

# Contents

## initial sample inspection Level (1-5)

**initial sample inspection requirement table for**  
(purchased part NAME/MATERIAL NUMBER/DRAWING NUMBER)

Nr.	Requirements	Submission level				
		1	2	3	4	5
1	Design Record (customer drawing)	R	S	S	*	R
2	Engineering Change Documents, if any	R	S	S	*	R
3	Customer Engineering Approval, if required	R	R	S	*	R
4	Design FMEA	R#	R#	S#	*	R#
5	Process Flow chart	R	R	S	*	R
6	Process FMEA	R	R	S <sup>1</sup>	*	R
7	Control Plan	R	R	S	*	R
8	Measurement System Analysis Studies (MSA)	R	R	S	*	R
9	Dimensional Results (incl. Surface and cleanliness)+ ballooned drawing with references	R	S	S	*	R
10	Material, functional and reliability verification, performance test results	R	S	S	*	R
11	Initial capability studies – PFU – process (Ppk, Cpk) and machine (Cmk) – must be a minimum of 50 data points	R	R	S	*	R
12	Qualified Laboratory Documentation	R	S	S	*	R
13	Appearance Approval Report (AAR), if applicable	S	S	S	*	R
14	Sample Product (marked and measured)	R	S	S	*	R
15	Master Sample (reference sample)	R	R	R	*	R
16	Checking Aids (measurement equipment list)	R	R	R	*	R
17	Records of Compliance With Customer-Specific Requirements	R	R	S	*	R
18	Product life cycle history document	R	S	S	*	R
19	IMDS data sheet/number	S	S	S	S	S
20	Feasibility study	R	R	S	*	R
21	Cover sheet – initial sample inspection report according to VDA volume 2 or PSW according to AIAG PPAP	S	S	S	S	S

- S = Submit to Melecs. Retain copy at manufacturing location.
- R = Retain at manufacturing location; readily available for Melecs representatives upon request.
- # = Applicable if the supplier has design responsibility.
- \* = Retain copy at manufacturing location, submit to Melecs if requested
- 1 = The supplier confirms that an FMEA was developed or submit a copy of the FMEA coversheet