Service PPAP

Module 13
The purpose of this module is to provide a brief overview of the FCSD PPAP requirements and expectations.
Expected outcomes

- Know when a PPAP is required
- Understand which parts require PPAP
- Understand Ford Customer Service Division expectations related to PPAP
- Online PPAP submission tool (e-PPAP)
- Gain an insight into the various levels of PPAP approval
- Understand Ford specific requirements
- Learn the Ford Specific PPAP requirements
When is a Supplier Required to PPAP?

- New model initial submission
- Engineering changes
- Tooling transfer or refurbishment
- Process or material changes
- Annual Validation – tools not used in over one year require: (For active parts only)
  - Ford approved design record
  - Engineering change documents and approval
  - Dimensional results (minimum 3 pieces)

Note: Refer to the AIAG Service PPAP Manual and Parts Submission Warrant
Which Parts Require PPAP?

- All engineering part numbers must have PPAP approval from your Ford STA prior to shipping parts to FCSD.
- If you ship the same engineering part number to both production and service, only production PPAP approval is required.
- Service unique parts shipped direct to FCSD require Service STA PPAP approval:
  - Sub-assemblies
  - Service unique kits
  - Service components
Service PPAP and Alerts

- If you are shipping NEW MODEL assemblies under an alert to production, add the serviceable component engineering part numbers to the alert’s comment section and ship under that same alert to FCSD.
- All interim PPAP approvals require an active alert.
- Alert “D” screen must clearly spell out the elements that are being alerted.
Which part to PPAP: Example 1

If the end part number (front fascia assembly 9368) can be purchased by the Ford Assembly Plant and a Ford dealer "as is", then the Production PPAP covers service.

However, if the Ford dealership can also purchase components in this assay individually, then the individual components must be PPAP'd to service.
Which Part to PPAP: Example 2

7R3V-18C553-CA
Assembly – Production PPAP required. Same assembly provided to service so Production PPAP covers service.

7R3V-18D359-AA
Service unique component
Service PPAP required

7R3V-18D334-AA
Service unique component
Service PPAP required
FCSD’s PPAP Expectation

- PPAP to the latest edition of the AIAG Service PPAP Manual
  - Use appropriate AIAG forms
    - Dimensional results
    - Material test results
- PPAP to the Ford drawing or other approved design record, not the supplier drawing
- Engineering change level should be the Ford World Wide Engineering Release System (WERS) notice number
- Include both the service and engineering part number on documents
- Complete the explanation/comments section when an SREA, Alert or Branding deviation number has been assigned and indicate the number
- The FCSD Global PPAP Checklist is available to support PPAP readiness. The Global PPAP Checklist can be found on the ePPAP site or the FCSD Supplier Quality Portal through Covisint.
All PPAPs for FCSD must be completed online using the ePPAP system at the following URL: https://web.ppap.ford.com/Home.aspx

**Request access to the ePPAP application by contacting your Corporate Security Administrator (CSA)**
PPAP Approval Levels

- **Full Approval** – the part, material and/or related documentation meets all customer requirements. The supplier is authorized to ship, subject to releases.
- **Interim Approval** – permits shipment of material on a limited time or piece requirement, with an approved alert. These parts are NOT to be considered approved. Resubmission to obtain “Full Approval” is required.
- **Rejected** – the submission does NOT meet customer requirements and parts CANNOT be shipped.
Ford Specific Instructions

- **Part** – Suppliers are permitted to submit multiple part numbers (same family of parts) on a single submission.
  - Part families defined as the following:
    - Same manufacturing line
    - Same base part number

- **SREA** – supplier initiated changes must comply to the SREA guideline. Reference training module 7.
  - Once an SREA is approved, the change must also be PPAP approved, prior to shipping
Ford Specific Instructions

- Part Submission
  - Level 1 PPAP
    - Only Q1 Suppliers are classified as self certifying
    - Suppliers submit a signed PSW Warrant to their STA for review
    - Full PPAP documentation must be retained onsite through the service life of the part plus one year per the AIAG Service PPAP Retention Submission Requirements table.
      - Note: Each part has its own retention period. When a part is terminated, the supplier will receive a release with a “Final Release Flag”
    - Master Samples must be retained for the service life of the part plus one year
    - FCSD STA signature approval is not required
Part Submission: Supplier submits the following for each level

- **Level 2 PPAP**
  - Product Sample
  - Limited supporting documentation agreed to by your STA
  - Seldom used by Ford STA
  - Support documentation to be uploaded into the ePPAP site

- **Level 3 PPAP**
  - Product samples
  - Complete supporting data according to the current AIAG PPAP manual
  - Support documentation to be uploaded into the ePPAP site
Ford Specific Instructions

- Part Submission
  - Level 4 PPAP
    - Requirements as defined by the customer (Ford Production or Service STA)
    - Support documentation to be uploaded into the ePPAP site
  - Level 5 PPAP
    - Product samples
    - Complete supporting data according to the current AIAG PPAP manual. The PPAP documentation will be reviewed at the supplier’s manufacturing location
    - STA will view parts as they are built on the manufacturing line
    - Support documentation to be uploaded into the ePPAP site
Ford Specific Instructions

- Suppliers can find the level of PPAP required for their parts by checking SIM and going into their Site Status + Profile
Summary

- PPAP is required for service parts
- Special attention is required for the following:
  - Service unique components
  - Alerted parts
- Ensure your submission meets the Ford Specific requirements and the AIAG PPAP Manual
- Please allow your STA sufficient time to review your submission
  - 10 business days