

# Volkswagen Group Customer Specific Requirements for Suppliers (Tier<sub>n</sub>)

## Global Supplier Manual - Appendix J

extracted from Volkswagen Group CSR for IATF 16949;2016 – March 2022

<https://www.iatfglobaloversight.org/oem-requirements/customer-specific-requirements/>

1	SCOPE OF THIS DOCUMENT .....	2
2	RESPONSIBILITY .....	2
3	PRODUCT SAFETY (IATF 16949 SECTION 4.4.1.2) .....	2
4	SECOND-PARTY AUDITOR COMPETENCY / SECOND-PARTY AUDITS (IATF 16949 SECTION 7.2.4 / 8.4.2.4.1) .....	2
5	CUSTOMER COMMUNICATION – SUPPLEMENTAL (IATF 16949 SECTION 8.2.1.1) .....	2
6	CUSTOMER DESIGNATED SPECIAL CHARACTERISTICS (IATF 16949 SECTIONS 8.2.3.1.2/8.3.3.3) .....	3
7	CONTROL PLAN (IATF 16949 SECTION 8.5.1.1) .....	3
8	CONTROL OF CHANGES / DESIGN AND DEVELOPMENT CHANGES (IATF 16949, SECTIONS 8.3.6.1 / 8.5.6.3) .....	3
9	MANAGEMENT OF PRODUCTION TOOLING AND MANUFACTURING, TEST, INSPECTION TOOLING AND EQUIPMENT (IATF 16949 SECTION 8.5.1.6 G) .....	3
10	LAYOUT INSPECTION AND FUNCTIONAL TESTING (IATF 16949 SECTION 8.6.2) .....	3
11	INTERNAL AUDIT PROGRAM (IATF 16949 SECTION 9.2.2.1) .....	4
12	PRODUCT AUDIT (IATF 16949 SECTION 9.2.2.4) .....	4
13	WARRANTY MANAGEMENT SYSTEMS (IATF 16949 SECTION 10.2.5) .....	4
14	CHANGE LOG .....	5

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Page: 1/5

**1 Scope of this document**

The scope of this document is to ensure compliance to customer requirement by sub-suppliers of SMP Automotive who are supplying for any VW Group project. This document is listing requirements for these suppliers in addition to standard IATF 16949 requirements and in addition to standard SMP requirements.

**2 Responsibility**

Suppliers who are supplier for SMP of a component for a VW Group product shall meet all requirements listed in this document during the whole project lifetime. This includes but not limited to:

- Regularly check for updates of this document on [www.smp-automotive.com](http://www.smp-automotive.com)
- Ensure availability and awareness of related VW Group standards and requirements mentioned in this document
- Ensure requirements are met in their supply chain

**3 Product Safety (IATF 16949 section 4.4.1.2)**

VWAG requires a management role defined as "Product Safety & Conformity Representative (PSCR)" See Formel Q-konkret, Chapter 4.2- "Product conformity officer as per VDA volume 'Product Integrity' in [www.vwgroupsupply.com](http://www.vwgroupsupply.com)

VW- specific remark to "note" VWAG considers the "special approval" a responsibility of the supplier. No additional approval by VWAG is required.

**4 Second-party auditor competency / Second-party audits (IATF 16949 section 7.2.4 / 8.4.2.4.1)**

Formel-Q-Capability Appendix (Chapter 2; 5.7)

The process-audits in the supply chain must be conducted in accordance to Formel Q-Capability by certified VDA 6.3 auditors. (see auditor qualification in Section 3.2 of FQF 8.0)

**5 Customer communication – supplemental (IATF 16949 section 8.2.1.1)**

Formal-Q-capability appendix (Chapter 2; 7.2)

Access approval for the VOLKSWAGEN Group Communication Platform ([www.vwgroupsupply.com](http://www.vwgroupsupply.com))

**6 Customer Designated Special Characteristics (IATF 16949 sections 8.2.3.1.2/8.3.3.3)**

VWAG requires suppliers that supply parts with D/TLD-marking, to perform an annual self-audit according to the VW-defined D/TLD-Audit. (See: Formel-Q-konkret (Chapter 4.3) – Quality Verification for D/TLD-Parts; Formel-Q-Capability Appendix (Chapter 2; 6.2.3; D/TLD-requirements)

**7 Control plan (IATF 16949 section 8.5.1.1)**

(See Formel Q-Capability, (chapter 4.2) Product Audit)

The product audit must be defined in the Product Control Plan. Product audit shall take place every 12 months for each product manufactured as a series production part.

