

01.08.2025

**Via E-Mail, Adient Supplier Portal**

**Attn.: Adient EMEA Suppliers**

## **Supplier Annual PPAP Requalification**

Dear Supplier,

We would like to inform you of an important update to the **Annual Production Part Approval Process (PPAP) Requalification** procedure for external suppliers supporting Adient's **EMEA** Operations.

While the requirement for annual requalification remains unchanged, a **new confirmation process** has been introduced.

Starting immediately, Adient plants will issue a **Confirmation of Annual PPAP Requalification Form** for each applicable part. This form must be **signed by the supplier**, confirming that requalification has been completed and that all required documentation is available and/or will be submitted upon request.

### **Submission Types for External Suppliers**

Depending on your performance evaluation, one of the following submission types will apply:

- **Type A – Default Submission**  
You will be asked to sign and return the confirmation form. This confirms that requalification has been completed, and documentation is available if needed.  
PPAP documentation is not required to be submitted unless specifically requested.  
Customer Specific Requirements may be additionally listed and suppliers are expected to submit with the signed confirmation form.
- **Type B – Partial Submission**  
In addition to the confirmation form, you will be required to submit selected PPAP elements, including:
  - Design records (e.g. ballooned drawings)
  - Engineering change documents (if any)
  - Control plan
  - Dimensional results (min. 5 samples per part/cavity)
  - Material and performance test results
  - Process capability studies (Ppk, Cpk)
  - Compliance records (incl. SSOW)
  - Part Submission Warrant (PSW incl. IMDS if applicable)
- **Type C – Spot Check**  
You must be prepared to submit a **full PPAP package** (all elements of the initial PPAP scope) **within 24 hours** upon Adient's request in case you have a confirmation form signed in advance, committing that PPAP requalification documents are available on your site.

Your designated Adient contact will inform you of the applicable submission type and provide the necessary documentation.

This updated process is designed to improve traceability and ensure consistent compliance across our supply base. We appreciate your cooperation and commitment to quality.

If you have any questions, please contact your assigned Adient Plant Supplier Quality Engineer.

Sincerely,

**Mike Carberry**  
Director Quality

A handwritten signature in dark blue ink, consisting of a large, stylized 'M' followed by a horizontal stroke.

**Geert Van Hemelen**  
Director Supplier Development

A handwritten signature in dark blue ink, featuring a large, stylized 'G' followed by a horizontal stroke.