

# Supplier- 8D-Report

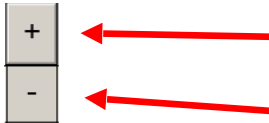
Polic Anja

AT&S

   [www.ats.net](http://www.ats.net)

## 8D-Report: General Information

**Mussfelder:** There exists some marked fields which HAVE to be filled out.  
Otherwise send back to AT&S is not possible.

 to add lines by pressing the + symbol  
to remove lines by pressing - symbol

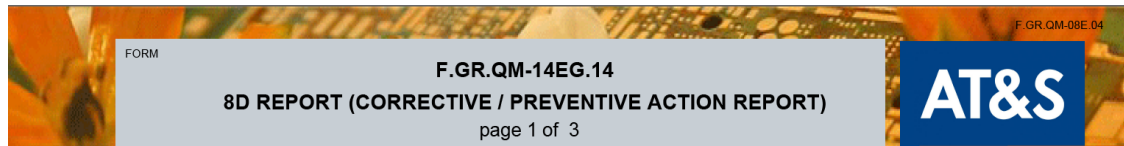
**Attachments:** If you want / need to send Attachments to AT&S, please attach separately by mail

- ❖ In the case of a claim AT&S requires a confirmation of receipt of the supplier claim within 24 hours
- ❖ The final 8D Report has to be ready and send back to AT&S within 5 working days.
- ❖ If it is necessary to perform special analyzes which takes longer, the supplier has the responsibility to inform AT&S about the delay and forward the estimated, reasonable deadline.

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## 8D-Report: General Information's

Will be filled out by AT&S and can not be edited!



COMPLAINT TO SUPPLIER LIEFERANTENREKLAMATION Please return the 8D report within 5 days! Bitte senden Sie den 8D Bericht innerhalb von 5 Tagen zurück			
Supplier / Lieferant:	0000460000 Test Kreditor	AT&S	
Contact person / Kontaktperson:	Max Mustermann	Contact person / Kontaktperson:	Erwin RAMPALA
Email:	max.mustermann@ats.net	Email:	e.rampala@ats.net
Telephone No / Telefonnummer:	1 23456 / 1111	Telephone No / Telefonnummer:	1 68300 / 9278

# 1D Title & Part Description

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## 1D Title & Part Description

Following information have to be filled out by supplier:

Supplier Part Number

Supplier Claim Notification Number

1D	Title & Part Description / Titel und Materialbeschreibung		
Supplier Part No. / Lieferanten- teilenummer	VENDOR MATERIAL#	AT&S Part No. / AT&S Teilenummer:	400001
Supplier Notification No. / Lieferantenre- klamationsnummer	SUPPLIER REFERENCE#	AT&S RMA No. / AT&S Reklamations- nummer	210000600072
Notification Date / Reklamationsdatum:	18.09.2008	Workflow ID:	

# 1D Title & Part Description

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## 1.1 Team

These are mandatory fields.

Initiator: will be defined by AT&S and can not be edited

Teamleader: Who is responsible at supplier's side

Please use always a new line (by pressing +) for each team member and Department

1.1 TEAM			
Team leader/Teamleiter			
Initiator/Auslöser			
Team Members / Teammitglieder	+	Departments / Abteilungen	+
	-		-

# 2D Problembeschreibung

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## 2D Problem Description

Will be filled out by AT&S and can not be edited!

2D	PROBLEM DESCRIPTION / PROBLEMBESCHREIBUNG
short description long description	

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## 2.1 Quantity Details

Will be filled out by AT&S and can not be edited!

2.1 QUANTITY DETAILS / DETAILS ZUR BETROFFENEN MENGE			
Total affected quantity / betroffene Menge:	80 ST	Total rejected quantity / rückgelieferte Menge:	10 ST / 18.09.2008



# 3D Sofortmaßnahmen

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## 3D Containment Actions (AT&S)

Will be filled out by AT&S and can not be edited!

