/off process.

\*Control chart or record graph – n=2 per shift / per cavity / per lot or run. Data is to be submitted upon request.

PPAPs of pass-thru parts shall be on file and ready for review at FPI's discretion. It is the Tier 1 supplier responsibility to manage the Tier 2 requirements; and ensure that FPI requirements are met. The Tier 1 must submit PPAP to their respective activity.

Regular production shipments shall be shipped only after the Supplier has received written approval from the organization.

The Supplier shall obtain prior written approval from the organization for any and all exceptions or deviations. All deviation requests are to be submitted on a



Supplier Request for Deviation Waiver (SRDW) to the appropriate organization Supplier Quality Engineer.

It is the supplier's responsibility to ensure that parts meet all drawing and material requirements prior to submission. Samples found to be dimensionally incorrect or with improper or incomplete documentation, shall be rejected unless a SRDW has been approved. Suppliers are responsible for subcontracted material and services.

▪ **Material Mapping**

The supplier must also provide, at a minimum, the following information for all sub-components and materials on the Material Mapping Matrix (See Appendix K).

- Sub-Supplier Name(s)
- Sub-Component Part Number(s)
- List of all Materials used to manufacture the product
- Most Current Material Specification(s)
- Copy of Most Current OEM Specification or Statement of Requirements (SOR)
- Name of Accredited Test Laboratory
- Copy of the Test Laboratory Scope and Accreditation

Material Testing and Laboratory Data performed by an Accredited Test Laboratory

▪ **Supplier Process Check before SOP**

The organization will perform an On-site Process Check prior to full PPAP approval.

If the Supplier is not prepared or additional visits are required to approve the PPAP, the Supplier will be issued a Root Cause Analysis Report (RCAR) and be responsible for all costs associated with additional visits (time, travel expenses, etc.).

If the Supplier lacks the facilities and certification required to perform dimensional inspection, laboratory analysis and testing, the supplier assumes the responsibility to subcontract to a certified 3<sup>rd</sup> party and to respect program timing.

• **After start of production requirements**

- The supplier upon request, must send by email, to their respective FPI quality contact, the data that supports the lot of parts shipped. This is not a certificate of compliance, it is actual inspection data derived from the control plan and internal inspection standards at the supplier process.
- Suppliers are required to perform annual dimensional layouts and functional tests to ensure continuing conformance to the drawing, material, specification and statistical requirements and to submit evidence of the testing upon the organization's request. Suppliers must submit statistical process control data (SPC) on all internal and drawing special or important characteristics.



- Supplier is required to keep critical data for 10 years + current.
- *Suppliers must submit material certifications, less than 3 months old, for every part supplied to FPI upon request. Request can be made per FPI Customer Requirements, Trial builds, Quality defects pertaining to the material, or Annual Validation.*

▪ **Product/Process/Manufacturing Location/Sub-Contractor Changes**

The Supplier must notify the organization of any changes to the approved PPAP and submit updated copies. If the proposed change meets the criteria for issuing a Process Change or sub-supplier change, the supplier must receive PPAP approval from the organization prior to implementation. If the change does not meet process change request (PCR) or sub-supplier change issuance criteria, the supplier shall issue only the revised MQC/CP (See Appendix L) to QA/QE for review and approval.

A PCR is required for, but not limited to, the following situations:

- Addition or replacements of tooling or machines for mass production.
- Manufacturing location changes within a plant or to a new location.
- Major Production Change – Additional shift, Tool Damage, Reduction of tooling which would cause quality or delivery issues, Major interruptions in Production, etc.
- Mass Production Engineering Change Instructions (ECI).
- Change in approved production process, tooling, and/or layout (e.g. change in process flow, inspection and testing, or inspection and testing equipment).
- Sub-supplier source changes. This includes the sourcing of an additional sub-supplier.
- Changes in sub-supplier approved production process tooling and /or layout.
- Dimensions specified on the drawing.
- Tolerances specified on the drawing (design tolerance). A Print Change Request (See Appendix M) may be needed.
- Material (including those not originally specified on the drawing or stock over six (6) months old).
- Performance testing procedures or requirements.

*The Supplier shall* complete and submit a Process Change Request (See Appendix N) to *their QA contact* for approval in a time frame, which will allow us to supply required paperwork to customer. FPI customer/end user requires three-month notice before scheduled implementation.

