

Checklist for the preparation of Initial Sample Inspection Reports (supplier)

The initial sample inspection report (ISIR) must be sent to the Incoming Inspection department only!

The following check list is implemented in order to prepare complete initial sampling records. Please ensure that all documents are completely submitted to the responsible administrator.

As a general principle, the supplier must carry out initial sampling for "Kostal Industrial Electronics specific articles" according to :

VDA Band 2 - submission level 2 (PPF) -

and the Kostal Industrial Electronics requirement (12;13)

Requirements / submission level		VDA		
		1	2	3
1	ISIR cover sheet	X	X	X
2	Dimensional report	X	X	X
3	Drawing copy		X	X
4	Inspection device capability verification			L
6	Machine-/process capability		L	X
7	Process flow chart		X	X
8	Production control plan		L	
9	Material test (Acceptance test certificate)		X	X
10	Material data sheet (appendix)	X	X	X
11	Samples (number of samples as agreed upon)	V	V	V
12	UL- declaration of conformity (if required)	V	V	V
13	List of all sub-suppliers with allocation to the part and the process.	X*	X*	X*

Legend:

- X= Requirement, to be submitted to the customer with initial sample test report
- X*** **Kostal Industrial Electronics - requirement**
- V= To be agreed upon the customer.
- L= Requirement for the particular submission level, available to the customer upon request, documents remain at the supplier.

In general to starting series production and in case of changes from part and process, the supplier has to submit a PPAP according to VDA-submission level 2 (alternatively PPAP QS 9000)