



## I. DESCRIPTION

This specification defines the requirements for a supplier's submission of a change to a qualified component supplier to Continental. In order to initiate the qualification of a supplier component change, the direction below must be followed. These requirements apply to electrical, mechanical and electromechanical components, all bulk materials and chemicals.

This document applies to all suppliers who provide material used in the production of Continental products. All proposed changes to the form, fit, function, or the design, manufacturing process, materials utilized or manufacturing location, or changes that may affect the quality, reliability or manufacturability of the component must be submitted to Continental via this process. This specification only applies to proposed changes to previously qualified devices/material. It is not intended to be a resource for gaining Continental approval of qualification plans, PPAP, etc.

## II. REFERENCED DOCUMENTS

87M42999T85, "Index of Manufacturer's Requirements and Reference Specifications"  
87M43300S80, "General Requirements for Suppliers of Purchased Components for Continental"  
87M44799F66, "Component Reliability Requirements"  
87M43300S51, "Production Part Approval Process"

## III. ADHERENCE TO THIS DOCUMENT

All supplier changes require written approval from the CONTINENTAL SQA function. Written approval can be hardcopy or email.

Any non-compliance to this document must be reviewed and approved in writing by CONTINENTAL SQA in advance of receipt of non-conforming material.

If a supplier cannot comply with these requirements, an alternate plan must be submitted to CONTINENTAL SQA IN ADVANCE of any proposed change in order for CONTINENTAL to assess the validity of the alternate plan and to grant written approval of the exception.

## IV. SUPPLIER COMPONENT CHANGE SUBMISSION METHODS

1. Schedule Sharing Supplier (MOTISS) Submissions
  - a. Submission made in Schedule Sharing System. (via Two-Way Planning Feedback menu)
  - b. All fields are required to be entered into Schedule Sharing Product Change Notice
2. Non-Schedule Sharing Supplier Submissions
  - a. It is the request of Continental that all submissions be made via Schedule Sharing. If a supplier is unable to utilize the system, a formal request to deviate will be required. The deviation should include:
    - i. Reason for non-compliance
    - ii. Anticipated date for compliance
  - b. Submissions for deviation will be reviewed and either accepted or rejected (requiring the supplier to submit changes via Schedule Sharing)
3. Suppliers with Accepted Deviation to Schedule Sharing Submission (Strict adherence to the following format will be required):
  - a. Supplier submits Component Change Request documentation via electronic mail to Automotive SQA: The email Internet address is as follows: [G13023@email.mot.com](mailto:G13023@email.mot.com)

Title: SUPPLIER COMPONENT CHANGE (SCC) REQUIREMENTS

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- b. Email **subject field** must contain, in the following order
  - i. Company Name
  - ii. Two-digit code for Continental ship-to locations (If the supplier is shipping the component(s) affected to a third party, or to a Continental subcontractor, identify location as DP. If a supplier is changing a component that is shipped to more than one Continental location, list all locations affected by the change):
    1. DP for Deer Park, IL
    2. FR for Angers, France
    3. NY for Elma, NY
    4. TX for Seguin, TX
    5. TJ for Tianjin, China
    6. NG for Nogales, Mexico
    7. BZ for Sao Paulo, Brazil
    8. NB for Northbrook, IL
  - iii. Supplier's internal tracking number
  - iv. Placeholders between the above 3 fields can be a blank space, comma or semicolon

#### V. SUPPLIER COMPONENT CHANGE SUBMISSION CONTENT REQUIREMENTS

At a minimum, the following information should be included in the submission (regardless of submission method identified in Section IV). It is the supplier's responsibility to update the PCN as needed should changes in timing or sample availability occur. Additionally, it is highly recommended that supplier attach 1<sup>st</sup> ship code date and lot code/markings information once change is implemented.

1. Manufacturing site description, including name, city and country for manufacturing locations, assembly, wafer fab and test locations for electrical components, and manufacturing site name, city and country for other components.
2. A complete list of Continental part number(s) affected. The supplier **must** provide a list of all Continental part numbers affected worldwide.
3. List of all supplier part numbers affected
4. Reason(s) for change. The reasons for a proposed change must be specific with sufficient supporting background information. All submitted change requests should reference price, quality and delivery improvements resulting from implementation of the change. Any unquantifiable reasons such as "quality", "capacity" or "continued supply of product" are not acceptable responses
5. Accurate and detailed technical description of the proposed change. The supplier must indicate if a specification or drawing/print revision is required
6. Implementation date, which must be a minimum of 12 weeks from that latter of supplier qualification/PPAP and sample availability dates
7. Sample availability date for Continental validation. This includes component construction analysis (CCA) and product level testing (include how the changed material/components can be identified)
8. Change validation test data (use attached files if needed). For electrical and electromechanical components submit component reliability test and component construction data in accordance with specification 87M44799F66. If the actual data is not yet available the supplier should then submit the test plan. The plan would include test conditions, duration, sample size and due date for the report
9. Contingency plan. Supplier contingency plans must include one or more of the following in the event of validation test failures at Continental or at the Supplier