For plant or sub-supplier changes, the supplier must first submit a Sub-Supplier/Plant Location Change Request form. (See Appendix O) The approved form must then be attached to a PCR and submitted to QA/QE.

Approval of the PCR does not constitute authorization for the supplier to implement the requested changes. This is plan approval only. The approved



PCR will define the steps needed for the supplier to obtain final approval. **In no case shall the supplier change the process prior to approval from the organization. Before shipping instructions are located on the PCR document (See Appendix N).**

▪ **Suspect and Non-Conformance Issues**

If product is in transit to FPI and the supplier discovers a possible nonconformance, it is the supplier's responsibility to contact their respective QA contact with the carrier, estimated time of arrival, quantity, lot dates, and any other information that will guarantee the ability to intercept the parts at FPI. FPI QA will champion the necessary activity needed to quarantine the product until disposition can be made. A RCAR will not be issued to the supplier, nor will this incident be charged against supplier performance. FPI considers this a proactive approach from the supplier; to insure that suspect parts do not invade the FPI production process.

If non-conforming product is found within FPI inventory or production lines, a RCAR will be issued. FPI reserves the right to employ the services of an independent sorting company at the suppliers expense to keep the production lines moving. The supplier can send qualified personnel or employ the services of an independent sorting company *pre-approved by FPI*.

The Supplier is required to meet the following requirements:

Within one (1) working day of receipt of RCAR – must start containment actions (At the Supplier's facility and at the organization's facility)

- Suspect inventory, lot numbers, etc.
- Initial response & responsibilities
- Number of parts sorted and number of defect founds

The Supplier is responsible for providing the organization with written rework/sort instructions. The instructions are required for the organization or temporary services to prevent line or assembly shutdown.

Within ten (10) working days of receipt of RCAR–The RCAR should be completed and returned with:

- Root Cause or Root Cause determination plan
- Permanent Corrective Actions taken with completion dates
- Recurrence Prevention Plan

If a non-conforming issue is open past the ten (10) working days, supplier must request an extension to the RCAR initiator. The RCAR initiator will review and make disposition.



The organization shall review and approve closure of the RCAR. The organization reserves the right to require that additional controls be implemented and/or additional documentation is provided to resolve supplier quality issues.

- **Shipping Countermeasured Product**

Countermeasured product must be identified clearly on the outside of the container or skid by using the Countermeasured parts form “CPF” (see appendix Y), this will be the visual tool for FPI receiving. The supplier must also e-mail the CPF to their respected QA contact. If a supplier has reached the management review status, then the supplier must be present when the product will be used in the FPI production process. This applies only to the component part that caused the management review status.

- **Supplier Request for Deviation Request Waiver (SRDW)**

In the event a Supplier is unable to meet the quality, delivery, specification, drawing, etc. the Supplier may request a deviation. The Supplier Request for Deviation Waiver (SRDW) Form must be completed and submitted to the Supplier Quality Contact. The Supplier Quality Contact will communicate the request throughout the organization and facilitate the disposition of the SRDW (approved or rejected).

- **Controlled Shipping Containment**

For suppliers with chronic or repetitive quality and delivery issues, the organization reserves the right to impose additional containment measures at the Supplier’s expense to ensure conforming product is received. These additional controlled containment measures will be defined per the Controlled Shipping Containment Letter to the supplier.

These additional controlled containment measures are intended to be interim steps to ensure conforming product is shipped to the organization. Permanent actions to prevent recurrence must be implemented in conjunction with these containment programs. Once permanent actions are implemented, verified and validated, the RCAR will be closed.

- **Warranty**

The supplier is responsible for all warranty claims and associated costs (internal, external, consequential, etc.) if the claim is traceable to supplied parts failing to meet specification *in the opinion of FPI*.



## VIII. Packaging, Product Labeling and Shipping Documentation

### ■ **Prototype, Process Preparation, PPAP, Early Production Containment, and Engineering Samples**

All prototype, pre-production, PPAP, Early Production Containment, Engineering Sample parts must be labeled with the FPI Special Shipment Labels (See Appendix Q) in addition to the standard AIAG approved bar code label.

