

Production Part Approval Process Checklist

AIAG PPAP manual guidelines require completion of all items and documents prior to submission to customer (Additional explanation of each item can be found in the PPAP Manual). This checklist is used to indicate which documents and items are included with the submission to the customer. The checklist is used for submissions from GAMCO to customer and for submissions from Supplier to GAMCO. The required column is checked to indicate what is needed, the complete column is checked to indicate included and N/I column is checked when document is required, but not available for submission.

Attention to: _____ Customer: _____
 Part Name: _____ B/P Date: _____
 Part Number: _____ Change Level: _____

GA Submission to Customer <input type="checkbox"/>		Supplier Submission to GA <input type="checkbox"/>		Required	Complete	N/I
(1)	All customer and supplier design records (e.g., part drawings, specifications) including detail drawings. Drawing with each characteristic numbered and referenced in the dimensional evaluation. Copies of all material and performance specifications.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2)	Any authorized engineering change documents not yet incorporated in the design record but incorporated in the part. (If Any)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3)	Customer engineering approval on the customer's part drawing or specification. (If Required)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4)	Design FMEA. (Required if General Aluminum is design responsible)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5)	Process flow diagram.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(6)	Process Failure Mode and Effects Analysis.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(7)	Control Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(8)	Measurement System Analysis Studies (Gage R&R)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(9)	Dimensional results referenced to the part drawing and specific cavities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(10)	Material performance test results. (Chemistry, mechanical, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(11)	Initial Process Study results showing conformance to customer requirements for significant characteristics and/or in-house designated special characteristics. <input type="checkbox"/> Cpk <input type="checkbox"/> Ppk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(12)	Qualified laboratory documentation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(13)	Appearance Approval Report for parts with color, grain, or surface requirements. (AAR), if applicable Required only if the part has been designated by the customer as an "appearance item".	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(14)	Sample product	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(15)	Master sample parts by cavity are retained in-house.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(16)	Checking aids (fixtures, models, templates, mylars, etc.) used in inspecting or testing. Checking aids are retained in-house.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(17)	Records of compliance with customer requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(18)	Part Submission Warrant (PSW) – Separate PSW for each part #	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The following documents are included as determined by the Quality Manager or PPAP Coordinator						
(19)	IMDS Data Entry / MSDS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(20)	Run @ Rate results.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(21)	Acceptance/inspection standard.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(22)	Certified Weight <input type="checkbox"/> Casting <input type="checkbox"/> Machine / Assembled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(23)	Photos of customer owned tooling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>