3D CONTAINMENT ACTIONS (IF APPLICABLE) / SOFORTMAßNAHMEN (FALLS ANWENDBAR)				
AT&S				
Parts in transit / Teile Anlieferung: Maßnahme	<input type="radio"/> Yes / Ja <input checked="" type="radio"/> No / Nein	If yes, Quantity / Wenn ja, Menge:		ST
Parts in stock / Teile auf Lager : Maßnahme	<input checked="" type="radio"/> Yes / Ja <input type="radio"/> No / Nein	If yes, Quantity / Wenn ja, Menge:	Plant stock: 2000 pcs	ST
			Consignment stock:	ST
Parts in production / Teile in Produktion: Maßnahme	<input checked="" type="radio"/> Yes / Ja <input type="radio"/> No / Nein	If yes, Quantity / Wenn ja, Menge:	100 pcs	ST

# 3D Sofortmaßnahmen

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## 3D Containment Actions (Supplier)

Check your stocks and type in quantities

„Containment Actions“ is a mandatory field

For each action please use a new line (by pressing +) and define responsible persons and date

Supplier / Lieferant				
Parts in transit / Teile Anlieferung: Maßnahme	<input checked="" type="radio"/> Yes / Ja <input type="radio"/> No / Nein	If yes, Quantity / Wenn ja, Menge:		ST
Parts in stock / Teile auf Lager : Maßnahme	<input checked="" type="radio"/> Yes / Ja <input type="radio"/> No / Nein	If yes, Quantity / Wenn ja, Menge:	Plant stock:	ST
			Consignment stock:	ST
Parts in production / Teile in Produktion: Maßnahme	<input checked="" type="radio"/> Yes / Ja <input type="radio"/> No / Nein	If yes, Quantity / Wenn ja, Menge:		ST
Actions / Aktionen (Sofortmaßnahmen)	Resp. / Verantw.	Date / Datum	Status / Remark / Bemerkung	+
				-

# 3D Sofortmaßnahmen

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## 3.1 Risk analyzes

If the failure can also happen at other products please describe in detail

3.1	RISK ANALYSES / RISIKOANALYSE
Applicable for other material / Fehler auch bei anderem Material möglich: <input type="radio"/> Yes / Ja <input checked="" type="radio"/> No / Nein	
If yes, why / Wenn JA, warum:	

# 4D Problemanalyse

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## 4D Root Cause Analysis

Please start using Ishikawa, 5 Why or Mind Map for root cause analysis and describe in the Report

(the applicable attachment please provide by mail).

4D	ROOT CAUSE ANALYSIS / PROBLEMANALYSE		
Use Ishikawa, 5 Why or/and mind map / Verwendung von Ishikawa Diagramm, 5 Why Analyse und/oder Mind Map	Who / Wer:	Date / Datum	+
			-
<b>Why was the failure not detected by production - or quality tests?</b> Warum wurde der Fehler während der Produktion / Qualitätskontrolle nicht gefunden?			

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## 5.1 Corrective and Preventive Actions

Please use for each action a new line and don't forget to define a responsible person as well as the implementation date – if needed you can make some remarks!

5D	ACTIONS / AKTIONEN				
5.1	CORRECTIVE AND PREVENTIVE ACTIONS / LANGFRISTIGE ABSTELL- UND VORBEUGEMASSNAHMEN				
Actions / Aktionen(Sofortmaßnahmen)	Resp. / Verantw.	Date/Datum	Status / Remark / Bemerkung	+	
				-	

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## 5.2 Preventive Re-Occurrence

Please put in all preventive actions and furthermore it is requested to state the FMEA status before and after corrective action