The following information must be included on the standard AIAG approved bar code label for all components shipped to the FPI facility:

- FPI Part Number
- FPI Revision Level (if applicable)
- Part Description
- Quantity in Box
- Supplier Manufacturing Date
- Supplier Name
- Purchase Order Number
- Program Name
- Unique Serial Number that can be traced to the manufacturing date code

### ■ **Production Requirements**

All products must be labeled in accordance with the latest AIAG labeling requirements (B-10 for North America). The following information must be included on the AIAG approved bar code label for all production components shipped to the FPI manufacturing facility:

- FPI Part Number
- FPI Revision Level (if applicable)
- Part Description
- Quantity in Box
- Supplier Manufacturing Date
- Supplier Name
- Purchase Order Number
- Unique Serial Number that can be traced to the manufacturing date code.

Any deviations requested from the standard AIAG bar code labels specified above, must be approved by the respective FPI Materials / PC Department on the FPI Supplier Request for Deviation Waiver form (SRDW) prior to shipment.

### ■ **Shipping Documentation For All Shipments**

Each shipment is to be accompanied by a packing list / bill of lading that clearly identifies the following data:

- Supplier Name
- Date of Shipment
- Packing Slip Number
- Purchase Order Number



- Release Number(s) (if applicable)
- Shipping Location
- FPI Part Number
- Part Description as stated on the Purchase Order
- Unit of Measure
- Quantity Shipped

▪ **Lot Traceability**

For lot traceability, FPI requires that the Supplier establish and maintain procedures for identifying the production lots from receipt of raw material through shipment of final product.

The Supplier's lot traceability system must permit isolation of suspect product and report production and quality data based upon a unique bar code label serial number on each container.

FPI expects the Supplier to provide lot traceability data within 24 hours based on the AIAG serial number. The Supplier must be able to identify all other serial numbers in the same suspect production lot.

▪ **Packaging**

The Supplier is responsible for submitting packaging proposals on the FPI Packaging and Shipping Data form or an equivalent form to the Program Buyer. The Program Team and/or the FPI Manufacturing Facility will review the packaging proposals and may require a packaging trial. The Supplier's Quotations should include both returnable and expendable packaging.

FPI may request the Supplier use the standard returnable containers used in the FPI manufacturing facility to meet optimal production layout (See Appendix R-FPI Returnable Container Reference).

Unless otherwise notified in writing by FPI Purchasing, the Supplier is responsible for maintaining and cleaning all returnable containers. The Supplier is responsible for replacing worn or damaged packaging at the Supplier's cost. The Supplier is responsible to have sufficient expendable packaging in inventory at the Supplier's cost in the event of shortage, loss, damage, etc. If returnable containers are not being returned in a timely manner, please notify the appropriate PC contact.



## IX. Annual Purchasing Policy (APP)

The Annual Purchasing Policy (APP) describes FPI's expectations of our suppliers for the coming year. The APP is comprised of two parts, the Annual Price Review and Individual Supplier Expectations. The APP process (See Appendix S) is designed to offer the Supplier a formalized procedure to provide cost reductions to FPI as well as identify individual supplier and value improvement tasks that the supplier can use to improve performance. All of FPI's suppliers are required to participate in this program. In order to participate, suppliers are required to submit an annual price review (APR) proposals representing a minimum of a 3% reduction in cost relative to the Supplier's total calendar year sales to FPI. FPI reserves the right to adjust the minimum APR commitment levels based on business needs. The Commodity Buyer will send the Supplier's APR targets in writing on an annual basis.

### ▪ Program Description

Each APR package contains:

- **Cover letter**  
Designed to initiate the APP process and assist the supplier with a past year overview as well as expectations for the upcoming year.
- **Acknowledgement of Receipt**  
The acknowledgement of receipt is FPI's confirmation that the APP package has been received and is understood.
- **Corporate Targets**  
The corporate targets form is completed by your FPI Commodity Buyer and explains the annual targets, individual expected tasks, value improvement targets and the basic conception of cost reduction for each supplier. This will provide the supplier with valuable information to help improve the relationship with FPI as well as target some areas of improvement.
- **Individual Expected Task Performance Summary**  
The individual expected task performance summary form allows the supplier and FPI Commodity Buyer to identify specific tasks that are key strategic or priority issues that require action, focusing on development and/or improvement. Plans will be developed, a schedule to implement these plans and a checkpoints will be established to carry out these plans.
- **Value Improvement Performance Summary**  
The value improvement performance summary form is similar to the individual expected task performance summary where as it identifies value improvement targets, plans are development and a schedule and checkpoints are established to carry out these plans.
- **Plant Targets**  
The plant level target form provides individual supplier historical performance as well as lists the items FPI will order for the upcoming year. It is the supplier's responsibility to fill in the new APR price and the spreadsheet will calculate the savings to FPI. There is a comment section available for suppliers to provide feedback to FPI.



