



Annual Revalidations

Supplier Training

Supply Chain Improvement Engineer

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Why Annual Revalidations?



Layout Inspection and functional testing should be done by JTEKT supplier to:

- Be able to demonstrate ongoing conformance to specification.
- Confirm JTEKT's confidence for incoming components.
- Validate that the process and tooling has not deteriorated.
- Meet the applicable SQAM (JTEKT Supplier Quality Assurance Manual) requirements.
- Meet IATF 16949:2016 requirements and those of our customers.

- *This is not a PPAP request*
 - A PPAP is the evidence of the production process, and the results of the parts produced meet the specification.
 - A Revalidation is the evidence, by measurements or controls, that the parts continue to meet the drawing specifications during regular production of the parts.

- Below is the requirement from the JTEKT SQAM

2.4 Annual layout inspection and functional testing

The supplier shall, at a minimum, perform one annual 100% dimensional inspection and complete all testing requirements to illustrate compliance to all JTEKT requirements in accordance with the drawing unless otherwise approved by SQE/ Supplier Advancement Engineer. The primary focus is to illustrate compliance to all dimensional and material requirements.

The dimensional inspections must be performed on each cavity or die, if multiple dies or cavities are used for production. Records of the re-verification results may be submitted to JTEKT one year from the original approval date. Annual validation documentation shall accompany the AIAG Part Submission Warrant, control plan and design record of each part number. Up to date Material certification that includes chemical analysis data, material grade, and clearly states compliance to all required specifications (if applicable) shall be submitted with the annual layout unless otherwise agreed with JTEKT.

JTEKT may perform 100% dimensional inspections and applicable testing on an annual basis to verify drawing requirements are being satisfied. These inspections apply to all multiple dies or moulds with multiple cavities. The supplier shall correct and notify JTEKT Plant Supplier Quality Engineer of any non-conformance discovered from these inspections immediately.

Note: The supplier will submit the verification data upon JTEKT's request only, JTEKT will define how the data should be submitted (electronic or hard copy)

- **The supplier shall, at a minimum, perform one annual 100% dimensional inspection and complete all testing requirements to illustrate compliance to all JTEKT requirements in accordance with the drawing unless otherwise approved by SQE/ Supplier Advancement Engineer (SAE).**
- The JTEKT requirement is one (one part) Annual 100% dimensional inspection and complete testing. If a JTEKT customer requires more than one part, the SQE will notify the supplier of this requirement. Requirement is one part per cavity/die/production - assembly stream or more depending on customer requirement.
- The dimensional inspection must be done to the latest revision of the drawing.
- The complete testing must be done to the latest specifications defined in the drawing.
- The approval from the Supplier Quality Engineer (SQE) or the Supplier Advancement Engineer (SAE) has to be in writing (via e-mail, letter or meeting minutes), no verbal approval is allowed if not documented.
- These 100% dimensional inspection and completing all testing requirements is also a requirement from IATF:16949. Section 8.6.2 Layout inspection and functional testing, as well as requirement from JTEKT's customers.

- **The primary focus is to illustrate compliance to all dimensional and material requirements.**
 - **The dimensional inspections must be performed on each cavity or die, if multiple dies or cavities are used for production.**
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- - To illustrate compliance to all dimensional requirements the supplier must:
 - Balloon every item on the drawing.
 - Provide measurements and information for all dimensions outlined in the drawing matching the numbers of the ballooned drawing. Note: Use of the dimensional report from AIAG is preferred.
 - Dimensional report must indicate the number of cavity or die that was used for measurement.
 - To illustrate compliance to all material requirements the supplier must:
 - Provide material test results to the JTEKT specifications, use of the material test report from AIAG is preferred.