<b>5.2</b>	<b>PREVENTIVE RE-OCCURANCE / VORBEUGENDE WIEDERHOLUNGSVERMEIDUNG</b>		
Could this failure mode occur at other products / processes? / Kann dieser Fehler bei anderen Produkten/Prozessen auftreten?			
<input type="radio"/> Yes / Ja <input checked="" type="radio"/> No / Nein    If yes, / wenn ja,			
FMEA Update / Überarbeitung der FMEA <input type="radio"/> Yes / Ja <input checked="" type="radio"/> No / Nein    If yes, wenn ja,			
<b>Previous FMEA / bestehende FMEA</b>			
Severity / Gewichtung:	<input type="text"/>	Occurrence / Auftreten:	<input type="text"/>
Detection / Entdeckung:	<input type="text"/>	RPN / RPZ:	<input type="text"/>
<b>Revised FMEA / geänderte FMEA</b>			
Severity / Gewichtung:	<input type="text"/>	Occurrence / Auftreten:	<input type="text"/>
Detection / Entdeckung:	<input type="text"/>	RPN / RPZ:	<input type="text"/>
If not, why / wenn nicht, warum :			

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## 5.2 Preventive Re-Occurrence

Please put in all preventive actions with responsible persons and date.

Product/Process document Changed / Änderung der Produkt/Process Dokumente:			
Control Plan updated :	<input type="radio"/>	Yes / Ja	<input checked="" type="radio"/> No / Nein    Date / Datum:
Procedures updated:	<input type="radio"/>	Yes / Ja	<input checked="" type="radio"/> No / Nein    Date / Datum:
Information to other plants / Information an andere Werke:	<input type="radio"/>	Yes / Ja	<input checked="" type="radio"/> No / Nein    Date / Datum:

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## 5.2 Preventive Re-Occurrence

Please put in all preventive actions with responsible persons and date.

Information to other Suppliers / Information an andere Lieferanten: <input type="radio"/> Yes / Ja <input checked="" type="radio"/> No / Nein Date / Datum:			
Other / Weiteres: <input type="radio"/> Yes / Ja <input checked="" type="radio"/> No / Nein Date / Datum:			
Information/Training	<input type="radio"/> Yes / Ja	<input checked="" type="radio"/> No / Nein	To whom / An wen:
Applicable for other processes / departments/ plants / Anwendbar für andere Prozesse / Abteilungen / Werke	<input type="radio"/> Yes / Ja	<input checked="" type="radio"/> No / Nein	Info given to / Info an:



# 6D Wirksamkeitsprüfung

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## 6D Effectiveness Check

Will be edited by AT&S only – no possibility to edit!

6D	EFFECTIVENESS CHECK / WIRKSAMKEITSPRÜFUNG AT&S	
Date of Effectiveness check / Datum der Wirksamkeitsprüfung:	Remarks / Bemerkungen:	
Release - Name – Date / Freigabe-Name-Datum: Effective / Wirksamkeit: <input type="radio"/> Yes / Ja <input checked="" type="radio"/> No / Nein	Verification attached / Anhang der Wirksamkeitsprüfung: <input type="radio"/> Yes / Ja <input type="radio"/> No / Nein	

# 7D Projektentscheid

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## 7D final Decision

Here you have the possibility to make a remark if the claim might not be acceptable – if No or partly will be chosen, a very detailed explanation is required

7D	FINAL DECISION / PROJEKTENTSCHEID			
Complaint acceptance / Reklamationsanerkennung:	<input type="radio"/> Yes / Ja	<input checked="" type="radio"/> No / Nein	<input type="radio"/> Partly / Teilweise	Remarks / Bemerkungen:
Rejection acceptance / Anerkennung der rückgewiesenen Menge:	<input type="radio"/> Yes / Ja	<input checked="" type="radio"/> No / Nein	<input type="radio"/> Partly / Teilweise	Remarks / Bemerkungen:

# 8D Projekt Status

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## 8D Project status

Will be edited by AT&S only.

8D	PROJECT STATUS / PROJEKT STATUS		
8D Project Finished / Abschluss 8D Report:	<input type="radio"/> Yes / Ja	<input checked="" type="radio"/> No / Nein	
Responsible / Verantwortlicher:	Erwin RAMPALA		Date / Datum:
Remarks / Bemerkungen:			


# 8D Report

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## 8D-Report: send back to AT&S

If all needed information's are filled out correctly, you can mail back the ready 8D report easily by pressing the „mail back“ button.

Please note that incomplete reports can not be send to AT&S (missing information's will be marked with a red frame)



mail back



# AT&S – First choice for advanced applications

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