FPI is dedicated to assisting its Suppliers' cost reduction efforts as well as achieving their individual expected tasks with internal resources trained in conducting cost improvement programs such as VA/VE and Kaizen workshops. If you are interested in this type of support, please contact your Commodity Buyer.

▪ **Submission Policy and Procedures**

Each APR proposal must be submitted on an FPI Plant Targets form (See Appendix S, sheet 4) in order to be considered. Please be as detailed as possible when documenting your proposal(s).

All APR proposals should be submitted electronically (by email) to the FPI Purchasing Department. Upon receipt, each proposal will be evaluated for technical and commercial feasibility. After this evaluation, you will be notified in writing of the status of the proposal.



## X. Supplier Performance Process

FPI utilizes a process to monitor and assess supplier performance. This system uses quality, delivery and cost reduction data to calculate an overall performance rating. The rating is then factored into future sourcing decisions.

### ▪ **Criteria**

The following criteria will be used for rating suppliers:

#### **Quality** –

**Defect Ration (PPM)** – The number of parts supplied by a Supplier that do not conform to FPI's specifications, divided by the number of parts shipped to FPI, multiplied by 1,000,000. For parts rejected at the OEM customer's manufacturing facility or in the field (warranty), the number of parts rejected is weighted by a factor of 10.

- *Supplier target is 10 PPM or less*

#### **Delivery** –

**On-Time Delivery** – On-Time Delivery is defined as a shipment of the correct product and quantity delivered to the specified location (typically the FPI facility) on the day indicated on the production release schedules or one day early.

- 100 % on-time
- 0 days late/ 1 day early from acknowledged due date

#### **Cost Reduction** –

**Cost Reduction** – Each supplier must meet a target of 3% as described in Annual Price Review (APR) section. FPI reserves the right to adjust the APR target based on business requirements.

Monthly supplier performance reports (See Appendix T) are sent to suppliers via mail reporting quality and delivery performance for the given month. Contact your Commodity Buyer with any questions.

### ▪ **Supplier Award Program**

Based on the following criteria, suppliers will receive awards for each of the areas below:

- Quality Award-Annual quality percentages of 10 PPM or less
- Delivery Award- Annual delivery percentage of 100%
- Cost Award- Annual cost savings of 3% of sales
- Preferred Supplier Award (must meet all criteria listed above)

*A supplier business meeting may be conducted yearly or as designated by the organization. This meeting will be used to communicate, as well as encourage improvement of quality, delivery and cost reduction.*



## XI. Miscellaneous

### ▪ **Chargebacks for Production Loss, Forced Change Production Schedule and RCAR**

*If FPI incurs any cost due to a supplier delinquency or deficiency, in the opinion of FPI (quality, delivery, logistics, customs compliance, PPAP, forced schedule change, warranty, use of unapproved material/components/process etc... see appendix I), the Supplier will be charged for the administration fee as well as all costs (sort, rework, downtime, testing etc...) associated with the delinquency or deficiency. These costs will be summarized on the Supplier Chargeback Notification form and submitted to the supplier along with the RCAR and charged back to the supplier at a later stage via FPI Debit Memo.*

The standard chargeback costs will be as follows:

- \$500 maximum per manufacturing line/cell per hour downtime
- \$25 per employee (direct and indirect) per hour of line or assembly downtime, rework, sorting, etc
- \$500 administration fee for each RCAR and incidence of interruption

The Supplier will also be held liable for any and all other charges associated with any production loss. These charges could include, but are not limited to, raw material, sorting, scrap, material expediting, import cost such as customs broker fees, all customs fees, all customs duties and fees as applicable, material handling, FPI overtime, OEM downtime and/or overtime, etc.

The Supplier will have 10 working days to review and challenge the chargeback in writing from the date the **Supplier Chargeback Notification** is signed and issued. The written challenge must be submitted to the appropriate Program Buyer. If the Supplier does not respond within 10 working days, the Supplier has accepted the debit of reported charges.

