



## Q-CODE Q40G QUALITY REQUIREMENTS

The following are the quality requirements for product purchased under Q-code Q40G. Please reference the [Plexus Supplier Quality Manual, DCS 10503](#) for additional details and purchasing requirements. Unless a written waiver is received from Plexus, the supplier agrees to abide by the quality requirements listed below, which is suggested by the Automotive Industry Action Group PPAP level 4 guidelines.

### PRE 1ST SHIPMENT

Before a product will be released for production, all items marked as **(MUST BE SUBMITTED)** shall be submitted to Plexus. The supplier is required to **RETAIN** the documentation and quality requirements for all other items.

- A. Design record **(MUST BE SUBMITTED)** - Printed copies of drawings and bubbled drawings for proprietary components & all other components.
- B. Engineering change documents, if any
- C. Customer engineering approval, if required
- D. Process flow diagrams **(MUST BE SUBMITTED)**
- E. Process FMEA **(MUST BE SUBMITTED)**
- F. Control plan **(MUST BE SUBMITTED)**
- G. Measurement system analysis studies - Gage R&R for all of the measuring instruments and test equipment that are used for measuring critical to function (CTF) dimensions.
- H. Dimensional results **(MUST BE SUBMITTED)** - Every dimension of bubbled drawings
- I. Material certification **(MUST BE SUBMITTED)** - At a minimum the material certification must include a statement declaring that the items are manufactured from the material specified. This may be included with the certificate of compliance.
- J. Initial process studies - Process capability studies done for CTF dimension(s) / test (s) during PPAP part production. If quantity ordered is less than 30, 100% of CTF dimension(s) / test (s) for quantity ordered needs to be submitted.
- K. Qualified laboratory documentation
- L. Appearances approval report (AAR), if applicable **(MUST BE SUBMITTED)** - Part images, part marking images, painting test requirement like adhesion test report
- M. Sample product
- N. Master sample
- O. Checking aids
- P. Certificate of compliance (COC) **(MUST BE SUBMITTED)** - Must include a statement of overall compliance to all the applicable specifications (statement is not required to list, but shall cover all the applicable specifications such as; drawing, PO, customer specifications, Plexus G9000-3, IPC specification, etc). It also must include the following information for traceability:
  - Name of supplier (if different than the actual Manufacturer/OEM/OCM)
  - Plexus part number ordered on the Plexus PO
  - EC level or revision level as specified on the Plexus PO for the Plexus part number ordered
  - Quantity shipped
  - Plexus PO number
  - Name of manufacturer
  - Manufacturer's part number
  - Lot number or date code (Each shipment, COC and packing slip must contain only one lot or date code)
  - Location or place of manufacture
  - If the product has a shelf life, the manufacturer or cure date, batch number, the shelf life and expiration date must be included (note: the remaining shelf life must be greater than 50% of the stated shelf life). Any special handling and/or storage requirements must also be included
  - Certifying signature, title, and date



- Q. Part submission warrant (PSW) **(MUST BE SUBMITTED)**
- R. All cartons, required documentation, labels, packaging and packing slips must have the Plexus part number, EC level or revision (if applicable), date code(s), quantity, and P.O. number listed on them.

The above listed required documentation must be submitted prior to the first shipment. Shipments received without the completion and proper execution of these Quality Requirements are considered non-conforming and Plexus reserves the right to return to the supplier at the supplier's expense.

### SUBSEQUENT/ALL SHIPMENTS

The documentation and quality requirements as listed below are required with each shipment

- A. Material Certification - same requirements as above
- B. Certification of Compliance - same requirements as above
- C. All cartons, required documentation, labels, packaging and packing slips must have the Plexus part number, EC level or revision (if applicable), date code(s), quantity, and P.O. number listed on them.

The above listed required documentation must be submitted with each shipment. Shipments received without the completion and proper execution of these quality requirements are considered non-conforming and Plexus reserves the right to return to the supplier at the supplier's expense.

### PRODUCT CHANGE NOTIFICATION (PCN)

Product or Process change notification requests (PCNs) shall be submitted to [pcns@plexus.com](mailto:pcns@plexus.com), please reference the details of our PCN policy and requirements in the [Plexus Supplier Quality Manual, DCS 10503](#).

### REVISION HISTORY

REV	RELEASE DATE	ORIGINATOR	DESCRIPTION OF CHANGE(S)	REASON FOR CHANGE(S)
A	27 Mar 2020	Rob Lange	New - Initial Release	Needed to specify special submittal levels
B	18 Oct 2022	Makayla Buckley	Added "Must be submitted" to item P. Minor formatting changes	Needed for clarification