

## Production Part Approval Process (PPAP) Requirements

*PPAP submission must include the following items:*

**Note:** *Each page must have the part number and revision level.  
All forms must conform to the AIAG format (4<sup>th</sup> edition).*

1. Part Submission Warrant made out to General Fasteners Company
2. Drawing (as provided by General Fasteners Company) – ballooned drawing corresponding to dimensional results
3. Dimensional Results – 6 pieces (individual readings required for **all** characteristics on the drawing)
4. Control Plan
5. Process Flow Diagrams
6. Process FMEA
7. Measurement System Analysis Studies – for all gages listed on control plan
8. Initial Process Capability Studies for special characteristics (100 pieces: Ppk or Cpk > 1.67)  
  
\*When no special characteristic(s) is identified on the drawing, the supplier shall choose the characteristic(s) that they deem significant based on their process/product knowledge to perform the study on.
9. Material, Performance Test Results (reference #10, Qualified Laboratory Documentation)
10. Qualified Laboratory Documentation – Any commercial testing laboratory used must be accredited for the testing performed. PPAP must include evidence of accreditation. If the TS 16949 manufacturers in-house laboratory is used, include a copy of the in-house laboratory scope. 'Laboratory Scope' – A quality record containing the specific tests, evaluations and calibrations a supplier laboratory has the ability and competency to perform; a list of equipment which it uses; a list of methods and standards to which it performs testing, evaluations and calibrations.
11. Sample Parts – 18 pieces minimum (unless otherwise specified)



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12. Approved Part Submission Warrant forms (when applicable) from all sub-suppliers performing secondary operations on the part (i.e. heat treating, plating, etc.)
13. IMDS information: Completed 'Material Composition Data Collection Form' (GFC form # 81531). Data must be entered directly or submitted with PPAP. If submitted directly, please indicate so on form.

**\*\*ONCE GFC HAS GRANTED PPAP APPROVAL, THE SUPPLIER IS PROHIBITED FROM MAKING ANY SUBCONTRACTOR OR PROCESS CHANGE WITHOUT GFC WRITTEN CONSENT. THIS CONSENT MUST BE GRANTED PRIOR TO THE SUPPLIER IMPLEMENTING SUCH CHANGE.**