### ▪ **Service Parts**

Suppliers are expected to support FPI's service requirements for 15 years after program build out. Suppliers are expected to provide service parts at production prices for a minimum of three (3) years after program build out. After this time period, FPI and the Supplier will negotiate reasonable costs and timing for these requirements.

Suppliers are required to maintain and store old production tooling and components and maintain adequate insurance to protect against loss or damage. Tools must be identified as owned by FPI or the OEM customer. Suppliers are required to revalidate service products on an annual basis and provide supporting documentation.

### ▪ **Obsolescence Policy**

FPI requires its Suppliers to submit an Obsolescence Request Form (See Appendix U) for approval of obsolete components, materials, and tools. The form must be submitted to the FPI Materials / PC Department for approval. FPI will only reimburse a supplier for components and materials that have a valid production release authorization from FPI for a specific quantity. The supplier is required to provide copies of the production releases and any other relevant



documentation with the Obsolescence Request Form. The supplier is not authorized to dispose of the material unless notified in writing by FPI.

FPI reserves the right to review all obsolete components, materials, and tools prior to disposition. If the parts and/or tools are not available for review, FPI is absolved of all responsibility for payment. The supplier is required to dispose of the obsolete material according to instructions provided on the approved Obsolescence Request Form. A copy of the approved form should be retained for future reference.

The supplier should provide “not to exceed” costs for any potential obsolescence claims with all Quotations to the Program Buyer. All claims must be submitted within 30 days after the change is approved, implemented, or the program builds out or FPI will not discuss responsibility for the claim.

▪ **Tool Management Policy**

Tools (injection molds, assembly tools, jigs, fixtures, secondary equipment etc.) for component parts purchased by FPI shall be identified as the property of FPI or FPI’s customer. Instructions will be given at the time of the order as to how the tool should be identified. The tools may not be used to support other customers without prior written agreement from FPI Purchasing.

▪ **Minority Sourcing Policy**

FPI has a Minority Sourcing Program and strives to meet the OEMs requirement by purchasing at **10%** of our total sales from “Certified Minority Suppliers.” If you are a “Certified Minority Supplier,” or your product contains a significant amount of content from a “Certified Minority Supplier,” please notify your Commodity Buyer in writing and provide a copy of the minority certifications. MBE certifications must be approved and authorized by the NMSDC.

▪ **Customs-NAFTA Documentation**

FPI requires its suppliers to provide all information necessary for FPI to comply with all applicable laws, regulations and related legal reporting obligations in the countries of destination. The supplier must provide all documentation and/or electronic transaction records to allow FPI to meet Customs-related obligations, any local content/origin requirements, and to obtain all Tariff and Trade program duty avoidance(s) and/or refund benefits.

The supplier shall assume, and indemnify FPI against any and all financial responsibility arising from the supplier's failure to comply with these requirements and/or to supply FPI with the information required to meet legal reporting obligations, including, without limitation, any fines, penalties, forfeitures, or counsel fees incurred or imposed as a result of actions taken by the importing country's government.

A valid NAFTA Certificate of Origin (See Appendix V) must be supplied on an annual basis for every production and service component (tooling and equipment as required) shipped within the NAFTA territory. An updated NAFTA Certificate of Origin, valid for the following calendar year, must be provided no later than



September 30<sup>th</sup> of each calendar year. A NAFTA Certificate of Origin covering the current calendar year must be provided one month prior to shipment for all new components or materials added during the calendar year.

Please mail all NAFTA Certificates of Origin to FPI Purchasing Manager.

▪ **Data Transfer Procedure**

FPI utilizes a file transfer portal (**FTPportal**) for the transfer of all electronic data to and from its supply base. The **FTPportal** allows FPI to track all aspects related to the transfer of data (i.e. time, date, supplier, file names, etc.). Each supplier is assigned a “mailbox” on the FPI **FTPportal**. A password is given to each supplier to prevent access by unauthorized personnel. A new supplier will need to fill out an online request for **FTPportal** account before a mailbox can be issued. The online form will provide FPI with important information about your capabilities for handling different data types. Please visit our website at [www.fpi.com](http://www.fpi.com) for the online form and the detailed instructions for sending and retrieving data.

▪ **EDI (Electronic Data Interchange)**

FPI has the capability to use EDI, but currently has not initiated plans to utilize EDI with any current suppliers. If a supplier feels they need to utilize EDI they should first discuss it with their FPI Buyer, who will then propose it to the purchasing manager and IT for feasibility study.



