



The Product Realization Company

Part Validation/Qualification Worksheet

update 09DEC2019

Supports QV(x) Quality Codes

		Revision
Plexus Part number	<enter Plexus Part Number>	<revision>
Quality Code	<enter the specific quality code>	
Part Description	<enter Part Description>	
Supplier Part Number	<enter Supplier Part Number>	<revision>
Supplier Name	<enter Supplier Name>	
Supplier Location	<enter Location of mfg plant >	

Summary Data	Qty
Number of Customer specified Characteristics	0
Number of Processes requiring a Validation	0
Number of Tests requiring a Test Method Validation	0

Characteristics	Description
Characteristic #1 of 0	<enter description of characteristic 1>
Characteristic #2 of 0	<enter description of characteristic 2>
Characteristic #3 of 0	<enter description of characteristic 3>
Characteristic #4 of 0	<enter description of characteristic 4>

Add or delete as needed to align with quantity in cell B13

Processes	Description	Sample Plan
Validation Process #1 of 0	<enter description of process 1>	
Validation Process #2 of 0	<enter description of process 2>	
Validation Process #3 of 0	<enter description of process 3>	
Validation Process #4 of 0	<enter description of process 4>	

Add or delete as needed to align with quantity in cell B14

Tests	Description	Sample Plan
Test Validation #1 of 0	<enter description of test 1>	
Test Validation #2 of 0	<enter description of test 2>	
Test Validation #3 of 0	<enter description of test 3>	
Test Validation #4 of 0	<enter description of test 4>	

Add or delete as needed to align with quantity in cell B15

Additional Comments:
<Add any relevant information, agreements to any changes or comments>
<If minimum values such as GR and R, CP or Cpk are changed after the original agreement has been signed/approved a new worksheet must be completed including the details of the change>

		Date:
Plexus Supplier Quality Engineer	<name of Plexus SQE responsible>	
Plexus Approval Signature		
Supplier representative	<name of Supplier rep. responsible>	
Title of Supplier representative	<Title of Supplier rep.>	
Approval Signature of Supplier representative		

This worksheet will complement the requirements of a QV Quality code. It allows the SQE to document and define specific criteria, characteristics and requirements specific to a part. The completed worksheet will be specific for a part number and supplier. The supplier and Plexus will sign and date the page representing an agreement of the specific criteria, characteristics and requirements defined for the Part Qualification. Final results and criteria for production will be listed in the approved Quality Control Plan (QCP).

This worksheet is a tool to help the SQE and supplier estimate and track the completion of the part qualification.

Enter the appropriate dates in the orange highlighted cells.

Use the existing or modify the estimated # of days as appropriate for the part to determine the timeline and completion date

Plexus Part number	<enter Plexus Part Number>
Revision	<revision>
Start date:	
estimated completion date:	2/13/1900

	Estimated Number of days			
		Estimated submittal date	Actual submittal date	2nd submittal date
<u>Manufacturing Process Flow</u>	5			
<u>Quality Control Plan</u>	5			
<u>Process F.M.E.A.</u>	5			
<u>Test Method Validation, Protocol</u>	4			
<u>Test Method Validation execution</u>	2			
<u>Process validation IQ Protocol</u>	5			
<u>Process validation OQ Protocol</u>	1			
<u>Process validation PQ Protocol</u>	1			
<u>Process validation IQ execution</u>	2			
<u>Process validation OQ execution</u>	2			
<u>Process validation PQ execution</u>	2			
<u>Measurement System Analysis</u>	1			
<u>Pre-Production Run</u>	5			
<u>Capability Study</u>	1			
<u>First Article Inspection Report</u>	1			
<u>Material Certification</u>	1			
<u>Certificate of Compliance</u>	1			