- **Records (1) of the re-verification results may be submitted to JTEKT one year from the original approval date.**
- **Annual validation documentation shall accompany the AIAG Part Submission Warrant (existing approved PSW), control plan (2) and design record of each part number.**
- **Up to date Material certification that includes chemical analysis data, material grade, and clearly states compliance to all required specifications (if applicable) shall be submitted with the annual layout (3) unless otherwise agreed with JTEKT.**

- (1) Record retention is an IATF requirement. Clause 7.5.3.2.1
- (2) Control Plan is an IATF requirement 8.5.1.1
- (3) Monitoring is an IATF requirement 8.3.4.1

Note: The JTEKT plant SQE will notify to the supplier in writing if PSW, Control Plan or design record of each part number is not required with the annual validation data.

- **JTEKT may perform 100% dimensional inspections and applicable testing on an annual basis to verify drawing requirements are being satisfied.**
 - **These inspections apply to all multiple dies or moulds with multiple cavities.**
 - **The supplier shall correct and notify ALL AFFECTED JTEKT Plant Supplier Quality Engineers of any nonconformance discovered from these inspections immediately.**
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- As with any SQAM noncompliance, failure from the supplier to communicate to JTEKT the nonconformance from these inspections, may generate a customer complaint to the supplier or be reflected in a downgrade in supplier's performance rating or supplier's approved supplier status.

8.6.2 Layout inspection and functional testing

A layout inspection and a functional verification to applicable customer engineering material and performance standards shall be performed for each product as specified in the control plans. Results shall be available for customer review.

Note 1 Layout is the complete measurement of all product dimensions shown on the design Record(s).

Note 2 The frequency of layout inspection is determined by the customer.

- Some JTEKT suppliers may not be IATF 16949:2016 certified, and these requirements may not be applicable to them, but the requirements of the SQAM are applicable to all JTEKT suppliers.
- The defined frequency of layout inspection for JTEKT suppliers is annual unless specified in writing by the SQE or the SAE.

- The JTEKT Plant SQE will contact the supplier to request the annual layout inspection and/or functional testing results for a specific part number.
- The JTEKT Plant SQE will document in writing the required date for the supplier to provide this data. Failure from the supplier to meet this date could generate a customer complaint to the supplier or be reflected in a downgrade in supplier's performance rating or supplier's approved supplier status.
- Supplier shall perform the revalidation one year after the PPAP for a specific part number has been approved.
- The supplier is responsible to keep this data and provide it upon a written request from JTEKT plant SQE or the SAE.

Optional use of checklist.

- The supplier may use the JTEKT Supplier IAIG PPAP/ (VDA) PPAP book checklist FSQM-080 (available in the supplier portal) to verify that the required annual layout inspection and functional testing has been provided to the JTEKT SQE or SAE correctly.

Sections of this checklist to be used are:

- Section 2A. Part Submission Warrant (must use AIAG format)
- Section 2C. Design Records of Saleable Product
- Section 3B. Control Plan (must use AIAG format)
- Section 6A. Dimensional Results / Analysis and
- Section 7B. Material Performance Test Results

- Process Capability /MSA
 - The JTEKT plant SQE may require to the supplier a process capability or MSA data for a specific characteristic(s) for a specific part.
 - If needed, the JTEKT Plant SQE will request this to the supplier in writing and it could be requested after reviewing the annual layout inspection and functional testing.

- Supplier to perform the dimensional inspection and complete all material and functional testing requirements to illustrate compliance to all JTEKT requirements in accordance with the drawing.
- The dimensional inspections must be performed on each cavity/die/production assembly streams if multiple dies or cavities are used for production.
- If annual validation data is required to be submitted to the JTEKT SQE, annual validation documentation shall accompany the existing AIAG Part Submission Warrant, Control Plan and design record of each part number in addition to date material certification that includes chemical analysis data, material grade, and clearly states compliance to all required specifications.
- JTEKT may perform 100% dimensional inspections and applicable testing on an annual basis to verify drawing requirements are being satisfied.
- The supplier shall correct and notify immediately all affected JTEKT Plant SQE's of nonconformance discovered from these inspections.