## **XII. Acronym List**

### **A**

A2LA	American Automobile Labeling Act
AIAG	Automotive Industry Action Group
APP	Annual Purchasing Policy
APQP	Advance Product Quality Planning
APR	Annual Price Review
ASTM	American Society for Testing and Materials

### **B**

### **C**

CPK	Process Capability Index
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### **D**

### **E**

ECI	Engineering Change Instruction
EDI	Electronic Data Exchange
ETA	Estimated Time of Arrival

### **F**

FOB	Free on Board (Customer Pays Freight and Insurance from FPI)
FPI	Franklin Precision Industry
FTPportal	File Transfer Portal

### **G**

Gage R&R	Gage Repeatability & Reproducibility
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### **H**

HVPT	High Volume Production Trial
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### **I**

ISO/9000	International Standards Organization-9000 Standard
ISO/QS	International Standards Organization-9000 Standard/Quality System

### **J**

### **K**

### **L**

LVPT	Low Volume Production Trial
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### **M**

MBE	Minority Business Entrepreneur
MQC/CP	Manufacturing Quality Chart/Control Plan

### **N**

NAFTA	North American Free Trade Agreement
NMSDC	National Minority Supplier Development Council

### **O**



OEM	Original Equipment Manufacturer
<b>P</b>	
PASS	Part Approval Submission Sheet
PC	Production Control
PCR	Process Change Request
PFMEA	Process Failure Modes and Effects Analysis
PPAP	Production Part Approval Process
PPM	Parts Per Million
PSW	Part Submission Warrant
<b>Q</b>	
QA	Quality Assurance
QC	Quality Control
QA/QE	<b>Quality Assurance</b> and Quality Engineering
QS	Quality System
<b>R</b>	
RCAR	Root Cause Analysis Report
RFQ	Request for Quotation
RPN	Risk Priority Number
<b>S</b>	
SOP	Start of Production
SOPA	Supplier Onsite Process Approval
SOR	Statement of Requirements
SPC	Statistical Process Control
SRDW	Supplier Request for Deviation/Waiver
<b>T</b>	
TSB	Technical Service Bulletin
TSE	Toyota Standards for Emissions
TSM	Toyota Standards for Material Characteristics
TS16949	Technical Standard-16949
<b>U</b>	
<b>V</b>	
VA	Value Analysis
VE	Value Engineering
<b>W</b>	
<b>X</b>	
<b>Y</b>	
<b>Z</b>	



**XII. Affiliated Offices/ Support Groups**

**Aisan Engineering Group**  
 Aisan Industry Company, LTD  
 1-1-1 Kyowa-CHO  
 Obu City, Aichi-Pref  
 474  
 Japan

**FPI Detroit Office**  
 888 West Big Beaver Road  
 Suite 870  
 Troy, MI 48084  
 (248) 434-5011 phone  
 (248) 434-5015 fax

**XIII. Map of Worldwide Locations**

**Worldwide Operations**



AFA	Aisan (Foshan) Auto Parts	HDI	Hyundam Industrial
ATA	Aisan (Tianjin) Auto Parts	SPC	Samae Precision Corporation
CHD	Shenyang Xuantan Automobile Parts	ABC	Aisan Bitron Czech
PTK	Chonqing Pingshan TK Carburetor	ABE	Aisan Bitron Czech
TAK	Tianjin Aisan Automobile Parts	ABL	Aisan Bitron Louny
ANI	Aisan Nasmoco Industri	FPI	Franklin Precision Industry
IHD	IHD (Indian Hyundam) Industries		

**XIV. Change Log**



**8<sup>th</sup> Addition**

- **Added Quality Specialist Term to Page 8.**
- **Added Page Numbers to Table of Contents (Page 2 & 3)**
- **Removed Packaging from Page 8**
- **Changed wording on Page 15**
- **Moved Run @ Rate from Page 22**
- **Add Addition PPAP Requirements to Pages 17 through 24.**
- **Change Supplier Business Meeting on Page 29**
- **Change Supplier Chargeback Page 30**
- **Change Minority Content from 8% to 10% Page 31**
- **Changed Appendix I. Revamped RCAR Form**
- **Changes Appendix S from APP Policy to Individual Supplier Expectations**
- **Appendix Z to Create an Inspection Standard**