**8 Control of Changes / Design and development changes (IATF 16949, sections 8.3.6.1 / 8.5.6)**

VWAG requires its suppliers to obtain documented approval, or a documented waiver, prior to production, See Formel-Q-konkret, (Chapter 4.6) - Change management and Volkswagen Standard VW 01155

**9 Management of production tooling and manufacturing, test, inspection tooling and Equipment (IATF 16949 section 8.5.1.6 g)**

Volkswagen Group Standard VW 34022 for Marking of Tools, Auxiliary Tools, Test Equipment, and Gages (Identification Plate) must be ensured.

**10 Layout inspection and functional testing (IATF 16949 section 8.6.2)**

Formel-Q-konkret (Chapter 4.7) – Layout inspection

In the context of Volkswagen Group the term “*Requalification*” is equivalent to the IATF-term “*layout inspection and functional testing*”:

To ensure quality, the Supplier must carry out a regular requalification of its scope of supply in accordance VDA publication "Robust Production Processes" (section 5.3.4). Volkswagen Group requires a complete requalification (equivalent to Production-and-Process-approval/initial sample release) at least every three years. Requalification cycles can be defined by legislation, government agencies, and by component-specific requirements (e.g. in the performance specifications / Lastenheft) and must be implemented in the related product control plan. Any deviation from the requalification content must be agreed between the supplier and the customer.

D/TLD: Products with specific and/or authorization-relevant characteristics (e.g. D/TLD markings) must be subjected to a layout inspection every 12 months.

**11 Internal Audit Program (IATF 16949 section 9.2.2.1)**

VWAG requires a yearly Supplier-Self-Audit (VA/SL) acc. Formel-Q-Capability (Chapter 3), a Self-Audit has valid time period of max. 12 months. A specific Self-Audit-Format is supplied on Volkswagen Group B2B ([www.vwgrouppsupply.com](http://www.vwgrouppsupply.com)) "Format for Supplier Self Audit"

Supplier Self Audit (VA/SL) must be conducted by certified VDA 6.3 auditors (see auditor qualification in Section 3.2 of Formel-Q-Capability).

Formel-Q-Capability-Appendix must be considered.

In case of D/TLD-marked parts supplied to VWAG, a D/TLD Supplier-Self-Audit according to Formel-Q-Capability is required within a 12-month period. (Formel-Q-konkret, Chapter 4.3.1: "D/TLD verification")

Where the organization is responsible for software development, a maximum validity of a software development capability assessment on VWAG projects shall not exceed the time period indicated in the Formel Q-Capability Software (chapter 3.4). The software development capability assessment scope is indicated in Formel Q-Capability Software (Chapter 6.2).

**12 Product Audit (IATF 16949 section 9.2.2.4)**

Product Audit acc. Formel-Q-capability (Chapter 4) – Product Audit. The Supplier is required to conduct Product Audits according to VDA 6.5 Product Audit shall take place at least every 12 months for each product manufactured as a Series Production part. For any A and B-faults as well as systematic C-faults caused by the supplier, the supplier shall immediately inform the Supplier Quality department of the Customer by reporting the issue. The implementation of further necessary actions is to be coordinated.

**13 Warranty Management Systems (IATF 16949 section 10.2.5)**

The process of Failure Analysis including NTF shall be implemented.

Procedure shall comply with VDA volume "Field Failure Analysis"

**14 Change log**

<b>Revision</b>	<b>Date</b>	<b>Description</b>
1	30.09.2020	first issue
2	01.03.2021	Carry over in B.A.Se
3	30.07.2021	Completely revised
4	21.04.2022	Updated according VW CSR from March 2022