Title: SUPPLIER COMPONENT CHANGE (SCC) REQUIREMENTS

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10. Supplier delays implementation of changed material to implement corrective action(s) and gain Automotive approval of corrective action material
11. Purge all new material by date or lot code and return process/product to pre-change condition, and continue to supply previously qualified product
12. Purge all new material by date or lot code and return process/product to pre-change condition, and communicate an end of life notification to plant purchasing
13. Return all changed material to supplier for screening. Continue to screen at supplier until failure mode is eliminated and Continental SQA approves
14. Supplier Purchasing Contact (Name, phone number, fax, address, email)
15. Supplier Technical Contact (Name, phone number, fax, address, email)
16. Any of the information requested above that is deemed irrelevant to a supplier should be responded to with a "N/A" for not applicable
17. There is no Preformatted Component Change Request Form. Any submittal from a supplier of Continental that contains these elements and is readable by Continental will be considered an acceptable and valid submission
18. Submission should be in text format. Attachments are acceptable if they are readable in commonly available industry standard software. Note in the email message if hardcopy attachments are being sent or fax separately. Suppliers may submit hardcopy Component Change Requests and or supporting data in lieu of email to the applicable Continental buyer, after obtaining approval from the Continental buyer

## VI. CONTINENTAL AUTOMOTIVE SYSTEMS RESPONSE TO SCC SUBMISSION

CONTINENTAL Purchasing will respond within 30 days with one of the responses below, please note: **Lack of response from CONTINENTAL within the thirty-day target window does not imply consent. "Change will be implemented within xx days unless otherwise notified by customer" is not acceptable. All changes are unapproved until formally approved by CONTINENTAL .**

- **Accept without condition.** Supplier is directed to implement the change on date as listed on the Component Change Request submission. Supplier is requested to reconfirm sample availability date for CONTINENTAL production. Including how the changed material/components can be identified.
- **Accept upon successful completion of Supplier and CONTINENTAL validation testing.** Supplier is required to coordinate sample delivery and technical support for all CONTINENTAL validation requirements with the buyer. Suppliers shall not ship changed, unapproved material against the established production purchase order. Always clearly mark containers of changed material submitted for approval. Upon successful completion of validation testing, the supplier will be notified by SQA of approval of change submission. Upon receipt of written/email approval from CONTINENTAL SQA the Supplier is requested to reconfirm sample availability date for CONTINENTAL production. Including how the changed material/components can be identified.
- **Reject with reasons.**
  - Supplier Component Change Request submission is rejected by CONTINENTAL based on an incomplete submission. CONTINENTAL will respond with the deficiencies and the supplier must resubmit the request. CONTINENTAL does nothing and has not been notified until a valid request is received. Supplier must negotiate a corrective action plan within 10 days of rejection of a SCC submission. **NO CHANGES WILL BE APPROVED IF OUTSTANDING REJECTIONS ARE NOT RESOLVED PROMPTLY BETWEEN THE SUPPLIER AND CONTINENTAL .**
  - Supplier Component Change Request is rejected by CONTINENTAL based on validation failures. Supplier must implement the contingency plan immediately. The supplier must

negotiate a corrective action plan within 10 days to correct deficiencies. NO CHANGES WILL BE APPROVED IF AN ACCEPTABLE CONTINGENCY PLAN IS NOT IMMEDIATELY IMPLEMENTED, and OUTSTANDING VALIDATION FAILURES ARE NOT RESOLVED PROMPTLY BETWEEN THE SUPPLIER AND CONTINENTAL AUTOMOTIVE SYSTEMS.

#### VII. GENERAL INFORMATION REGARDING CONTINENTAL PROCESSING OF PCN

- Upon request from CONTINENTAL , suppliers are required to submit a list of planned or forecasted changes for a period to include 1 calendar year in advance so that CONTINENTAL may plan appropriate validation testing in advance.
- Suppliers who have achieved TS16949 certification may, at the discretion of CONTINENTAL , be allowed to perform self-validation in some circumstances. The supplier is required to resubmit PPAP for a proposed change in this case.
- Upon request from CONTINENTAL , for changes to form, fit or function, suppliers are required to re-qualify a component or material as a new Continental part number. Refer to 87M43300S51 'Production Part Approval Process' (PPAP) for requirements. CONTINENTAL may also request resubmission of PPAP when component changes involve site or control plan changes.