



**Quality, Packaging, and Shipping  
Requirements  
For  
Prototype Parts**

Last revision: 10/31/01



## QUALITY SUBMISSION REQUIREMENTS FOR PROTOTYPE PARTS

1. Continental Teves requires a supplier warrant included with each part number and shipment.
  - See attached Prototype Part Warrant.
  - In cases when product is already PPAP approved, a copy of the AIAG warrant may be submitted with the shipment.
2. Each shipment shall have documented inspection results for a minimum of **THREE** pieces per shipment. A layout is required with characteristics noted on the print that correlates with the documented inspection results.
  - Key product characteristics (“D” and “W”) shall be verified and documented on all pieces. Customer connection and mounting points shall be treated as key product characteristics. This documentation shall be submitted with each shipment.
  - See attached Dimensional Analysis Worksheet.
  - Minor non-conformances shall be identified on the warrant sheet (Section IV).
  - Major non-conformances shall be communicated to the appropriate Continental Teves Prototype-Quality Assurance contact **prior** to shipment. Deviations will be initiated for approval for possible use in builds and shipments.
3. Raw material or process certificates (i.e. Heat treat, plating, etc.) shall be submitted with the shipment.
  - See attached Material Test Results Worksheet.
4. Parts shall be numerically serialized. Placement of the serial number shall not affect the appearance, fit, or function of the part.
5. In response to additional internal or customer requirements, Continental Teves may require more extensive and specific instructions or tests for complex or problematic parts. These additional requirements will be communicated through the Purchase Order. The supplier should consult the appropriate Prototype Quality Assurance contact if questions arise about special submission requirements.
6. Functional testing and appropriate certification shall be required on all electrical assemblies (i.e. electronic controllers, wheel speed sensors, sensor clusters, pedal modules, etc.).
7. A copy of the Supplier Warrant, inspection results, material certification, visual inspection checklist, and functional testing shall be submitted with each shipment as noted:
  - A clearly visible (bright color) envelope marked “Quality Documents” shall be included in the shipment.
  - In the case that Quality Documents are not available at the time of shipment, the supplier must notify Prototype-Quality Assurance. Arrangements will be made for the delivery of the documents to the Continental Teves plant.
8. The supplier is responsible for understanding and fulfilling the above requirements for prototype part submissions.

F09-04-110-A/10/31/01



# PROTOTYPE PART WARRANT

## I. Part Information

Part Number: \_\_\_\_\_ Rev. Level: \_\_\_\_\_  
Part Name: \_\_\_\_\_ P.O. Number: \_\_\_\_\_  
Quantity: \_\_\_\_\_ PTO/WBS Number: \_\_\_\_\_

## II. Supplier Manufacturing Information

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

## III. Submission Results

Included are:  dimensional measurements (minimum THREE pieces)  material test results  
 part drawing(s) referenced to dimensional inspection results  
 functional test results  key characteristic ("D" & "W") measurements  
These results meet all drawing and specification requirements:  Yes  No  
(If "No" – Included Explanation and Continental Teves deviation approval)

## IV. Declaration

I affirm that the parts represented by this warrant meet all inspection requirements, are representative of our parts, and have been produced to the applicable customer drawings, specifications, and revision level noted above. I have noted any deviations below and have received approval from Continental Teves prior to shipment for the noted deviations.

Explanations/Comments: \_\_\_\_\_  
\_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## V. Continental Teves Use Only

Approved  Rejected (NCR # \_\_\_\_\_)  
Was shipment complete? \_\_\_\_\_

Receiving Quality Inspector: \_\_\_\_\_ Date: \_\_\_\_\_







## PACKAGING AND SHIPPING REQUIREMENTS FOR PROTOTYPE PARTS

### General

1. Suppliers not using Continental Teves returnable containers are responsible for designing their own packaging systems. Continental Teves will assist in developing acceptable packaging systems on request or in certain other circumstances. Continental Teves will assume no responsibility for the supplier's packaging design or its performance.
2. Suppliers will design packaging for maximum density and quality and pack, label, and ship material under requirements of common carriers in a manner to secure the lowest transportation costs.
3. All material shall be packaged with one part number per container. **Do not mix different part numbers within the same container.**
4. All expendable-packaging materials must be legally and economically disposable.
5. All material must be palletized to permit handling with industrial trucks when sufficient parts are shipped. One full layer of cartons or totes on a pallet is sufficient volume to require that parts be palletized. All containers must be adequately secured to pallets.
6. All materials must meet the Continental Teves label standards.
7. **All parts should be packaged and labeled per line item(s) listed on the purchase order.**
8. **All shipments must have the packing slip attached to the outside of the container, and a copy placed inside of one of the containers. In addition, this container must be identified with "Documents Enclosed". The documents shall include the packing slip and the quality documents.**

### Expendable Container Shipping Systems

1. Corrugated material used in shipping containers must have a minimum test to adequately withstand the test of usage from the point of manufacture to the receiving facility usage location without failure.
2. Parts should completely fill the container to prevent collapsing because of excessive voids.
3. Carton/containers are to be modular to the shipping pallet; cartons are not to overhang the pallet.
4. Stretch or shrink film or non-metallic strapping must secure multiple containers on the pallets. Polyester and nylon strapping are recommended. Metal banding is not acceptable.
5. All shipping containers, pallets, etc. must have sufficient strength to withstand in-transit and in-house handling. Strength must be so that all loaded pallets of the same commodity can be safely stacked.
6. Air shipments are subject to abnormal handling and require special packaging care. Please contact Continental Teves for assistance.

### Identification Labels

1. Each container is to be labeled with the Continental Teves part number, the revision level, and the quantity in the container.
2. Each container is to be identified with a red "PROTOTYPE" label attached to the container or suitable identification to identify the product is for prototype use only.

### Shipping Documents

#### **1. The packing slip must contain the following information:**

- **Purchase Order Number**
- **Part Number**
- **Part Revision Level**
- **Quantity**

**NOTE: In the event multiple orders for the same part number are requested, the packing slip should reference each order separately by WBS# or PTO#.**

2. **As noted above, all shipments must have a packing slip attached to the outside of the container, and a copy placed inside of one of the containers. In addition, this container must be identified with "Documents Enclosed". The documents shall include the packing slip and quality documents.**

# Continental Teves

## Prototype Department Contact List

For questions related to quality requirements and deviations contact:

	<u>Phone</u>	<u>FAX</u>
Asheville / Henderson: Mitch Halford mitch.a.halford@usa.contiteves.com	828-654-2128	828-654-2050
Morganton: Jennifer Ward jennifer.ward@usa.contiteves.com	828-584-5431	828-584-5599

For questions related to packaging and shipping contact:

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